



City of WOODSTOCK

Building & Zoning Department
121 West Calhoun Street
Woodstock, Illinois 60098

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www.woodstockil.gov

BASEMENT BUILD-OUT/ALTERATION

A building permit is required for a basement build-out or alteration. All construction must meet the requirements of the 2015 International Residential Code, the current edition of the Illinois State Plumbing Code, the Woodstock City Code and the Woodstock Unified Development Ordinance.

Every effort is made to review plans within 10 working days of receipt of all the required information. The applicant will be contacted when the permit is ready to be issued or if corrections need to be made. Permit fees are paid at the time of issuance of the permit.

PERMIT FEE:

Construction Value of \$8,000 or less: \$55.00; or
Construction Value of more than \$8,000: \$0.20 per sf. of finished floor area
Electric: \$55
Plumbing: \$55

PERMIT APPLICATION AND SUBMITTAL DOCUMENTS

A completed permit application shall be submitted including the property owner's address and contact information, the cost of construction and all contractors' information. If electrical and/or plumbing work is proposed, a copy of their respective licenses and letter(s) of intent stating the work to be performed shall also be provided. A homeowner can perform his/her own electrical or plumbing work if they reside at the residence. The following plan documents are also required:

- Two (2) sets of plans depicting all proposed improvements, drawn to scale including:
(*see Figure 1, Sample Basement Improvement Plans*):
 - the location of all existing basement windows, mechanical equipment and the electrical panel location.
 - a wall section showing the framing dimensions and spacing, insulation R-Value and fire blocking (*see Figure 2, Sample Basement Wall Section*).
 - all electrical devices and wire type using universal electrical symbols.
 - if the alterations include a bathroom, mechanical ventilation is required and must exhaust to the exterior.

GENERAL REQUIREMENTS FOR BASEMENT BUILD-OUTS/ALTERATIONS

ELECTRICAL

- All new 15 and 20 amp, 125v receptacles in the finished areas shall be ARC-Fault and tamper-resistant type.
- Conduit and/or AC Cable (also known as BX Wiring) shall be used for all wiring methods
- Exposed AC Cable is prohibited in the ceiling.
- NM Cable (commonly known as Romex) is prohibited.
- GFCI protected outlets are required in unfinished areas.
- All bathroom and wet bar receptacles shall be GFCI protected.

SMOKE AND CARBON MONOXIDE DETECTORS

- A hard-wired, inter-connected smoke detector is required within every sleeping room, on every level and within 15 feet of every sleeping room (this includes all existing areas).
- A hard-wired, inter-connected carbon monoxide detector is required within 15 feet of every sleeping room (this includes all existing areas).

FIRE BLOCKING *(see Figure 3, Typical Fire Blocking Requirements)*

- Shall be continuous vertically and at the ceiling level.
- Shall be horizontally at intervals not exceeding 10 feet.
- Shall be at interconnections between concealed vertical and horizontal spaces such as occur at soffits, drop ceilings and cove ceilings.
- Shall be at openings around vents, pipes, ducts, wires, and conduit where penetrating a top-plate.

ADDITIONAL REQUIREMENTS

- The minimum R-Value for insulation is R-13 Batt type.
- Basement bedrooms shall have direct egress from the interior. Emergency and escape rescue openings (below grade) shall have a net clear opening of not less than 5.7 square feet. The window sill height may not be greater than 44 inches from the finished floor. A permanently affixed ladder shall within the window well *(see Figure 4, Emergency and Escape Rescue Openings)*.

REQUIRED INSPECTIONS

Inspections should be scheduled at least 24 hours in advance, by calling the Building & Zoning Department at (815) 338-4305. The following information is needed when requesting an inspection:

- Address of Inspection
- Type of Inspection
- Date and time when inspection is needed
- Building permit number

The following inspections are required:

- Rough framing, electric and plumbing (if applicable) prior to drywall.
- Final, upon completion of project prior to use.

