



# BASEMENT FINISH

City of Brooklyn Center  
Community Development  
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[www.brooklyncentermn.gov](http://www.brooklyncentermn.gov)

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## To obtain a building permit for a basement finish, submit the following:

- Completed building permit application (signed by the applicant) or apply online at <https://brooklyncenter.ims16.com/ims>
- The Permit Fee is due at the time the permit is issued.
- **Floor plan to include:**
  - Location of basement exterior walls.
  - Location of all existing and proposed interior walls.
  - Name of each existing and proposed room.
  - Location and sizes of windows and doors.
  - Wall construction materials.
  - Location of existing or proposed plumbing fixtures, furnace and water heater, etc.
  - Location of stairway, fireplace, etc.
  - Location of smoke detectors.

### **Egress Window Requirements (MN Residential Code R310.1)**

Basements, habitable attics, and every sleeping room shall have not less than one operable emergency escape and rescue opening. Where basements contain one or more sleeping rooms, an emergency egress and rescue opening shall be required in each sleeping room, but not be required in adjoining areas of the basement. See Egress/Escape Window handout for more details.

This information is a guide to the most common questions. It is not intended, nor shall it be considered, a complete set of requirements. Separate permits are required for plumbing, mechanical and electrical.

See other side for further information.

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### Electrical Outlets

Required every 12' along walls and 6' from door openings.

Construct all walls on **treated or redwood plates**. Hem-fir or Doug-fir plates not allowed.

**GFI outlet** required in bathrooms and bedrooms and for mechanical equipment.

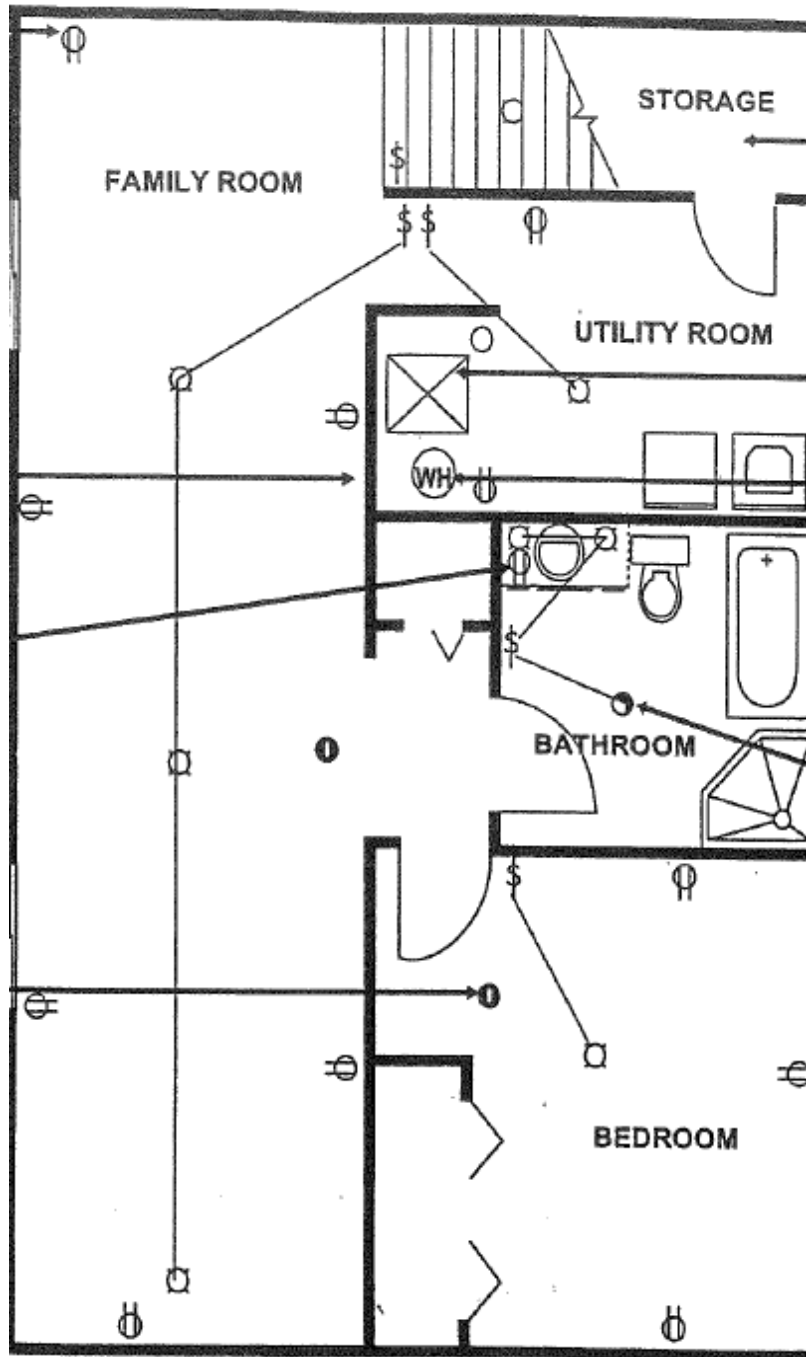
**Smoke detectors:** Hardwired detectors in new basement finish and all bedrooms. Install battery-operated detectors in existing bedrooms and floors not equipped with smoke detectors. One in every sleeping room. One outside and in the immediate vicinity of every sleeping room. One per floor level.

Minimum **ceiling height** is 7 ft. Beams, girders, ducts or other obstructions may project to within 6'4" of the finished floor.

**Alterations to existing basements or portions thereof** shall have a ceiling height of not less than 6'4", including beams, girders, ducts and other obstructions

Gas-fired furnace or water heater cannot be located in a bedroom, bathroom or closet.

**All stairs** shall be provided with illumination.



Creation of a full kitchen in the basement of a single-family home is not allowed unless an application for an Accessory Dwelling Unit (ADU) is submitted for Zoning Approval.

Enclosed accessible space under stairs shall be protected with 1/2" gypsum board on the enclosed side

**Provide combustion** air to fuel burning appliances. A clear 30" working space in front of furnace and water heater is required.

A **bathroom fan** is required unless there is an operable window. Insulate the fan duct a minimum of 3' from the outside of the house rim.

Each **water closet** shall be located in a clear space not less than 30' in width and have a clear space in front of the water closet of a not less than 24 ".

**Provide window dimensions.** Egress window required in each bedroom. Egress size: 5.7 sq. ft. of openable area with 20" min. width and 24" min. height. Sill no more than 44" above floor.

Prior to framing inspection, rough-in inspection must be completed on any plumbing, heating, and electrical alterations or additions. Draft stopping will be inspected during insulation inspections

**Note: Joints in gas piping may not be concealed within the wall or ceiling construction. Verify with Building Department prior to commencing work.**

**Electrical boxes/panels are NOT allowed in bathrooms or closets.**

Label uses of each room (ex: bedroom, laundry) include room size..