

# BASEMENT FINISH PERMIT AND BUILDING CODE REQUIREMENTS

(Revised January 2, 2001)

- ❑ **Signed and completed Building Permit application form.**
- ❑ Submit two (2) copies of plans showing proposed layout and materials. Plans shall be drawn to scale and shall include the following information:
  - A. A floor plan indicating the following:
    - Location of lower level or basement exterior walls.
    - Location of all existing and proposed walls of lower level or basement.
    - Name of each existing and proposed room.
    - Location and sizes of windows and doors.
    - Location of existing or propose plumbing fixtures, furnace and water heater.
    - Location of stairway, and fireplaces, etc.
    - Location of smoke detector.
  - B A cross section plan indicating the following:
    - Proposed finished ceiling height.
    - Wall, floor and ceiling finish materials
    - Existing and proposed insulation and vapor barrier.

Attached are examples of drawings, which are intended as a **GUIDE ONLY!!**

## **GENERAL BUILDING CODE REQUIREMENTS:**

1. Bottom plates of proposed walls shall be of approved treated wood.
2. Properly sized beams and headers must be used in structural bearing conditions. Specify intended sized of such beams and headers on plans.
3. Stairs with 4 or more risers shall be provided with a continuous handrail located 34 to 38 inches above the nosing. Open side(s) of stairways more than 30 inches above the floor shall be provided with a guardrail having intermediate rails spaced less than 4 inches apart. The guardrail must be placed not less than 34 inches above the nosing of the treads.
4. Enclosed usable space under stairs must be protected on the underside and sidewalls with 5/8-inch type "X" gypsum board.
5. Smoke detectors shall be installed in the home as per 310.9.1 of the Uniform Building Code. (See attached)
6. Each bedroom shall be provided with an escape or rescue window having:
  - A minimum net clears
  - A minimum net clear opening height dimension of 24 inches.
  - A minimum net clear opening width dimension of 20 inches.
  - A finished sill height of not more than 44 inches above the floor.
7. Foam plastic (rigid) insulation shall be protected on the interior by not less than ½-inch thick gypsum board.
  
8. Exposed fiberglass insulation must be covered on the interior by not less than 4-mill thick flame retardant vapor barrier.
9. Each water closet stool shall be located in a clear space not less than 15 inches on each side for a total of 30 inches in width and have a clear space in front of the water closet of not less than 24 inches.

*City of Victoria*

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10. Each bathroom shall be provided with an openable window or a powered exhaust fan that vents to the exterior and is insulated 3 feet in from the exterior wall. (White flex duct bath fan and dryer exhaust not allowed).
11. The minimum permitted ceiling height in habitable rooms (i.e. finished family rooms and bedrooms) is 7 feet- 6 inches. If the ceiling is furred down, a minimum of 7 feet is permitted in not more than 1/3 the area of the room. Hallways, bathrooms and toilet compartments may have a ceiling height of not less than 7 feet.
12. Furnace rooms must be provided with outside combustion air.
13. Joints or fittings in gas piping may not be concealed within the wall or ceiling construction.
14. An Anti-Scald shower valve is required in bathroom shower.
15. All plumbing and heating components shall be listed and approved.

**NOTE:** The above represent general code requirements relative to finish basement construction. For more specific code requirements, please contact the Building Inspection Department at (952) 443-2363. **AN ELECTRICAL PERMIT NEEDS TO BE OBTAINED FROM THE STATE BOARD OF ELECTRICITY.** Local Inspector: Allen Tollakson (952) 467-2232.

