



# TOWN OF SMITHTOWN

## OFFICE OF THE BUILDING DEPARTMENT

William W. White  
Town of Smithtown Building Director  
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### **FOR NEW SINGLE FAMILY DWELLINGS** **REQUIRED RESIDENTIAL APPROVALS** **INSPECTIONS/CERTIFICATIONS**

*In order to issue your Certificate of Occupancy/Certificate of Compliance the following inspections need to be scheduled, completed and approved.*

- Footing – Foundation - Waterproofing Inspections
  1. Footings with reinforcing in place inspection (prior to pour)
  2. Foundation and waterproofing inspection
  3. Submit concrete tickets and concrete test certifications as requested
- As-Built Foundation Survey approved by the Town Engineer prior to framing inspection
- Underground Plumbing Inspection
- Strapping Inspection
- Rough Plumbing Inspection
- Rough Electrical Inspection\*
- Framing Approval – Roofing, sheathing, siding and windows in place
- Gas Piping Inspection (Pressure or Air Test) Test to be holding prior to request
- Fire-Blocking/Insulation Inspection
- Final Plumbing Inspection
- Final HVAC – Letter of Certification (*notarized*)
- Final Electrical Inspection Approval\* – Electrical Certificate Issued by Agency
- Final Construction Inspection
- Suffolk County Board of Health Final (*stamped survey from Board of Health*)
- Departmental inspection finals
- Miscellaneous Certifications as requested by Plans Examiners or Inspectors
- New Home Affidavit
- House Number Posted (new dwelling)
- Energy Code Certification (*contact your Design Professional or an approved third party*)

**Please note the following:**

***Check with your inspector/inspectors for specific required inspections and certifications/documentation***

- Revised Drawings and Certifications and must be submitted to prior to the next scheduled appointment.
- Amendments require 3 sets of plans and a fee for all changes to original approved plan. Approval of amended plans may be required before next scheduled appointment.
- All inspection areas to be entirely open for the inspector’s inspection. Closed wall inspections will not be accepted or approved.
- Photographs will not be accepted on Closed Wall Inspections for new construction projects.
- Certifications must be by a New York State Design Professional or a Certified Testing Laboratory.

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Received by

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Date

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Inspector