

# Single Family Basement Finish

## Building Guide

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The purpose of this guide is to assist you in the permit process for your project. This handout is intended as a basic plan submittal under the 2003 International Residential Code. It is not intended to cover all circumstances. Depending on the scope and complexity of your project, additional and/or more detailed plans might be required.

### How to Use this Guide:

**1. Complete Page 2 of this Guide:**

Fill in the blanks on page three and indicate which construction details will be used. At least two completed copies must be provided to apply for a building permit.

**2. Provide a Floor Plan:**

A sample floor plan is provided on page 4. Show the existing dimensions of the house, the dimensions of the new room, any new openings and items to be re-located.

**Notes:**

- a. Special consideration will be given to any new openings that exceed 6 feet in a bearing wall. A plan from registered engineer may be required in these instances.
- b. Additions cannot enclose bedroom or basement egress windows.
- c. Heat is required in all habitable rooms. Show how the addition will be supplied with heat.
- d. Smoke detectors are required in homes. If the room requires the addition of a smoke detector, new regulations call for detectors to be powered by electricity (not battery-operated)

**3. Submit a completed Permit Application:**

Applications may be obtained at the jurisdiction. It is important that the permit is filled out completely to the best of your knowledge and that you provide any additional pertinent information.

**4. Provide a copy of the HOA approval.**

# SUBMITTAL DIRECTIONS

## Single Family Basement Finish

### Directions

1. Submit two (2) complete sets of required information
2. Draw a floor plan with dimensions showing the layout of the entire basement. Label the use of all the rooms.
3. Show smoke detectors, plumbing modifications, furnace and water heater.
4. List window sizes and types, identify emergency escape and rescue windows and size of window wells.
5. Identify modifications if any to the existing structure i.e. Posts, beams, joist.
6. Indicate height of dropped ceiling areas less than 7 feet.
7. A shower or tub equipped with a showerhead shall have a minimum ceiling height of 6'8" above a minimum area 30" by 30" at the showerhead.
8. Show clearance around the tub and fixtures.

**Job Site Address:** \_\_\_\_\_  
\_\_\_\_\_

## **Basement Finish Requirements**

### **1. Ceiling Heights**

If the finished ceiling will be less than 7'-0", please consult SAFEbuilt, Inc.

### **2. Emergency Escapes**

All sleeping rooms must have an egress window or exterior door. Emergency escape windows with a sill height below grade must be provided with an egress window well. (For egress window and window well requirements, see Item II and III on page four (4) of this handout).

### **3. Smoke Detectors**

Smoke detectors are required in all basements in close proximity to the start of the stairs. If the finished basement contains a sleeping room, a smoke detector must be installed on the ceiling or wall in that room and in the hallway or area immediately outside of the room. Smoke detectors added to meet the above requirements must be hardwired with battery backup, and interconnected with existing smoke detectors. When one or more sleeping rooms are added or created in the existing residence, the entire dwelling unit shall be provided with smoke detectors located and installed as required for new Group R Occupancies.

### **4. Fuel Burning Appliances**

Furnaces and water heaters cannot be located in or accessed through a bedroom or bathroom. If the furnace and water heater are being enclosed, adequate combustion air must be provided for these appliances to operate properly. For maintenance purposes, a minimum of 30" clear working space must be provided in front of the furnace and water heater. Maintenance or removal of each appliance must be possible without removing each other or disturbing walls, piping, valves, wiring and J-boxes.

### **5. Fire Stopping**

Fire stopping must be installed in concealed spaces of wood-furred walls at the ceiling level, at 10' intervals along the length of the wall and at all interconnections of concealed vertical and horizontal spaces such as intersections of stud walls and soffits or dropped ceilings. A detail of typical fire stopping is included on the following page of this handout. Fire stops may be constructed of ½" lumber, ¾" plywood or OSB, ½" gyp board or fiberglass insulation.

### **6. Insulation**

Check with SAFEbuilt, Inc. for insulation requirements.

### **7. Space Under Stairs**

If access to the area under the basements stairs is provided for storage or other uses, the walls and ceiling of this enclosed space shall be protected on this inside with ½"

### **8. Bathrooms**

Toilets must be provided with a minimum of 24" in front of the toilet and 15" between the center of the toilet and any side wall or other obstruction. Showers shall have a minimum inside dimension on 1,024 square inches, capable of encompassing a 20" circle and be finished 70" above the drain with nonabsorbent materials. Note: The measurements are not acceptable for accessible restrooms for the disabled. A ventilation fan is required in bathrooms and toilet rooms without operable windows. The fan must be vented to the exterior of the building.

### **9. Lighting and Ventilation**

Natural lighting and ventilation are required for any finished portion of the basement. Contact your Building Department for specific requirements.

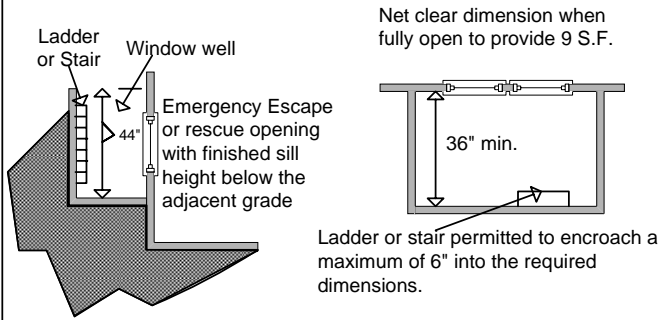
**The building department staff can help you determine what is necessary to meet minimum safety requirements.**

# BASEMENT FINISH DETAILS

## EGRESS WINDOW WELL

### ITEM II

Egress window wells must provide a minimum area of 9 S.F. with a minimum dimension of 36" and shall enable the window to open fully. If the depth of the window well exceeds 44", a permanently affixed ladder must be provided. The ladder must not interfere with the window.

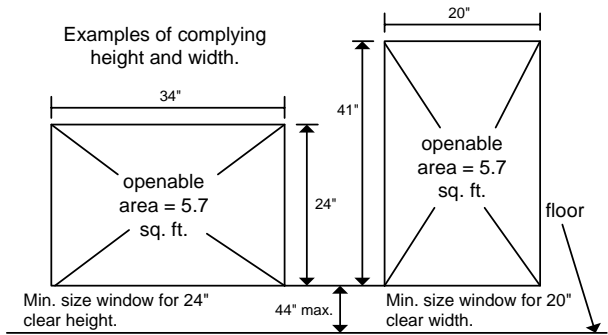


## EMERGENCY ESCAPE & RESCUE WINDOW

### ITEM III

Emergency Escape and Rescue Windows must meet the Following criteria:

- A minimum total openable area of not less than 5.7 S.F.
- A minimum clear openable height of 24"
- A minimum clear openable width of not less than 20"
- A finished sill height of not more than 44" above the floor and should be openable from the inside without the use of a key, tools special knowledge or effort.



# BASEMENT FINISH DETAILS