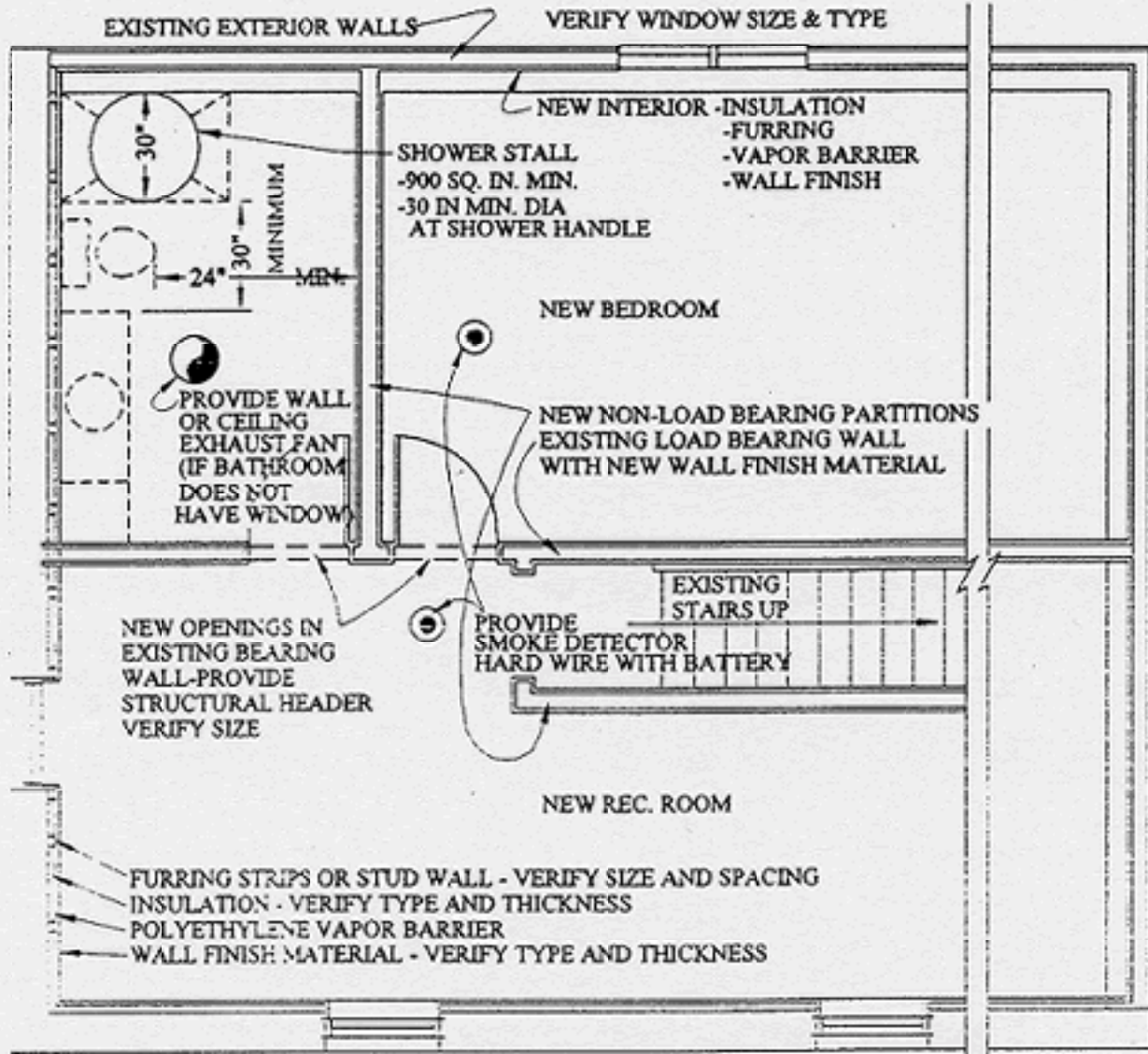
**REQUIRED INSPECTIONS:**

1. **Framing/Insulation:** After all framing, insulation, ductwork and plumbing systems are in place and the rough electrical inspection has been approved.
2. **Final:** When complete and final electrical inspection approved.

