CITY OF CARVER

BUILDING INSPECTIONS DEPARTMENT

BASEMENT FINISHES / INTERIOR REMODELING

The following information must be submitted to the Building Department before a building permit can be processed and approved. After a preliminary plan review additional information may be required. Provide all contact information on the permit application and plan submittals.

1. **Permit Application:** Complete a Building Permit Application Form available online and/or at Carver City Hall.

2. **Building Plans (Two Copies):** Plans shall be drawn to scale and shall include the following:
   - Floor Plan – Room Dimensions – Showing length and width of each floor, room dimensions and door/window sizes and locations.
   - Identify areas – Finished and unfinished areas.
   - Identify existing walls, walls being removed and proposed wall locations.
   - Identify egress window locations and any exterior window wells
   - Indicate Plumbing and Mechanical fixtures/systems on the floor plan.
   - Identify how each area will be used (Example: bedroom, family room, etc.).
   - Provide energy/insulation systems scope of proposed work.

City approved plans and permit card must be available on the job site at all times.

When heating, plumbing, and fireplace are a part of the proposed scope of work, then separate permits maybe required for each individual system.

All electrical work requires an electrical permit; contact Mr. Brian Luce for electrical permits and electrical inspections [7:00am to 8:30am – 952.233.8988 | www.brianluceinspections.com | inspecbluce@gmail.com].

Required inspections (See permit card for job specific required inspections)

- Heating rough-in
- Plumbing rough-in
- Fireplace rough-in
- Electrical rough-in
- Framing, after all of the above are complete
- Insulation
- Plumbing Final
- Heating Final
- Electrical Final
- Fireplace Final
- Building Final – after all of the above are completed

GENERAL INFORMATION

- Ceiling heights in basements should be a minimum of 6 feet 4 inches.
- Bathrooms must be provided with ventilation via a window with at least 1.5 square feet of open area or a mechanical exhaust fan with a minimum rating of 50 cfm. Rigid metal duct creates much less resistance to air flow and will improve the efficiency of your bath fan.
- Toilets must be installed in a space at least 30 inches wide and at least 24 inches of clear space must be provided in front of the toilet.
- Showers should have a clear space within the stall of at least 30 inches.
- Fireplaces and stoves may be installed in basements but must be installed per the manufacturers written instructions.
- Bedrooms must be at least 70 square feet in area.
- Nail plates should be installed wherever nails or screws may come in contact with electrical wiring, plumbing, or gas piping.

EGRESS WINDOWS

An egress window is required **whenever a bedroom is created** or **whenever a basement is enlarged** unless the dwelling has a fire sprinkler system. If an egress window is installed in a basement bedroom, an additional egress window is not required in the balance of the basement unless there are additional bedrooms. See the basement windows used for Emergency Escape sheet regarding window wells.

GENERAL FRAMING INFORMATION

Non-bearing wood framed walls may be 2X4 studs at 16 or 24 inches on center. Walls must have a bottom plate and at least a single top plate. Plates in contact with concrete floors must be treated wood, redwood, or cedar unless there is a vapor retarder under the slab. For stud size and spacing for bearing walls, contact the Building Department. Wood used for framing soffits may be 2X2 material.

Headers in non-bearing walls may consist of a 2X4 laid flat for openings up to 8 feet wide. No cripples or blocking are required above the header provided the distance from the header to the floor joist above is not more than 24 inches. For headers in bearing walls, contact the Building Department.

Do not remove any existing partitions unless you have determined that they are not load bearing partitions. If any portion of a load bearing partition is removed, a header or beam must be installed to transfer the load to a footing.

UNDER STAIR PROTECTION

Enclosed accessible space under stair shall have walls, landings, under stair surface and any soffit protected on the enclosed side with ½ gypsum board.

