



## POLICY DETERMINATION

**Title: Basement Finish Without a Permit**

**Last review date: 1/1/2014**

**Code: 2012 IRC**

**Issue:** The process and policy for inspection and approval of a basement that has been finished without a building permit or inspections.

**Analysis:** Section R105 of the 2012 International Residential Code states that "Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be done, shall first make application and obtain the required permit...".

Section R109 of the 2012 International Residential Code further states that "For onsite construction, from time to time the building official, upon notification from the permit holder or his agent, shall make or cause to be made any necessary inspections and shall either approve that portion of the construction as completed or shall notify the permit holder or his or her agent wherein the same fails to comply with this code."

For the case of a basement that has been finished without a permit, Safebuilt has not been called to perform the necessary electrical, heat, plumbing and building inspections during the construction process. As a result, we are not in a position to state that the construction complies with the town's adopted building codes, and since most of the work has been covered up by the finish work, we are unable to verify that the work complies without requiring the homeowner to remove some of the drywall and trim.

**Policy:** Since Safebuilt is unable to verify the level of code compliance of the construction, it will be necessary for the property owner or their agent to remove sufficient drywall to allow a full inspection of the framing, electrical, plumbing, fireblocking, mechanical and insulation. In general, this includes removal of 12" of drywall from the top and bottom of all exterior walls (along the entire length of the walls) as well as removal of 12" of drywall from the top and bottom of one side of any interior wall. At this time, rough inspections shall be called and the inspector shall inspect the construction. All electrical devices shall be disconnected from the box with wiring still connected to verify proper wiring and grounding. Additional drywall removal may be required if code concerns are detected during this inspection. After any necessary corrections have been made and upon approval of the framing and insulation; the homeowner or contractor shall call for a drywall inspection prior to taping/finishing the drywall. Final inspections are required for the project with all fixtures (plumbing, electric, etc.) in place and installed per the current code.

Please note that all construction must be to the current adopted code, regardless of when the construction without a permit was completed. Please check with Safebuilt or the Town to determine the current adopted building and electrical codes.

No letters from contractors shall be accepted for work that was done without a permit, all construction must be exposed for review by the inspector under a valid building permit.

Approval Date: 1/1/2014

Effective Date: 1/1/2014

[https://safebuilt.sharepoint.com/sites/remoted/windsor/docs/General INFORMATION/POLICIES and PROCEDURES/Determinations/2012 Basement without a permit - no letters policy.doc](https://safebuilt.sharepoint.com/sites/remoted/windsor/docs/General%20INFORMATION/POLICIES%20and%20PROCEDURES/Determinations/2012%20Basement%20without%20a%20permit%20-%20no%20letters%20policy.doc)