

**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	Phone
<b>ERIE COUNTY</b>	<a href="http://www.erie.gov">www.erie.gov</a>		<b>858-8333</b>			
Akron	<a href="http://www.erie.gov/akron">www.erie.gov/akron</a>		542-9636	Check to see	Michael Borth	542-9636x204
Alden Town	<a href="http://www.alden.erie.gov">www.alden.erie.gov</a>	William Sivecz	937-6969x7	Call for requirements-no special requirements	Christopher Snyder	937-6969x4
Alden Village	<a href="http://www.alden.erie.gov">www.alden.erie.gov</a>	William Sivecz	9376969x7	Plumbing Inspection required	Joseph Czechowski	937-9216x21
Amherst	<a href="http://www.amherst.ny.us">www.amherst.ny.us</a>	Ann Terranova	631-7038	Applications and payment must be filed in the Town Clerks office located at 5583 Main St Williamsville NY 14221 prior to scheduling an inspection with the engineering dept	Engineering Dept	716-631-7154
Angola	<a href="http://www.townofevans.org">www.townofevans.org</a>	Jeneen Lomando-McSkimming	549-5752		Charles LaBarBera	649-6111x2210
Angola, Village	<a href="http://www.villageofangola.org">www.villageofangola.org</a>		549-5752	Call for requirements		549-5753
Aurora	<a href="http://www.townofaurora.com">www.townofaurora.com</a>	Richard Dean	652-0111	Call Bldg Inspector	William Kramer	652-7591
Blasdell	<a href="http://www.townofhamburgny.com">www.townofhamburgny.com</a>	Bob Hutchison	649-6111x2349		Kurt Allen	649-6111x2210
Blasdell, Village	<a href="http://www.blasdell.org">www.blasdell.org</a>					
Boston	<a href="http://www.townofboston.com">www.townofboston.com</a>	Sue Fitzner	941-6113x12		William Ferguson	941-6113x11
Brant	<a href="http://www.brantny.com">www.brantny.com</a>	Joseph DeCarlo	549-4423		Gary Brecker	392-7241
Buffalo			851-5733			
Chautauqua	<a href="http://www.co.chautauqua">www.co.chautauqua</a>					
Cheektowaga	<a href="http://www.tocny.org">www.tocny.org</a>	Jeneen McSkimming	686-3563	Garbage & recycling totes, smoke detectors in every level w/bdrms & w/in 15 ' of every sleeping area, den & LR including basements. <b>All properties in Town of Cheektowaga Consolidated Sewer District must be inspected and required to be in compliance before they can be sold.</b> Under the Time of Sale Law, a property must be inspected to ensure that no I&I issues are present. If problems are found, the corrective work must be completed and an inspection called for at least 15 days prior to the date of sale to allow for final inspection. Upon completion of a successful Time of Sale Inspection , the Town of Cheektowaga Building & Plumbing Department issues a Certificate of I&I Compliance. This certificate is good for 120 days to allow for the completion of the sale of the property.	Tom Adamczak (Code En	686-3470
Clarence	<a href="http://www2.erie.gov/clarence">www2.erie.gov/clarence</a>	Christine Fusco	741-8941	Need to call	David Metzger(code officer)	741-8950
Colden	<a href="http://www.townofcolden.com">www.townofcolden.com</a>	Dawn Martin	941-5012	No Special Requirements	John Kotlarsz	941-5104
Collins, Village	<a href="http://www.villageofnorthcollins.org">www.villageofnorthcollins.org</a>		337-3160		Phil Tremblay	337-3115
Depew, Village	<a href="http://www.villageofdepew.org">www.villageofdepew.org</a>	Must call Admin Liz Melock	683-7451 x 127	Sump pump Certificate of Compliance must be completed before Tax Cer. Is released	Tony Fischione	684-7451
East Aurora, Village	<a href="http://www.east-aurora.ny.us">www.east-aurora.ny.us</a>	Thelma Hornburger	652-0111	Sewer Infiltration system check (sump pump) call Bldg. Inspector	Patrick Blizniak	652-7591
Eden	<a href="http://www.edenny.org">www.edenny.org</a>	Robert Petrocarlo	992-3576	No Special Requirements	Scott Henry	992-3576
Elma	<a href="http://www.elmanewyork.com">www.elmanewyork.com</a>	Kandace Wittmeyer Jeneen Lomando- McSkimming	652-3260 549-5752	No Special Requirements (Bldg Dept 652-2188 x60)	Joseph Colhern	652-2188x17
Evans, Town	<a href="http://www.townofevans.org">www.townofevans.org</a>				Charles LaBarBera	549-5743
Grand Island	<a href="http://www.grand-island.ny.us">www.grand-island.ny.us</a>	Judy Tafelski	773-9600 x648	No Special Requirement on Transfer	Doug Learman	773-9600 x645
Hamburg, Town	<a href="http://www.townofhamburg.com">www.townofhamburg.com</a>	Bob Hutchinson	649-6111x2349	Septic if applicable	Kurt Allen	649-6111x2214
Hamburg, Village	<a href="http://www.villagehamburg.com">www.villagehamburg.com</a>	Bob Hutchinson	649-6111x2349	Septic if applicable	Kurt Allen	649-6111x2214

