

**TOWN OF FALLSBURG
CODE ENFORCEMENT OFFICE**

Member: New York State Building Officials Conference, Inc



5250 MAIN STREET
SOUTH FALLSBURG
NEW YORK 12779
(845) 434-8811

H.O.A. Building Permit Permission Form

I, [board member] _____
have received a request from, [applicant] _____
The owner of unit # _____ SBL# _____
located at [property name] _____
for a [purpose of request] _____

Having reviewed the applicants request the association has decided to:

Check Box:

Approve [] with the following conditions _____

Denied [] _____

I assert that I am a board member of the homeowners association and
this matter has been discussed with other board members and this is the
decision of the majority of the board.

Signed _____ Title _____

Print Name _____

Phone Number _____ Date _____

Email _____

Attention!

The Code Enforcement Office must be made aware
when new board members are elected or replaced.

The names, phone numbers and mailing addresses of all board members should
be updated regularly in the event of an emergency and to prevent
any confusion or delays in the permit process.

Please add a copy of this required information on a
separate sheet along with this form to avoid delays in the permit process.