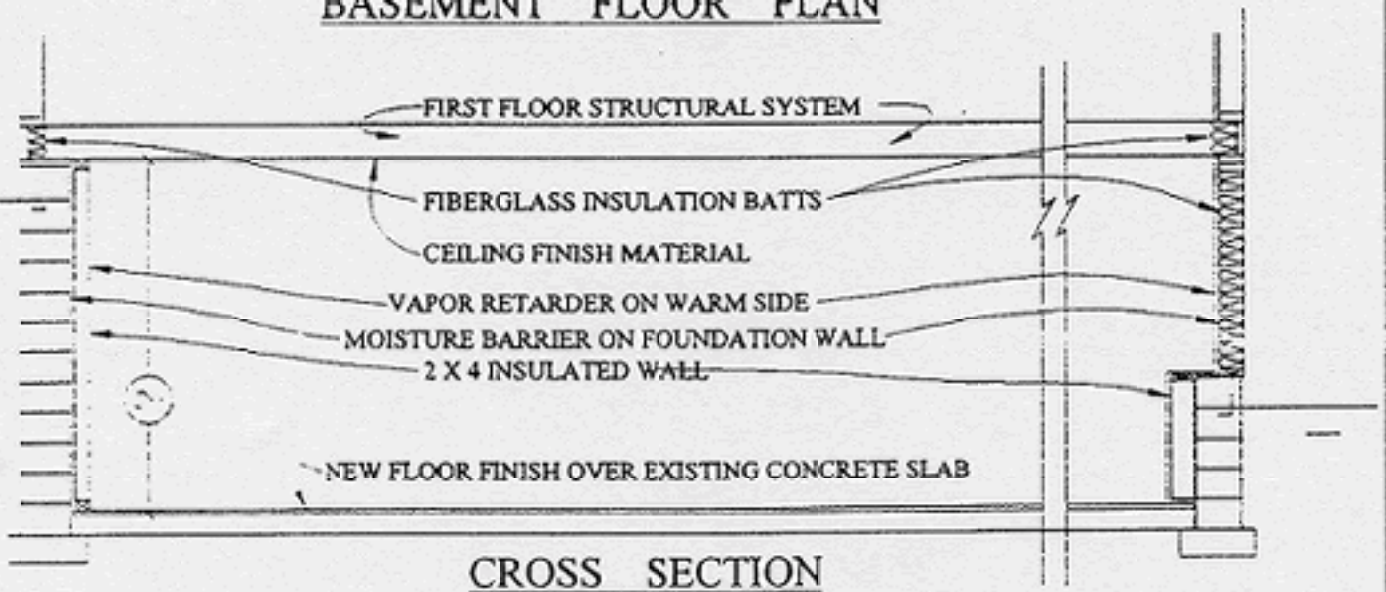
**GENERAL NOTE:**

1. The stamped, approved plan shall be kept on job site until final inspection has been made. The Inspection Record Card shall remain posted in a prominent location in the construction area until the final inspection has been made.
2. A separate permit is required when installing electrical wiring. Please contact the State Board of Electricity at (651) 642-0800 for information regarding electrical permits.
3. Call (952) 985-4440 between 8:00 AM and 4:30 PM to arrange for an inspection. Provide permit number when scheduling any inspections.

**PLEASE GIVE A 24-HOURS NOTICE FOR ALL INSPECTIONS**



**BASEMENT FLOOR PLAN**



**CROSS SECTION**

## **SMOKE DETECTORS**

Section 310.9.1.2 of the Uniform Building Code required smoke detectors to be installed in existing homes when the valuation of an addition, alteration, repair exceeds \$1,000.00, or when one or more sleeping rooms is added. The smoke detectors can be battery operated and must be provided in the following locations:

- In each sleeping room.
- In corridor(s) or area giving access to each, separate sleeping area. When sleeping rooms are located on an upper level, a detector must be placed at the ceiling of the upper level in close proximity to the stairs.
- On each floor level and in basements. Where a story or basement is split into two or more levels, the smoke detector must be installed on the upper level, except where the lower level contains a sleeping room; a detector must then be installed on each level.

In homes where the ceiling height of a room open to the hallway serving the bedrooms exceeds that of the hallway by 24 inches or more, smoke detectors must be installed in the hallway and in the adjacent room.