**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	Phone
Holland	<a href="http://www.erie.gov/holland">www.erie.gov/holland</a>	Tammy Adsitt	537-9443x4		Scott Hess	537-9443x6
Lackawanna		Frank Krakowski	827-6473			
Lancaster	<a href="http://www.lancasterny.gov">www.lancasterny.gov</a>	Chris Fusco	683-1311	Village of Lancaster requires a sewer inspection and tax certificate in connection with the transfer of a property cost is \$50, may require Sump Pump if basement has water. Contact Dept of Public works 683-1028.Smoke alarm affidavit from attorney or owner	Matthew Fischione	684-4171
Marilla	<a href="http://www.townofmarilla.com">www.townofmarilla.com</a>	Kandace Wittmeyer	652-5497x405	No Special Requirements	Scott Rider	652-5350
Newstead	<a href="http://www.erie.gov/newstead">www.erie.gov/newstead</a>	Becky Baker	542-4574	Call for any requirements	Ralph Migliaccio	542-4574
North Collins	<a href="http://www.northcollinsny.org">www.northcollinsny.org</a>	Jeanne Ebersole	337-0384		Phil Tremblay	337-0130
Orchard Park, Town	<a href="http://www.orchardparkny.org">www.orchardparkny.org</a>	Milton Bradshaw	662-6420	No closing requirements	Miilton Bradshaw	662-6430
Orchard Park, Village	<a href="http://www.orchardparkvillage.org">www.orchardparkvillage.org</a>	Milton Bradshaw	662-9327	Sewer inspection must be done prior to closing via the Village. Cost is \$75.00 They have Erie Co come in & do inspection once paid.	Jeff Sweet	662-9327
Sardinia	<a href="http://www.erie.gov/sardinia">www.erie.gov/sardinia</a>	Thelma Hornberger	496-8900x12		Gene Degman	496-8900x17
Sloan, Village	<a href="http://www.villageofsloan.org">www.villageofsloan.org</a>	Jeneen McSkinning	897-1560	Sump pump inspection	Vincent Ferrarccio(Code En	897-1560
Springville	<a href="http://www.townofconcordny.com">www.townofconcordny.com</a>	Dave Martin	592-4947		Michael Kaleta	592-4936x1525
Tonawanda, City	<a href="http://ci.tonawanda.ny.us">ci.tonawanda.ny.us</a>	David Marrano	695-8638	Requires sump pumps & possible smoke detectors. Sump pumps must be installed & inspected (\$Fees). Dedicaterd electric lines are required. Inspection of smoke detectors may be discretionary.	Kevin Rank	695-1806
Tonawanda, Town (inc. Kenmore)	<a href="http://www.tonawanda.ny.us">www.tonawanda.ny.us</a>	David Marrano	877-8811	Town reqires sump pump & possible smoke detectors -village Kenmore requires sump pumps, possible smoke detectores & bubbler systems	Carl Heimiller (Town) Mike Burns (Village)	877-8801Town 873-5700 Village
W Seneca	<a href="http://www.westseneca.net">www.westseneca.net</a>	Kandice Whitmeyer	558-3209	No Special Requirements	John Gullo	
Wales	<a href="http://www.townofwales.com">www.townofwales.com</a>	Harry Wahl	652-2662	No special requirements	Walter Raichel	652-0589x6
Williamsville, Village	<a href="http://www.village.williamsville.ny.us">www.village.williamsville.ny.us</a>	Kelly Poules	632-4120x3010	Drainage Inspection (Sump pumps, footing drains)	Donna Kaminska	632-7747

