

**City of Independence
1920 County Road 90
Independence MN 55359
Ph: 763-479-0527 / Fax 763-479-0528**

BASEMENT FINISHING GUIDE

This information is a guide to the most common question and problems. It is not intended, nor shall it be a considered a complete set of requirements.

REQUIRED PERMITS:

Basement finishing does require a Building Permit. Plumbing and heating permits may also be required. Fireplace installation also requires a permit. Electrical permits are administered by the State of Minnesota Board of Electricity 651-642-0800

PLAN REQUIREMENTS:

To obtain a building permit, two (2) sets of plans showing the basement layout showing dimensions and indicating use of each room, proposed walls, doors, windows, smoke detectors, sump baskets and mechanical. A cross section showing ceiling height and projections. If adding a bedroom to lower level and you are not on city sewer system, check to verify your septic system is designed for all additional bedrooms.

GENERAL CODE REQUIREMENTS:

1. Bottom plate of proposed walls shall be treated.
2. Enclosed closets under stairs must be entirely finished with 1/2 inch gypsum board
3. Smoke alarms are required on all levels of the house and in all sleeping rooms. Smoke alarms are to be hardwired and interconnected. Smoke alarms in existing areas are not required to be interconnected and hardwired if interior wall or ceiling finishes are not removed unless there is a crawl space or basement available to provide access to do so. Centrally locate smoke alarms in halls or in the area giving access to each bedroom.
Carbon monoxide detectors are required within 10 feet of all bedrooms.
4. Basements and each bedroom shall be provided with an escape window having :
 - A minimum net clear opening of 5.7 sq. ft. (821 sq. in.).
 - Exception – Grade floor windows : minimum net clear opening of 5 sq. ft. (720 sq. in.).
 - A minimum clear opening height dimension of 24 inches.
 - A minimum clear opening width dimension of 20 inches.
 - A finished sill height of not more than 44 inches.
 - A window well if window is below grade with 9sq. ft. net clear opening with window fully opened.
 - A permanent ladder in the window well if the distance from the top of the well to ground inside of well is greater than 44 inches.
5. Each water closet shall be centered in a clear space of not less than 30 inches in width and have a clear space in front of the water closet of not less than 24 inches. The water closet is to be 1.6 gallon flush.

(over)

6. Dissimilar materials must not be attached directly to each other, i.e. PVC must not be glued to ABS waste & vent.
7. An approved anti-scald (thermostatic or pressure balancing type) faucet must be installed in new shower or shower/bath installation.
8. Each bathroom shall be provided with an opening for ventilation or powered exhaust fan to the outside. Exhaust ducts must be insulated (minimum R-4) for a distance of three feet from the outlet. Showers must be capable of encompassing a 30 inch circle measured at the height of the shower control handles. Bathtubs used as showers not included.
9. Furnaces shall have an unobstructed working space of not less than 30 inches in front of them and shall be provided with outside combustion air. Provide minimum clearance for furnace per manufacture specifications.
10. Water heaters and furnaces may not be accessed through, or located in a bedroom or bathroom.
11. In warm air heating systems, an equal amount of air supply and return shall be obtained.
12. Proper clearance from furnace flue shall be maintained (i.e 1 inch clearance for a double wall type "B" vent and a 6 inch clearance for a single wall flue pipe).
13. Provide access for water heater, water softener, water meter and other equipment to allow replacement or repair.
14. Do not locate electrical panel in closets and provide 3 feet of clear floor space for electrical panel.
15. Minimum headroom 7' 6" habitable areas 7' feet in hallways or bathrooms.
16. Habitable rooms shall be provided with a glazing of not less than 8 percent of the floor area of such rooms. (IRC Sec.R303.1)
17. Habitable rooms shall have natural ventilation through openings with a minimum openable area of 4 percent of the floor area of such room. (IRC Sec.R303.1)
18. Gas lines with mechanical joints must not be in concealed spaces. (All gas work requires a licensed contractor.)

REQUIRED INSPECTIONS :

1. Rough in plumbing (before fixtures are set) and rough in heating.
- 2 .Rough in Electrical before wires are covered. State Electrical inspector 651-642-0800
3. Framing and insulation after framing, insulation and duct work are in place and rough in electric and plumbing systems have been approved.
4. Final electric, plumbing, and heating.
5. Final building after receiving all other finals.

RECOMMENDATION

1. To prevent possible condensation stains on basement ceiling, insulate outside faucet water lines.