



DEPT OF BLDGS 321207626

Job Number



ES582330396

Scan Code 321207626



Scan Code ESHS7457728

Borough Intake Form

1. **Location & Requestor Information** required for all requests. Provide location information, requestor's name, email, and relation to job. Please note denied requests will be sent disapproval reason (s) to email address provided on Borough Drop-off Intake Sheet.

House No: 3626 Street Name: Kings Highway Application#: 321207626 Date: 1/21/2020
Borough: Brooklyn Block: 7654 Lot: 14 BIN: 3209903 Requestor Name: Tony Corbin
Relation to job (select one): ☐ Owner ☐ Applicant of Record ☐ Contractor ☒ Filing Representative
Email: linda@cpermit.com Owner's Email: ☒ Initial ☐ Resubmission Date:

2. **Type of Request** Borough Drop-off Intake Sheet is required for each request submitted, ensure all forms are fully completed, signed, sealed and dated. Select one of the following options:

☒ **PAA (Post Approval Amendments)**

Submit PW1 (PAA) to make changes to an already approved (P+ status in BIS) application. Changes made after initial approval are subject to PAA fees and plan examination unless initial job was professionally certified.

☐ **PW1 Withdrawal**

Submit PW1 to withdraw all or part of a job.

☐ **Initial Work Permit Application**

Submit PW2 Initial Work Permit Application if this is the first time applying for this permit. Select **No Work Permit**, if this application will not include any physical work to be performed under this permit.

☐ **PW6 Certificate of Occupancy Inspection Application (Initial)**

Submit PW6 in order to initiate inspections required prior to issuance of a Certificate of Occupancy.

☐ **PW7 Certificate of Occupancy /Temporary Certificate of Occupancy /Letter of Completion**

Submit PW7 to obtain a final Certificate of Occupancy (CO), Temporary Certificate of Occupancy (TCO), Letter of Completion (LOC) or renew a Temporary Certificate of Occupancy. **Note: Resubmissions require new BSCAN sticker**

Internal Use Only, reason (s) for denial will be indicated below by borough staff and emailed to addresses indicated above.

Disapproval Reasons request cannot be processed for the following reason (s)

- | | |
|---|---|
| ☐ Job is not approved. | ☐ Resolve open required items and resubmit for permit. |
| ☐ Job is in 'R - PERMIT-ENTIRE' status. | ☐ Not an initial work permit application must be processed through permit renewal. |
| ☐ Job is for different borough submit to corresponding borough. | ☐ No permits have been issued for this job number. |
| ☐ Fees due, pay outstanding fees and resubmit. | ☐ Job number incorrect/invalid. |
| ☐ Job is on hold for 'No Good Check', resolve and resubmit. | ☐ Floors invalid. |
| ☐ Withdrawal Job/Doc #/Work type is missing/not on file. | ☐ Electrical Control Number (s) missing (required for NB filings) |
| ☐ Property/Job on 'Hold', see Borough Commissioner's Office. | ☐ Notarization by Superintendent of Construction missing. |
| ☐ Owner's signature required for withdrawal. | ☐ Open ECB/DOB violation (s) |
| ☐ Architect/Engineer's signature and/or seal missing. | ☐ Incomplete PAA |
| ☐ Applicant's information is different from Dept. records. | ☐ Missing inspection sign-off (s): |
| ☐ Permitted application must see Plan Exam for determination if withdrawal inspection is required. | ☐ Construction ☐ Plumbing ☐ Electrical ☐ Elevator |
| ☐ Inspection required resubmit with 'Final-Pass' inspection report (OP113). | ☐ Other: _____ |
| ☐ Work type signed off, cannot withdraw. | ☐ Missing required items (s): _____ |
| ☐ PAA approved, cannot withdraw. | ☐ TR-1 error (s): _____ |
| ☐ All PAA fees must be paid prior to withdrawal. | ☐ Missing/Incomplete/Invalid: |
| | ☐ Form (s) _____ |
| | ☐ Section (s) _____ |
| | ☐ Other: _____ |



PW1: Plan / Work Application

Must be typewritten

DEPT BLDGS Job No. 321207626



Scan Code ESHS7072324

1777-9 ksu NY05XC540

1 Location Information Required for all applications.

House No(s) 3626 Street Name Kings Highway

Borough Brooklyn Block 7654 Lot 14 BIN 3209903 C.B. No. 318

Work on Floor(s) Roof Apt. / Condo No(s)

2 Applicant Information Required for all applications. Fax, mobile telephone and e-mail address are optional information.

