



CITY OF GLEN COVE
Building Department
9 Glen Street, Glen Cove NY 11542
(516) 676-4448

PERMIT EXTENSION REQUEST

Date:

City of Glen Cove – City Council
C/O Building Department
9 – 13 Glen Street
Glen Cove, New York 11542

This letter is to request an extension of permit # _____ for a single period of 180 days.

This permit has been issued for work at _____ Glen Cove, NY.
(project address)

In making this request, I hereby certify that the above permit has not expired per any provisions of New York State Building Code, or of the Glen Cove Codes and Ordinances.

I understand that if my extension request is accepted for the above period of time, fees of one half of the original permit fee or the applicable minimum fee*, whichever is greater, will be due prior to the original permit expiration date in order to activate the extension.

I also understand that if the permit for which I am requesting an extension for has expired by reason of any of the provisions of the above code, I will be required to obtain a new permit covering the proposed construction and the original permit fees* will be applied and due prior to Issue.

Sincerely Yours,

Contractor
Licensee # _____

Owner or Contractor/Builder

Owner or Contractor Signature

* Based on pricing fee ordinance in effect at the time of permit submittal date.



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