

Building Permit Application

Washingtonville Building Department
 9 Fair Lawn Drive
 JDolan@washingtonville-ny.gov

Phone: 845-496-7727
 Fax: 845-496-1990

TYPE OF WORK		REQUIRED: COMMERCIAL USE CHECKLIST		
<input type="checkbox"/> New Construction	<input type="checkbox"/> Demolition	Three (3) sets of stamped Plans & Plot Plan Required		
<input type="checkbox"/> Pool/Fence/Shed	<input type="checkbox"/> Change of Commercial Use/Tenant	Existing building area	square feet	
<input type="checkbox"/> Fuel Oil Tank	<input type="checkbox"/> Addition/Alteration/Replacement	New building area	square feet	
<input type="checkbox"/> Deck	<input type="checkbox"/> Other	Number of stories	square feet	
CATEGORY OF CONSTRUCTION		Type of construction:		
<input type="checkbox"/> 1 / 2 Family Dwelling	<input type="checkbox"/> Commercial/Industrial	Occupancy groups:		
<input type="checkbox"/> Accessory Bldg/Use	<input type="checkbox"/> Multi-Family	Existing:	New: Special Insp:	
<input type="checkbox"/> Master Builder	<input type="checkbox"/> Other:	DESCRIPTION OF WORK		
JOB SITE INFORMATION / LOCATION		Estimated cost of proposed work: \$		
Job site address:				
City/State/Zip:				
Suite/Bldg #	Project Name:			
Flood Zone:	Subdivision:			
Tax Map: Section/Block/Lot:				
PROPERTY OWNER		NOTES		
Name:		<ul style="list-style-type: none"> ▪ Permit applications expire if a permit is not obtained within 180 days after it is accepted as COMPLETE. ▪ The sub-/contractor's Workmen's Compensation and liability insurance must be submitted with application. Liability must name the Village as certificate holder AND additional insured. ▪ Plan Review fees are chargeable to the applicant. ▪ The property owner is REQUIRED to sign this application. ▪ For county roads/property, no site preparation/construction shall commence until a valid entrance permit has been secured from the Orange County DPW under §136 of the Highway Law. ▪ The OC Sheriff's Dept will be issuing tickets, which will be prosecuted by the DA's office, to electricians doing work without the appropriate license. 		
Address:				
City/State/Zip:				
Phone: ()	Fax: ()			
<input type="checkbox"/> Applicant	<input type="checkbox"/> Tenant			<input type="checkbox"/> Contact Person
Business Name:				
Contact Name:				
Address:				
City/State/Zip:				
Phone: ()	Fax: ()			
Email:				
CONTRACTOR <input type="checkbox"/> WC Ins / <input type="checkbox"/> GL Ins		BUILDING DEPARTMENT PERMIT FEES		
Business Name:		Permit fees for 1 & 2 family dwellings and commercial properties are based on the value of the work performed. Indicate the value (rounded to the nearest dollar) of all equipment, materials, labor, overhead and profit indicated on this application. For all other fees, please refer to the attached fee schedule. All fees are due when the application is submitted. NO CASH ACCEPTED.		
Address:				
City/State/Zip:				
Phone: ()	Fax: ()			
ELECTRICIAN <input type="checkbox"/> WC Ins / <input type="checkbox"/> GL Ins / <input type="checkbox"/> OC Lic				
Business Name:		Permit Fee: \$	<input type="checkbox"/> Check <input type="checkbox"/> Money Order	
Contact Name:		Date Received:	Received by:	
Address:		SIGNATURE		
City/State/Zip:		Owner Signature:		
Phone: ()	Fax: ()	Print Name:		
Orange County License #:		Date:		
ARCHITECT OR ENGINEER		Applicant Signature:		
Name:		Print Name:		
Phone: ()	Fax: ()	Date:		
REQUIRED: 1 AND 2 FAMILY DWELLINGS		FOR BUILDING DEPARTMENT USE ONLY		
Two (2) sets of stamped Plans & Plot Plan Required		Permit Application #:		
# of bedrooms:	# of bathrooms:	Total # of floors:	Permit #:	
New dwelling area:		square feet	Date Issued:	
Garage/Carport area		square feet	CO #:	
Covered porch area		square feet	Date Issued:	
Deck area		square feet	Date Denied:	
Other structure area		square feet	Reason for denial:	
Pool/Hot tub		square feet		

