

**GENERAL BASEMENT CODE and PLAN REQUIREMENTS\*\***

**Check off sections that apply and *include this information on plans where required.***

**A copy of this completed checklist must be included with your application.**

**BUILDING**

- \_\_\_\_\_ ***Plans must be drawn to scale (as closely as possible) showing the floor plan of the remodel area and areas not finished. Note locations of windows and type if any and exterior stairs location and type (exit or utility) if any. Note locations of proposed receptacles, lights and switches for electrical review. Two copies of plans are required for review, one approved copy will be returned to you.***
  
- \_\_\_\_\_ Pressure treated lumber must be used in contact with slab or masonry. (i.e. bottom plates of frame walls.)
  
- \_\_\_\_\_ Top of framed walls must be fire-blocked, the entire perimeter at the foundation wall plate if there is a space created vertically between the new wall and the existing foundation wall. ***Note type of framing, stud spacing and fire-blocking used on the plan. (Fire blocking must be non-combustible material, one inch nominal lumber, min. 16in. depth of packed fiberglass ins. or one half inch sheetrock.)*** Joist spaces above walls open to unfinished areas must also be fire blocked in the same manner. Code requirements call for fire blocking in any concealed space with openings from the vertical to horizontal space. Fire blocking also required every ten feet vertically along wall and at each corner adjacent to foundation wall. When you enclose the space under the basement stairway to use for storage, the sides and underside of the steps must be finished with sheetrock.
  
- \_\_\_\_\_ Insulation – an air space should be left between masonry walls and batt insulation to deter moisture. ***Note insulation type and “R” value proposed.***
  
- \_\_\_\_\_ Wall finishes must comply with flame spread and smoke generation requirements of the code. Wood or composite paneling, in most cases, does not meet these standards. Check with the manufacturer for compliance and make sure the material is labeled accordingly. ***Note type of wall finish on plans with rating of materials if required.***
  
- \_\_\_\_\_ When remodeling causes heaters and hot water heaters to be enclosed in small utility areas, vents must be installed from that space into the larger floor space or to the exterior for combustion air supply and heat dissipation, ***two vents, minimum 100 sq. inches of net clear opening*** each within the space of 12 inches from the ceiling and the floor. (A louvered door only makes up for the lower vent the upper vent must still be installed.) ***Include heater-hot water heater location and if enclosed in new construction, the size of that area. Note if gas or oil fired units and efficiency rating of the heater.*** Closets created for heaters, etc. should not be used for storage. The code requires a minimum of thirty inches clearance between appliance access panels and any obstructions.
  
- \_\_\_\_\_ Sleeping rooms are not allowed in basements unless there is a direct means of egress (meeting code requirements) from the room to the exterior of the dwelling. A window with a minimum of five square feet clear opening, with sill height of no more than 44 inches above the floor (Bottom of window must be at exterior grade level, or approved egress window wells comply.) or approved

stairway directly to the outside will comply. There is also an option to sprinkler the entire basement, this will meet code. (Limited area, NFPA 13R) *Note the use of all spaces created by the remodeling on plans.*

\_\_\_\_\_ Smoke detectors must be maintained on the basement level. *Note the locations of smoke detectors on electrical plans. (Note if new or existing unit.)*

### **ELECTRICAL**

\_\_\_\_\_ *Walls are required to have receptacles within 6' of a break in the wall (eg door and arch ways), and then the receptacles must be no further than 12' apart.*

\_\_\_\_\_ *Each room that is created (including closets) must have a switched lighting outlet (ceiling fixture, wall sconce or receptacle).*

\_\_\_\_\_ *Unfinished, Utility and Mechanical areas must be serviced by a GFCI\*\*\* protected receptacle.*

\_\_\_\_\_ *Smoke detectors are required in bedrooms and within 10' on the outside of a bedroom. They are to be interconnected with themselves and existing units.*

Rough wiring inspection:

1. all wires in boxes, spliced and ready for devices
2. all metal boxes grounded
3. recessed fixtures wired and in place

### **PLUMBING**

\_\_\_\_\_ *If plumbing fixtures are to be installed, a schematic of drain and supply lines will be required. Any gas lines, new or extended must be denoted on schematic.*

\_\_\_\_\_ *Locations of fixtures will be noted on plans.*

*\*Italicized items must be included on plans for review.*

\*\*This is a general list of requirements and may not include all code sections that may apply to your project. To expedite the receipt of your permit to commence work, include all information you consider necessary for our review.

\*\*\*GFCI = Ground fault circuit interrupter

\_\_\_\_\_  
Signature of Owner / Agent

\_\_\_\_\_  
Date

Any questions, do not hesitate to call our office at 856-478-6522.

Jeffrey H. Kier, CO

*Revised 2/17/10*