



TOWN OF EAST HAMPTON PLANNING BOARD

Telephone (631) 324-2696
Fax (631) 324-1476

REQUEST FOR EXTENSION OF TIME TO MEET CONDITIONS OF APPROVAL

INSTRUCTIONS: Complete this form and submit it to the Planning Board with the required fee. The Board reserves the right to request additional information if necessary to properly evaluate this request. If additional information is required, you will be notified by mail. A \$200.00 application fee, payable to the Town of East Hampton, is required for a six-month extension. Extensions of time are granted only in six-month increments. Each six-month extension requires filing of a new request form and fee.

Note: It is expected that conditions be satisfied in an expeditious manner. The granting of a time extension by the Planning Board is discretionary. Fees are non-refundable.

TYPE OF APPLICATION:

- Minor Subdivision
- Subdivision
- Site Plan
- Site Plan / Special Permit

APPROVAL INFORMATION:

Approved Project Name:

Original Project Name (if different):

Original Approval Date: _____ Last Expiration Date: _____

Suffolk County Tax Map #: 300-_____

Street Address: _____

Hamlet: _____

Current Owner of Record: _____

CONTACT INFORMATION: (Where all correspondence is to be sent)

NAME: _____

ADDRESS: _____

PHONE (_____) _____ (_____) _____

CONDITION(S) OF APPROVAL NOT MET:

- Obtain Building Permit w/in ___ months of approval
- Obtain Certificate of Occupancy w/in ___ months of approval
- Other (Please list as shown in "ADDITIONAL CONDITIONS AND TIME LIMITATIONS" in SITE PLAN / SPECIAL PERMIT APPROVAL.)

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Cont'd

EXPLANATION FOR FAILURE TO MEET CONDITION(S) OF APPROVAL WITHIN SPECIFIED PERIOD OF TIME:

ANTICIPATED DATE OF COMPLETION: _____

AUTHORIZATION

I, the owner, hereby authorize the Planning Department and the Planning Board to enter the subject parcel to review the pending extension of time request.

Signed: _____

ACKNOWLEDGEMENT

STATE OF _____)

ss:

COUNTY OF _____)

On the _____ day of _____, in the year _____, before

me personally appeared _____,
personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is/are subscribed to this instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.