FIREBLOCKING

Fireblocking is required in a number of locations throughout a dwelling to impede the spread of smoke, hot gases, and flames through the framework in the event of a fire. The two most common locations where fire blocking is required in a basement are at concealed wall to ceiling intersections and at wire/pipe/duct penetrations. Anytime there is a concealed path from a stud space into the ceiling, that path must be fireblocked. Also, whenever a pipe, wire, or duct penetrates the top of a wall, the space around the penetration must be fireblocked. Fireblocking may consist of 2-inch nominal lumber, two thicknesses of 1-inch nominal lumber, ¾ -inch plywood or particleboard with joints backed with ¾ -inch plywood or particleboard, ½ -inch gypsum board, or batts or blankets of mineral wool or glass fiber insulation. Fireblocking should be installed and inspected as part of the framing or insulation inspection.

There are also a number of approved caulks on the market that are approved for fireblocking small areas. You may find these easier and quicker to use than the more generic methods. These materials are available a local building supply stores. Be sure the caulk that you buy is labeled as non-combustible.

INSULATION

The Minnesota Energy Code does not require basements and crawl spaces of existing homes to be insulated if the permit for the dwelling was issued before June 1, 2009. The method and type of insulation you use is entirely up to you. If you use foam plastic insulation, it must be covered with ½ - inch gypsum board unless the foam plastic is approved for use without the covering.

CARBON DIOXIDE AND SMOKE ALARMS

Carbon monoxide alarms must be installed outside and not more than ten feet from each sleeping room **on each floor**. Smoke alarms must be located **in** each bedroom **and on each floor** the dwelling including the basement. Alarms must be installed in accordance with the manufacturers written instructions. Where framing is exposed, alarms must be hard wired with a battery backup and must be interconnected with other hardwired alarms. When framing is not exposed or it is not feasible to hardwire a smoke alarm, battery powered detectors may be used.

COMBUSTION AIR FOR FURNACES AND WATER HEATERS

If you are enclosing the space housing your furnace and/or water heater, you may need to provide additional combustion air by installing an exterior combustion air duct or providing openings in the enclosing walls or doors. If you have any questions regarding the issue of combustion air, please contact the Building Department.

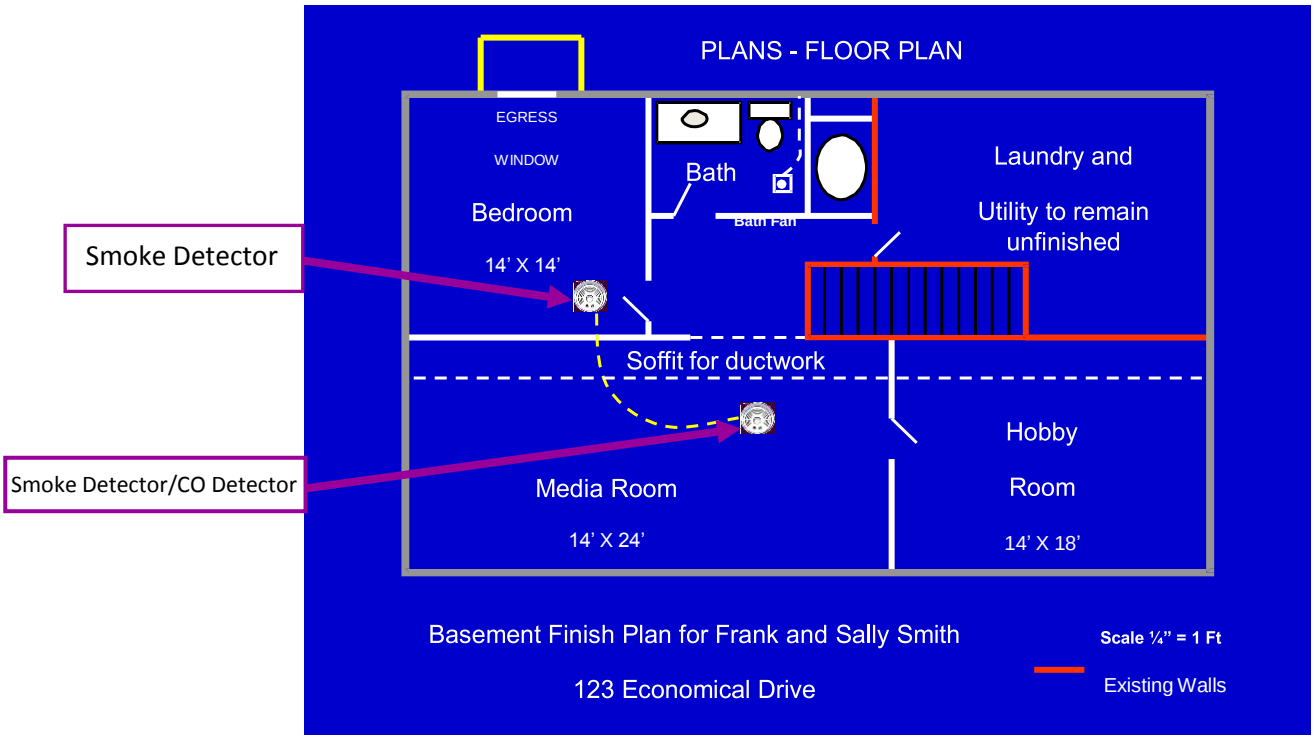
Water heaters and furnaces cannot be located in bedrooms/sleeping rooms.

