

# OFFICE OF THE CITY CLERK

**TIANNA M. MARKS**

*City Clerk  
Registrar of Vital Statistics*

**MILLY CASTRO LITTLES**

*Deputy City Clerk Vital Statistics  
Deputy Registrar of Vital Statistics*

**PAMELA MAGGIORE**

*Deputy City Clerk*



65 NIAGARA SQUARE  
ROOM 1308 CITY HALL  
BUFFALO, NEW YORK 14202  
PHONE: (716) 851-5431  
FAX: (716) 851-4845

August 7, 2025

Matthew J Austin  
24 Minton Street  
Buffalo, NY, 14210

Re: Freedom of Information Law Request – All SEQRA-Related Documents Submitted or Generated in Connection with Zoning Map Amendment for 379 Paderewski including but not limited to All Environmental Assessment Forms (EAF's)- Short or Full, Any Determination of Significance (Negative or Positive Declarations)

To whom it may concern,

The City of Buffalo Clerk's Office is in receipt of your Freedom of Information Law request. Pursuant to New York State Public Officers Law §89(3), this letter will serve as an acknowledgement of your request.

Due to the volume of requests this department is currently handling, sufficient time is needed to conduct a diligent search, compile, and review any records found responsive to this FOIL request. Accordingly, you will receive a determination of your request within twenty (20) business days from the date of this acknowledgement letter.

Please be advised that access to records is provided in accordance with New York State Public Officers Law §87(2). In addition, pursuant to New York State Public Officers Law §87(1)(b), please be advised that the costs for photocopying is \$.25 per page not more than 9"x14", or the actual cost of reproducing any other record. There is \$10 per electronic recording, also. There are no costs associated with your viewing the records.

Should you desire any further information, please feel free to contact the undersigned at (716) 851-5432.

Very truly yours,

Tianna M. Marks/sl  
City Clerk

Enclosed

**Lopez, Sarita L**

**From:** City of Buffalo Public Records <messages@nextrequest.com>  
**Sent:** Thursday, July 31, 2025 12:22 PM  
**To:** Lopez, Sarita L  
**Subject:** [Opened] City of Buffalo records request #25-5768 from Matthew J Austin

-- Reply ABOVE THIS LINE to post an INTERNAL message that will be sent to staff. Attach a non-image file to have it uploaded to the request as a staff-only document. --

## City of Buffalo Public Records

**Record request #25-5768 has been submitted and assigned to you. It currently has a due date of August 28, 2025.**

*staff - Clayton Hoyt.*

Pursuant to the New York State Freedom of Information Law (Public Officers Law §§ 84-90), I hereby request access to the following public records:

**All SEQRA-related documents submitted or generated in connection with Zoning Map Amendment for 379 Paderewski, including but not limited to:**

- All Environmental Assessment Forms (EAFs) – Short or Full
- Any determination of significance (Negative or Positive Declarations)

Per §11.2.D.2 of the City of Buffalo Unified Development Ordinance, an application is not considered complete until "all necessary forms, including forms relevant to the SEQRA process, are completed." Accordingly, I am seeking all records that the ordinance administrator considered in issuing a

notice of complete application for this zoning map amendment.

I would prefer to receive responsive documents in **electronic format**. If any part of this request is denied, please provide the specific legal grounds for the denial, as required by FOIL, and inform me of the appeal procedure.

Thank you for your time and attention to this matter.

Sincerely,

Matthew J. Austin, MUP

**View Request 25-5768**

<https://buffalony.nextrequest.com/requests/25-5768>



[Help Pages](#) | [nextrequest@civicplus.help](mailto:nextrequest@civicplus.help)