

Town of Richford
Building Department
P.O. Box 136
Slaterville Springs, NY 14881

Kevin J. McMahon
NYS Code Certified Officer

Phone: 607-539-6700
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Required Building Inspections

The issuance and finalization of this building permit is contingent upon all required inspections being performed at required intervals. You are to contact this office for the inspections.

1. **Pre inspection site location.**
2. **Footer/ Pad:** Once the footers/pad are formed, prior to pouring concrete.
3. **Foundations:** Once the anchor bolts, sill plates and the perimeter drains are in place, prior to back filling and/ or framing.
4. **Framing:** Once the framing is 100% complete, prior to insulation.
5. **Plumbing:** All lines will be pressure tested using air or water.
6. **Electrical:** An approved certified electrical inspection agency shall do all inspections and issue a certificate prior to final inspection.
7. **Insulation:** Once the vents are in place and the insulation has been installed, prior to sheet rocking.
8. **Final:** Once everything has been completed, You are not to occupy/use the building or area until a final inspection is done and a certificate has been issued.

You will need to contact the Building Department and set up a time for the inspections.

Note: APPROVAL BY THE TOWN CODE ENFORCEMENT OFFICER DOES NOT RELINQUISH THE OWNER'S RESPONSIBILITY TO ADHERE TO ALL LOCAL LAWS AS WELL AS THE NEW YORK STATE BUILDING AND FIRE PROTECTION CODES.

Permit # _____