NOTE: Inspectors must be notified of inspection(s) at least 24 hours in advance on business days. Holidays, weekends, sick days and vacation days are not included. Inspection(s) will be scheduled upon availability. No further work shall continue until inspection is/are approved. It is up to the owner to contact the Bldg. Dept. after an inspection is made for a list of corrections to be made and for a re-inspection of corrected items. Bldg. Dept. Number required when calling for inspection(s). Cancellation of inspection must be made by 9AM the day before; not doing so may result in postponing inspection two working days.

WARNING: Modifying or changing of approved plans in the field will result in an automatic inspection failure and/or STOP WORK ORDER. This will cause a delay of weeks until new plans can be approved with possible field corrections. A complete change of plans will require new applications and fee. Bldg. Dept. approval must be received first, before making any field change.

1. **DEMOLITION** – Before structure is destroyed. All hazardous items must be removed (i.e., oil tanks, household chemicals etc.)
2. **FOOTINGS & PIERS** - Inspection must be approved prior to any pouring of concrete. Access to footings must be adequate (safe ladder or sloping ground).
3. **SLABS** and poured **FOUNDATIONS** same as number 1 above.
4. **COMPLETED FOUNDATION** – Includes anchor bolts, parging, water proofing and drains. Access to foundation must be adequate (safe ladder or sloping ground). Will need a foundation location survey for new dwellings to prove proper zoning setbacks before any further work.
5. **FACTORY MANUFACTURED & MOBILE HOMES** – Are to be inspected on the trailer before installation on foundation.
6. **SHEATHING** – Before any roofing, siding or felt is applied. Except for the required 3’ self adhering polymer (i.e., water & ice guard), at all roof edges, roof/wall changes, valleys etc.
7. **ROUGH FRAMING, PLUMBING & ELECTRICAL** Before any insulation. Bldg. Dept. will refuse to do this inspection if stairs or adequate ladders are not provided.
8. **INSULATION** – Before any drywall.
10. **DRY WALL** – Before spackle. ONLY APPLIES IF FIRE SEPERATION IS REQUIRED.
11. **WELL WATER SERVICE LINES** – Before back filling. Lines must have 6” of clean R.O.B. gravel under and over.
12. **SEPTIC SYSTEM** – Before filling in. NOTE: Some septic systems require an additional inspection by an independent licensed professional engineer to certify the septic to the Bldg. Dept. & Orange County Department of Health.
13. **BUILDING SEWER LATERALS** – If not covered by Orange County or other Sewer District.
14. **SWIMMING POOL & HOT TUBS a) In-Ground** – After earth is excavated with frame installed and when pool is completed with the required 4 foot minimum high fencing. b) **Above Ground** – & **Hot Tubs** - When completed.
15. **ALL ELECTRICAL WORK** – Inspected by approved inspection agency. Refer to list on page 2.
16. **FINAL INSPECTION** – Structure must be 100% complete, including rough grading before any Certificate of Occupancy is issued. It is not the responsibility of the Bldg. Dept. to issue a Certificate of Occupancy to meet a closing date. It is the responsibility of the contractor and/or homeowner to get the C.O. first, before setting a closing date. WARNING: Failure to complete inspections and to secure a Certificate of Occupancy will result in a violation when a title or abstract search is requested for refinancing or selling your home. Avoid the delay and frustration – do it now.
APPROVED ELECTRICAL INSPECTION AGENCIES

1. Commonwealth Electrical Inspection Service, INC.
   (Fred Cocks/Jim Cocks)
   845-783-0551 (office)-845-783-9309 (alternative)
   jfclou1@yahoo.com

2. Electrical Underwriters of NY, LLC.
   (Ernie Bello)
   845-569-1759
   ernie@eu-ny.com

3. New York Certified Electrical Inspectors, LLC.
   (Jerry Caliendo)
   845-294-7695
   nybei1@live.com

4. New York Electrical Inspections & Consulting
   (John Wierl)
   845-343-6934

5. Swanson Consulting, INC.
   (J.O. Swanson)
   845-496-4443
   joe@swansonconsulting.biz

6. Tri-State Inspection Services, INC.
   (Vinny Ambrosio)
   845-544-2180
   theoffice@tristateinspec.com