

Community Development Department

1555 South 800 West Woods Cross, Utah 84087

Phone: 801-292-4421 Fax: 801-292-2225

BASEMENT FINISH PERMITS

A building permit is required for all full and partial basement finishes and basement remodels that involve altering existing walls, electrical, plumbing, or mechanical systems.

Permit fees are based on the square footage being finished. Permit fees pay for a review of your plans as well as inspections which will need to be done at the property. You will be emailed an invoice for the building permit fee when the permit is approved and ready to issue.

Submit signed application and plans to permits@woodscross.com. If your plans are too large to email, please provide a shareable link from which we can download, such as Dropbox, Google Drive or other online service. Plan review will take approximately 7-10 working days, after which we may require corrections to your plans. The permit will be issued after the plans are approved and all fees are paid.

Requirements for submitting a permit application for a basement finish

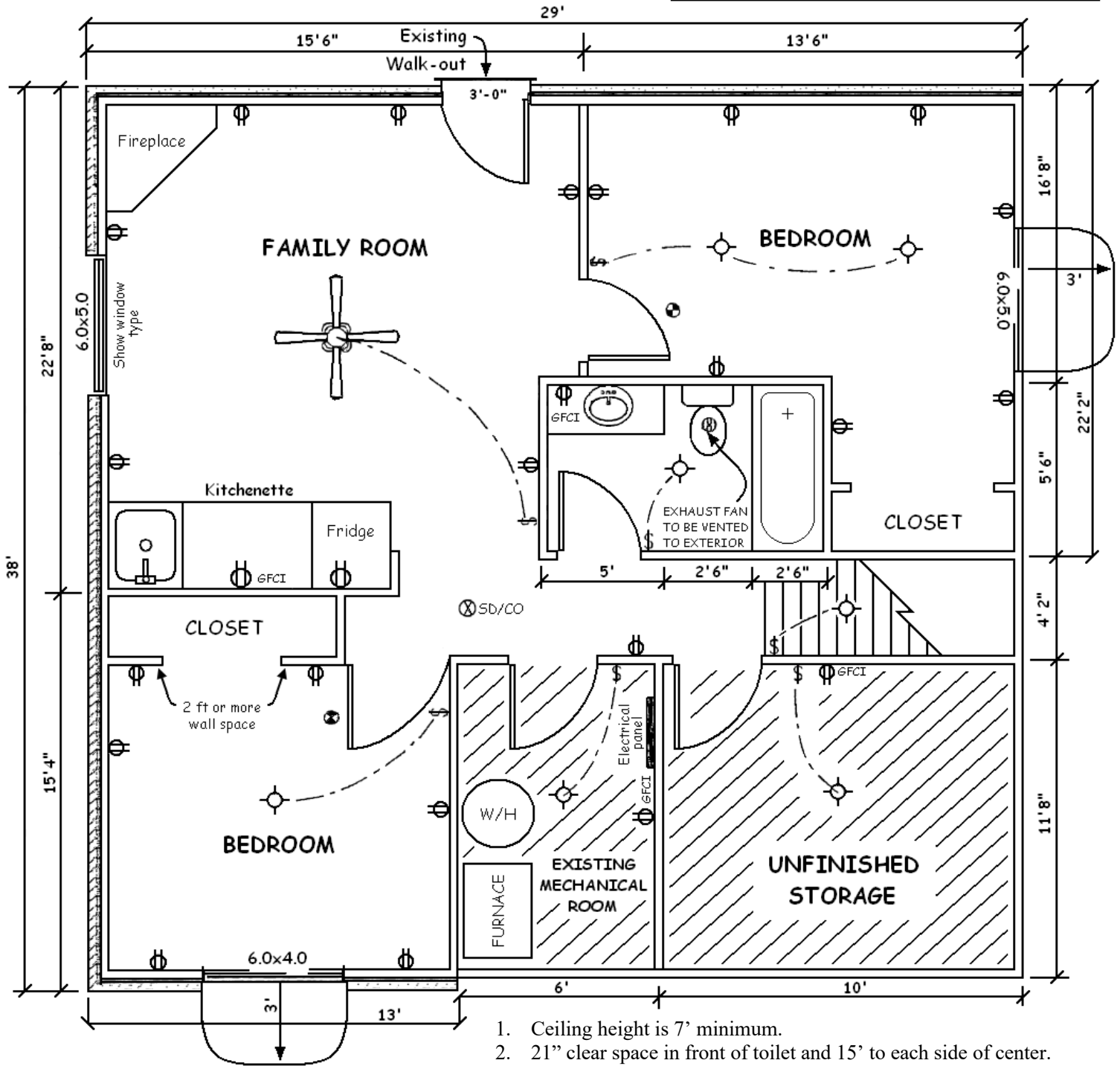
- Permit Application Form
- Construction Plans (see Sample Remodel Diagrams)
- Provide a floor plan that shows the entire basement, hash through areas not being finished or that are already finished
- Label the use of each room (such as "bedroom"), also label unfinished areas as "unfinished" and areas that are already finished as "existing"
- Show dimensions of each window, each room and of entire area
- Show window well dimensions for all bedrooms (see Emergency Escape diagram for egress requirements)
- Show distance from floor to windowsill (can be no more than 44 inches)
- Show ceiling height
- Show all electrical outlets, light switches, smoke/carbon monoxide detectors
- Show location of all plumbing fixtures, water heater, floor drain, water softener, etc.
- Show furnace location, bathroom exhaust fan. Supply outlets must be carefully located: The return air system must be designed to ensure that there is a low resistance return air path between every room and the return side of the air handler. (At least one return air opening is required for every level and one return air opening or transfer grille is required for every room that can be isolated by a door.
- If adding a basement walkout, please include walkout plans (see Basement Walkouts).

