



PW7: Certificate of Occupancy /
Letter of Completion Folder
Review Request
Must be typewritten

DEPT BLDGS Job No. 420862063
Scan Code ESHS2419703

1 Location Information				
House No(s) 40-03		Street Name Rockaway Beach Blvd.		Work Proposed on Floor No(s) GND,001,002,ATT
Borough Queens		Block 15849	Lot 21	BIN 4301909 CB No. 414
2 Requestor Information				
Individuals Relationship to Job (example: applicant, owner filing representative)				
Last Name Cragolin		First Name Melanie		Middle Initial
Business Name Cragolin Engineering & Design			Business Telephone	
Business Address 223 Wall Street			Business Fax (267) 653-4260	
City Huntington		State NY	Zip 111743	Mobile Telephone (516) 721-4515
E-Mail msm@cragolinindesign.com			License Number 089985	
3 Type of Request Choose one.				
☐ Letter of Completion (Directive 14 or Non-Directive 14)				
☐ TCO - Temporary Certificate of Occupancy (Borough Commissioner's Office may be required. All requirements must be fulfilled before a TCO will be issued) 3A				
☒ Renewal of TCO - Temporary Certificate of Occupancy (Borough Commissioner's Office approval may be required. All requirements must be fulfilled before a TCO will be issued) 3A				
☐ Final Certificate of Occupancy 3A				
3A ☐ Change of address, block/lot, metes and bounds only (28-118.16.2)				
4 Comments <i>If additional space is required, write "see A1-1" here and submit a completed A1-1 form with this request.</i>				
TCO Renewal Request (for 90 days). Final CO dependent on AOR review of NB filing, and final plumbing sign off.				
5 Statements and Signatures				
By signing below, I understand the Administrative Building Code and either as a gratuity for property per				
Requestor Signature		true to the best of my knowledge and that falsification of any statement is a misdemeanor under § 26-124 of the NYC Code, or both. It is unlawful to give to a city employee, or for a city employee to accept, any benefit, monetary or otherwise, special consideration. Violation is punishable by imprisonment or fine, or both.		
Date 07-10-2019				
Borough Commissioner		Authorization Do not write in this section.		
Comments:				
Authorized Name (please print)		☐ Approved ☐ Disapproved		
Authorization Signature (if approved only)		Date		
Disapproval Reasons Review request cannot be processed for the following reasons:				
☐ Fees unpaid ☐ Open ECB/DOB Violation(s) ☐ Incomplete PAA ☐ Audit Conditions Pending / Job on Hold				
☐ Missing Inspection Sign-off(s): ☐ Construction ☐ Plumbing ☐ Electrical ☐ Other: _____				
☐ Missing Required item(s): _____ ☐ TR-1 Error(s): _____				
☐ Form(s) missing/incomplete: Form(s) _____ Section(s)/Reason(s) _____				
☐ Other: _____				

OK TO EXTEND TEMPORARY CERTIFICATE OF OCCUPANCY FOR 90 DAYS 07/10/2019

Chintan Desai
Build It Back