

Requirements for finishing a basement

1) Building permit application

Submit 2 sets of drawings indicating the wall construction

Indicate on the drawings:

Fire stopping/blocking

Ceiling height (min 7')

Insulation (min R13)

Emergency egress

Stair barrier and handrail

Fully dimensioned plan

2) Electrical permit application

Submit 2 sets of drawings indicating all electrical devices

Drawings are to be submitted pre-approved by a state certified third party agency

3) Mechanical permit application

Submit 2 sets of drawings indicating as to how the finished space is to be heated. If the existing furnace is to be used, submit a heater certification stating that the size of the existing furnace is capable of handling the addition heat load.

Any unfinished areas converted into habitable space after the adoption of the Uniform Construction Code (4/9/2004) requires permits such as building, electrical, plumbing and mechanical.

Basements having habitable space shall have at least one operable egress door or window directly to the outside. The egress opening may be a door directly to the outside, a door with a bulkhead enclosure (bilco door) or an egress window with a code compliant window well having a ladder or steps.

Where basements contain bedrooms, egress opening shall be provided in each bedroom directly to the outside, in addition to the basement egress.

Enclosed accessible space under the stairs (closets) shall be completely enclosed with ½" drywall that is taped and spackled. No exposed combustible material permitted.