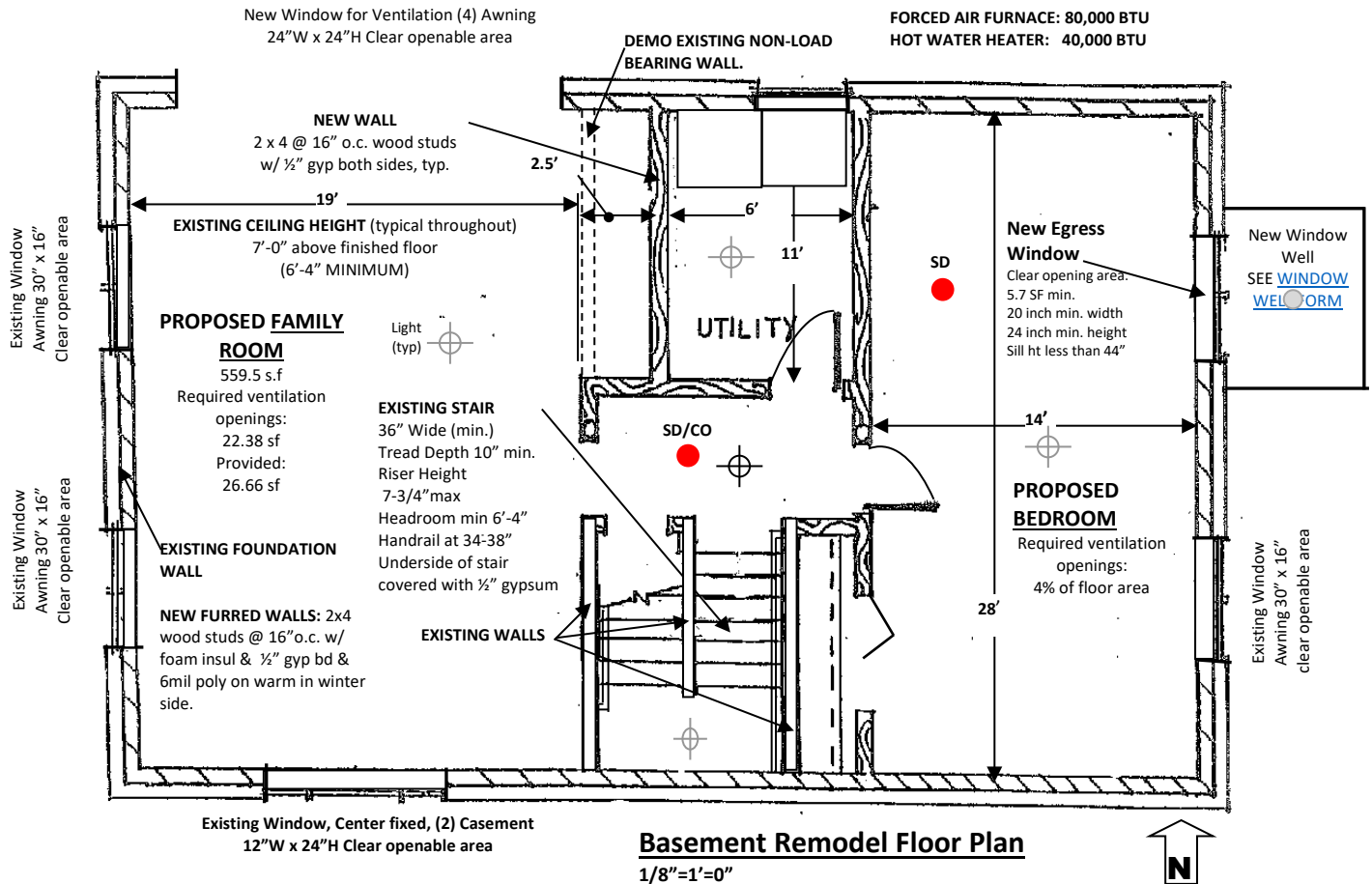


Residential Basements Finishing & Other Interior Finishing and Remodeling Projects

Existing International Residential Code (IRC) Dwellings and Townhouses regulated by the Minnesota State Residential Code, Chapter 1309.

Example floor plan:



Please submit the following information on the plans for finishing or remodeling projects in addition to the building permit application

- Please provide floor plans, drawn to scale at not less than 1/8" = 1'-0". Indicate the scale of all drawings provided with the permit application.
- Indicate existing uses vs. proposed use & construction of all areas on the same floor as the project. This can be done with before and after drawings or it can be done on one drawing if everything is clearly indicated.
- Ceiling height must be indicated on plans. Ceiling finish must be indicated.
- Show the components of wall section. New walls may also be described in a narrative on the floor plans, for example: 2x4 at 16" on center with 1/2" gypsum board each side or however you are going to build them. See the Wall Section handout for an example of a wall section drawing.
- Walls to be removed need to be identified as bearing or non-load bearing. Supporting documentation must be provided on the plans, for example: the direction of the floor joists, ceiling joists and roof rafters or trusses. See our [Residential Headers & Girder handout](#) for sizing beams if removing a wall.

- If furnace and/or water heater room are modified, manufacturer's specification must be maintained.
- Emergency egress windows are required in basements. All sleeping rooms require an emergency egress window. If there is a sleeping room in the basement with an egress window, another egress window need not be provided in the basement except in other sleeping rooms.
- If the Egress window needs a window well, a site plan must be provided in addition to the window well information. You may use our [Residential Window Wells Form](#) with a site plan submittal.
- Compliance with light and ventilation requirements must be shown. Artificial light may be provided in lieu of glazing. Mechanical ventilation may be provided in lieu of clear opening area, but this must be specified on the plan. When clear opening area provides required ventilation, areas of rooms and required ventilation area calculations must be provided and each opening must be specified on the plan.
- Any new bathroom projects need to show the plumbing fixture with dimensions. A toilet needs to be a minimum of 15" from a side wall, while 18" is more comfortable. All plumbing fixtures needs a 24' x 24" space in from of them.
- Stairs, new or existing, must be fully described, including width, riser height, tread depth, headroom, handrail location and its height above treads, guard (if applicable) height and baluster spacing, and landing width and depth.
- An individual dwelling unit shall be equipped with smoke alarms located for new dwellings when:
 1. Alterations, repairs (including installation or replacement of windows or doors), or additions requiring a permit; or
 2. One or more sleeping rooms are added or created in existing dwellings.

See the current Minnesota Residential Code for specific requirements related to your project.