

## 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 if applicable

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.

### 4) Plumbing permit application:

Submit 2 sets of drawings indicating all plumbing fixtures. Drawings shall include diagram of drain, waste, vent and water lines. Indicated materials to be used.

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.

**R310.6 Alterations or repairs of existing basements.** An emergency escape and rescue opening is not required where existing basements undergo alterations or repairs.

**Exception:** New sleeping rooms created in an existing basement shall be provided with emergency escape and rescue openings in accordance with Section R310.1.

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