IMPORTANT NOTICE:

- Please be aware that creating an Internal Accessory Dwelling Unit (apartment) is only allowed in certain zones, has other conditions, and requires an application and approval (see I-ADUs). If there is any kind of kitchen, kitchenette, or wet bar in the basement you will be required to either apply for an ADU permit or sign an affidavit stating you do not intend to use the basement as a second dwelling. If you have any questions, please contact the City Planning & Zoning Department at 801-292-4421 x 2002 or permits@woodscross.com.
- Please be aware that dumpsters and construction materials must not create an obstruction to the public.

Typical for Remodel

Total Sq. Ft. of area being finished: _____



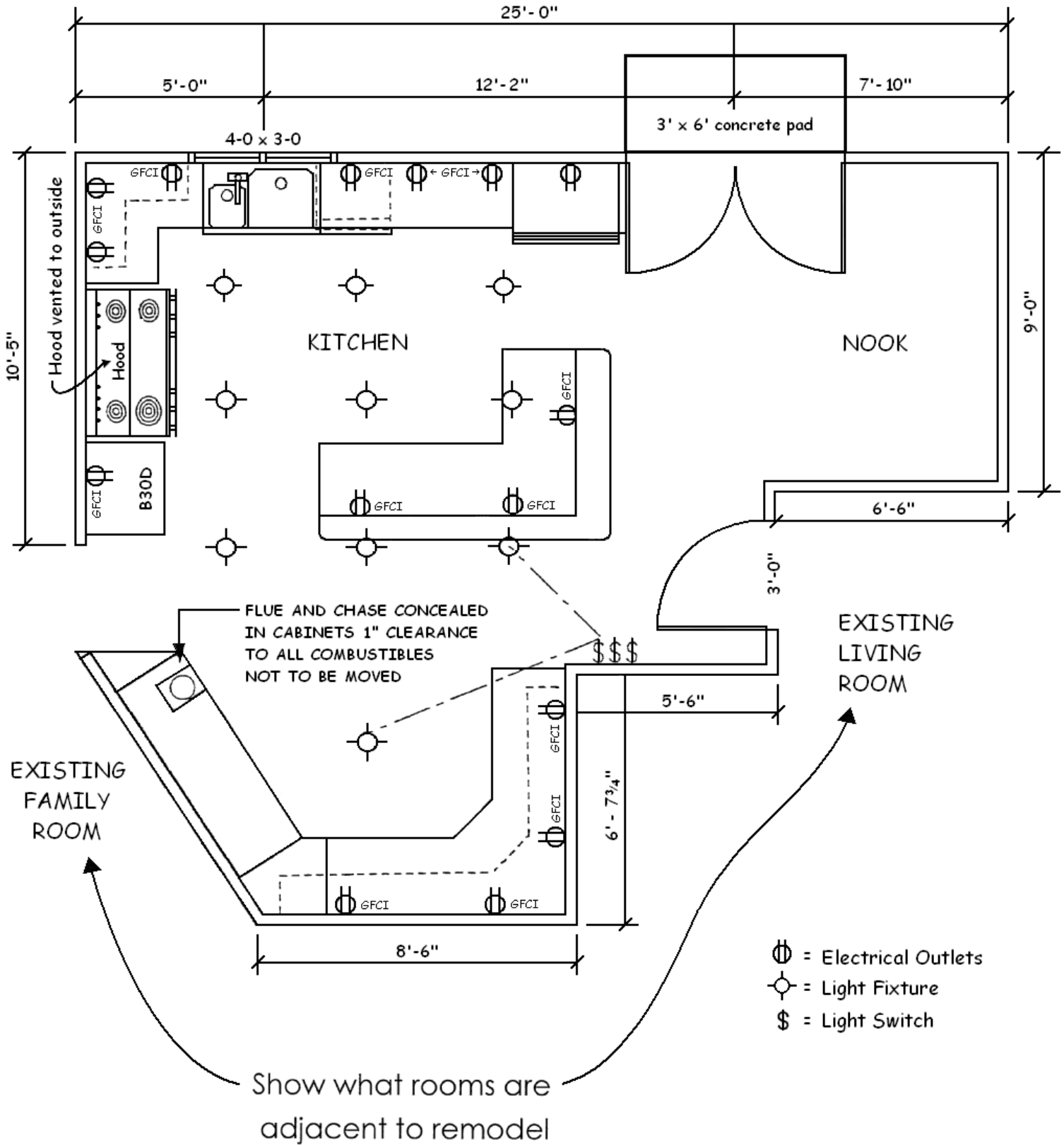
- ⊕ = Electrical Outlets
- ⊙ = Light Fixture
- ⌘ = Light Switch
- ⊗ = Smoke Detector
- ⊗SD/CO = Combination Carbon Monoxide/Smoke Detector

