

# TOWN OF WAPPINGER



**BUILDING DEPARTMENT**  
20 MIDDLEBUSH ROAD  
WAPPINGERS FALLS, NY 12590-0324  
(845) 297-6256  
FAX: (845) 297-0579

**\*\*If you are including a deck on the pool permit, the pool cannot be used until both the pool and the deck are issued a certificate of compliance\*\***

## BUILDING PERMIT APPLICATION

**(Swimming Pools, Above Ground)**

**Fee: \$150**

**LEGALIZATION FEE(work done without a permit): \$250.00 IF APPLICABLE**

***\*\*IMPORTANT:***

***Any vessel that holds more than 24 inches of water must have a permit per NYS Building Code Section 3109. This includes pop-up and inflatable pools!!!! No material for structures can be installed, constructed or delivered until building permit is approved, issued and received. Work estimated to be \$10,000 or more will require certified engineer/architect stamped and signed plans (deck).***

### **INFORMATION REQUIRED FOR POOL:**

1. Brochure of pool including information regarding ladder and height of pool sides
2. Specifications of pump, filter and ladder
3. Pool alarm specifications and certification form (form enclosed)  
**Pool alarm rated ASTM F2208 must be activated once pool is filled with water.**
4. Pool must meet setback requirements (required distance from property lines) for whichever zone the property is in. Contact Building Department to find out setback requirements. Required information to be shown on plot plan page (see below)
5. If Pool is to include deck:
  - sufficient drawings (2 Copies) of construction
  - show all dimensions and construction, including footings and materials being used (see attached checklist)
6. See below checklist for additional building permit requirements. The Building Inspector may have additional requirements.

### **INSPECTIONS REQUIRED TO CLOSE PERMIT:**

- Inspection by Town Building Inspector. Contact this department to set up inspection time.
- Final electrical inspection by Town approved Electrical Inspection Agency. (see attached list)
- If deck is included, footing inspection will also be required

**NO POOL TO BE USED UNTIL FINAL INSPECTION BY TOWN BUILDING INSPECTOR AND CERTIFICATE OF COMPLIANCE ISSUED!**

**\*ANY CHANGES to plans require approval by Code Official\***

**CALL 811 BEFORE YOU DIG**

*All permit fees are non-refundable*

## **BUILDING DEPARTMENT**

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# **REQUIREMENTS FOR ALL BUILDING PERMIT APPLICATIONS**

***\*INCOMPLETE SUBMISSIONS WILL DELAY THE ISSUANCE OF A PERMIT\****

- ☐ **APPLICATIONS MUST BE COMPLETELY FILLED OUT AND SIGNED**
- ☐ **OWNERS CONSENT FORM REQUIRED**
- ☐ **PLOT PLANS MUST BE FILLED OUT COMPLETELY AND SIGNED**
- ☐ **APPLICATION FEE MUST ACCOMPANY APPLICATION**
- ☐ **SURVEY OF PROPERTY REQUIRED**
- ☐ **INSURANCE REQUIRED (WORKERS COMP AND DISAB.OR HOME OWNERS WAIVER)**

The Town of Wappinger requires proof of Workers' Compensation (C105.2 or 26.3) and Disability (DB120.1) insurance. The Certificate of Attestation of Exemption, Form CE-200, may only be completed by homeowners doing their own work, entities with no employees and/or out-of-state entities obtaining a contract or license in which all the work is being performed outside of New York State.

- ☐ **ANY NEWLY PURCHASED PROPERTIES WILL REQUIRE DEED**

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## **DECK AND/OR PORCH BUILDING PERMIT CHECKLIST**

Construction Drawings – Submit two (2) copies of CLEAR & NEAT “detailed” drawings of the proposed deck or porch.

Show STAIR and PLATFORMS  
Show a TOP VIEW and SIDE SECTION VIEW showing

1. Elevations
2. Sizes & Dimensions of All Material (i.e. lumber)
3. Species of Lumber being used
4. All Construction Methods
5. Size, Depth and Spacing of Footings
6. Detailed Drawings of Stairs Showing Risers and Treads
7. Show if any electric to be added or altered
8. Pool gate details (if applicable)

Minimum Depth of Footings: 42”  
Minimum width of footing:

Railing Height (on deck/porch) at least 36”

Railing Height (on stairs) at least 34”---no more than 38”

1. And to be continuous full length of stairs
2. Cannot be more than 2 ¼ “ wide on top
3. Graspable handrails required. Handrails shall be continuous the full length of the stairs with four or more risers from a point directly above the lowest riser of the flight. Ends shall be returned or shall terminate in newel posts or safety terminals. Handrails adjacent to a wall shall have a space of not less than 1.5 inches between the wall and handrail.

