



Papillion Building Department

122 East Third Street

Papillion, NE 68046

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Submittal for Basement Finish/Remodel Permits

Building permits are required for basement finish projects when rooms are finished for habitation. Special life safety code considerations are required for rooms used as sleeping rooms (bedrooms). Please check with the building department for required permits for framing, electrical, plumbing or mechanical work before you begin any work. Codes enforced include: versions of IRC and NEC. Building permits may be printed from our city website at www.papillion.org.

Submittals for building permit

All rooms to be finished require complete floor plans showing all work to be done. Incomplete floor plans will not be accepted. Provide at least two complete sets of all drawings for permit application. One set will be returned and shall remain on the job site for the inspector to review. All drawings shall conform to the following:

- Scaled drawings, 1/4" = 1 foot is standard and easy to read
- Indicate dimension for perimeter of finished rooms, ft-in
- Show all types of windows and doors with sizes
- Indicate height of ceilings for finished rooms
- Show stairway to basement
- Indicate if space under stairway is open to basement or sealed off
- Label uses for all new and existing rooms, hallways and all unfinished rooms
- Indicate mechanical rooms and location of furnaces, water heaters, water meter and other equipment.
- Show locations of fireplaces, wood stoves and other heating appliances.
- Indicate if there is a wood/pellet burning appliance or gas fired only
- Show any bath or kitchen cabinets, appliances and plumbing fixtures
- Indicate locations of all electrical work:
 - Lighting
 - Switches
 - Outlets
 - Electrical panel or sub-panels

Structural Codes

Most framing work to finish basements is considered non-structural unless new structural beams, columns or walls supporting floors above the basement are constructed. Any new structural elements shall be shown on the construction drawings with sizes, locations and types of beams, columns being installed. Any damaged floor joists, beams or columns discovered during a framing inspection will be required to be repaired. In extreme cases an engineer's report may be required.

Life safety codes

A smoke detector is required on each level of a home including basements. Smoke detectors are required to be hardwired (not dependent of battery power as the primary source of power) and backed by battery in case of power outage. An additional smoke detector is required if a bedroom (sleeping room) is constructed in the basement. Existing smoke detectors may need to be upgraded for new finished rooms. Any room that appears to look like a bedroom will be considered a bedroom by building officials regardless of what name is given to this room. All bedrooms require at least one code complying emergency egress window or other approved exit. Please refer to the **egress code requirements** to comply with the residential code. An approved exit door leading directly out of a bedroom to the exterior of the building may also be used for required emergency exit.

The underside of a stairway shall be covered with drywall for fire protection if there is no bedroom. Any stairways leading into a basement will need to comply with current life safety features in the residential code for handrails or guardrails. Existing handrails and guards may need to be changed if they do not comply with current code requirements. Please check with building department before ordering custom handrails or guardrails to ensure correct spacing and height of guards. Incorrectly installed may have to be removed and redone.

Electrical Codes

All finished rooms require code approved electrical outlets and lighting with switches. Light fixtures attached to the ceiling shall provide at least seven foot overhead clearance measured above finished floor. Existing wiring may remain provided it meets current codes. Only one GFCI outlet and light is required for unfinished rooms. Any new smoke detectors shall be hardwired and interconnected with existing smoke detectors. Any room with a toilet, sink or tub/shower will require an exhaust fan vented to the outside. Any rooms used as kitchens or rooms containing, toilets, showers/tubs or sinks shall have all required outlets per 2011 NEC with GFCI protection.

Plumbing Codes

All new plumbing will require permits and shall be inspected for code compliance. Any new plumbing fixtures, water piping, drainage or vent piping shall be inspected prior to concealment. Copper piping is permitted by code and some plastic piping if approved by code. Check with the building department for specific materials allowed by code.