Last Name Barile First Name Nicholas Middle Initial D.

Business Name Com-Ex Engineering of NY, PLLC Business Telephone 862-209-4300

Business Address 309 Bailey Road Business Fax

City Purling State NY Zip 12470 Mobile Telephone

E-Mail nbarile@comexconsultants.com License Number 090133

Choose one: ☒ P.E. ☐ R.A. ☐ Sign Hanger ☐ R.L.A. ☐ Other:

3 Filing Representative Complete only if different from applicant specified in section 2. Fax, mobile phone, and e-mail are optional info.

Last Name Cor/Ter/Rug/Pin First Name T/C/A/F Middle Initial

Business Name CONSTRUCTION PERMIT SERVICES CORP. Business Telephone (212) 246-5111

Business Address 263 West 38th Street, Suite 8E Business Fax

City New York State NY Zip 10018 Mobile Telephone

E-Mail linda@cpermit.com Registration Number

4 Filing Status Required for all applications. Choose one and provide specified associated information.

☐ Initial Filing 5, 7, 11, 12A, 25-26

Choose only one:

- ☐ Standard Plan Examination or Review
☐ Professional Certification PC1, POC1
☐ Professional Certification of Objections A11

☐ Prior to Approval Actions 25-26

- ☐ Amend Existing Filing 4A
☐ Subsequent Filing 6-7, 8A (Alt-2 only), 11

☐ Post Approval Amendment (PAA) 4A, 6, 24-25

Will PAA affect filing fees? ☐ Yes ☐ No

☒ New (Superseding) Applicant 4A, 25-26

☐ Reinstatement 24-26

☐ Withdrawal 26

☐ Specified in 4A and 6

☐ Entire Job

4A Indicate existing document number affected by filing: 01

5 Job/Project Types Choose one and provide specified associated information.

☐ Alteration Type 1 or Alteration Type 1 required to meet New Building requirements (28-101.4.5)

6A-E, 8B-C, 8F, 9-10, 12, 13C-F, 14, 18-20, 22 & PW1A, PD1

☐ Alteration Type 1, OT: "No Work" 8C, 8F, 9-10 & 12, 13C-F, 14, 18-19, 22, PW1A, PD1

☐ Alteration Type 2 5A, 6A-D, 8A-B, 9-10, 13C-E, & 14, 20, 22

☐ Alteration Type 3 5A, 6B-F, 8C, 9-10, 13C-E, 20, 22

☐ New Building 6A-E, 8F, 9A, 9C-K, 9M, 10, 12 & 13A-E, 14, 18-20, PW1A, PD1

☐ Sign 5A, 6B-D, 9A, 9D, 22-23

☐ Full Demolition 6B, 8D, 9A & 9C-D, 9K, 9M, 13D-E, 14, 21A, 22

☐ Subdivision 9A, 9D, 12A-B

☐ Condominium ☐ Improved 17
5A Directive 14 acceptance requested?

☐ Yes ☐ No

6 Work Types Select all that apply but no more than allowed by job and filing type. "OT" required on all NB and Alteration 1 initial applications.

6A ☐ BL - Boiler PW1C

☐ FA - Fire Alarm

☐ FB - Fuel Burning PW1C

☐ FS - Fuel Storage PW1C

☐ FP - Fire Suppression

☐ MH - Mechanical

☐ PL - Plumbing PW1B

☐ SD - Standpipe PW1B

☐ SP - Sprinkler PW1B

6B ☐ EQ - Construction Equipment 15

6C ☐ OT/GC - General Construction

6D ☐ OT - Other, describe:

6E ☐ CC - Curb Cut 16

☐ OT/LAN - Landscape

6F ☐ OT/ANT - Antenna

☐ OT/BPP - Builders Pavement Plan 8D

☐ OT/FPP - Fire Protection Plan

☐ OT/MAR - Marquee 8E, 26B

7 Plans/Construction Documents Submitted *Plans are required for most applications.*Are plans being submitted with this PW1? ☐ Yes ☐ No *If yes, do the plans include:* ☐ FO — Foundation ☐ EN — Energy Analysis**8 Additional Information**

8A	WT	Cost	WT	Cost	WT	Cost	8B	Is a building enlargement proposed?	8C	Estimated Job Cost \$
								☐ No enlargement is proposed		8D Street Frontage: linear ft.
								☐ Yes 12, PD1		8E Height: ft. Width: ft.
								☐ Horizontal ☐ Vertical		8F Total Building Square Footage: sq. ft.
								Additional Construction Floor Area: sq. ft.		

