

BASEMENT BUILDOUT REQUIREMENTS

Permits are required and plans shall include the following:

- A.** Provide all room sizes, ceiling height, and windowsill height.
- B.** Provide electrical outlet, switch and lighting locations. (All wiring must be run in conduit.) Provide outlets every twelve feet (12') and on any wall section over two feet (2').
- C.** Provide heating duct and return air locations. A supply and a return is required in all rooms. **Exception:** A return is not required in any restroom. (Returns shall be ducted.)
- D.** Provide minimum four percent (4%) natural light and four percent (4%) ventilation. Also provide all window locations and their sizes. **Exception:** Mechanical light and vent may be substituted for up to two percent (2%) of the overall four percent (4%) where approved by the Code Official.
- E.** Provide framing detail. (Minimum two inches by four inches [2" x 4"] sixteen inch [16"]-on center.) Provide R-value insulation. (Minimum in walls is R-13.)
- F.** When building out for the furnace area, provide B.T.U. data on furnace and water heater. Also provide information on louvered door and combustion air openings.
- G.** Provide all plumbing fixture locations. Also, provide a material list including material sizes and specific type. (Example: Water piping type L above ground.) Provide an isometric drawing of the plumbing system.
- H.** Provide the type of interior wall finish (paneling, drywall, etc.).
- I.** Provide the smoke detectors locations. Provide co. detectors when applicable for sleeping rooms.
- J.** Provide door sizes and escape window location(s).
- K.** Provide the circuit panel location.
- L.** Provide type of ceiling (drywall, drop, etc.).
- M.** No kitchens shall be allowed in basements.
- N.** Provide the tax identification number, street address and a copy of the signed contract.
- O.** Bathrooms, water closet compartments and other similar rooms shall be provided with aggregate glazing area in windows of not less than 3 sq. ft., one-half of which must be openable. Mechanical exhaust may be provided. Minimum ventilation rate shall be 50 cfm and shall be exhausted directly to the exterior.

Permit fees: In addition to the permit fee based on the estimated value of the proposed work, there will be a \$40 fee for electrical work and \$40 for any plumbing work.

Should you have any questions, feel free to contact the Building Department at (630) 837-0800.

Revised April 2018

BASEMENT BUILDOUT REQUIREMENTS

Permits are required and plans shall include the following:

A. Provide all room sizes:

1 _____ 2 _____ 3 _____
4 _____ 5 _____ 6 _____

Windowsill height sizes:

1 _____ 2 _____ 3 _____
4 _____ 5 _____ 6 _____

C. Heat ducts and cold air returns in each room. Yes _____
(Returns must be ducted.) Wall and joists cavities may not be used for return systems.

E. Framing detail: Wood _____ Steel _____
2" x 4" 16" O.C. Minimum

F. Insulation value for walls. R _____ Minimum R-13 with approved vapor retarder

J. Provide door sizes:

Provide window sizes:

L. Provide type of ceiling:

Drywall _____ Drop _____ Etc. _____
All junction boxes must be accessible.

Please refer to page 1 for requirement letters listed above.

Address: _____

COMPLETE ABOVE LIST AND SUBMIT WITH PERMIT APPLICATION.

BASEMENT BUILDOUT REQUIREMENTS FOR ELECTRIC WORK

The following information is taken from the 2011 National Electric Code.

1. All outlets must follow the 6'/12' rule. (210.52(A)(1))
2. The bathroom GFCI outlet must be on a 20-amp circuit and shall follow 210.52(D).
3. Smoke detectors shall meet section R314 of the 2012 IRC. Carbon monoxide detectors shall meet section R315 of the 2012 IRC. Smoke detector shall be installed in open areas including the mechanical room, and any room that has a closet. Smoke detector/Carbon monoxide detectors shall be installed within 15 feet of all sleeping rooms. The smoke detectors/Carbon monoxide detectors shall be 110 volts, battery back-up and interconnected if possible.
4. The wall switch for the room must meet section 210.70(A)(2) and the stairs must have a 3-way switch installed at the top and bottom. Provide lighting inside the stairwell and landing.
5. Make sure there are no more than 360° of bends between pull points in the conduit runs. (358.26)
6. All cuts on conduit must be reamed out to remove all rough edges. (358.28)
7. Receptacles shall not be depended upon for splicing. The wires shall be looped or they shall have a pig tail jumper to the device. (300.13(B))
8. The length of the free conductor at all junction boxes, outlets or switch points shall be a minimum of 6 inches. (300.14)
9. All outlets including GFCIs must be the self-grounding type per 250.146(B) Outlets of the non self grounding type shall have a bonding jumper installed to the box via a listed clip or screw and the wire must be sized to comply with section 250.122.
10. 3/8" flexible metal conduit (Greenfield) cannot be used for wiring to an outlet. (348.20(A))

PLUMBING REQUIREMENTS FOR BASEMENT BUILDOUTS

1. Follow the Illinois State Plumbing Code – Latest Edition and the Village of Bartlett Plumbing Code 2014.
2. Provide a fixture list (sinks, toilets, pumps, etc.).
3. Provide a plumbing drawing of the piping system. Indicate on the plan the size and type of water waste and vent pipe.
4. Indicate on the plan the size of the ejector basin. (30” deep)
5. Indicate on the plan that the tub and shower or shower faucet will be thermostatic, pressure balance or combination controlled in accordance with ANSI/ASSE 1016-1990 and designed with a maximum handle rotation limit/stop adjusted to a maximum handle rotation limit/stop, adjusted to a maximum setting of one hundred fifteen degrees (115°) Fahrenheit at the time of installation.

UNDERGROUND PIPING

1. Water pipe Type K copper.
2. Sanitary pipe – cast iron pipe approved or
3. Polyvinyl chloride (PVC) schedule 40 approved.

ABOVE GROUND PIPE

1. Water pipe – Type L copper.
2. Sanitary pipe – polyvinyl chloride (PVC) schedule 40.

SIZE OF SANITARY PIPES UNDER GROUND

1. Re vents 2” minimum PVC.
2. Floor drains 4”.
3. Water closets 4”.
4. Main line going to sewer or ejector basin 4”.
5. Branch lines to showers, shower traps, lavatories, bar sinks 2”. (2” waste lines not to exceed 12’)

If you have any questions, please call the Building Department Plumbing Inspector at (630) 837-0800, ext. 5926.