**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	Phone
<b>NIAGARA COUNTY</b>	<a href="http://www.niagaracountyassessors.org">www.niagaracountyassessors.org</a>		<b>439-7022</b>			
Barker, Village	<a href="mailto:www.barkervillage@roadrunner.com">www.barkervillage@roadrunner.com</a>					
Cambria	<a href="http://www.townofcambria.com">www.townofcambria.com</a>	Janelle Kroening	433-8161 x22	Pass Septic Inspection	Clifford Burch	433-8161 x26
Hartland			735-7220	Back Flow Preventer on Water		735-7778
Lewiston, Town	<a href="http://www.townoflewiston.us">www.townoflewiston.us</a>	Gene J Vituoso	754-8213	Need to call for all requirements	Tim Masters	754-8213
Lewiston, Village			754-8273	Sewer Inspection, Check Valve & Tax Search Certification		
Lockport, City	<a href="http://www.elockport.com">www.elockport.com</a>	Joe Macaluso	439-6614		Jason Dool	439-9527
Middleport, Village	<a href="http://villageofmiddleport.org">http://villageofmiddleport.org</a>					
Lockport, Town	<a href="http://www.elockport.com">www.elockport.com</a>	John Shoemaker	439-9526		Brian Belson	439-9527
Newfane/Town/Village of Olcott	<a href="http://www.olcott-newfane.com">www.olcott-newfane.com</a>	Patrice Truax	778-8827 x215	Expansion tank on HWT backflow preventer valve	Doug Nonkey	778-5947
Niagara Falls	<a href="http://www.niagarafallsusa.org">www.niagarafallsusa.org</a>	Dominic Penale Jr	286-4380	Need to call for all requirements	Call Code enforcement	286-4450
North Tonawanda	<a href="http://www.ntassessor.net">www.ntassessor.net</a>	Flora Carrozola	695-8597	(website for taxes northtonawanda.org)	Coz Capozzi	695-8595
Pendleton	<a href="http://www.pendeltonny.us">www.pendeltonny.us</a>	Kelli Cauglin	625-8833x116	Water & Sewer lines must be inspected before closing on a house (\$50.00 fee)	Tim Gerber (x115), Jack Streigel (x114)	625-8803
Porter	<a href="http://www.townofporter.com">www.townofporter.com</a>	Barbara Oaks		Need to call for all requirements	Roy Rogers	745-3730 x12
Royalton (Middleport & part of Gasport)	<a href="http://www.townofroyalton.org">www.townofroyalton.org</a>	Tom Arlington	772-7826		Tom Arlington	772-7826 x16
Somerset	<a href="http://www.somersetny.org">www.somersetny.org</a>	Bob Glidden	795-3243		Randy Hildebrante	795-9556
Wheatfield	<a href="http://wheatfield.ny.us/">http://wheatfield.ny.us/</a>	Bridgette Grawe	694-9102	Water & Sewer compliance (extension for taxes 2)	Mike Kloch	694-1026
Wilson	<a href="http://www.wilsonnewyork.com">www.wilsonnewyork.com</a>	Dominic Penale Jr	751-6705	Call for requirements	Lawrence Banks	751-6705 x17
Wilson, Village	<a href="http://www.villageofwilson.org">www.villageofwilson.org</a>					
Youngstown						745-7721
<b>Genessee County</b>	<a href="http://www.genesseecounty.oarsystem.com">www.genesseecounty.oarsystem.com</a>					
Alabama		585-948-9341				
Boston						
Darien	<a href="http://www.townofdarienny.com">www.townofdarienny.com</a>	Deborah Conti	585-547-2274x25		Matthew Baldwin	585-547-2274x22
Oakfield	<a href="http://www.townofoakfield.ny.com">www.townofoakfield.ny.com</a>	Barry Flansburg	585-948-5835x24	none	Mark Mikolajczyk	585-356-8851
Pembroke	<a href="http://www.townofpembroke.org">www.townofpembroke.org</a>	Deborah Conti	585-599-4892x25		Charlie Reid	585-813-7928



**Basic Closing Requirements and Information Per Town/City**

Updated

Basic Closing Requirements and Information Per Town/City

Updated
4/1/2018