9 Additional Considerations, Limitations or Restrictions

9A Review is requested under which building code? ☐ 2014 ☐ 2008 ☐ 1968 ☐ Prior to 1968

☐ Yes ☐ No ☐ Yes ☐ No

9B ☐ ☐ Alteration required to meet New Building requirements (28-101.4.5) *If yes, 13A-B*

☐ ☐ Alteration is a major change to exits

9C ☐ ☐ Façade Alteration

☐ ☐ Adult Establishment *If yes, plot diagram (except DM)*

☐ ☐ Compensated Development (Inclusionary Housing)

☐ ☐ Low Income Housing (Inclusionary Housing)

☐ ☐ Single Room Occupancy (SRO) Multiple Dwelling

☐ ☐ Filing includes Lot Merger / Reapportionment *If yes, 17*

9D ☐ ☐ Landmark

☐ ☐ Little "E" or RD Site

☐ ☐ Unmapped/CCO Street

☐ ☐ Requesting legalization of work where no work without a permit violations have been issued

☐ ☐ Other (please specify on line provided below):

☐ ☐ CRFN(s) Restrictive Declaration / Easement (max. 4):

☐ ☐ CRFN(s) Zoning Exhibit (I, II, III, etc. - max. 4):

9E ☐ ☐ BSA Calendar Numbers (max. 5):

9F ☐ ☐ CPC Calendar Numbers (max. 5):

9G ☐ ☐ Work includes lighting fixture and/or controls, installation or replacement. [ECC §404 and §505]

9H ☐ ☐ Work includes modular construction under New York State jurisdiction

☐ ☐ Work includes modular construction under New York City jurisdiction

9J ☐ ☐ Structural peer review required per BC 16. *If yes, provide NYS P.E. license number:*

9K ☐ ☐ Work includes permanent removal of standpipe, sprinkler or fire suppression related systems

9L ☐ ☐ Work includes partial demolition as defined in AC §28-101.5, or the raising/moving of a building *If yes, 21B*

☐ ☐ Structural stability affected by proposed work

9M ☐ ☐ Work involves or will result in an amount of soil disturbance greater than or equal to one acre in an MS4 area

☐ ☐ Work is part of a larger common plan or development or sale that involves or will result in an amount of soil disturbance greater than or equal to one acre in an MS4 area

9I High Rise Team tracking #:

LL Number Year

10 NYCECC Compliance *New York City Energy Conservation Code*

- ☐ To the best of my knowledge, belief and professional judgment, all work under this application is in compliance with the NYCECC*
- Code Compliance Path (choose one): ☐ NYCECC ☐ ASHRAE
- Energy Analysis (choose one): ☐ Tabular Analysis ☐ REScheck ☐ COMcheck ☐ Energy Modeling (EN1)
- ☐ To the best of my knowledge, belief and professional judgment, all work under this application is exempt from the NYCECC* in accordance with one of the following (choose one):
- ☐ The work is an alteration of a State or National historic building.
- ☐ The scope of the work is entirely in a "low-energy building" and is limited to the building envelope.
- ☐ The entire scope of work involves a temporary structure and/or one or more of the following work types: FA, FP, SD, SP, FS, EQ, CC, OT/BPP, OT/FPP. Other work types are not exempt.
- ☐ This is a post-approval amendment and exempt under a prior edition of the energy code. See statement of exemption on attached drawings.

11 Job Description**11A Related DOB Job Numbers**

11B Primary application job no.

12 Zoning Characteristics

12A District(s) Overlay(s) Special Dist.(s) Map Number				12B Street legal width: _____ ft. Street Status: ☐ Public ☐ Private If the zoning lot includes multiple tax lots, list all tax lots here ►			
12C Proposed:	Use*	Zoning Floor Area	District	FAR	Proposed Lot Details: Lot Type: ☐ Corner ☐ Interior ☐ Through Lot Coverage _____ % Lot Area _____ sq. ft. Lot Width _____ ft. Proposed Other Details: Enclosed Parking? ☐ Yes ☐ No If yes, no. of parking spaces: _____ Perimeter Wall Height _____ ft.		
		sq. ft.			Proposed Yard Details: Check here if no yards: ☐ or Front Yard _____ ft. Rear Yard _____ ft. Rear Yard Equivalent _____ ft. Side Yard 1 _____ ft. Side Yard 2 _____ ft.		
		sq. ft.					
		sq. ft.					
		sq. ft.					
		sq. ft.					
		sq. ft.					
Proposed Totals		sq. ft.					
Existing Total		sq. ft.					

