

Finished Basements Applications

The following information must be submitted for a construction permit to finish a basement.

1. A jacket and completed applications for Building, Electrical, Plumbing and Fire Inspections depending on what type of work is being done.
2. A completed combustion Air Work sheet.
3. A Smoke Detector and Carbon Monoxide Certification Form.
4. Two complete sets of plans, to include but not limited the following:
 - A. A scaled floor plan of the total basement area, list the use of all of the proposed rooms as well as any existing rooms. Below you will find a sample of a typical basement wall section, your plans must reflect how the new walls will be constructed by including a wall section. **Note: any enclosed accessible storage space under stairs must be protected with 1/2" sheetrock, pursuant to IRC R314.8.**
 - B. Electrical Plans to reflect the location of switches, lights, receptacles or any electrical devices on a floor plans. A wiring diagram shall be provided to outline the size of all wiring to be used, number of devices on each circuit proposed etc...
 - C. Plumbing plans to reflect all of the additional plumbing devices. Also include a plumbing riser diagram to reflect the size of the supply, waste and vent piping. If any gas fired devices are proposed then a gas riser diagram will be required to show the Total BTU rating of each piece of equipment, the size and length of all piping proposed to the equipment.

Example of a Typical Finished Basement Walls Section