Stair landings Min. 36” x 36” at top of stairs but no narrower than width of door  
width of stairs Min. 36” at bottom of stairs in direction of travel but no narrower than the

### **GUARD OPENING LIMITATIONS:**

Spacing between spindles 4” sphere cannot pass through

Stairways – Treads & Risers 8 ¼” maximum

Riser height  
Minimum Tread depth NO LESS THAN 9” if open  
9” & 1 1/8” nosing if closed

Triangle area between stair risers and treads 6” sphere cannot pass through



# DEC

## Swimming Pool Discharges (General Guidelines)

### Be a Good Swimming Pool Neighbor!

Under certain conditions, draining swimming pools can cause fish kills and other harmful environmental impacts.

Failure to follow appropriate procedures and to implement appropriate testing and other safeguards may constitute discharge of pollutants without a State Pollutant Discharge Elimination System (SPDES) permit, could result in fish kills and other types of damage, and may cause the discharger to be subject to significant fines and to other civil and criminal liabilities

Under most conditions (when proper environmental safeguards are carefully followed) New York State Department of Environmental Conservation (NYSDEC) will not require SPDES Permits for draining of swimming pools to the ground.

Discharging pool water directly to or within 250 ft. of a stream, pond, lake or wetland may be prohibited or require a SPDES permit.

### Be Astute and Don't Pollute!

- As a general rule, a 10 day holding time (after the last chemical treatment) is usually adequate to dissipate chlorine prior to discharge.
- Pool water should be essentially free of chlorine ( $\leq 0.1$  ppm total chlorine), algaecides, and other potential pollutants prior to discharge.

Pollution Prevention Unit  
NYS DEC, 625 Broadway, 12<sup>th</sup> floor  
Albany, NY 12233-8010

- Bubbling, cascading or other forms of aeration will help to remove chlorine from the water.

- pH should be within a normal range (6 to 9). pH adjustment chemicals, instructions and test kits are available at any pool supply store.

- Pool discharges should be done slowly to prevent soil erosion, flooding, or damage to adjacent properties (the recommended maximum discharge rate is 25 gal/min or less).

- Filter system backwash should be handled and disposed of in an environmentally responsible manner.

- When in doubt, test your pool water to ensure that it is safe prior to release or discharge.

### Keep Our Water Safe and Clean!

Remember, it is up to each one of us to do our part to protect the environment, be a good neighbor, and to comply with the law.

For additional information regarding the responsible discharge of water from swimming pools and any other water permit requirements, contact the Division of Water at your NYSDEC Regional Office.

#### NYSDEC Regional Office Phone Numbers:

Region 1 (631) 444-0420	Region 2 (718) 482-6516
Region 3 (914) 332-1835	Region 4 (518) 367-2380
Region 5 (518) 623-3671	Region 6 (315) 793-2554
Region 7 (315) 426-7500	Region 8 (585) 226-5445
Region 9 (716) 851-7190	

You can also contact the Pollution Prevention Unit (PPU) at 1-800-462-6553.

Or contact our websites:

NYSDEC website: [www.dec.state.ny.us/](http://www.dec.state.ny.us/)

PPU website: [www.dec.state.ny.us/website/ppu](http://www.dec.state.ny.us/website/ppu)

### Help Protect the Environment!

NEW YORK STATE DEPARTMENT OF  
ENVIRONMENTAL CONSERVATION

George E. Pataki, Governor

Denise M. Sheehan, Commissioner

**TOWN OF WAPPINGER BUILDING DEPARTMENT**

20 Middlebush Road, Wappingers Falls, N.Y. 12590

telephone: 845-297-6256 fax: 845-297-0579

**APPLICATION FOR BUILDING PERMIT**

**APPLICATION TYPE:**    ☐ Residential                      **ZONE:** \_\_\_\_\_                      **DATE:** \_\_\_\_\_  
☐ New Construction                      ☐ Commercial                      **APPL #:** \_\_\_\_\_                      **PERMIT #** \_\_\_\_\_  
☐ Renovation/Alteration    ☐ Multiple Dwelling                      **GRID:** \_\_\_\_\_

**APPLICANT NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**TEL #:** \_\_\_\_\_ **CELL:** \_\_\_\_\_ **FAX #:** \_\_\_\_\_ **E-MAIL:** \_\_\_\_\_

