



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

DEPT BLDGS Job No. 420662615
Scan Code ESHS9175966

1 Location Information	
House No(s) 163-18	Street Name 95 Street
Borough Queens	Block 14201 Lot 93
Work Proposed on Floor No(s) GND,001,002,ATT	BIN 4295893 CB No 410
2 Requestor Information	
Individuals Relationship to Job (example: applicant, owner filing representative)	
Last Name Cragnolin	First Name Melanie
Business Name Cragnolin Engineering & Design	Business Telephone
Business Address 223 Wall Street	Business Fax (267) 653-4260
City Huntington State NY	Zip 11743
E-Mail msm@cragnolindesign.com	License Number 089965
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 If additional space is required, write "see A1-1" here and submit a completed A1-1 form with this request.	
TCO Renewal Requested (90 days). Final CO dependent on AOR review of DOB filings and FEMA EC, receipt and AOR review/approval of final asbuilt survey, and zoning exhibits.	
5 Statements and Signatures	
By signing below, I understand the Administrative Building Code and either as a gratuity for properly per	True to the best of my knowledge and that falsification of any statement is a misdemeanor under § 26-124 of the NYC, 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.
Requestor Signature	Date 10-21-2019
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 EGB/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 10/21/2019

Chintan Desai
Build It Back

12/14