



Cattaraugus County
Kelly J. Reed, County Administrator

303 Court St.
Little Valley, NY 14755

Phone (716) 938-2235
Fax (716) 938-2760

December 29, 2025

Honorable Norman St. George, J.S.C
First Deputy Chief Administrative Judge
New York State Unified Court System

Dear Judge St. George,

I am writing to provide you with an amendment to the Court Facilities Capital Plan for Cattaraugus County, as required by the Court Facilities Act of 1987.

303 Court Street, Little Valley – Cattaraugus County Supreme Court, County Court, and Surrogate’s Court- Little Valley County Center (combined use facility):

To address insufficient space for the Unified Court System (UCS) listed above, the County is proposing to offer additional office space on the third floor of the County Center located at 303 Court Street in Little Valley. The County owns this shared space building with UCS occupying approximately 8.67% of the building and the County and/or other tenants occupying approximately 91.33% of the building.

UCS currently occupies 4,584 sq. ft. of space on the third floor of the building. The County is offering an additional 942 sq. ft. of space on the third floor, previously occupied by the District Attorney’s Office (see attached floor plan). This space will be available beginning in January 2026. UCS currently occupies 10,209 sq. ft. of space in the entire building and with the additional 942 sq. ft. of space offered by the County, the total space will increase to 11,151 sq. ft. This additional square footage will provide UCS with office space for the Commissioner of Jurors and Chief Clerks as requested by UCS.

Modifications to this space will be considered tenant work. The County will coordinate with our UCS 8th Judicial District Representatives, Christopher Burns and Tony Biscotto, to develop a renovation plan and cost estimate, which will be submitted forthwith.

Compliance with Applicable Laws:

The design will comply with applicable:

- Building codes,
- Americans with Disabilities Act (ADA) requirements,
- Environmental laws, regulations, and ordinances,

- Court Facility Guidelines (22 NYCRR Part 34),
- UCS and local law enforcement security requirements, and
- Office of Court Administration's technology requirements.

Please advise if this amendment is acceptable to the New York State Unified Court System.

Sincerely,

Kelly J. Reed
Cattaraugus County Administrator

CC: Christopher Burns (via email)
Tony Biscotto (via email)
Tasha Moore (via email)
James Adsit, Cattaraugus County Director of Buildings and Grounds