



# VILLAGE OF WAPPINGERS FALLS

Office of Building, Planning & Zoning  
Office of Code Enforcement / Office of the Fire Inspector  
2582 South Avenue, Wappingers Falls, NY 12590  
Phone: (845)297-5277 fax: (845)296-0379  
[www.wappingersfallsny.gov](http://www.wappingersfallsny.gov)

To whom it may concern:

It is the intent of the Village of Wappingers Falls Board of Trustees to establish a Rental Dwelling Registry and Occupancy Law for the protection of the health, safety and welfare of residents, to protect the diversified housing stock from deterioration, to provide uniform administration and compliance with the building and fire requirements of New York State Code and this Municipality and to address ongoing issues within the village of Wappingers Falls by owners of real property who offer the same for rent but do not reside in the structure.

Chapter §120 -1 “Local Law No. 1 of the Year 2009, Rental Dwelling Registry and Occupancy Law of the Code of Village of Wappingers Falls,” requires that all residential rental units which are not subject to section 1203 of the New York State Building Code and are located in a structure which is **non-owner-occupied** shall be inspected and certified by the Zoning Administrator Building Inspector. Who shall determine compliance with, administer and enforce all applicable provisions of the Building and Fire Code of the State of New York and the Code of Wappingers Falls. Such inspections and certifications shall be conducted no less than every 36 months and applies to Single and Double Family Houses.

Please be advised that there is a **fee per each structure associated with this inspection**, and this fee must be paid prior to the performance of the inspection. If there is a failure to pay the fee, the village can assess delinquent fee against the property with all other property taxes, or even seek a court judgment. The fee schedule is as follows:

Fire Safety & Property Maintenance Inspections

### ALL RESIDENTIAL BUILDINGS SUBJECT TO INSPECTION

Structure	Initial Inspection Fee	Re-inspections
Single Family House	\$100.00	\$50.00 per unit
Double Family House	\$100.00	\$50.00 per unit

### CANCELLATION FEES

Type	Amount
<b>Failure to appear within 15 minutes of a schedule inspection (“no show”)</b>	\$25.00 per unit
<b>Cancellation of a schedule inspection less than 24 hours before that schedule inspection (late cancellation)</b>	\$25.00 per unit
<b>Cancellation of a schedule inspection for the unit more than once or after a (“no show)</b>	\$25.00 per unit

Please complete the enclosed **Rental Unit Inspection Application** (to be completed by the property owner). Then return it to the Zoning and Planning Department, we request that you please make certain that the correct information, current and complete information is include on the application to ensure there is no difficulty in contacting the appropriate person, officer, etc., regarding these matters.

It is the owner responsibility to register, reregister or otherwise comply with the provisions of the Village Code Chapter §120 failures to register shall be subject to the penalties set forth in the Code of the Village of Wappingers Falls. The owner of any rental dwelling already register shall reregister within 30 days after any change occurs in registration information. A new owner of a registered dwelling shall register the dwelling within 60 days of assuming ownership. Please refer to the check list at the back of this page for code compliance.

If you have any questions, you may contact the Zoning and Planning Department at (845) 297 -5277. Your anticipated attention and cooperation are greatly appreciated by the Village as we continue to fulfill our obligation to protect the health and safety of our citizens.

Thank you.

Sincerely,

Office of Building, Planning & Zoning

# Single and Double Family Houses - Check list

The following items must be present/ corrected/ in compliance at time of inspection to avoid any re-inspection:

## **Fire Safety Requirements – Required by Property Maintenance Code of New York State §704**

- Install one smoke detectors in each room used for sleeping purposes.
- Install smoke detectors on the ceiling or wall outside of each separate sleeping area in the immediate vicinity of bedroom.
- Install a Smoke detector on each level within a dwelling unit, including basements but not including crawl spaces and inhabitable attics.
- Install at least one Carbon Monoxide detector per apartment.
- 911 Address visible (Your house Number must be visible and legible from street)
- Install Ground Fault Circuit Interrupters (GFCI's) anywhere water is present, such as outlets in bathrooms and kitchen sinks.
- No expired permits issued by this office

## **Property Maintenance**

### **Property Maintenance Code of New York State**

#### **Rubbish and Garbage ..... § 307.1**

Accumulation of rubbish or garbage, all exterior property and premises, and the interior of every structure shall be free from accumulation of rubbish or garbage.

#### **Dry vegetation, combustible waste and refuse ..... § 307.1.1**

Combustible waste refuse or large quantities of dry vegetation which by reason of their proximity to buildings or structures would constitute a fire hazard or contribute to the spread of fire shall be removed.

### **1. Windows and window displays areas ..... §114-3**

The exterior of every building or accessory structure shall be maintained free of broken windows. All windows exposed to public view shall be kept clean. Except when necessary in the course of changing displays, no storage of materials, stock or inventory shall be permitted in window display areas ordinarily exposed to public view, unless such areas are first screened by drapes, venetian blinds or other means of making the windows translucent. All screening of interiors shall be maintained in a clean and attractive manner and in a good state of repair.

### **2. Dangerous or obstructive trees, shrubs or plants ..... §114-7**

Every owner, tenant, occupant and leaseholder shall keep all trees, shrubs and plants on its, his or her land property, whether occupied or unoccupied, or on the area between the property line of an adjacent public highway or sidewalk and the pavement edge of the road, so trimmed and in such condition as not to interfere with or obstruct the vision (at an intersection or otherwise) or any way endanger the safety of persons using any public street, sidewalk or other public place. Without limiting the generality of the foregoing, any tree limb overhanging a public sidewalk shall be at least eight feet above any part thereof and any tree limb overhanging a public street shall be at least 13 feet above any part thereof.

### **3. Grass and Weeds ..... §114-8**

Every owner, tenant, occupant and leaseholder shall not permit the growth of grass or weeds or other obnoxious growth to a height on an average of more than **eight inches** on any part of said property, whether occupied or unoccupied, or on the area between the property line of an adjacent public highway or sidewalk and the pavement edge of the road.

### **4. Prohibited Acts ..... §141-3**

It shall be unlawful for any person, firm or corporation, either as owner, occupant, lessee, agent, tenant or otherwise, of property within the Village of Wappingers Falls to store or deposit or cause or permit to be stored or deposited an abandoned, junk, discarded, unlicensed or unregistered vehicle, or part or piece thereof, on any private property within the Village of Wappingers Falls, unless:

**A.** Such vehicle is stored or deposited in a completely enclosed building.

**B.** Such vehicle is under repair, reconstruction or refurbishing by the owner thereof who must actually be residing upon the premises. Such vehicle must be so maintained and protected so as not to create any safety hazard or nuisance to surrounding property owners and shall not remain on the premises for more than 30 days.

### **5. Raising of Animals Restricted ..... §47-12**

No person or persons shall breed, raise, harbor or maintain any chickens, turkeys, ducks, geese or any other fowl or reptile or bees or any horses, cows, mules, goats or any other animals except domesticated pets within the Village

### **6. Vicious Animals running at large..... §47-14**

No person or persons shall knowingly or willfully permit any vicious animal to run at large in the Village of Wappingers Falls. It is further ordained that any policeman or peace officer may destroy without notice any vicious animal within the corporate limits of Wappingers Falls.

If you have any questions regarding the above code, you can reference a digital version of the Village Code at the village website; [www.wappingersfallsny.org](http://www.wappingersfallsny.org) > LOCAL LAWS > Property Maintenance Code Chapter 114.