1. Ceiling height is 7' minimum.
2. 21" clear space in front of toilet and 15' to each side of center.
3. 900 square inch shower floor area and min. 30" dimension on one side. Minimum 22" door with a minimum 24" in front of door.
4. **Tamper resistant** receptacle outlets will be provided so any point along a wall does not exceed 6' distance to an outlet.
5. Small wall sections between doors will have an outlet when 2 feet or wider.
6. Insulation will be at least R-19 in walls. (**Vapor barriers are not allowed over insulation** on foundation walls in basements. Please note this on your plans.)
7. All exterior walls will be **fireblocked** horizontally and vertically in 10' compartments.

--- FOR REFERENCE ONLY ---
 This drawing does not necessarily
 Comply with current building code.

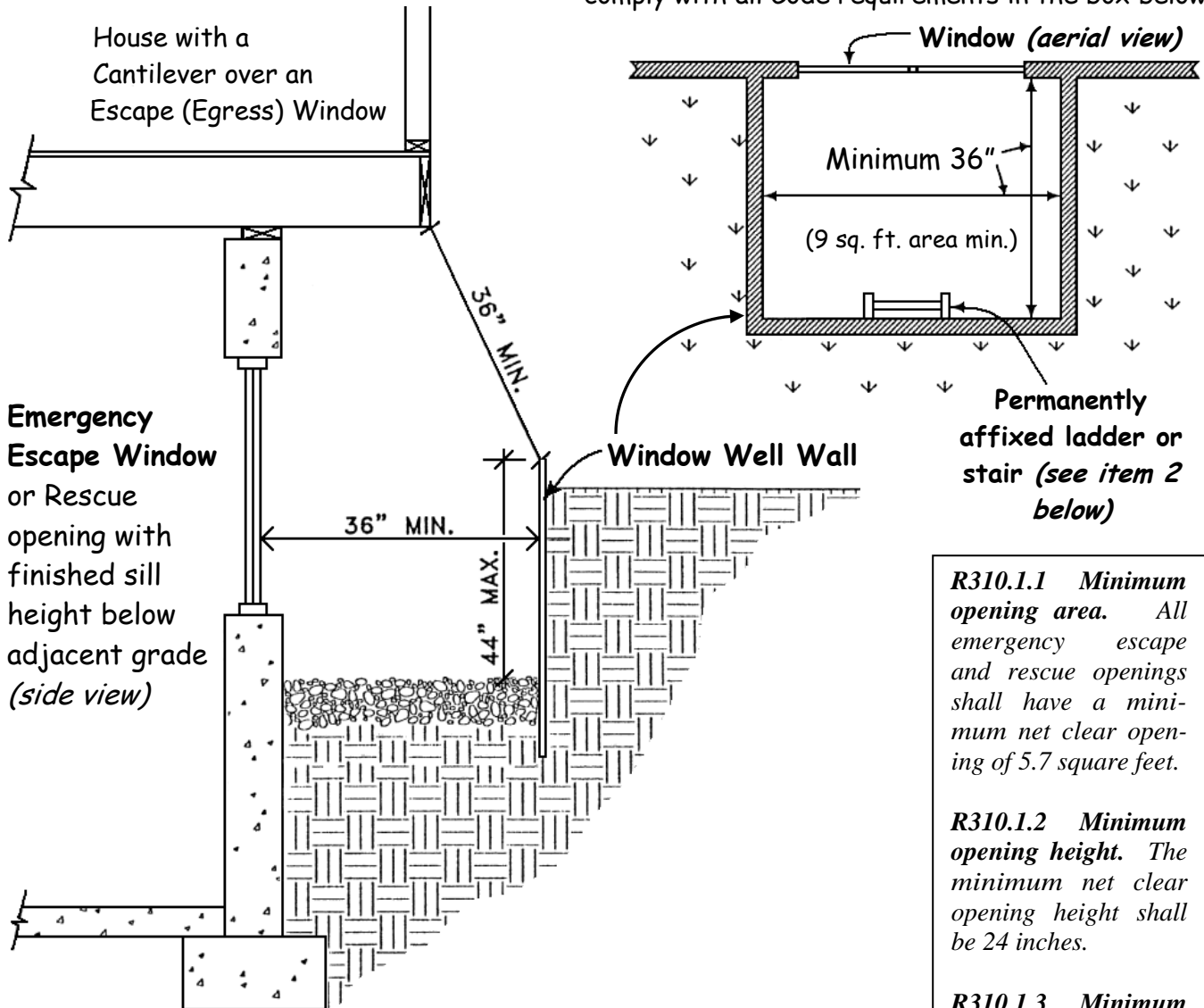
Typical for Remodel

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EMERGENCY ESCAPE (EGRESS) WINDOW WITH WINDOW WELL

Net clear window dimensions when fully opened must comply with all Code requirements in the box below



1. All window wells shall have a minimum distance of 36" from window pane to back of well, and minimum area of 9 sq. ft. (**R310.2 Window Wells.** The minimum horizontal area of the window well shall be 9 square feet, with a minimum horizontal projection and width of 36 inches.)
2. All window wells with a vertical **depth of more than 44"** shall be equipped with an approved, permanently affixed ladder or stair with a width of at least 12 inches, at least 3 inches (max. 6 inches) from the wall and shall be spaced not more than 18 inches on center vertically for the full height of the well (**R310.2.1**).
3. Any grates or domes on window wells require an approved release mechanism.
4. Any house with a cantilever over an emergency escape (egress) window must have a clearance from the cantilever to the top edge of the window well of 36" minimum.

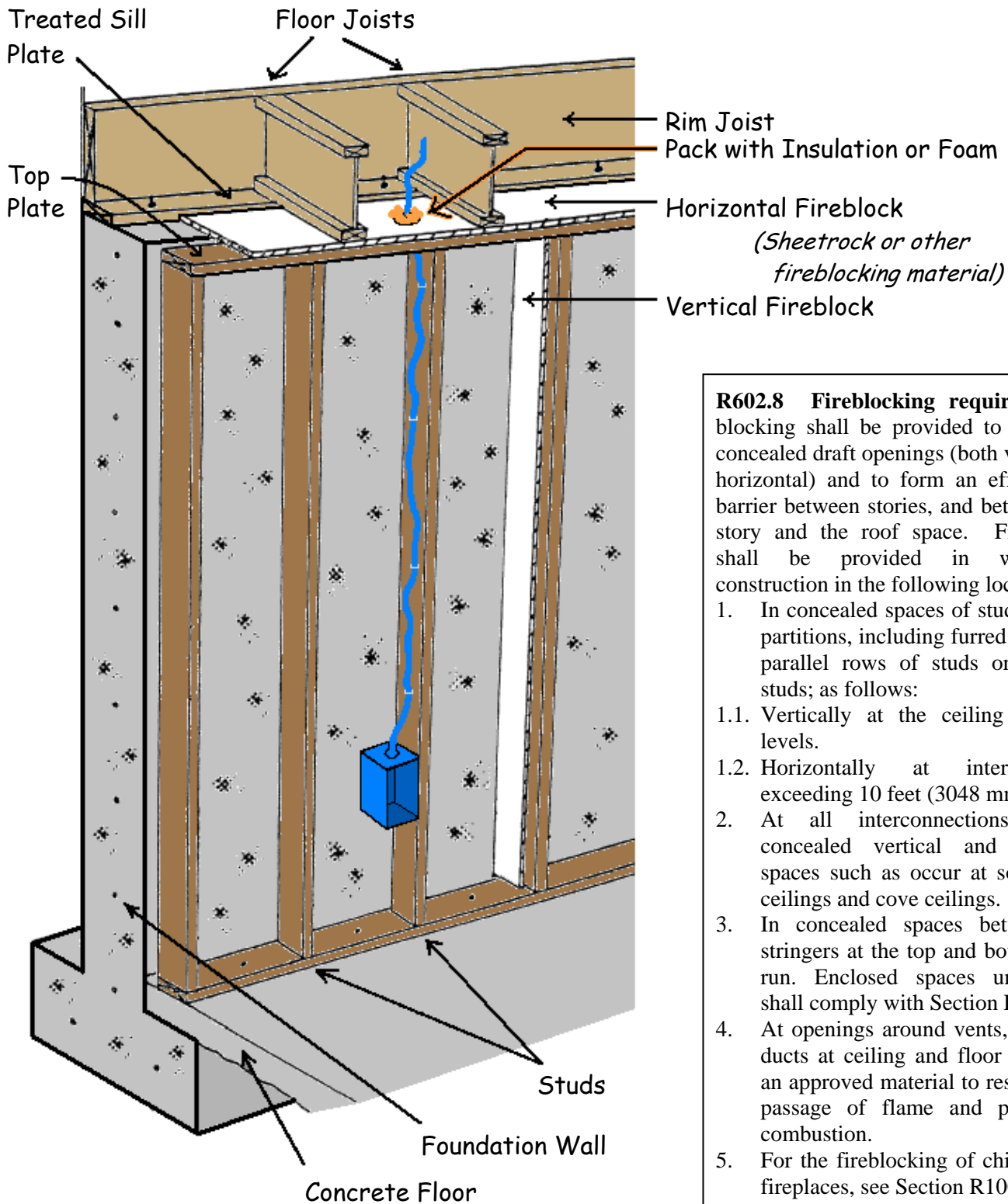
R310.1.1 Minimum opening area. All emergency escape and rescue openings shall have a minimum net clear opening of 5.7 square feet.

R310.1.2 Minimum opening height. The minimum net clear opening height shall be 24 inches.

R310.1.3 Minimum opening width. The minimum net clear opening width shall be 20 inches.

R310.1.4 Operational constraints. Emergency escape and rescue openings shall be operation from the inside of the room without the use of keys, tools or special knowledge.

TYPICAL FIREBLOCKING DIAGRAM



R602.8 Fireblocking required. Fireblocking shall be provided to cut off all concealed draft openings (both vertical and horizontal) and to form an effective fire barrier between stories, and between a top story and the roof space. Fireblocking shall be provided in wood-frame construction in the following locations.

1. In concealed spaces of stud walls and partitions, including furred spaces and parallel rows of studs or staggered studs; as follows:
 - 1.1. Vertically at the ceiling and floor levels.
 - 1.2. Horizontally at intervals not exceeding 10 feet (3048 mm).
2. At all interconnections between concealed vertical and horizontal spaces such as occur at soffits, drop ceilings and cove ceilings.
3. In concealed spaces between stair stringers at the top and bottom of the run. Enclosed spaces under stairs shall comply with Section R311.2.2.
4. At openings around vents, pipes, and ducts at ceiling and floor level, with an approved material to resist the free passage of flame and products of combustion.
5. For the fireblocking of chimneys and fireplaces, see Section R1001.16.
6. Fireblocking of cornices of a two-family dwelling is required at the line of dwelling unit separation.