Planning Board Approval: _____

ARB Approval: _____

Rev: 09/14/2010

VILLAGE OF WASHINGTONVILLE

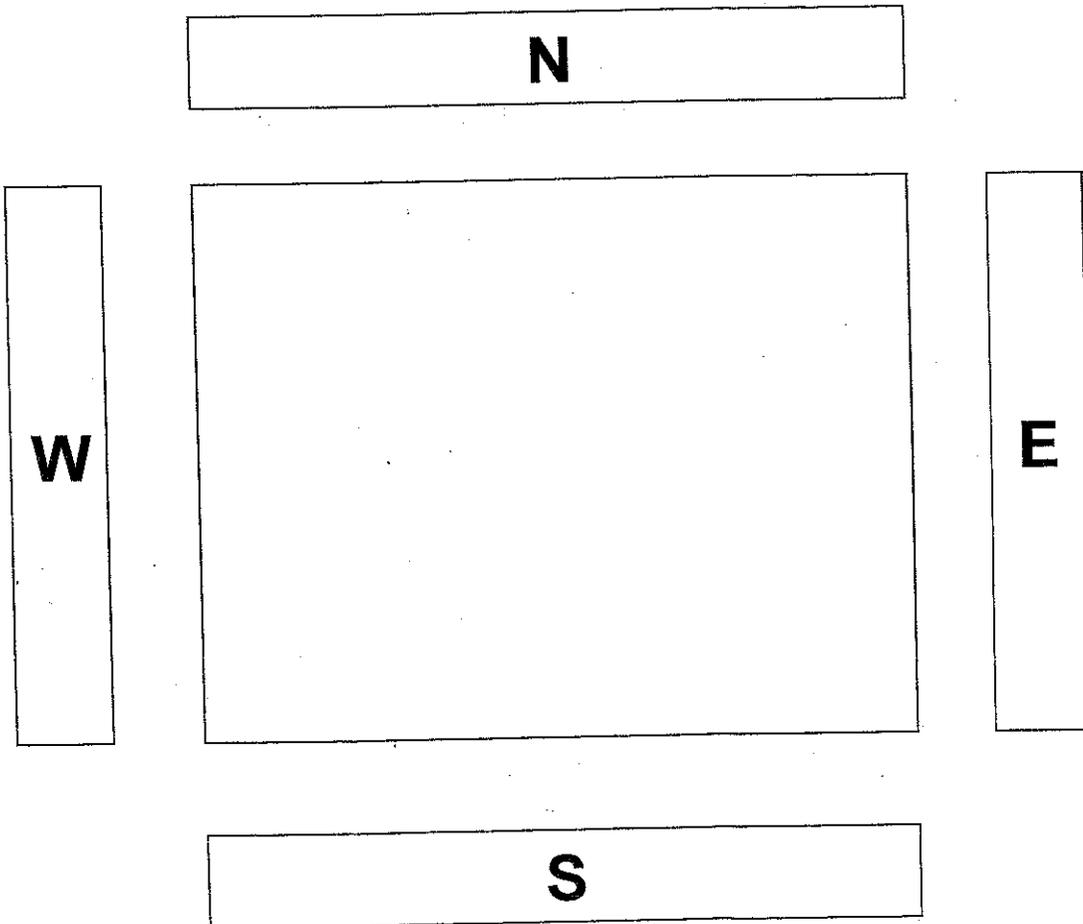
Building Department Permit Fees

- A. Demolition: Any existing structure, cost of demolition \$ 125.00
- B. Residential: 1% of the estimated/final cost = permit fee or \$ 75.00, whichever is greater
One year building permit for a single family dwelling, additions, repairs, renovations and alterations, including a garage greater than 144 square feet. Note: Square footage of construction space X \$ 60.00 = estimated cost. Request for a 6 month extension is free. After 6 months, a new permit must be issued at current fees.
- Oil Tank: Removal/abandonment (limited to less than 300 gallons) \$ 25.00
 - Oil Tank: Replacement/Installation \$ 50.00
 - Decks \$ 100.00
 - Shed (less than 144 sq feet) \$ 50.00
 - Fence \$ 50.00
 - Pools
 - Above-Ground pool \$ 75.00
 - In-Ground pool 1% of construction cost or \$75.00, whichever is greater
 - Pool deck \$ 50.00
- C. Sanitary System
- Tap into public water service \$ 2000.00
 - Tap into public sewer system \$ 3000.00
- D. Septic Systems:
- Replace tank \$ 50.00
 - Replace field \$ 75.00
 - Major repair \$ 150.00
- E. Wells:
- New well \$ 75.00
 - Re-drill/repair \$ 25.00
- F. Commercial: 1% of the estimated final cost = permit fee or \$ 75.00, whichever is greater
One year permit for a commercial building, additions, repairs, renovations and alterations. Note: Square footage of construction space X \$ 90.00 = estimated cost. Request for a 6 month extension is free. After 6 months, a new permit must be issued at current fees.
- Commercial change of tenant \$ 25.00
- G. Certificate of occupancy:
- Valid/current building permits with all required inspections No Fee
 - Installation of a shed, pool, deck or fence without obtaining a building permit \$ 175.00
 - Expired permit with all inspections \$ 75.00
 - Expired permit without inspections – after six (6) months Cost of new permit
 - Working without permit Three (3) times the cost of the Building Permit
- H. Fire Prevention and Safety Inspections:
- Buildings containing more than two (2) dwelling units \$ 50.00 (\$ 20.00 for ea. unit after)
 - Non-residential buildings \$ 100.00
- I. Municipal search \$ 100.00
- J. Flood Plain Development Fees \$ 150.00
- K. Sign Permits \$ 50.00
- L. Fresh Water Wetlands Permits \$ 150.00
- M. SEQR Compliance Deposit \$ 500.00

