



Lower Level Finish

City of Prior Lake Requirements

A building permit is required for finishing off all or a part of the basement.

SUBMITTALS FOR PERMIT:

- Complete building permit application by including all the information required in the numbered spaces, date the application and sign it.
- Two (2) copies of building plans or a material list with a written description of the work to be completed.

Separate permits are required for fireplaces and plumbing. To obtain an electrical permit visit www.doli.state.mn.us/CCLD/Electrical.asp To schedule an inspection contact Walt Lusian, Electrical Inspector, at 952.934.0229.

** Framing, plumbing, heating and insulation inspections may be performed at the same time. A separate inspection will be required for the final inspection.

1. FRAMING INSPECTION:

2. Permit cards must be posted on the site.
3. Approved plan must be available.
4. Decay resistant material must be used when framing is in contact with concrete (redwood, cedar, treated).
5. Holes may not be located within two (2) inches of the top or bottom of the joist, and may not exceed 1/3 the depth of the joist.
6. Notches in the top or bottom of joists may not exceed 1/6 the depth of the joist.
7. Notches in joists may not be located in the middle third of the span.
8. Fire blocking must be installed at tops of wall plates, tops of concealed spaces, all interconnections between concealed vertical and horizontal spaces, such as soffits and drop ceilings.

Framing, cont.

9. Landings must have a dimension measured in the direction of travel equal to the width of the stairway but not less than thirty-six (36") inches.
10. Habitable rooms, kitchens, hallways, bathrooms, toilet compartments and basements shall have a ceiling height of not less than seven (7) feet. Beams and soffits spaced not less than 4' on center may not project more than 6" below the required ceiling height.
11. Smoke detectors shall be placed in a central location hall giving access to each separate sleeping room and inside all sleeping rooms. Smoke detectors shall be installed in every bedroom throughout the house. Smoke detectors shall be upgraded throughout the house.
12. Escape or rescue windows from sleeping rooms must have a minimum net clear opening of not less than 5.7 square feet, a minimum net clear opening height dimension of not less than twenty-four (24) inches; a minimum net clear opening width dimension of not less than twenty (20) inches and a finished sill height not more than forty-four (44) inches above the floor. (See Egress Window Handout).
13. Windows having a glazed area in excess of nine (9) square feet where the lowest edge is less than eighteen (18) inches above a walking surface, must be of "Approved" safety glazing. Windows located around a tub must be "Approved" safety glazing as well.
14. All habitable rooms: including living rooms, bedrooms, dens, dining rooms, family rooms, etc. but not including bathrooms, laundry rooms, storage rooms or utility rooms, shall have natural light by exterior windows, to be not less than 8% of the floor area, or by artificial means of illumination of 6 foot candles or more.
15. Habitable rooms shall have ventilation open to the exterior of no less than 5% of the floor area unless approved mechanical ventilation is provided.

PLUMBING INSPECTION

1. A separate plumbing permit must be applied for, picked up, and paid for prior to a plumbing inspection.
2. A homeowner may do their own plumbing or have a City registered Master Plumber apply for the permit and do the work.
3. All water piping shall be soldered with an approved lead free solder.
4. Only three plumbing fixtures may be water piped from a 1/2 inch line.
5. All plumbing fixtures are required to be properly vented to the atmosphere.

Plumbing, cont.

6. Solvent welding (glue) ABS pipe (black) and PVC pipe (white) together is prohibited. A mechanical connector may be used.
7. A floor drain must not be used for a shower drain unless vented.
8. Accesses for bathtubs must be in place.
9. Anti-scald valves are required in all shower installations.

INSULATION

1. All insulation shall be covered with a minimum 4 mil poly vapor barrier.
2. Vapor barriers must be installed behind bathtubs and showers from ceiling to floor on exterior walls.
3. Block walls are required to be covered with a minimum four (4) mil poly vapor barrier to grade level.

FIREPLACE INSPECTION - SEPARATE PERMIT IS REQUIRED

1. Manufacturer's installation manual must be attached to each factory built fireplace.
2. Masonry chimney passageways having two (2) or more flues must be separated by masonry not less than four (4) inches thick, bounded into the masonry wall of the chimney. Combustible materials must not be placed within two (2) inches of the fireplace, smoke chamber, or chimney walls.
3. Combustible material must not be placed within six (6) inches of the fireplace opening.

MECHANICAL INSPECTION

1. All rooms that have an exterior wall are required to be provided with adequate heat.
2. All habitable rooms must be provided with adequate return air.
3. Bath exhaust fans are required to be ducted to the outside with not less than three (3) feet from the outside opening being insulated.
4. Seal all return air ducts in the furnace room.

WALLBOARD REQUIREMENTS

1. Water resistant sheetrock (green) cannot be placed over a vapor barrier or on ceilings.
2. Three (3) fasteners are required in the field and one (1) on the top and bottom splice on a horizontal wall board application.
3. Enclosed accessible space under stairs shall have walls, under stair surface, and any soffits protected on the enclosed side with ½" gypsum board.

FINAL INSPECTION

4. Permit cards must be posted on the job site.
5. Plumbing, mechanical, and electrical work must be completed, inspected, and approved before the final building inspection.
6. The top of handrails must not be less than thirty-four (34) inches nor more than 38 inches above the nosing of the treads.
7. Handrails must be continuous the full length of the stairs, having ends which are returned to the wall.
8. Handles to open windows must be tightened and in place.
9. Electrical inspections are completed through the State Electrical Inspector. Contact Walt Lusian at (952) 934-0229, Monday through Friday, 7:00 A.M. to 8:30 A.M. An electrical inspection must be completed prior to the final framing inspections.
10. All construction projects are unique. These are some general building requirements for informational purposes only. Your permit may have other building codes that could apply. Please consult the Inspection Department if you have any questions.

**CITY OF PRIOR LAKE
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