Town of Yorktown *www.yorktownny.org*

08-13

Building Department

Town Hall, 363 Underhill Avenue, Yorktown Heights, NY 10598 Tel. (914) 962-5722 ext.233 Fax (914) 962-1731

Request for a Building Permit Extension

Building Permit Requirements:

- Building Permits expire 12 months from the date of issuance, and may be extended in 12 month increments.
- Construction must proceed in accordance with plans approved by, and on file with, the Building Department. Changes and revisions to construction design must be approved by the Building Department prior to continuing with work.
- A building or structure erected or altered under a Building Permit may not be occupied or used until a Certificate of Occupancy has been issued by the Building Department.

I have read the above Building Permit Requirements, and hereby request that Building Permit Number _____ be extended as follows (*check one*):

☐ First 12-month extension, 50% of the original permit fee or $200.00, whichever is less

☐ Subsequent 12-month extensions, 50% of the original permit fee or $250.00, whichever is less

☐ How many 12-month periods has the permit been expired?_____

Property located at: _____

Tax ID# Section _____ Block _____ Lot_____

_____ _____

Signature of owner or owner's agent Print name

_____

Date requested

Office use only – Do not write below this line.

Date of site visit_____

☐ Extension approved, to expire on_____

Fee $_____ X (number of expired years) = _____

☐ Extension denied Reason for denial_____

Other_____

_____

Building Inspector