



Town of Dover

Building Department

126 East Duncan Hill Road

Dover Plains, NY 12522

845.832.6111 x102 – Building Inspector

845.832.6111 x119 – Code Enforcement

845.832.6111 x103 – Clerk

845.832.3188 - Fax

For Office Uses Only ☐ Residential ☐ Commercial

Permit #: _____ Zone: _____

Grid #: _____

Fee: \$ _____ Date Paid: _____

Check #: _____ Receipt #: _____

Demolition Permit Application

(Must be filled out **IN FULL WITH PAYMENT** before review. Incomplete applications will be returned.)

Owner of Property: _____ Phone #: _____

Mailing Address: _____ Cellular #: _____

Applicant's Name: _____ Phone #: _____

Mailing Address: _____ Cellular #: _____

Contractor: _____ Phone #: _____

Mailing Address: _____ Cellular #: _____

E-mail: _____

Address of Proposed Project: _____ Lot #: _____

Subdivision Name: _____

Cost of Demolition: \$ _____

Application is hereby submitted to the Building Inspector/Code Enforcement Officer of the Town of Dover for the approval of PLANS AND DETAILED STATEMENT OF THE SPECIFICATIONS OF WORK TO BE PERFORMED.

Applications will be considered when the following information is supplied:

- ☐ **\$120.00 per \$1,000.00 for the cost of demolition; \$15.00 additional per \$1,000.00 thereafter** (Checks made payable to Town of Dover) for commercial please call the Building Department for fee.
- ☐ Certification of Attestation of Exemption form (CE-200) See this website for information on obtaining: https://www.busessexpress.ny.gov/app/answers/cms/a_id/2263/kw/CE **OR**
- ☐ Proof of Workers' Compensation (C-105.2) and Disability Insurance (DB-120.1)
ACORD forms are NOT acceptable proof of NYS workers' compensation or disability benefits insurance coverage).
- ☐ Survey map showing location of structure being demolished.
- ☐ Year in which structure was built: _____
- ☐ Description of structure being demolished: _____
- ☐ Type(s) of equipment used for demolished: _____
- ☐ Copy of asbestos survey (performed by certified inspector) if building was built before 1974.

Estimated date(s) when demolition will occur: _____

Per §107-3 B. (5) of the Town of Dover Zoning Law, demolition may only occur between 7:00AM and 9:00PM.

I confirm that I have read Chapter 69 of the Town of Dover Zoning Law and understand my responsibilities of all provisions of Town of Dover Zoning Laws, New York State Uniform Fire Prevention & Building Code and State of New York Department of Labor requirements. The Town of Dover Zoning Law can be researched at www.doverNY.us (click Links, Town Code).

Signature of Applicant

DATE

Signature of Owner

DATE

Building Inspector/CEO

Date Issued

Certificate of Attestation of Exemption



Workers'
Compensation
Board

Instructions for obtaining and filing a Certificate of Attestation of Exemption from Workers' Compensation and/or Disability and Paid Family Leave Benefits (CE-200) through New York Business Express

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.
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 log-in and password, go to [step 16](#).
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.
 - 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 select **Click Here**.
 - Specify three security questions.
 - Select **Continue**.
12. Create a password (must contain at least 14 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**.
15. On the New York Business Express home page, do one of the following:
 - Scroll down to Top Requests and select **Certificate of Attestation of Exemption, or**
 - Search Index A-Z for **CE-200**.
16. Under **How to Apply**:
 - Select **Apply as a Business, or**
 - Select **Apply as a Homeowner** (applies to those obtaining permits to work on their residence).
17. Complete application screens.
18. Review Application Summary.
19. Attest and 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.