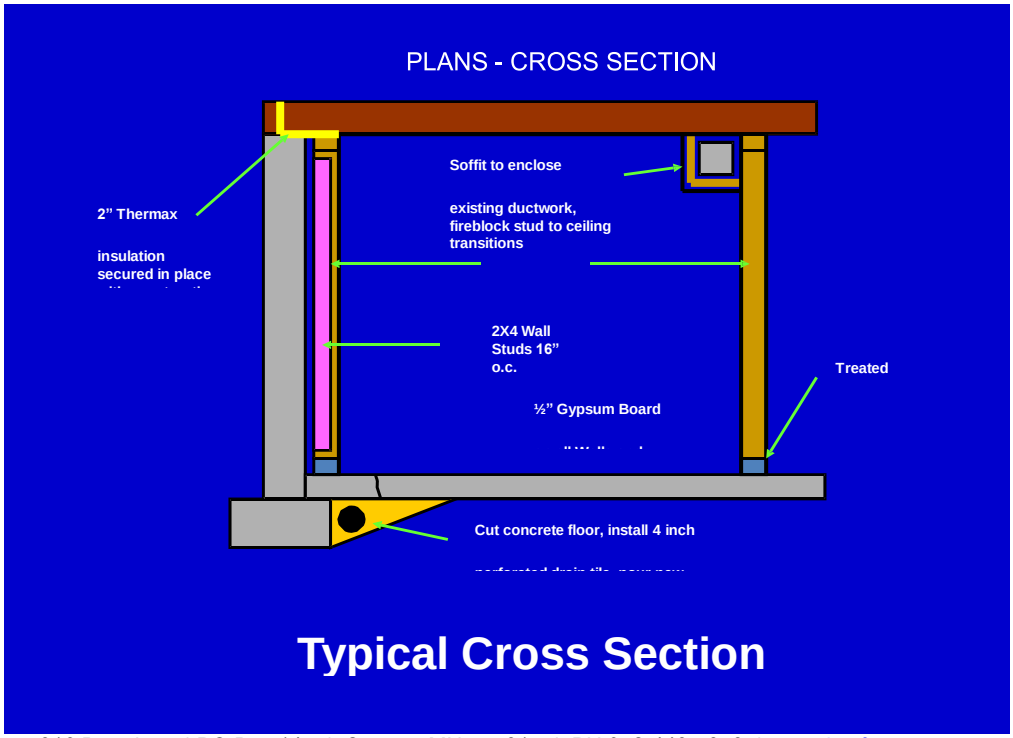
Three feet of clear space is required in front of electrical panels. Do not locate electrical panels in closets or spaces where minimum clearances cannot be maintained.

