

**TOWN OF PENDLETON**  
**FOIL Subject Matter List**  
**Last Revised October 25, 2023**

The following is a list of information which may be available after making a request under the Freedom of Information Law.

**Town Clerk's Office:**

Minutes of Town Board  
Minutes of Planning Board  
Minutes of Zoning Board  
Assessment Roll  
Dog Licenses  
Marriage Licenses (limited access)  
Sporting Licenses  
Alcohol Beverage Licenses  
Bingo Licenses  
Games of Chance Licenses  
Water & Sewer Districts (formation of)  
Handicap Parking Permits  
General Correspondence  
Audits  
Claims for Payment (vouchers/invoices)  
Master Plan  
Copy of Local Laws & Ordinances  
Bid Specifications  
Successful Bid Results  
Oaths of Office  
FOIL Requests  
Legal Notices  
Bond Summary  
Cancelled Bonds  
Refuse Bills  
Refuse/Recycling Tote Requests  
Newsletters  
Wendelville Fire Records  
Burial Interment Records  
Annual Budgets  
Daily Cash/BAS Reports  
Grants  
Permits (ATV, peddler, solicitor)  
Tax Records  
Bank Records

**Highway/Public Works Department:**

Road listing, mileage  
Equipment Listing  
Repair record of roads  
Repair record of equipment  
Town Bridge Listing & Inspection Reports  
Record of Equipment Fuel Usage  
Water & Sewer District Maps (as-builts)

**Assessment Department:**

Informal Hearings  
Property assessment record card  
Physical inventory and property description detailed  
Records used in determining property valuation  
RR & Special Franchise Records  
Sales Records  
Equalization Rate records  
Tax Maps/Mapper's listing  
Town & County Tax Records  
Assessment/tax grievance files  
Quarterly Listing of Sales data files  
Copies of tax grievance or judicial assessment review records  
Agricultural land assessment records

**Justice Court:**

Information regarding violation of the following laws:

Penal  
Vehicle & Traffic  
Agriculture & Markets  
Environmental Conservation  
Public Health  
Alcoholic Beverage Control  
Worker's Compensation  
Tax  
Transportation  
Town of Lockport Local Law  
Parking Violations  
Civil Matters  
Summary Proceeding  
Small Claims matters

**Supervisor's Office:**

Payroll  
Personnel files (limited access)  
Correspondence  
Town fiscal matters  
Audits  
General Ledger  
Employee Timecards, sheets, books  
Record of employee absences or accruals

**Building Department:**

Building Permit List  
Zoning Permits & Denials  
Zoning Board of Appeals Variance Hearings  
Special Permit File  
Site Plan Review files  
Subdivision & related inquiries  
Fire Reports, analysis & correspondence  
Fire Safety Inspections  
Other agency reports, reviews & recommendations  
Certifications & violation notices  
General Zoning & Building Inquiries  
Zoning Maps and all updates  
Listing of Stop Work Orders  
Contractor License List