

Guidelines for Finished Basements in One Family Homes

FROM THE BUILDING DEPARTMENT:

- A Construction Application Jacket
- Building Sub-Code Application Form
- Electric, Plumbing & Fire Sub-Code Application Form
- Zoning Permit Application

THE APPLICANT MUST PROVIDE:

- A completed construction application jacket and sub-code forms.
- A copy of the property survey.
- A completed Zoning application
- TWO sets of the proposed plans.

The proposed construction shall not create a separate dwelling unit within the structure. Zoning defines a dwelling as: "one or more rooms designed, occupied or intended for occupancy as separate living quarters, with cooking, sleeping, and sanitary facilities provided within the dwelling unit for the exclusive use of a single family maintaining a household."

Bedrooms or sleeping areas are not permitted without egress windows in each separate room proposed for sleeping purposes. (See NJ IRC section R310)

The contractor must submit a copy of a valid NJ Home Improvement Registration.

Plans submitted shall include entire basement floor plan including:

- New and existing partitions or walls and columns,
- Label the use of each room,
- New and existing doors and sizes,
- New and existing windows and sizes,
- New or existing stairways, guardrails, graspable handrails,
- New or existing closets, utility rooms and utility locations such as meters, and/or sump pumps
- Provide a complete electrical layout showing proposed switches, lights and outlets, including communications and data wiring.
- If a bathroom is proposed, please indicate all fixtures and provide a riser diagram.

Provide the location of all new or existing heating, cooling and other mechanical equipment, including water heater, fireplace, and chimney. The plan shall show how you are providing combustion air for this equipment.

Provide cross section including stud type, size and spacing, firestops, insulation, wall covering material, ceiling materials, and finished ceiling height.

Location and type of new or existing smoke detectors and carbon monoxide detectors.

Applicants must provide minimum 36" high guardrail around open stairs with 4 or more risers. Guardrails must be designed to withstand a 200 pound concentrated load applied at any point of the guardrail. Guardrails shall be constructed so that a sphere of 4" will not pass through. Graspable handrails shall have a cross section of 1 ¼" minimum and 2 5/8" maximum and shall be mounted at 30"-38" above the nose of the stairs. (See NJ IRC sections R311.7.8 and 312,)

Draftstopping shall be required and installed so that the area of concealed space does not exceed 1,000 square feet and shall divide the area into approximately equal areas. Approved draftstop materials include minimum ½" sheetrock or gypsum board, 3/8" plywood or other approved materials. (See NJ IRC section R302.11 and R302.12)

Horizontal and vertical firestops are required to be installed in a) concealed spaces of stud walls and partitions, including furred spaces, at the ceiling and floor levels and at 10' intervals both horizontal and vertical; b) at all interconnections between concealed vertical and horizontal spaces such as soffits, drop ceilings and cove ceilings; c) in concealed spaces between stair stringers at the top and bottom of the run; d) at openings around vents, pipes and ducts at ceiling and floor level with approved material to resist the free passage of flame and products of combustion. Approved firestop materials include 2 inch nominal lumber or 2 layers of 1 inch nominal lumber or 3/4 " plywood or particleboard or ½" gypsum board or ¼" cement type "wonderboard" or batts of mineral wool or glass fiber installed in such a manner as to be securely restrained in place. (See NJ IRC section R302.11 and R302.12)

Combustion air must be provided for all fuel fired appliances. Applicants must explain or indicate how providing this and also indicate BTU amounts for equipment being enclosed. (See NJ IRC Chapter 17)

Bathrooms must have natural or mechanical ventilation. Where mechanical ventilation is provided it must be exhausted directly to the outside. (See NJ IRC section R303.3)

Clothes dryers exhaust shall terminate at the outside of the building. See NJ IRC section M1502)

Wood veneer and hard board paneling less than ¼" nominal thickness shall have not less than a 3/8" gypsum board backer. (See NJ IRC section R702.5) All interior finishes must have flame spread rating between 76-200 and a smoke developed rating of 450 or less. (See IRC section R319)

- **REQUIRED INSPECTIONS**

Slab Inspection for Plumbing, if applicable.

Rough Electric

Rough Plumbing, if applicable.

Rough Fire, includes firestopping & draftstopping

Framing, includes firestopping & draftstopping

Insulation and energy code

Above ceiling for electric if installing a drop ceiling

Final Electric

Final Plumbing, required for combustion air compliance for heating appliances.

Final Fire

Final Building