VILLAGE OF WASHINGTONVILLE

BUILDING PERMIT PLOT PLAN

NOTE: Locate all buildings and indicate all set back dimensions. Applicant must indicate the building line or lines clearly and distinctly on all drawings.



VILLAGE OF WASHINGTONVILLE 2012 AUTHORIZED ELECTRICAL INSPECTORS

(Updated 08/17/2012)

Please be advised that the following firms and inspectors have been accepted to conduct electrical inspections within the Village of Washingtonville:

Commonwealth Electrical Inspection Service, Inc

Inspector: James Cocks
90 Lakes Road, Monroe, NY 10950
Office: 845-783-9309
Fax: 845-774-2654

Electrical Underwriters of NY, LLC

Inspector: Ernie Bello
PO Box 4089 New Windsor NY 12553
Office: 845-569-1759
Fax: 845-562-7371

New York Certified Electrical Inspectors

Inspector: Jerry Caliendo
203 Purgatory Road, Campbell Hall, NY 10916
Office: 845-294-7695

**** IMPORTANT NOTE ****

Electrical inspections must be completed prior to the final inspection by the Building Department.

ACCESSORY STRUCTURES

SETBACK REQUIREMENTS:

ACCESSORY STRUCTURES ARE NOT PERMITTED IN THE REQUIRED FRONT/SIDE YARD

- In/Above-Ground Pools
- Must be 6 feet from the house
 - Must be 15 feet from rear & side property lines
 - If rear lot line abuts a Village green area, can be 5 feet from rear property line
- Sheds/Gazebos
- Must be 10 feet from house
 - Must be 5 feet from side property lines
 - Must be 10 feet from rear property line
 - If rear lot line abuts a Village green area, can be 5 feet from rear property line

MUST SUBMIT WITH PERMIT APPLICATION:

- Pools – brochure for pool, pump/filter & alarm
survey/property sketch showing proposed location of pool
copy of electrician OC license
pool companies insurance – liability & worker's comp
- Sheds- brochure if prefab, plans if building
survey/property sketch showing proposed location of shed
shed companies insurance – liability & worker's comp
copy of electrician OC license, if applicable

VILLAGE OF WASHINGTONVILLE BUILDING DEPARTMENT

ACCESSORY BUILDINGS & USES

FENCE SUPPLEMENT

IMPORTANT: If you locate your fence directly on your property line, you must be certain of your boundary line. In addition, if you locate on your property line, you need your neighbor's permission to install or service your fence, as you may have to walk on their property at times to do so. We suggest consulting your neighbor when installing a fence on the property line as you are required to have a letter from your neighbor giving you permission to enter their property to maintain your fence.

Village of Washingtonville Code regarding fences:

175-81 (12) No fence, dividing wall or planting screen within a required yard shall be over four (4) feet six (6) inches high if solid, or over six (6) feet high if at least two-thirds (2/3) open, except where provided to screen a swimming pool or to screen a nonresidential use from abutting residential use or district or as may be required by the Board of Appeals in approving an application subject to its action.

ARTICLE XVII, Supplemental Use and Building Regulations § 175-85. Corner clearance.

§ 175-85. Corner clearance.

On a corner lot, within the triangular area (see sketch) determined as provided in this section, no wall or fence or other structure shall be erected to a height above the curb level in excess of two feet; and no vehicle, object or any other obstruction of a height in excess of two feet shall be parked or placed, and no hedge, shrub or other growth shall be maintained at a height in excess of two feet, except that trees whose branches are trimmed away to a height of at least eight feet above the curb level shall be permitted. Such triangular area shall be determined by the intersecting street center lines and a diagonal connecting two points, one on each street center line, each of which points is 75 feet from the intersection of such street center lines.