Mechanical codes

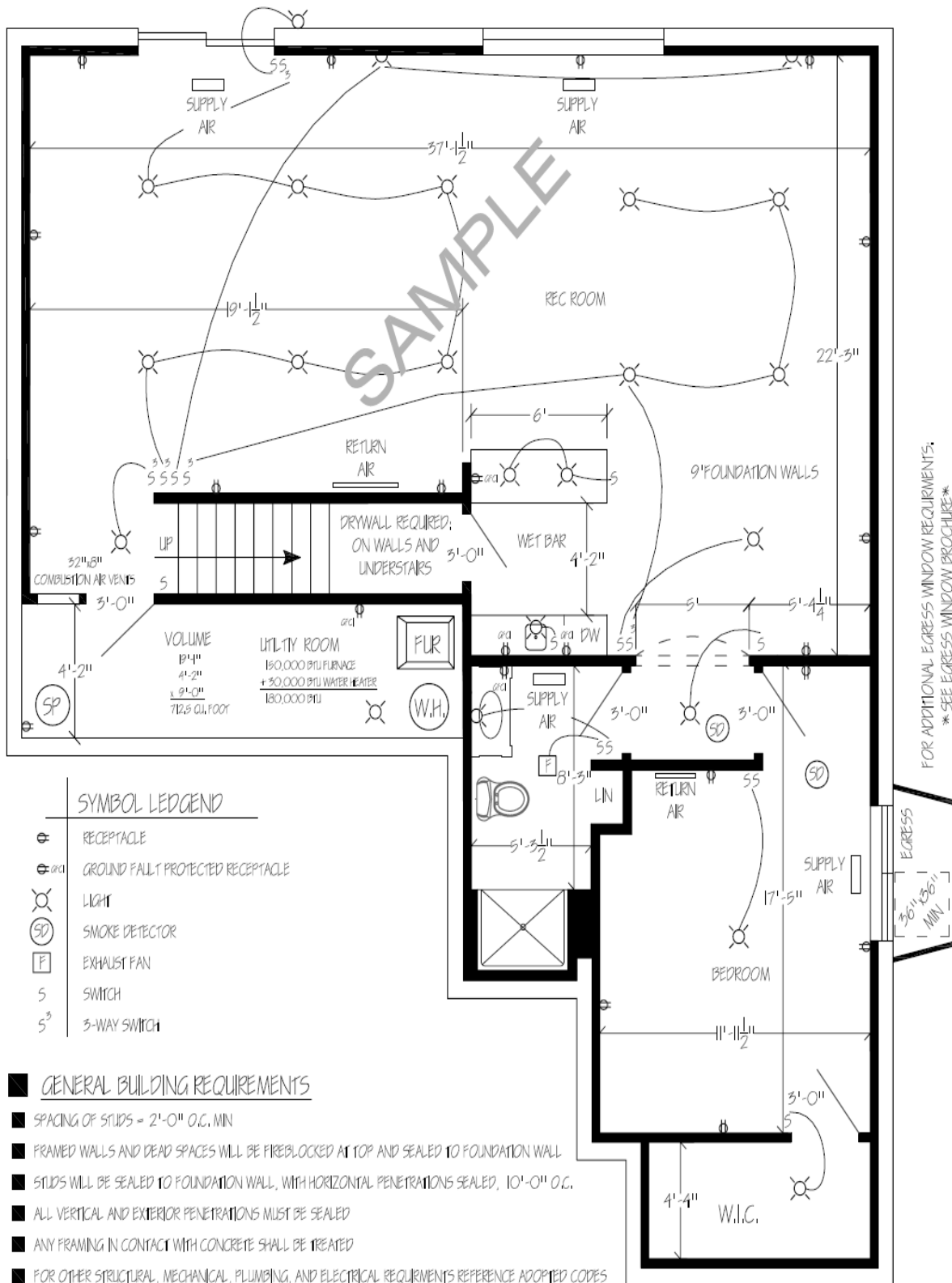
Any new work for heating, cooling or ventilation shall comply with current codes. Each habitable room shall have supply air ventilation for heating or cooling. Return air registers are also required for optimal efficiency. The mechanical room where any gas fired appliances are located such as water heater or furnace shall have adequate combustion air. Combustion air can be provided by using louvered door openings in wall with grills to allow air to circulate into the mechanical room. There are more code options to provide combustion air into mechanical rooms, please check with building official for other methods allowed by code. Any new fireplaces or stoves shall be installed and inspected prior to concealment of any vents to the exterior. Follow all installation guides provided with heating equipment that required for all appliances, these installation guides shall be available to the inspectors to ensure proper installation complies with code. New gas lines need to be tested to ensure no leaks exist prior to concealment of new piping. Any room with a toilet, sink or tub/shower will require an exhaust fan vented to the outside.

Final Inspection

All life safety features, electrical fixtures, plumbing fixtures, fireplaces and any gas fired appliances shall be completed and inspected prior to final approval. Other items such as flooring, paint, trim are not required for final inspection. Building permits expire 6 months after the last inspection made if no further inspections are requested. If a final inspection has not been made then a new permit is required before the final inspection is performed.

BASEMENT FINISH FOR III E, THIRD ST, 1,074 FINISHED SF.

SCALE 3/16" = 1'-0"



SYMBOL LEGEND

⊕	RECEPTACLE
⊕ GFI	GROUND FAULT PROTECTED RECEPTACLE
⊙	LIGHT
⊙ SD	SMOKE DETECTOR
⊕ F	EXHAUST FAN
S	SWITCH
S ³	3-WAY SWITCH

GENERAL BUILDING REQUIREMENTS

- SPACING OF STUDS = 2'-0" O.C. MIN
- FRAMED WALLS AND DEAD SPACES WILL BE FIREBLOCKED AT TOP AND SEALED TO FOUNDATION WALL
- STUDS WILL BE SEALED TO FOUNDATION WALL, WITH HORIZONTAL PENETRATIONS SEALED, 10'-0" O.C.
- ALL VERTICAL AND EXTERIOR PENETRATIONS MUST BE SEALED
- ANY FRAMING IN CONTACT WITH CONCRETE SHALL BE TREATED
- FOR OTHER STRUCTURAL, MECHANICAL, PLUMBING, AND ELECTRICAL REQUIREMENTS REFERENCE ADOPTED CODES

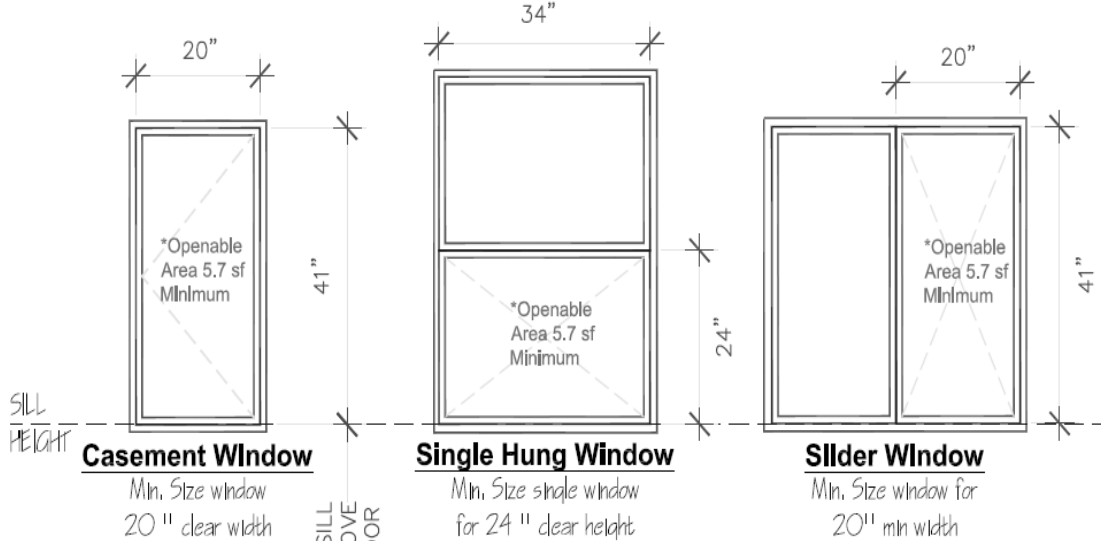
FOR ADDITIONAL EGRESS WINDOW REQUIREMENTS:
SEE EGRESS WINDOW BROCHURE

Emergency Egress Window Requirements



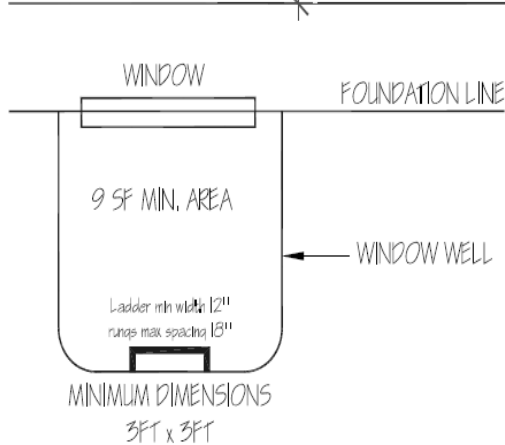
MINIMUM OPENING SIZES PER 2006 IRC - R310

ELEVATION VIEWS



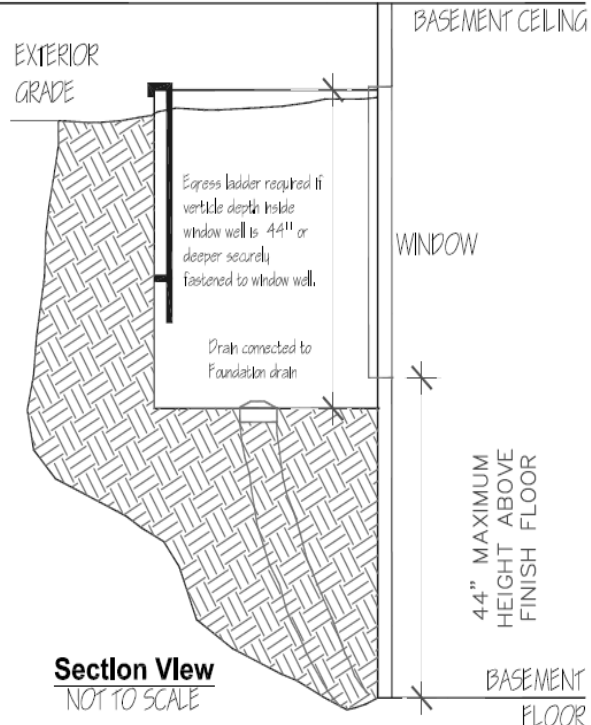
* Minimum opening for any type of window shall be 20" wide by 24" high with no obstructions and no part of the window shall encroach into this opening when fully open. Windows shall open with no special tools or knowledge or removal of any parts.

FINISHED FLOOR



Section View
NOT TO SCALE

EXTERIOR WINDOW WELLS



Section View
NOT TO SCALE