
Residential Basement Finish Submittal requirements

A completed permit application, including the valuation of the proposed work. (Valuations must include all material, labor and contractor profit) Include the total square footage of the finished and unfinished areas.

One (1) set of floor plans drawn to scale to include the following;

- a. Proposed floor plan that shows all finished and unfinished areas.
- b. All room and spaces must be labeled.
- c. Dimensions must be shown on the floor plans.
- d. Show location of the water heater and furnace.
- e. Show egress window location and dimensions in sleeping rooms.
- f. Show electrical outlet and lighting locations.
- g. Show locations of smoke and carbon monoxide detectors.
- h. Details for the wall construction (e.g. 2x4 studs, 16 inches on center)
- i. Show exterior wall insulation R-Values. (Must meet or exceed the 2018 International Energy Code)
- j. If adding or revising gas demands, show gas line calculations.

Adopted Codes

2018 International Residential Code
2018 International Energy Code
2023 National Electrical Code
2018 International Plumbing Code