**NAME OWNER OF BUILDING/LAND:** \_\_\_\_\_

**\*PROJECT SITE ADDRESS\*:** \_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_

**TEL #:** \_\_\_\_\_ **CELL:** \_\_\_\_\_ **FAX #:** \_\_\_\_\_ **E-MAIL:** \_\_\_\_\_

**BUILDER/CONTRACTOR DOING WORK:**

**COMPANY NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**TEL #:** \_\_\_\_\_ **CELL:** \_\_\_\_\_ **FAX #:** \_\_\_\_\_ **E-MAIL:** \_\_\_\_\_

**DESIGN PROFESSIONAL NAME:**

**TEL #:** \_\_\_\_\_ **CELL:** \_\_\_\_\_ **FAX #:** \_\_\_\_\_ **E-MAIL:** \_\_\_\_\_

**APPLICATION FOR:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SETBACKS:** **FRONT:** \_\_\_\_\_ **REAR:** \_\_\_\_\_ **L-SIDEYARD:** \_\_\_\_\_ **R-SIDEYARD:** \_\_\_\_\_

**SIZE OF STRUCTURE:** \_\_\_\_\_

**ESTIMATED COST:** \_\_\_\_\_ **TYPE OF USE:** \_\_\_\_\_

**NON-REFUNDABLE APPL. FEE:** \_\_\_\_\_ **PAID ON:** \_\_\_\_\_ **CHECK #** \_\_\_\_\_ **RECEIPT #:** \_\_\_\_\_

**BALANCE DUE:** \_\_\_\_\_ **PAID ON:** \_\_\_\_\_ **CHECK #** \_\_\_\_\_ **RECEIPT #:** \_\_\_\_\_

**APPROVALS:**

**ZONING ADMINISTRATOR:**

☐ Approved    ☐ Denied    **Date:** \_\_\_\_\_

\_\_\_\_\_

**FIRE INSPECTOR:**

☐ Approved    ☐ Denied    **Date:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Signature of Building Inspector**

\_\_\_\_\_  
**Print Name or Company Name(if applicable)**

# TOWN OF WAPPINGER PLOT PLAN

Building Permit # \_\_\_\_\_

Date \_\_\_\_\_

Address: \_\_\_\_\_

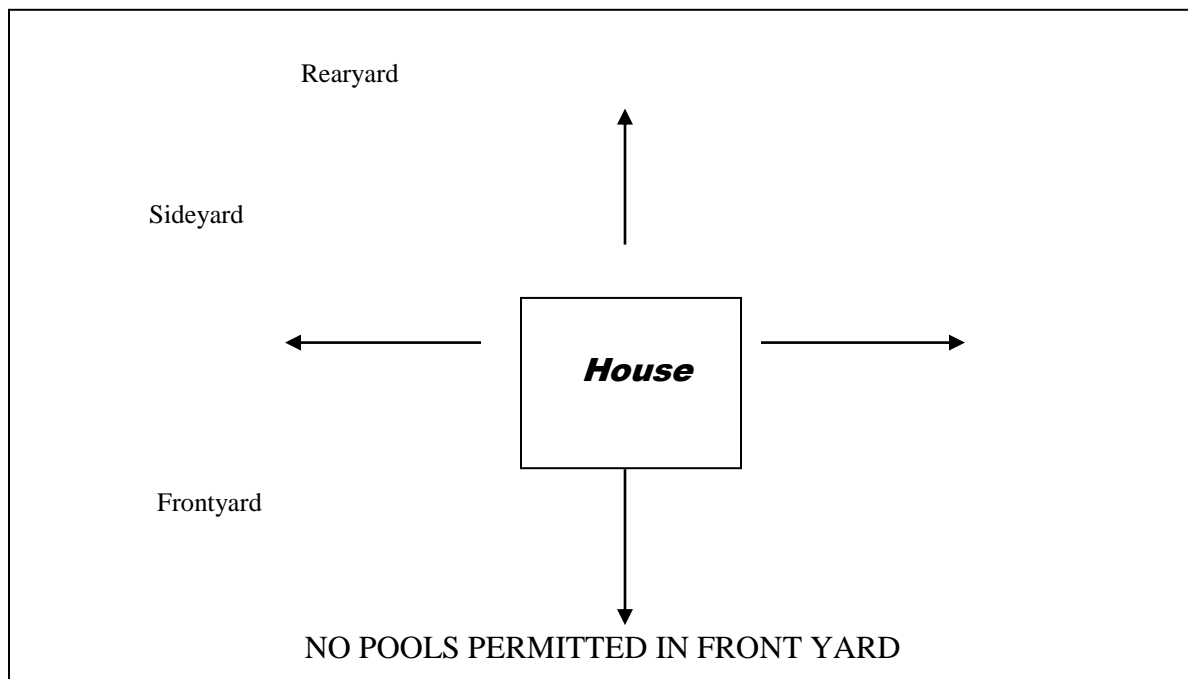
Interior/Corner Lot: *circle one*

Owner of Land \_\_\_\_\_

Zone: \_\_\_\_\_

**LIST ALL EXISTING STRUCTURES ON PROPERTY:** (*ie: pool, shed, decks, detached garage*)

I. House, \_\_\_\_\_



## REQUIRED:

- Draw proposed and all existing structures on plot plan.
- Indicate Location Setbacks to both sides and rear property line (measurement in feet)
- Show location of mechanical equipment and filter system backwash discharge area