*Use can be one of the following: residential, commercial, manufacturing, or community facility. List only one use per line.

13 Building Characteristics *Main use/dominant occupancy per AC §28-101.5. **Use 2014 Code equivalents only. *Residential w/other use.

13A Primary structural system, choose one : ☐ Masonry ☐ Concrete (CIP) ☐ Concrete (Precast) ☐ Wood ☐ Steel (Structural) ☐ Steel (Cold-Formed) ☐ Steel (Encased in Concrete)					
13B	Existing	Proposed	13D Building Type: ☐ 1, 2, or 3 Family ☐ Other Mixed use building? ☐ Yes ☐ No		
	Structural Occupancy/Risk Cat.	2014 Code Designations?			
	Seismic Design Cat.	2014 Code Designations?			
13C	Occupancy Classification*	☐ Yes ☐ No	☒ Yes**		
	Construction Classification	☐ Yes ☐ No	☐ Yes ☐ No		
	Multiple Dwelling Classification				
13F Building was originally erected pursuant to which Building Code: ☐ 2014 ☐ 2008 ☐ 1968 ☐ Prior to 1968 The earliest Code with which this building or any part of it is required to comply: ☐ 2014 ☐ 2008 ☐ 1968 ☐ Prior to 1968					

14 Fill Choose **one**.
☐ Not Applicable ☐ On-Site ☐ Off-Site ☐ Under 300 cubic yards
15 Construction Equipment
☐ Chute ☐ Sidewalk Shed Construction Material: _____
☐ Fence Size: _____ linear ft. BSA/MEA Approval No. _____
☐ Supported Scaffold ☐ Other: _____
16 Curb Cut Description
 Size of cut (with splays): _____ ft.
 Distance to nearest corner: _____ ft.
 to street: _____
17 Tax Lot Characteristics

Original tax lots being merged or reapportioned (if applicable):

--	--	--	--	--	--	--	--

Tentative tax lot numbers (new tax lots only):

--	--	--	--	--	--	--	--

18 Fire Protection Equipment

	Existing		Proposed	
	Yes	No	Yes	No
Fire Alarm	☐	☐	☐	☐
Fire Suppression	☐	☐	☐	☐
Sprinkler	☐	☐	☐	☐
Standpipe	☐	☐	☐	☐

19 Open Spaces

	Existing	Proposed		Existing	Proposed
Plaza Area	sq. ft.	sq. ft.	Arcade Area	sq. ft.	sq. ft.
Parking Area	sq. ft.	sq. ft.	Parking Spaces		
Loading Berths	sq. ft.	sq. ft.	Loading Berths		

20 Site Characteristics

- | | |
|---|--|
| Yes No | Yes No |
| ☐ ☐ Tidal Wetlands | ☐ ☐ Freshwater Wetlands |
| ☐ ☐ Coastal Erosion Hazard Area | ☐ ☐ Urban Renewal |
| ☐ ☐ Fire District | ☐ ☐ Flood Hazard Area <i>If yes, 20A</i> |

20A Flood Hazard Area Information

- | |
|---|
| Yes No |
| ☐ ☐ Substantial improvement? |
| ☐ ☐ Substantially damaged? |
| ☐ ☐ Floodshields part of proposed work? |

21 Demolition Details *Mechanical equipment other than handheld devices to be used for demolition or removal of debris (BC §3306.4).

