



## REQUIREMENTS

### Plans should include:

- Room sizes, ceiling height, and windowsill height
- Framing detail must be minimum 2 inches by 4 inches (2" x 4") sixteen inches (16") on center maximum spacing.
- R-value insulation: minimum in walls is R-13 unfaced.
- Furnace area: B.T.U. data on furnace and water heater. Information on louvered door and combustion air openings.
- Interior Wall: Type of finish (paneling, drywall, etc.).
- Ceiling type (drywall, drop, etc.) All junction boxes must be accessible.
- No kitchens allowed in basements.
- Bathroom and water closets provided with aggregate glazing area in windows of not less than three feet (3'), one-half of which must be openable, or a mechanical exhaust system shall be provided. Minimum ventilation rate shall be 50 cfm and shall be exhausted to the exterior.
- Location of
  - Electric Outlets (every 12ft), switches, and lighting.
  - Heating duct and return air locations (required in all rooms, except for returns in bathrooms)
  - Windows and size labeled (minimum 4 percent (4%) natural light, 4 percent (4%) ventilation. Exception: Mechanical light and vent may be substituted for up to two percent (2%) of the overall four percent (4%). Must be approved by Code Official.)
  - Smoke and carbon monoxide detectors (when applicable for sleeping rooms).
  - Circuit Panel location.
  - Door (size labeled) and escape windows.
  - Plumbing fixtures (material list including material sizes and specific types. Isometric drawing of plumbing system).

### Electric Work

- Outlets must follow 6'/12' rule. (210.52(A)(1)). (including GFCI) must be the self-grounding type per 250.146 (B). Outlets of the non-self-grounding type must have bonding jumper installed to the box via a listed clip or screw and the wire must be sized to comply with section 250.122.
- GFCI outlet must be on a 20-amp circuit and must follow 210.52(D).
- Smoke detectors: Meet section R314 of the 2018 IRC. Shall be installed in open areas including mechanical room, and any room that has a closet. Shall be installed within 15



feet of all sleeping rooms. Shall be 110 volts, batter back-up and interconnected (if possible).

- Carbon Monoxide Detectors: Meet section R315 of the 2018 IRC. Shall be installed within 15 feet of all sleeping rooms. Must be 110 volts, batter back-up and interconnected (if possible).
- Wall switch must meet section 210.70(A)(2) and the stairs must have 3-way switch installed at the top and bottom. Provide lighting inside the stairwell and landing.
- Conduit Runs: Make sure there are no more than 360 degree of bends between pull points (358.26). All cuts on conduit must be reamed out to remove all rough edges (358.28).
- Receptacles must not be depended upon for splicing. Wires must be looped or have a pig tail jumper to the device.
- Free Conductor: Length at all junction boxes, outlets, or switch points must be minimum of 6 inches (300.13(B)).
- Metal Conduit: 3/8" flexible (Greenfield) cannot be used for wiring to an outlet (348.20(A)).

## Plumbing Work

- Provide fixture list (sinks, toilets, pumps, etc.) and plumbing drawing of piping system.
- Indicate on the plan: The size and type of water waste and vent pipe, the size of the ejector basin (30" deep), and the tub and shower or shower faucet will be thermostatic, pressure balance or combination controlled in accordance with ANSI/ASSE 1016-1990 and designed with a maximum handle rotation limit/stop adjusted to a maximum handle rotation limit/stop, adjusted to a maximum setting of 115 degrees Fahrenheit at the time of installation.
- Water pipe Type K copper. Sanitary pipe-cast iron pipe approved or, Polyvinyl chloride (PVC) schedule 40 approved.
- Water pipe- Type L copper. Sanitary pipe-polyvinyl (PVC) schedule 40.
- Re vents 2" maximum PVC. Floor drains 4". Water closet 4". Main line going to sewer or ejector basin 4". Branch lines to shower, shower traps, lavatories, bar sinks 2" (2" winter lines not to exceed 12').



## WHAT YOU NEED TO APPLY

- A completed permit **application**.
- A copy of the signed **contract**.
- Plans including items stated in the tables above (under requirements).
- Permit fee** (based on the estimated value of the proposed work), plus there will be additional fees for the electrical and plumbing work.

Estimated Cost of the Project	Permit Fee
Less than \$500.00	\$40.00
\$500.00 but less than \$1,000.00	45.00
\$1,000.00 but less than \$2,500.00	50.00
\$2,500.00 but less than \$5,000.00	60.00
\$5,000.00 but less than \$10,000.00	90.00
\$10,000.00 or more	12.00 per thousand

Type of Work	Permit Fee
Electrical Work	\$75.00
Plumbing Work	\$75.00

## ADDITIONAL INFORMATION

- No work can begin until a building permit has been issued.**
- Contact the Building Division at 630-540-5920 at least 48 hours in advance to schedule all required inspections.