

TOWN OF AURORA

Building Department Inspection Protocol

Upon issuance of a **Temporary** Building Permit in the Town of Aurora, the following procedures apply:

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 depth, waterproofing, and drainage when applicable. **Note: Natural drainage is required when feasible SOIL VERIFICATION – at the time of the dig, actual soil conditions must be verified in a letter by an Architect or Engineer.**
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.

Construction may not proceed until plotted survey is verified and Building Permit is issued.

3. **Rough framing inspection:** After rough electric inspection sticker is on premises, building department inspection is required to check rough framing, plumbing and heating before insulating.
4. **Insulation inspection:** Before applying approved wall covering (i.e. dry wall) a building department inspection is required to check 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 Inspection, Truss/Pre-engineered Wood/Timber Sticker (if applicable), and Board of Health approval for septic system (if applicable) must be filed with this office before a CO can be issued.

6. Time Frame for validity of permit (*if not completed within allotted time, the permit will need to be reissued*):

	<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

The permit becomes void if construction is not started within 6 months.

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 |
| 2. Erie County Public Health Engineering | 961-6800 |
| 3. Erie County Water Authority | 849-8444 |
| 4. NY Electrical Inspection Agency | Office 585-436-4460 |
| Fritz Gunther 585-230-4186 | |
| 5. Commonwealth Electrical Inspection | Office 585-624-2380 |
| Frank Boncore 716-207-0422 | |
| Pat Cullinan 716-901-6430 | |