

# Basement Finish Requirements



IN ORDER TO REMODEL A BASEMENT IN THE CITY OF JOHNSTON, YOU WILL NEED THE FOLLOWING,

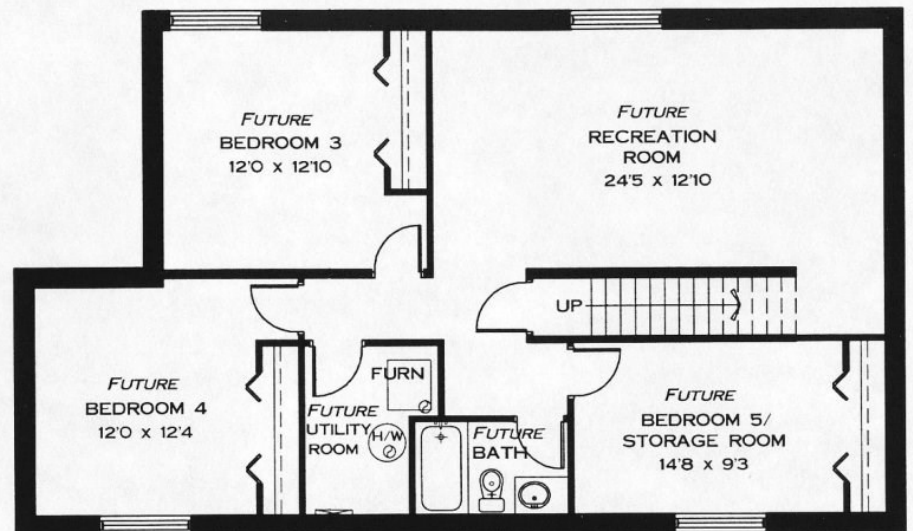
- Building Permit Application
- A floor plan of the whole basement with:
  - All areas noted as to be finished, unfinished; and if applies, previously finished
  - Show all room dimensions in feet/inches
  - Show stairs location and label "top" of stairs
  - Show egress locations (egress windows or walk-out doors). If "Daylight windows", please give size of opening when window is open.
  - Show location(s) of any plumbing
  - Show furnace area

## INSPECTIONS

- If breaking up the floor for plumbing work, an inspection is required before the work under the slab is covered up.
- Framing, electrical, and plumbing rough-in inspection prior to insulation, drywall, or other finishes.
- Final, all work is completed before use.
- Inspections can be scheduled by calling the Building Department at (515) 727-7778.

## GENERAL GUIDELINES

1. A permit for Basement Finish is required when any owner or authorized agent intends to change the use of or otherwise divide space for habitability in the basement as regulated by the 2012 International Residential Code.
2. Electrical, Plumbing, and Mechanical Permits are separate permits. Subcontractors must have a state issued license on file with the City of Johnston.
3. An owner who is installing their own plumbing does not need to be licensed and may obtain a plumbing permit at the same time as the building permit.
4. The owner, when residing at the property, can do the electrical work if they pass a written exam provided by the City of Johnston as mandated by the State of Iowa. For more information, call 727-7778.
5. The review process for a Building Permit may take up to (5) five working days.



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