

TOWN OF AURORA
 Building Department Inspection Protocol



Upon issuance of a Building Permit in the Town of Aurora, the following procedures shall be followed:

1. Foundation Inspection: A) **footers & walls:** at time of pour. B) **trench footers, post holes, slab haunch:** prior to pour. C) **All foundations:** prior to back filling to ensure proper below frost depth as well as proper waterproofing and drainage when applicable.
Note: Natural drainage is required when feasible
2. After inspection of the footer and/or rebar, and the erection of the wall forms, a plotted survey by a licensed surveyor shall be submitted to ensure zoning compliance. **May not proceed with construction until plotted survey is verified.**
3. Rough framing inspection: After rough electric inspection sticker is on premises, an inspection will be sought to check rough framing, plumbing and heating before insulating.
4. Insulation inspection: Before applying approved wall covering e.g. plaster, dry wall, etc, an inspection will be sought to check proper insulation and vapor barrier applications.
5. Final inspection: Before issuance of a Certificate of Occupancy, an inspection will be sought to finalize and satisfy permit requirements for the occupancy of said dwelling, accessory building or accessory structure.

Final Electrical and Board of Health approval for septic system and well water must be filed with this office before a CO can be issued.

6.. Time Frame for validity of permit:

	<u>Town</u>	<u>Village</u>
Construction	One (1) year	One (1) year
Pools	Three (3) months	Three (3) months
Demolition	Three (3) months	One (1) month

If construction is not started within 6 months, permit becomes void. If not completed within allotted time, the permit will need to be reissued.

I, _____, the undersigned, have read and understand the steps involved in completing the building permit and will abide by the procedures thereof.

 Site Location

 Signature/Date

GENERAL INFORMATION

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|---|---|
| 1. Building & Zoning Office 652-7591 | 5. Electrical Inspection Services |
| 2. Town of Aurora Assessor 652-0011 | -Commonwealth Electrical Inspection Service |
| 3. Town of Aurora Tax Receiver 652-7596 | 316-7091 |
| 4. Erie County Board of Health 858-6089 | -MDIA, Office 1 800-USE-MDIA |
| | Rod MacLane, Inspector 585 591-1096 |
| | 2/26/10 |