- Yes No
- 21A ☐ ☐ Demo. filing is for a secondary structure? *If yes, specify structure being demolished:*
☐ ☐ Mechanical means* from out of building? *If yes, mechanical means will demolish:* ☐ entire structure or ☐ part of structure
☐ ☐ Mechanical means* from within building? *If yes, describe equipment proposed:*
- 21B ☐ ☐ Demolition work affects the exterior building envelope
☐ ☐ The scope of work involves raising/moving of a building

22 Asbestos Abatement Compliance Choose one.

- ☐ The scope of work requires related asbestos abatement as defined in the regulations of the NYC Department of Environmental Protection (DEP).
☐ The scope of the work is **not** an asbestos project as defined in the regulations of the NYC DEP. *DEP Control # is required.*
 DEP ACP-5 Control No. _____
☐ The scope of work is exempt from the asbestos requirement as defined in the regulations promulgated by the NYC DEP (15 RCNY 1-23(b))
 or is an alteration to a building constructed pursuant to plans submitted for approval on or after April 1, 1987, in accordance with § 28-106.1.

23 Sign

- | | | | |
|---|--|----------------------------------|--|
| Purpose: | Type: | Estimated Cost: \$ | 23A Illuminated type: ☐ Direct ☐ Flashing ☐ Indirect |
| ☐ Advertising | ☐ Illuminated 23A | Total Square Feet: _____ | Yes No |
| ☐ Non-Advertising | ☐ Non-Illuminated | Height above Curb: _____ ft. in. | ☐ ☐ If sign projects beyond building line, is owner billed for annual permit? <i>If no, specify in 26B</i> |
| Location: ☐ Ground ☐ Roof 23B ☐ Wall | Height above Roof: _____ ft. in. | | 23B ☐ ☐ Is roof sign tight, closed or solid? |
| Yes No | | | 23C Sign wording. <i>If extensive, provide only key wording.</i> |
| ☐ ☐ Is sign inside building line? <i>If no, sign projects by:</i> _____ ft. in. | | | 23D Distance from Arterial Highway: _____ ft. |
| ☐ ☐ Designed for changeable copy? <i>If no, 23C</i> | | | 23E Distance from Park 1/2 acre or more: _____ ft. |
| ☐ ☐ Does an OAC have an interest in this sign or location? <i>If yes, 23G</i> | | | 23F OAC Sign Number: _____ |
| ☐ ☐ Within 900' and within view of an arterial highway? <i>If yes, 23D</i> | | | 23G OAC Registration Number: _____ |
| ☐ ☐ Within 200' and within view of a park 1/2 acre or more? <i>If yes, 23E</i> | | | |
-► *If answer is "yes" to either of the above two questions and this is an advertising sign, OAC sign number is required in section 23F*

24 Comments Place additional comments on an AI-1 form. See Guide for proper incorporation of professional certification statements.

Through this post approval amendment, I, Nicholas D Barile PE #090133, supersede the previous applicant of record, Frank Pazden PE #086873, for SIGN OFF ONLY. Also Amending DHCR Requirement in Section 26. I assume full responsibility of application #321207626.

25 Applicant's Statements and Signatures Required for all applications.

Falsification of any statement is a misdemeanor and is punishable by a fine or imprisonment, or both. It is unlawful to give to a city employee, or for a city employee to accept, any benefit, monetary or otherwise, either as a gratuity for properly performing the job or in exchange for special consideration. Violation is punishable by imprisonment or fine or both. I understand that if I am found after hearing to have knowingly or negligently made a false statement or to have knowingly or negligently falsified or allowed to be falsified any certificate, form, signed statement, application, report or certification of the correction of a violation required under the provisions of this code or of a rule of any agency, I may be barred from filing further applications or documents with the Department. I prepared or supervised the preparation of the construction documents and specifications herewith submitted and to the best of my knowledge and belief, the construction documents and work shown thereon comply with the provisions of the NYC Administrative Code and other applicable laws and rules, ☐ (check here if) except as set forth in the accompanying documents. I acknowledge that I have read and complied with all instructions pertaining to this application and supplementary schedules submitted. **Cluster Development Statement** (if applicable): I hereby state that all specifications relating to this job are identical to those previously filed under the group lead job number, except as specified herein.

