TOWN OF FALLSBURG
CODE ENFORCEMENT OFFICE

Member: New York State Building Officials Conference, Inc.

6 Railroad Plaz
P.O. Box 83
S. Fallsburg, NY 1277
(845) 434-881
Fax: (845) 434-588
E-mail: paige.ceoclerk@fallsburgny.con

Code Enforcement Officer

APPLICATION FOR LAND DISTURBANCE PERMIT

FEE: $50.00

DATE: _____

Owner of property _____

Mailing Address: _____

Phone Number: _____

Applicant is owner, lessee, agent, architect or builder.

Location of property: _____

Tax Map Number: _____

Zone: _____ Size of Lot: _____

Amount of Land Affected: _____

Start and end dates of harvesting: _____

Contractor: _____

Mailing Address: _____

Phone Number: _____

Workers Compensation Number: _____

Adjoining Property Owners - Names and Addresses:

_____

_____

_____

_____

(See Other Side for Site Plan Requirements)

Anything cleared over 5 acres - you must contact the NYSDEC per Reg. Article 17

THIS FORM MUST BE FILLED OUT IF YOU ARE GIVING SOMEONE ELSE PERMISSION TO ACT ON YOUR BEHALF DURING CONSTRUCTION

OWNERS PROXY

(Owner) _____ deposes and states that he/she resides at:

_____

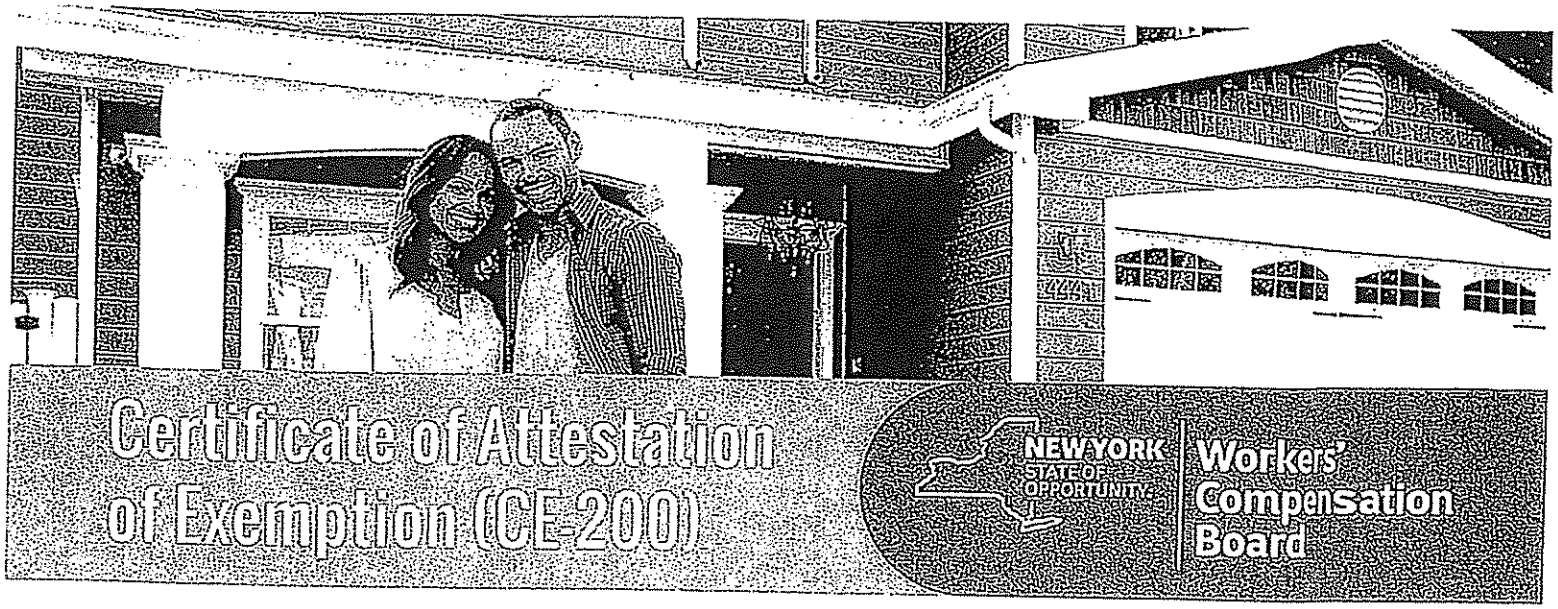
_____

And that he/she is the owner of the premises described in the attached application for a building permit/zoning application/planning board application and further states that he/she has authorized _____ to make said application, secure any necessary permits and approvals, call for inspections, and request a certificate of occupancy upon satisfactory completion of the work described in said application.