See next page for Fireblocking Materials

R602.8.1 Materials. Except as provided in Section R602.8, Item 4, fireblocking shall consist of 2-inch (51mm) nominal lumber, or two thicknesses of 1-inch (25.4 mm) nominal lumber with broken lap joints, or one thickness of 23/32-inch (19.8 mm) wood structural panels with joints backed by 23/32-inch (19.8 mm) wood structural panels or one thickness of 3/4-inch (19.1 mm) particleboard with joints backed by 3/4-inch (19.1 mm) particleboard, 1/2-inch (12.7 mm) gypsum board, or 1/4-inch (6.4 mm) cement-based millboard. Batts or blankets of mineral wool or glass fiber or other approved materials installed in such a manner as to be securely retained in place shall be permitted as an acceptable fire block. Batts or blankets of mineral or glass fiber or other approved non-rigid materials shall be permitted for compliance with the 10 foot horizontal fireblocking in walls constructed using parallel rows of studs or staggered studs. Loose-fill insulation material shall not be used as a fireblock unless specifically tested in the form and manner intended for use to demonstrate its ability to remain in place and to retard the spread of fire and hot gases.

R602.8.1.1 Unfaced fiberglass. Unfaced fiberglass batt insulation used as fireblocking shall fill the entire cross section of the wall cavity to a minimum height of 16 inches (406 mm) measured vertically. When piping, conduit or similar obstructions are encountered, the insulation shall be packed tightly around the obstruction.

R602.8.1.2 Fireblocking integrity. The integrity of all fireblocks shall be maintained.

International Residential Code (IRC) – Luminaires in clothes closets.

Types of luminaires permitted by the IRC include:

- surface-mounted or recessed incandescent or LED luminaires with completely enclosed lamps,
- surface-mounted or recessed fluorescent luminaires; and
- surface-mounted fluorescent or LED luminaires identified as suitable for installation within the closet storage area.

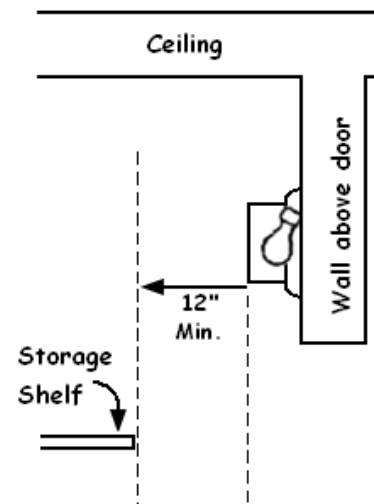
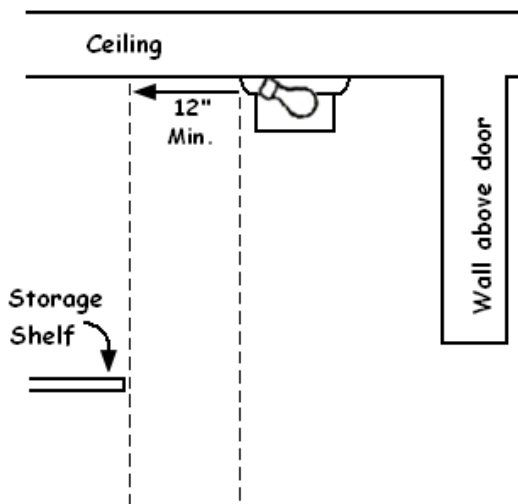
Luminaires not permitted by the IRC:

- Incandescent luminaires with open or partially enclosed lamps and pendant luminaires or lamp-holders shall be prohibited.

