



BUILDING INSPECTION DEPARTMENT

# BASEMENT FINISH

## INFORMATION FOR BASEMENT FINISH PERMIT AND BUILDING CODE REQUIREMENTS

### SUBMITTALS FOR PERMIT

- 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 proposed plumbing fixtures, furnace and water heater.
    - Location of stairway, and fireplaces, etc.
    - Location of smoke detectors.
  - 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 size 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. On stairs, 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 1/2-inch gypsum board.
5. Smoke detectors shall be installed in the home as per R317.1 and R317.1.1 of the International Residential Code. (See attachment)
6. Each bedroom shall be provided with an escape or rescue window having:
  - A minimum net clear openable area of not less than 5.7 square feet.
  - 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.

**City of Victoria**

7951 Rose St., PO Box 36, Victoria, MN 55386  
Phone (952) 443-4210 ♦ Fax (952) 443-2110

BUILDING INSPECTIONS  
BASEMENT FINISH REQUIREMENTS

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.
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 for bath fan and dryer is not allowed).
11. The minimum permitted ceiling height in habitable rooms (i.e. finished family rooms and bedrooms) is 7 feet. Hallways, bathrooms and toilet compartments may have a ceiling height of not less than 7 feet.
12. Furnace rooms may need to 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/Pressure Balanced 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) 443-4210**.

**REQUIRED INSPECTIONS**

**Framing / Insulation** After all framing, insulation, ductwork and plumbing drain/waste/vent and waterpiping systems are in place and the rough electrical inspection has been approved.

**Final** When complete and final electrical inspection has been 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. Electrical permits are obtained through the State Electrical Inspector. He can be reached between the hours of 7:00 a.m. to 8:30 a.m., M-F at (952) 448-3356.
3. **Call (952) 443-4210 between 8:00 AM and 4:30 PM** to arrange for an inspection. Provide permit number when scheduling any inspections.

PLEASE GIVE A 24-HOUR NOTICE WHEN SCHEDULING INSPECTIONS.

BUILDING INSPECTIONS  
BASEMENT FINISH REQUIREMENTS

INSERT BASEMENT FLOOR PLAN AND CROSS SECTION

## *Section R317* **SMOKE ALARMS**

**R317.1 Single- and multiple-station smoke alarms.** Single- and multiple-station smoke alarms shall be installed in the following locations:

1. In each sleeping room.
2. Outside of each separate sleeping area in the immediate vicinity of the bedrooms.
3. On each additional story of the dwelling, including basements and cellars but not including crawl spaces and uninhabitable attics. In dwellings or dwelling units with split-levels and without an intervening door between the adjacent levels, a smoke alarm installed on the upper level shall suffice for the adjacent lower level provided that the lower level is less than one full story below the upper level.

When more than one smoke alarm is required to be installed within an individual dwelling unit the alarm devices shall be interconnected in such a manner that the actuation of one alarm will activate all of the alarms in the individual unit. The alarm shall be clearly audible in all bedrooms over background noise levels with all intervening doors closed.

All smoke alarms shall be listed and installed in accordance with the provisions of this code and the household fire warning equipment provisions of NFPA 72.

### **1309.0317 Section 317, SMOKE ALARMS.**

*IRC Section R317.1.1 is amended to read as follows:*

**R317.1.1 Alterations, repairs or additions.** When interior alterations, repairs or additions requiring a permit occur, or when one or more sleeping rooms are added or created in existing dwellings, the individual dwelling unit shall be provided with smoke alarms located as required for new dwellings; the smoke alarms shall be interconnected and hardwired.

*Exceptions:*

- Smoke alarms in existing areas shall not be required to be interconnected and hardwired where the alterations or repairs do not result in the removal of interior wall or ceiling finishes exposing the structure, unless there is a crawl space or basement available which could provide access for hardwiring and interconnection without the removal of interior finishes.
- Work on the exterior that does not require entry into the interior for inspection.

**R317.2 Power source.** In new construction, the required smoke alarms shall receive their primary power from the building wiring when such wiring is served from a commercial source, and when primary power is interrupted, shall receive power from a battery. Wiring shall be permanent and without a disconnecting switch other than those required for overcurrent protection. Smoke alarms shall be permitted to be battery operated when installed in building with commercial power or in buildings that undergo alterations, repairs or additions regulated by Section R317.1.1.

BUILDING INSPECTIONS  
BASEMENT FINISH REQUIREMENTS

DET-3