\_\_\_\_\_  
*SIGNATURE REQUIRED*

Approved:/Rejected: \_\_\_\_\_

Date: \_\_\_\_\_

Zoning Administrator

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## OWNER CONSENT FORM

BUILDING PERMIT # \_\_\_\_\_ APPLICATION # \_\_\_\_\_

SITE LOCATION: \_\_\_\_\_

GRID: # \_\_\_\_\_

Name of APPLICANT/OWNER: \_\_\_\_\_

## ~ CERTIFICATION ~

### NOTICE TO APPLICANTS: 240-109 Certificate of Occupancy

It shall be unlawful for a building owner to use or permit the use of any building or premises or part thereof hereafter created, erected, changed, converted or enlarged, wholly or partly, in its use or structure until a Certificate of Occupancy shall have been issued by the Building Inspector and/or Zoning Administrator.

*I, \_\_\_\_\_, owner of the land/site/building hereby give my permission for the Town of Wappinger to approve or deny the attached application in accordance with local and state codes and ordinances. I understand that this permit will not be closed out unless all proper inspections are completed which can include the building inspector having access to the interior of my residence. If this permit is not closed before the expiration date it will remain as a violation on my property until it is closed out. After the expiration date the permit fee and application will have to be re-submitted in order to close out the permit. I understand that I am ultimately responsible for the closure of this permit.*

**FAILURE TO COMPLY MAY RESULT IN COURT PROCEEDINGS.**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner's Telephone Number

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Owner's Address

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**Building Department**  
***POOL ALARM CERTIFICATION***  
**(ASTM F 2208 only)**

Building Permit: \_\_\_\_\_

Date: \_\_\_\_\_

Location: \_\_\_\_\_

Owner / Builder: \_\_\_\_\_

Company / Business: \_\_\_\_\_

The undersigned hereby attests to the fact that the building/structure has installed an alarm system which conforms to the laws, title or regulation governing Building Construction, Title 19 NYCRR Residential Code of New York State (RCNYS) Chapter XXXIII, Subchapter A, Part 1220.5, Building Code Part 1221.3.

The above-listed owner/builder company/business hereby acknowledges that the alarm system and all components have been tested and that both manual and automatic features are working properly. The alarm sound is a minimum of 85 dba (decibel) when measures 10' away from alarm mechanism and meets requirements of ASTM F 2208. (Alarm sound both at poolside and inside any adjacent residence of building of occupancy.)

\_\_\_\_\_  
Property Owner/Authorized Agent that installed working pool alarm.

### Town Board Approved Electrical Inspection Agencies

Name:	Telephone #
<b>Middle Department Insp. Agency, Inc.</b>	
Pete Jennings Jr.	(518) 610-8133
<b>New York Electrical Inspectors</b>	
Greg Murad	(845)586-2430/(888) 693-4693
Tom Le Jeune	(845)373-7308
<b>New York Board</b>	
Pat Decina	(845)298-6792
<b>Commonwealth Electrical Insp. Services</b>	
Keith Sutton	(845) 527-8821
Ron Henry	(845)562-8429/845-541-1871
<b>All County Electrical Insp. Services, Inc.</b>	
Dave Scism	(845)757-5916
<b>Electrical Underwriters of NY, LLC</b>	
Ernest C Bello Jr.	(845) 569-1759
<b>The Inspector, LLC</b>	(518) 497-9918
<b>Z3 Consultant, Inc.</b>	
Gary Beck/ James Greaves	(845) 471-9370
<b>NY Electrical Insp. &amp; Consult, LLC</b>	
John Wierl	(845) 551-8466
<b>Swanson Consulting, Inc.</b>	
J.O. Swanson	(845)496-4443
<b>State Wide Inspection Services</b>	
Frank J. Farina	(845) 202-7224
<b>New York Certified Electrical Inspectors</b>	
Jerry Caliendo	(845) 294-7695
John Metsger	
<b>SAS Electrical Inspection</b>	
Yuri Badovich	(845) 801-2172

**These are 3rd party inspectors and they charge their own fees.  
Permit holder is responsible for the cost of these inspections\***