For Initial New Building and Alteration 1 applications filed under the 2008 or 2014 NYC Building Code only: does this building qualify for high-rise designation? ☐ Yes ☐ No

Directive 14 initial applications only: I certify that the construction documents submitted and all construction documents related to this application do not require a new or amended Certificate of Occupancy as there is no change in use, exits, or occupancy. ☐ Yes ☐ No

Name (print): Nicholas D. Barile

Sign and Date:

P.E. / R.A. Seal (apply seal, then sign and date over seal)

26 Property Owner's Statements and Signatures

Falsification of any statement is a misdemeanor and is punishable by a fine or imprisonment, or both. It is unlawful to give to a city employee, or for a city employee to accept, any benefit, monetary or otherwise, either as a gratuity for properly performing the job or in exchange for special consideration. Violation is punishable by imprisonment or fine or both. I understand that if I am found after hearing to have knowingly or negligently made a false statement or to have knowingly or negligently falsified or allowed to be falsified any certificate, form, signed statement, application, report or certification of the correction of a violation required under the provisions of this code or of a rule of any agency, I may be barred from filing further applications or documents with the Department. Furthermore, I understand that I am responsible for insuring that a final inspection be performed when the permitted work is complete, and that a satisfactory report of final inspection be submitted, along with all required submittal documents, so that the NYC Department of Buildings may issue a letter of completion or certificate of occupancy within the time prescribed by law.

I have authorized the applicant to file this application for the work specified herein and all future amendments. I will not knowingly authorize any work that is not in compliance with all applicable laws, rules, and regulations.

Yes No

☒ **Fee Exemption Request (Non-Profit Owned and Operated)**

In accordance with Administrative Code §28-112.1, Exception 1, I certify that the deed holder is a corporation or association organized and operated exclusively for the purposes indicated in such section, and that the property is used exclusively by such entity for such purpose. ★

☒ **Fee Exemption Request (NYCHA/HHC, NYC Agency, or Other Government Owned and Operated)** The building or any part thereof to be constructed, renovated, altered or demolished is owned and operated exclusively for the purposes of the NYC Agency, NYC Authority, NYS Agency, Federal Government or any other government entity. ★☒ **Owner's Certifications Regarding Occupied Housing**

The site of the building to be altered or demolished, or the site of the new building to be constructed, contains one or more occupied dwelling units that will remain occupied during construction. These occupied dwelling units have been clearly identified on the submitted construction documents.

☒ The site of the building to be altered or demolished, or the site of the new building to be constructed, contains occupied housing accommodations subject to rent control or rent stabilization under Chapters 3 and 4 of Title 26 of the New York City Administrative Code. **If yes, select one of the following:**

☒ The owner is not required to notify the New York State Homes and Community Renewal (NYSHCR) of the owner's intention to file because the nature and scope of the work proposed, pursuant to NYSHCR regulations, does not require notification.

☐ The owner has notified the New York State Homes and Community Renewal (NYSHCR) of its intention to file such construction documents/apply for such permit and has complied with all requirements imposed by the regulations of such agency as preconditions for such [filing/application].

Provide date NYSHCR notified: _____

☒ **Owner's Certification for Directive 14 Applications (if applicable)** I have read and am fully aware of the applicant's statement that the construction documents submitted and all construction documents related to this application will not require a new or amended Certificate of Occupancy as there is no change in use, exits, or occupancy and the work is not inconsistent with the current certificate of occupancy. Furthermore, I understand that I am responsible for retaining a qualified design professional to perform a final inspection when the permitted work is complete and this professional must submit a satisfactory final inspection report to the NYC Department of Buildings within the time following inspection prescribed by Department rule.

Notes for Section 26A: Section required if unit owner signed Section 26. Signature required for authorized representative of Condo or Co-Op board.

★ For fee waivers, please see the PW1 User Guide

Owner ☐ Individual ☐ Partnership ☐ NYCHA / HHCType: ☒ Corporation ☐ Other Government ☐ NYC Agency☐ Condo Unit Owner or Co-Op Tenant-shareholder 26AIs the deed holder a non-profit organization? ☒ Yes ☐ No

Name (please print): Barbara Brown

Relationship to Owner: President

Business Name/Agency: 3626 Kings Highway Owners Corp. c/o

Street Address: First Service Res. 132 32nd St., Ste 412

City: Brooklyn State: NY Zip: 11232

Telephone Number: 718-943-9263 Fax:

E-Mail Address: barjazz98@gmail.com

Signature and Date

26A Condo/Co-Op Board See note in bottom left corner of page.

Name (please print):

Title:

Street Address:

City:

State:

Zip:

Telephone Number:

Fax:

E-Mail Address:

Signature and Date

26B Lessee Responsible for Annual Sign or Marquee Permit

Name (please print):

Relationship to Owner:

Business Name/Agency:

Street Address:

City:

State:

Zip:

Telephone Number:

Fax:

E-Mail Address: