

Basic Closing Requirements and Information Per Town/City

City/Town	Web Site	Assessor's Name	Assr's Phone	Some Requirements to close please verify with each municipality	Build Inspector
ERIE COUNTY	www.erie.gov		858-8333		
Akron	www.erie.gov/newstead	Becky Baker	542-4574	Certificate of Occupancy for new builds	John Goode
Alden Town	www.alden.erie.gov	William Sivecz	937-7351 x 7	No Special Requirements	Martin Dugan
Alden Village	www.alden.erie.gov	William Sivecz	937-7351 x 7	Inspection by Public Works prior to transfer of property. All records & taxes are online	Joseph Dugan
Amherst	www.amherst.ny.us	Harry Williams	631-7038	Use Keyword "Taxes", when searching website	
Angola, Village	www.villageofangola.org				
Aurora	www.townofaurora.com	Thelma Hornburger	652-0111	Sewer Infiltration system check (sump pump) call Bldg. Inspector	Patrick Blizniak
Buffalo			851-5733		
Chautauqua	www.co.chautauqua				
Cheektowaga	http://www.town.cheektowaga.ny.us/index.html	Jeanene Skimming (pt)	686-0111	No special requirements	Tom Adamczak (Code En
Clarence	www.clarence.ny.us	Dave Metzger	741-8950	Need to call	
Depew, Village	www.villageofdepew.org	Must call Admin Liz Melock	683-7451 x 127	Certificate of Compliance from Clerks office due at closing, will say if sump pump meets code.	Must Call
East Aurora, Village	www.east-aurora.ny.us	Thelma Hornburger	652-0111	Sewer Infiltration system check (sump pump) call Bldg. Inspector	Patrick Blizniak
Eden	www.edenny.org				
Elma	www.elmanewyork.com	Kandace Wittmeyer	652-3260		
Evans, Town	www.townofevans.org				
Grand Island	www.grand-island.ny.us	David Unmack	773-9600 x648	Pass septic inspection	Doug Learman
Hamburg, Town	www.townofhamburg.com	Bob Hutchinson	649-6111x2349	Septic if applicable	Kurt Allen
Hamburg, Village	www.villagehamburg.com	Bob Hutchinson	649-6111x2349	Septic if applicable	Kurt Allen
Holland	www.erie.gov/holland	Marcia Hazlett	537-9443		Michael Sluce
Lackawanna		Frank Krakowski	827-6473		
Lancaster	www.lancasterny.gov	David Marrano	683-1322	Village of Lancaster requires a sewer inspection in connection with the transfer of a property. Contact Dept	Jeff Simme
Newstead	www.erie.gov/newstead	Becky Baker	542-4574	No special requirements	
Orchard Park, Town	www.orchardparkny.org	Milton Bradshaw	662-6420	Sewer Infiltration system check (sump pump) call Bldg. Inspector	662-6430
Orchard Park, Village	No Website	Milton Bradshaw	662-6420	Sewer Infiltration system check (sump pump) & Sewer Inspection done by the village at sellers expense prior to closing with a \$75.00 fe	
Tonawanda, City	ci.tonawanda.ny.us			Sump, smoke alarms if permit pulled	695-1806
Tonawanda, Town (inc. Kenmore)	tonawanda.ny.us		877-8811	Call for all requirements	877-8001
W Seneca	www.westseneca.net		674-5600	No Special Requirements	
Wales	www.townofwales.com	Harry Wahl	652-2662	No special requirements	Walter Raichel

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NIAGARA COUNTY	www.niagaracountyassessors.org		439-7022		
Cambria	www.townofcambria.com	Janelle Kroening	433-8161 x22	Pass Septic Inspection	Clifford Burch
Hartland			735-7220	Back Flow Preventer on Water	735-7778
Lewiston, Town	www.townoflewiston.us	Gene J Vituoso	754-8213	Need to call for all requirements	Tim Masters
Lewiston, Village			754-8273	Sewer Inspection, Check Valve & Tax Search Certification	
Lockport, City	www.elockport.com	Joe Macaluso	439-6614		Jason Dool
Lockport, Town	www.elockport.com	John Shoemaker	439-9527		Brian Belson
Newfane/Town/Village of Olcott		Patrice Truax	778-8827 x215	Expansion tank on HWT backflow preventer valve	Doug Nonkey
Niagara Falls	www.niagarafallsusa.org	Dominic Penale Jr	286-4380	Need to call for all requirements	Call Code enforcement
North Tonawanda	www.ntassessor.net	Flora Carrozola			Coz Capozzi
Pendleton	www.pendeltonny.us	Karen Maning		Sewer & water connections must be checked Call Jim Argo for appt 625-8033	Jack Striegler/Dave Gerber
Porter	www.townofporter.com	Barbara Oaks		Need to call for all requirements	Roy Rogers
Royalton (Middleport & part of Gasport)	www.townofroyalton.org	Tom Arlington			Tom Arlington
Somerset	www.somersetny.org	Bob Glidden			Randy Hildebrante
Wheatfield	http://wheatfield.ny.us/	Gerald Maerten		Need to call for all requirements	
Wilson	www.wilsonnewyork.com	Dominic Penale Jr	751-6705	Call for requirements	Lawrence Banks

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Phone	
542-4574	
937-7351 x4	
937-9216	
652-7591	
686-3470	
684-7451	
652-7591	
773-9600 x645	
649-6111x2214	
649-6111x2214	
537-9449	
684-4171	
e	
652-0589x6	

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Phone	
433-8161 x26	
754-8213	
439-9527	
439-9527	
778-5947	
286-4450	
695-8595	
625-8833x14	
745-3730 x12	
772-7826 x16	
795-9556	
751-6705 x17	