

Dear Ms. Ball:

Good afternoon. I am a resident of Spring Valley seeking records under the New York Freedom of Information Law, Article 6 of the Public Officers Law. I am hoping you can assist me, however if someone else is the Records Access Officer for the Village of Spring Valley please forward my email to them and copy me on the email so I know who to expect a response from.

Under the provisions of the New York Freedom of Information Law, Article 6 of the Public Officers Law I respectfully request records or portions thereof within the last ten years (unless otherwise specified) pertaining to the property located at the corner of Union Road and Viola Road which is currently under construction; specifically records for:

- Sale of the property, ownership, assessment and any requested or granted tax exemptions for this property.
- Plans and approvals for development on the property by the village whether by the Village Board, Planning Board, Zoning Board or individual village employees.
- Public or tax dollars spent or requested to be spent on the property if applicable, such as for demolition or improvement.
- Proposed or completed impact studies performed by or shared with the village in relation to this property and/or the intersection of Union Road and Viola Road, such as but not limited to traffic, environmental and utility sufficiency (water, gas and electric).
- Planned or completed infrastructure improvements related to the property and/or intersection.
- Any written communication related to all of the above, such as e-mails and text messages.

If my request appears to be extensive or fails to reasonably describe the records, please contact me via email at [anna.carafas@gmail.com](mailto:anna.carafas@gmail.com) or by phone at 845-304-7730.

I request that in the interest of efficiency and reducing the paper use for environmental conservation, my request be fulfilled by emailing electronic records and/or scanned copies of the requested records. If there are any fees involved please inform me before fulfilling the request and specify the basis for the fees. If all of the requested records cannot be emailed to me, please inform me by email of the portions that can be emailed and advise me of the cost for reproducing the remainder of the records requested.

If the requested records cannot be emailed to me due to the volume of records identified in response to my request, please advise me of the actual cost of copying all records onto a CD, USB or other electronic storage device.

The Freedom of Information Law requires that an agency respond to a request within five business days of receipt of a request. Therefore, I would appreciate a response as soon as possible and look forward to hearing from you shortly. If for any reason any portion of my request is denied, please inform me of the reasons for the denial in writing and provide the name and address of the person or body to whom an appeal should be directed.

Thank you for your assistance.

Sincerely, Anna J. Carafas  
Spring Valley, NY