Date: _____

_____
Owners Signature

_____
Witness' Signature



While New York Business Express is designed and developed to support business formation in New York, individual homeowners can file their exemption here as well!

Follow these steps:

1. Go to businessexpress.ny.gov.
2. Select Log in/Register in the top right-hand corner.
   A NY.gov Business account is required, even though you are an individual.
3. If you do not have a NY.gov business account, go to step 4 to set up your account.
   If you have a NY.gov login and password, go to step 14.
4. Select Register with NY.gov under New Users.
5. Select Proceed.
6. Enter the following:
   - First and last name
   - Email
   - Confirm email
   - Preferred username (check if username is available)
7. Select I'm not a robot.
   You may have to complete a Captcha verification before proceeding.
8. Select Create Account.
   If you already have a NY.gov account, the screen will display your existing accounts, either Individual or Business.

8. (Continued)
   Do one of the following:
   - If the account(s) shown is a NY.gov Individual account, select Continue.
   - If the account(s) shown is a NY.gov Business account, select Email Me the Username(s).
9. Verify that the account information is correct.
   - Select Continue.
10. An activation email will be sent.
    If you do not receive an email, see the No Email Received During Account Creation page.
11. Open your activation email and choose Select Here.
    - Specify three security questions.
    - Select Continue.
12. Create a password (must contain at least eight characters).
13. Select Set Password. You have successfully activated your NY.gov ID.
14. Select Go to MyNy:
    - At the top of the screen, select Services.
    - Select Business.
    - Select New York Business Express.
    - Select Log in/Register.

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Certificate of Attestation of Exemption (CE-200)

NEW YORK STATE OF OPPORTUNITY | Workers' Compensation Board

15. On the New York Business Express home page, scroll down to Top Requests:
    - Select *Certificate of Attestation of Exemption*

    or

    - Search Index A-Z for *CE-200*.
16. Under How to Apply:
    - Select Apply Online as Homeowner.
17. At the Entity Type screen:
    - Select Individual (Sole Proprietor).
    - Select Save & Continue.
18. At the Business Identification screen:
    - Enter your name and Social Security Number.
    - Select Save & Continue.
19. At the Business Physical Location screen:
    - Enter your home address.
    - Select the This is Also my Mailing Address button, if applicable.
20. At the Additional Physical Locations screen:
    - Select Save & Continue.
21. At the Mailing Address(es) screen, your mailing address will appear.
    - Select Save & Continue.
22. At the Business Industry Classification screen, 814110 Private Households for principal NAICS code is the default. No secondary NAICS code necessary.
    - Select Save & Continue.
23. At the Sole Proprietor/Owner screen, enter the remaining blank fields. Some information has been provided for you.
    - Validate address.
    - Select Save & Continue.
24. At the Workers' Compensation and Disability and Paid Family Leave screen, answer these questions:
    - Do you have New York Workers' Compensation Insurance?
    - Do you have New York Disability and Paid Family Leave Benefits Insurance?
    - Select Save & Continue.
25. At the Permit, License, or Contract Information screen:
    - Select Building, Electrical or Plumbing Permit.
    - Issuing Agency — Enter the Town, City, or Village Building Department.
    - Select Save & Continue.
26. At the Workers' Compensation Exemption Reason screen, select the appropriate exemption reason.

    If Fair Play exemption is selected, an additional screen will display criteria to review. Check the box I understand.
    - Select Save & Continue.
27. At the Disability and Paid Family Leave Exemption Reason screen, select the appropriate exemption reason.
    - Select Save & Continue.
28. Review the Application Summary.
29. Attest & Submit.

You will receive an email when your certificate has been issued. To view your certificate:

- Select Access Recent Activity from your email, or access businessexpress.ny.gov and then access your Dashboard (under your login name on right).
- Print and sign the *Certificate of Attestation of Exemption*.
- Submit your *CE-200* for your license, permit or contract to the issuing Agency.

Questions? Call the NYBE Contact Center: (518) 485-5000.