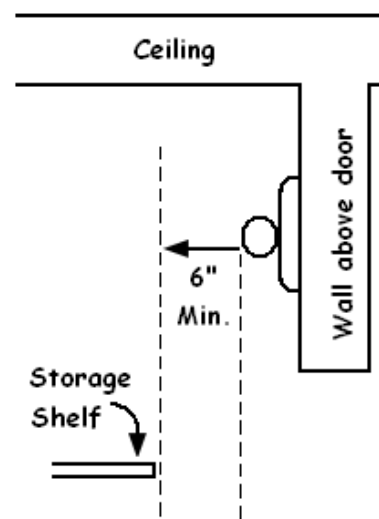
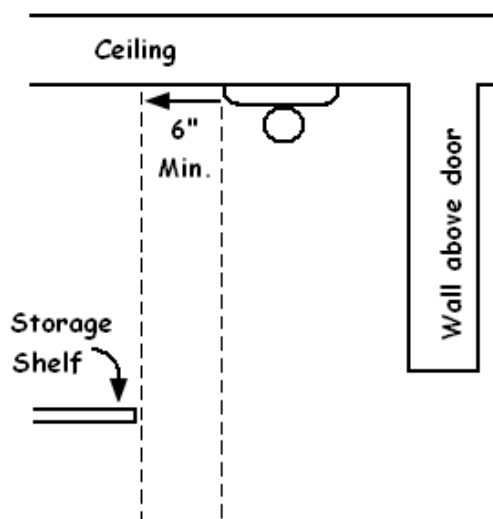
Clearances permitted by the IRC:

The minimum clearance between luminaires installed in clothes closets and the nearest point of a storage area shall be as follows:

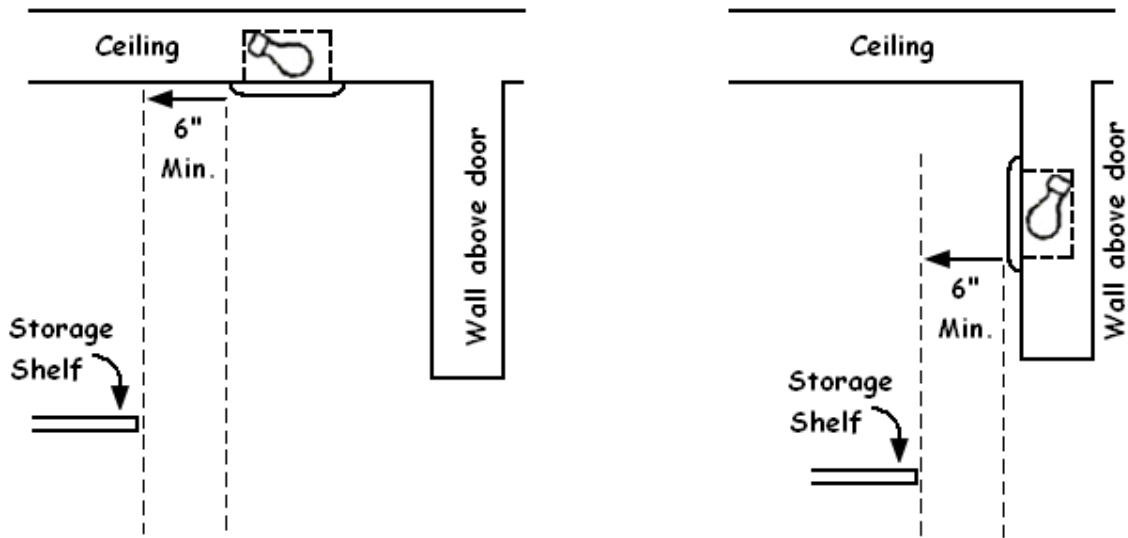
1. Surface-mounted incandescent or LED luminaires with a completely enclosed light source shall be installed on a wall above the door or on the ceiling, provided that there is a minimum clearance of 12 inches (305 mm) between the fixture and the nearest point of a storage space.



2. Surface-mounted fluorescent luminaires shall be installed on the wall above the door or on the ceiling, provided that there is a minimum clearance of 6 inches (152 mm).



3. *Recessed incandescent luminaires or LED luminaires with a completely enclosed light source shall be installed in the wall or the ceiling provided that there is a minimum clearance of 6 inches (152 mm).*



4. *Recessed fluorescent luminaires shall be installed in the wall or on the ceiling, provided that there is a minimum clearance of 6 inches (152 mm) between the fixture and the nearest point of storage space.*
5. *Surface-mounted fluorescent or LED luminaires shall be permitted to be installed within the closet storage space where identified for this use.*