

Basement Remodel

Village of Butler Building Inspection Department
12621 W Hampton Ave
262-346-4576
butlerinspections@safebuilt.com
butlerwi.gov

APPLYING FOR A BASEMENT REMODEL PERMIT

1. Submit two (2) sets of construction plans. Drawings should be to scale and show dimensions to detail building size, room size and layouts. Important life safety requirements such as exits, egress windows, CO and smoke detector (interconnected, hardwired with a battery backup) locations and stair locations are important aspects of the project that need to be shown.
2. Submit a completed uniform permit application.

PROCESS

The request will be reviewed by the lead building inspector. If approved, you will be called for payment of permit. Once we receive payment, your permit will be issued. Permits are valid for 12 months from date of issuance.

INSPECTION

- (A) Underfloor plumbing (if installing)
- (B) When all mechanicals are roughed in, and firestopping is in place.
- (C) After Insulation is completely installed **BEFORE** drywalling begins
- (D) Final inspection.

Remember we are here to serve and protect you, the homeowner. If we may be of further service, please call: (262)-346-4576 during normal business hours.

PLEASE CALL DIGGER'S HOTLINE AT LEAST 3 DAYS PRIOR TO STARTING YOUR PROJECT. (800) 242-8511 OR (800) 542-2289

FINISHED BASEMENTS

Basements are portions of the structure below grade and typically come two ways. One is a walk out style, having a stairway to the first floor and a door exiting to grade. The second is a standard basement with only one exit via a stair to the first floor.

HEALTH & SAFETY ISSUES

Exiting requirements. Only when bedrooms are present in a basement are two means of egress needed. The State of Wisconsin requires that exiting be provided as follows: (1) A door to the exterior of the dwelling, (2) Stairway or ramp to first floor, (3) An egress window located in each bedroom.

Egress windows shall comply with the following:

- (1) Window shall open from the inside.
- (2) The nominal size shall be at least 20 inches by 24 inches.
- (3) The lowest point of the clear opening shall be no higher than 46 inches above the floor or a level platform within a minimum of 20 inches wide, 9 inches deep and 24 inches high. An egress window with any point of clear opening below grade shall be provided with an egress area equal to the 46 inches below adjacent grade, unless the area is provided with a ladder or at least one additional step to aid egress.

A bedroom requires 8% natural light. To determine the window size, you will need to take the rooms length x width x 8%=sq ft of window size that's required.

Ventilation requirements. When the basement space is utilized for living space as in bedrooms, recreation rooms, or home offices, ventilation becomes an important issue. Basements can trap unwanted gases, such as carbon dioxide, radon and carbon monoxide. The State of Wisconsin addresses this issue by requiring natural or mechanical ventilation as follows:

(1) **Natural ventilation** shall be satisfied by having enough net area of openings to the outside air, such as windows and doors. The open area of these items shall equal a minimum of 3.5% of the net finished floor area.

(2) **Mechanical ventilation.** This method of ventilation is utilized if the net area of the openings cannot satisfy the natural ventilation method. The State code requires that the volume of air within the finished area be exchanged once every hour. This may be accomplished by different methods. One method is the use of air to air exchanger. The device will exhaust air, bring in fresh air, temper air and disperse it in the habitable space. See your local HVAC contractor for details. Another method is to size an exhaust fan and provide a fresh air intake duct with a self-closing louver on it to balance the room. The fan can be sized by utilizing this formula. Finished area of space (sq. ft) X ceiling height (ft)=Cubic Feet of the space. Take this total and divide by 60 minutes. This equals cubic feet per minute. (CFM). This is the required amount of exhaust needed.

COMPARE		
Toxic gasses below (by atomic weight) to Oxygen		
		ATOMIC
		WEIGHT
OXYGEN		16
CARBON DIOXIDE		44
CARBON MONOXIDE		28
FORMALDEHYDE		30
RADON		222

