



## Basement Renovations

1. If the area being renovated is below grade, indicate the percentage of the basement affected and its location.
2. Use R-13 insulation for walls, not necessarily to insulate the ceiling.
3. If adding a dropped ceiling with an existing smoke detector, the smoke detector must be below the dropped ceiling. The minimum ceiling height is 7'
4. Indicate the locations of all smoke detector(s) in this area, including those existing.
5. Show the handrail on the stairs/means of egress.
6. Indicate the locations of the existing and/or new heating/air-conditioning units. If enclosing a room for the furnace, show the dimensions of the room and vented door.
7. Show the dimensions of the perimeter, rooms, doors and windows. Note what each room will be used for.
8. Indicate the closest means of egress.
9. Show the draft-stopping on plans.
10. Show all switches, outlets and fixtures on the electrical diagram. If installing a TV and/or a telephone line, you must indicate that on the application form.

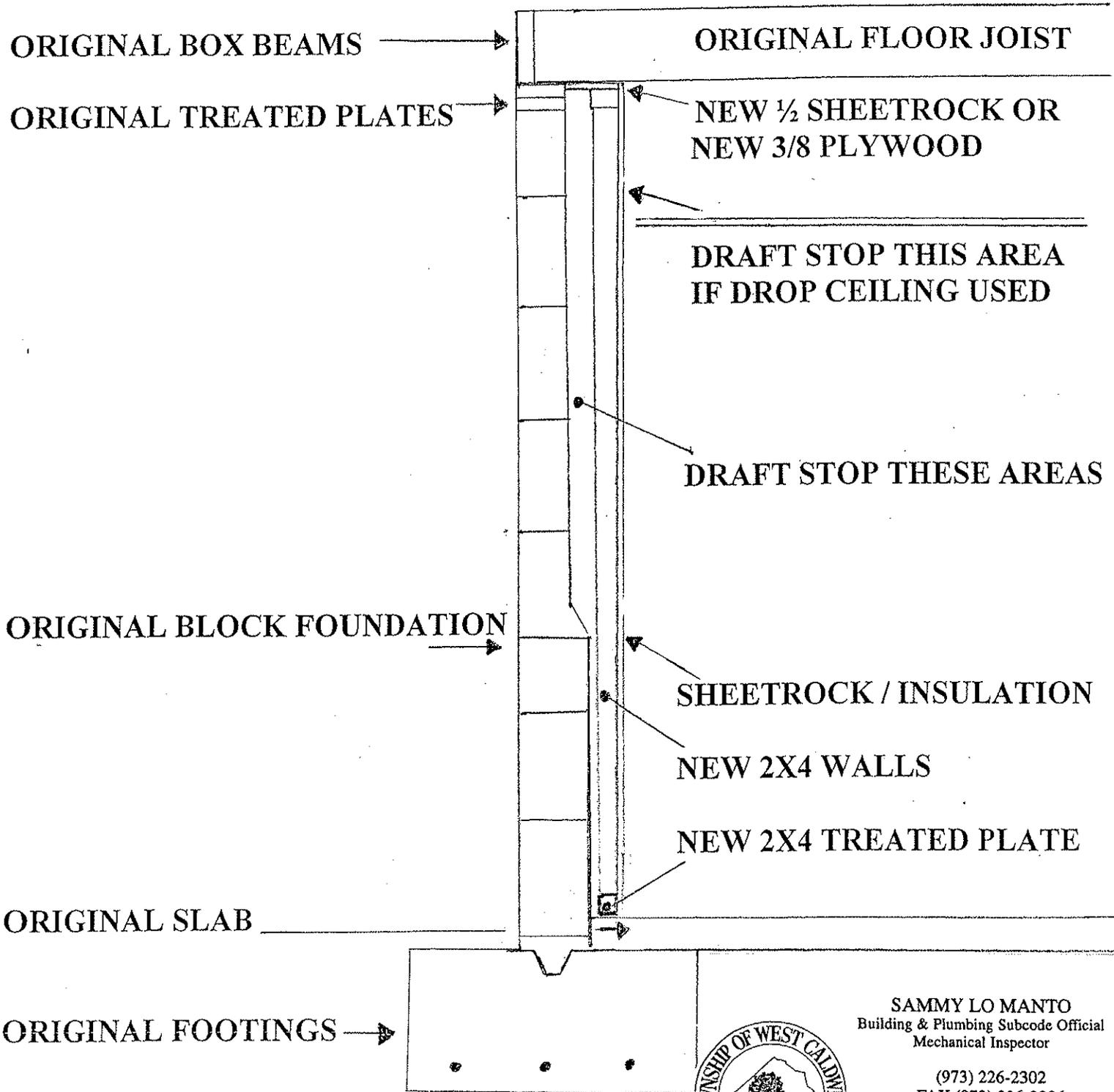
All applications must be properly filled out and signed by the owner, and/or licensed contractors(s).

Two (2) copies of the design plans are required when you turn in your application to our department with all the above information.

Sammy LoManto—Building and Plumbing Sub-code Official

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# TYPICAL BASEMENT DRAFT STOPPING



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