



# Basement Finish Information Sheet

## Submittal Requirements

**APPLY ONLINE AT [WWW.SHAKOPEEMN.GOV/EPERIMITS](http://WWW.SHAKOPEEMN.GOV/EPERIMITS)**

- Completed Residential Building Permit application
- Complete set of plans showing layout, proposed walls and rooms. All rooms should be labeled and overall dimensions provided. See below.

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

Existing home foundations built prior to June 2009 are exempt from the Minnesota Energy Code regulations. Applicant may choose the insulation type (if any) and simply follow the manufacturer's installation instructions. (Exposed foam on walls must be covered or approved type.)

Minimum **ceiling height** is 7' with 6'-4" allowed for projections such as beams and ducts.

Gas-fired furnace or water heater cannot be in a bedroom, bathroom or closet.

Construct all walls on **treated or redwood plates**. Hem-fir, Doug-fir or S-P-F plates not allowed.

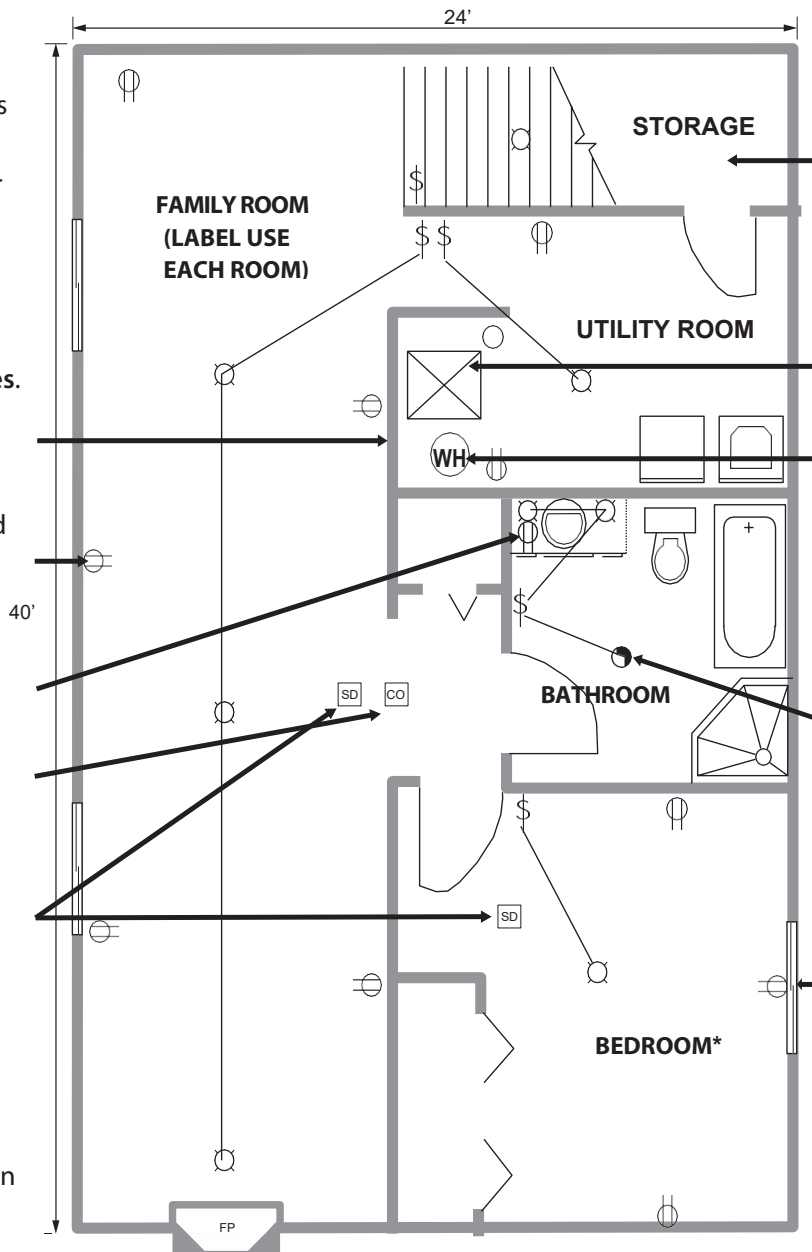
**Electrical outlets** required every 12' along walls and 6' from door openings.

**Dedicated GFI circuit** required in bathroom.

**Carbon monoxide alarm**

**Smoke detectors:** Electronically-operated detectors in new basement finish and all bedrooms. Install battery-operated detectors in existing bedrooms and floors not equipped with smoke detectors.

Creation of a full kitchen in the basement of a single family home must be reviewed for conformance with zoning regulations.



**Protect storage** under stairs on enclosed side with 1/2" gypsum board.

**Provide combustion air** to furnace and clear 30" working space in front of furnace.

A **water heater** must be able to be removed with the furnace intact.

**Supply and return air** is required for all habitable rooms.

A **bathroom fan** is required unless there is an openable window. Insulate the fan duct a minimum of 3' from the outside of the house rim.

Show **window sizes**. Egress window required in each bedroom. Egress size: 5.7 sq. ft. of openable area with 20" min. width and min. height of 24". Sill no more than 44" above floor.

**Note: Separate permits are required for plumbing, fireplace and electrical work.**

\* There are varying clearances to combustible materials when building next to new or existing fireplaces. Discuss with plans examiner when obtaining permits.

\* Arc-fault circuit breakers (AFCB) to be installed per current NEC.

Note: Electrical panels are NOT allowed in bathrooms or clothes closets.