



## BASEMENT FINISH/REMODEL

CHAMPLIN BUILDING DEPARTMENT 763-421-2629

### PERMITS:

A Building Permit is required to finish or remodel a basement or room in a basement. The Permit fees are determined by the square footage of the proposed finished area. Additional permits may also be required; Electrical, Mechanical and/or Plumbing.

### PLAN SUBMITTAL REQUIREMENTS:

The contractor or homeowner must provide plans of the proposed work to be done. The plans shall have all rooms labeled and provide dimensions of the rooms to be finished as well as over all dimensions of the basement. These plans will be returned to you with compliance notes and need to be on site for the inspector.



### INSPECTIONS REQUIRED:

Inspections include rough-in for framing, mechanical, and plumbing prior to covering and final inspections. All Electrical inspections will be performed by the Electrical Inspector.

### CODE REQUIREMENTS:

1. (a) Hardwired smoke detectors with battery backup must be installed in all newly created sleeping rooms and hallways serving the new bedrooms. CO/SD must be installed in hallways within 10' of bedrooms (new and existing).

(b) Battery operated smoke detectors must be installed in all existing bedrooms, hallways serving bedrooms and all levels of the home. They shall be installed and operational for the final inspection.

2. An egress window with a clear opening of 5.7 square feet within 44 inches of the floor must be provided in each bedroom (IRC-R310.1). Window well, if required, shall have a minimum horizontal area of 9 sq. ft. with a minimum projection of 36 inches from the house. A fixed ladder is required if the well is greater than 44 inches deep.

3. All rigid foam insulation must be covered with a minimum of 1/2" Gypsum Board, 1/4" wood structure panels or other approved material, foil faced foam insulation does not require gypsum (IRC – R314.4).

4. Habitable space shall not have a ceiling height of less than 7 feet measured from the finished floor to the lowest projection from the ceiling (MN Rules chapter 1309.0305).

5. All wood in contact with concrete must be pressure treated or be wood of natural resistance to decay (redwood or cedar).

6. If using a paneling material less than 1/4" thick, it must be applied over sheetrock not less than 3/8" thick (IRC-R702.5).

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7. Enclosed accessible space under stairs and landings shall have walls, under stair surface, and any support framing protected on the enclosed side with  $\frac{1}{2}$ " gypsum board (IRC-R311.2.2).

8. Every finished room except bathrooms must have a warm air supply and return air register.

9. Bathrooms with a tub or shower must have an insulated mechanical vent to the outside or be connected to an HRV or have a window that can open.

10. Framing members in tub/shower area shall be covered with an approved tile backer board i.e.: cement board. Water resistant gypsum shall not be used where there will be direct exposure to water or continuous high humidity. (IRC-R702.3.8).

11. All electrical, plumbing and heating work must be installed in accordance with appropriate State Codes.

12. The minimum dimension (width) of any habitable room is 7'0" (IRC-R304.3).

The example below shows the detail required for plan submittal. From your drawing, plan reviewers should be able to verify the project details.

**Note:** Separate permit and inspections required for electric work.