ELECTRICAL, PLUMBING, AND HEATING INSTALLATIONS

All electrical work requires a permit, see front page for information on electrical permits.

All plumbing, and mechanical work is subject to permits and inspections. Separate permits maybe required and may be obtained through the Building Department. If you hire someone to do plumbing or mechanical work, have them take out the permit.





WHAT ARE THE SIZE REQUIREMENTS FOR WINDOWS USED AS EMERGENCY ESCAPE AND RESCUE OPENINGS?

A window used as an emergency escape and rescue opening must satisfy four Minnesota Residential Code criteria:

- Minimum width of opening: 20 in.
- Minimum height of opening: 24 in.
- Minimum net clear opening: 5.7 sq. ft. (5.0 sq. ft. for ground floor).
- Maximum sill height above floor: 44 in.

The window must have a minimum net clear opening of 5.7 sq. ft. Net clear opening refers to the actual free and clear space that exists when the window is open. It is not the rough opening size or the glass panel size, but the actual opening a person can crawl through.

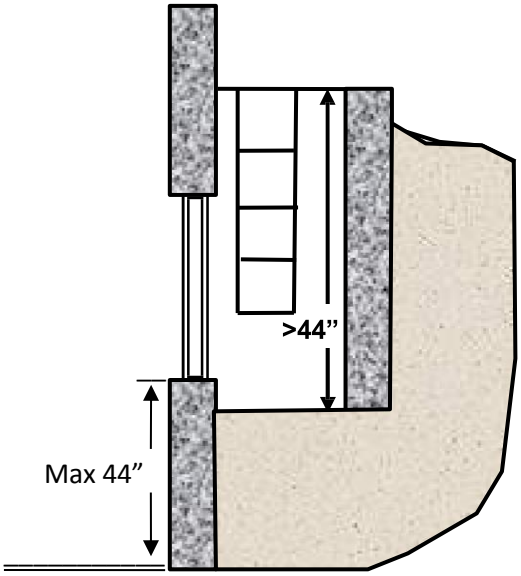
BASEMENT WINDOWS USED FOR EMERGENCY ESCAPE OR RESCUE OPENINGS

Because of their location below grade, basement windows present an added challenge. Below grade windows must have a window well that permits the window to function as an emergency escape or rescue opening. Window wells must:

- Allow the rescue window opening to be fully opened.
- Provide 9 sq. ft. of "floor area," with a minimum dimension of 36” in width and length.
- **If the window well depth exceeds 44 inches,** the well must contain a permanently affixed ladder or steps. The ladder must be at least 12” wide and project no less than 3” from the window well wall. Ladders may not obstruct the operation of the window or project more than 6 inches into the required window well dimensions.

Window wells may be made of rust resistant metal, treated wood, wood naturally resistant to decay, concrete, masonry, or plastic. Some window well designs have steps built or molded into them.

If an egress window is located under a deck or porch, the code requires at least 36 inches between the top of the window well and the bottom of the deck or porch joists.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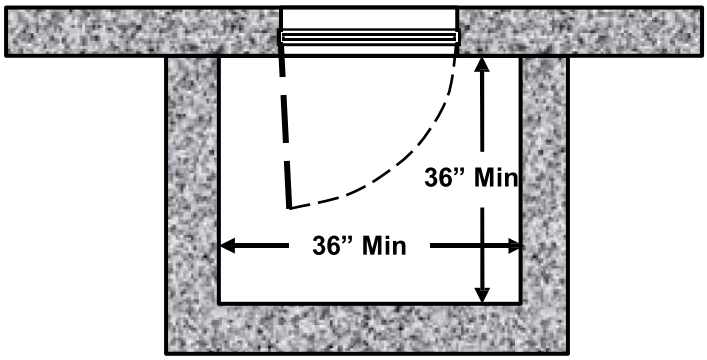
36” Min
36” Min