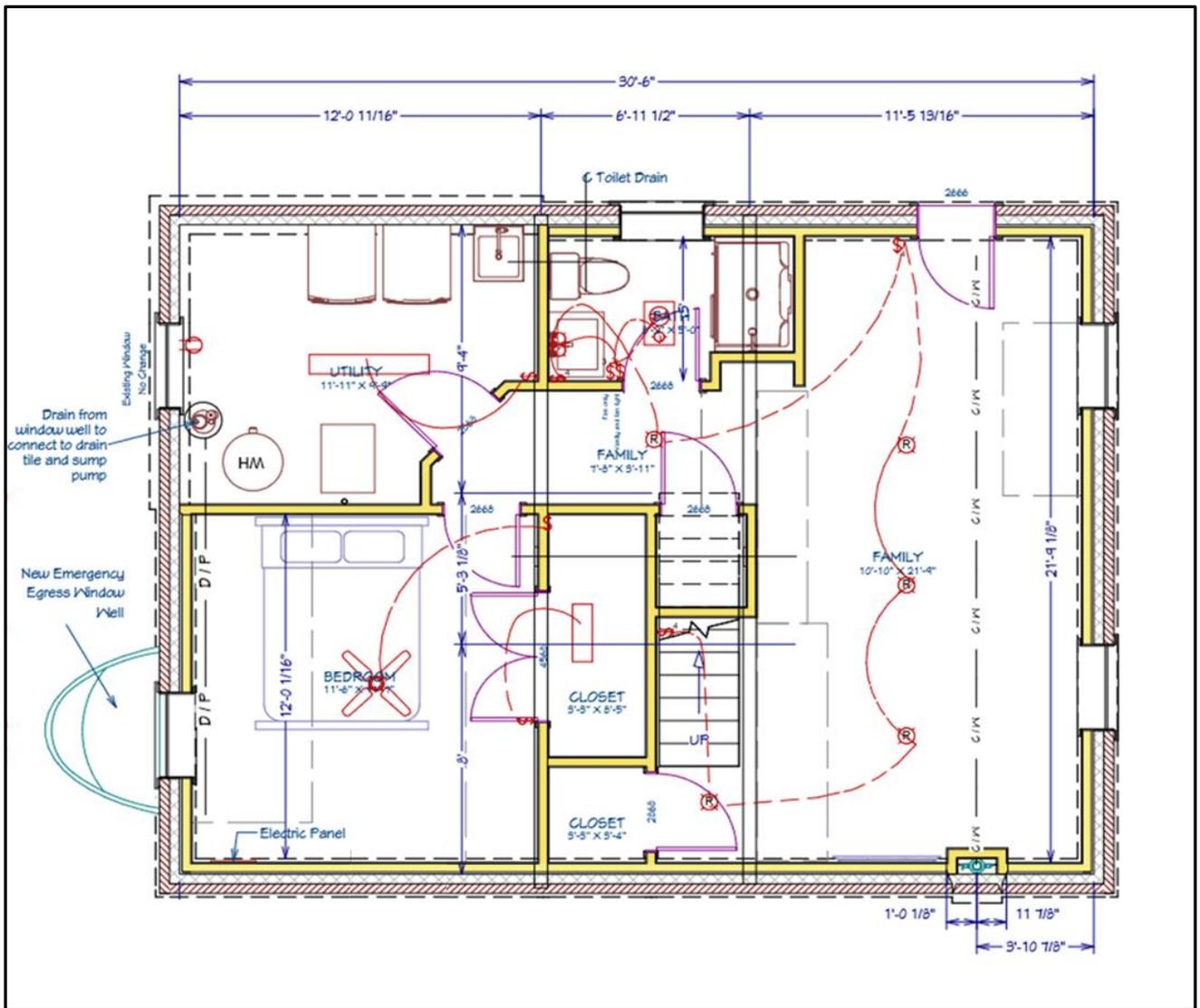


Figure 1, Sample Basement Improvement Plan

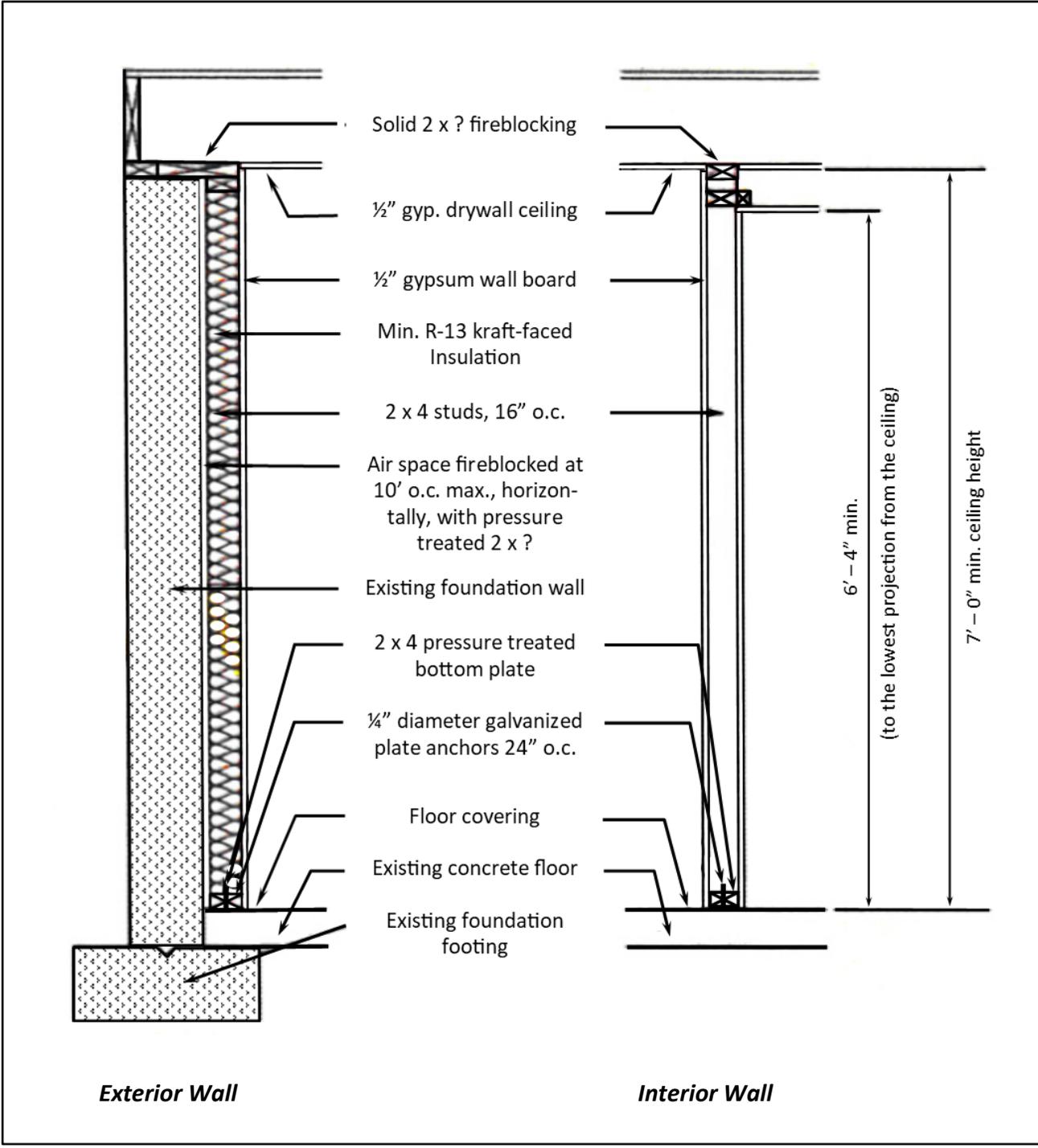
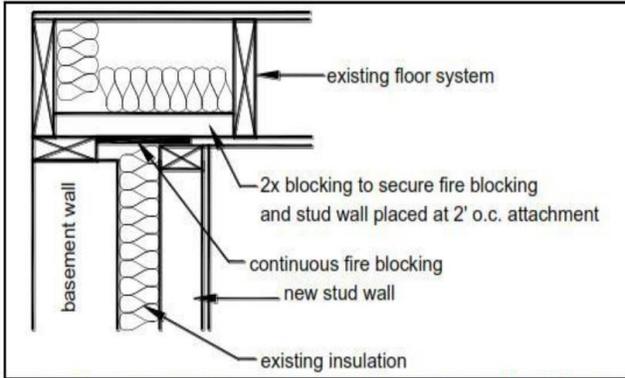
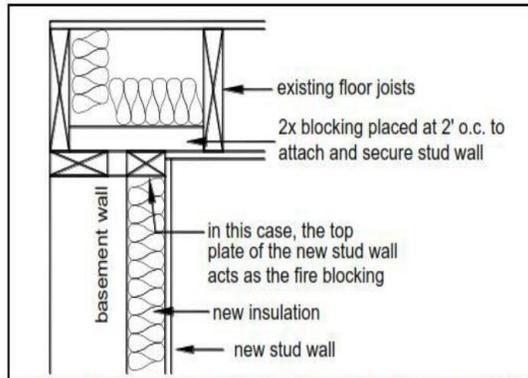


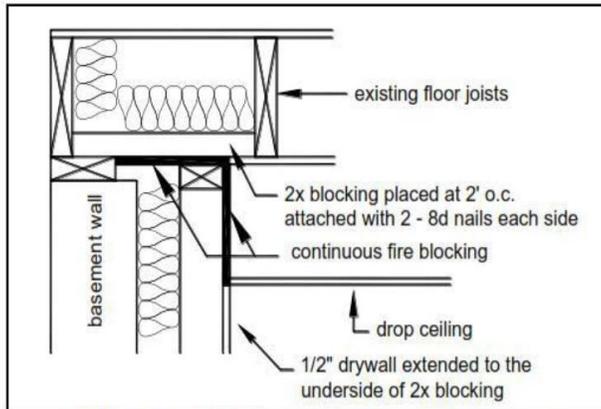
Figure 2, Sample Basement Wall Section



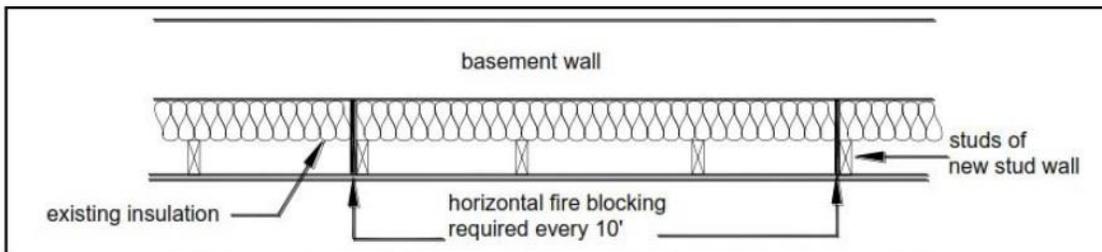
FIRE BLOCKING WITH OFF-SET STUD WALL



FIRE BLOCKING WITH STUD WALL AGAINST BASEMENT WALL



FIRE BLOCKING AT DROP CEILING



HORIZONTAL FIRE BLOCKING (LOOKING DOWN)

Figure 3, Typical Fire Blocking Requirements

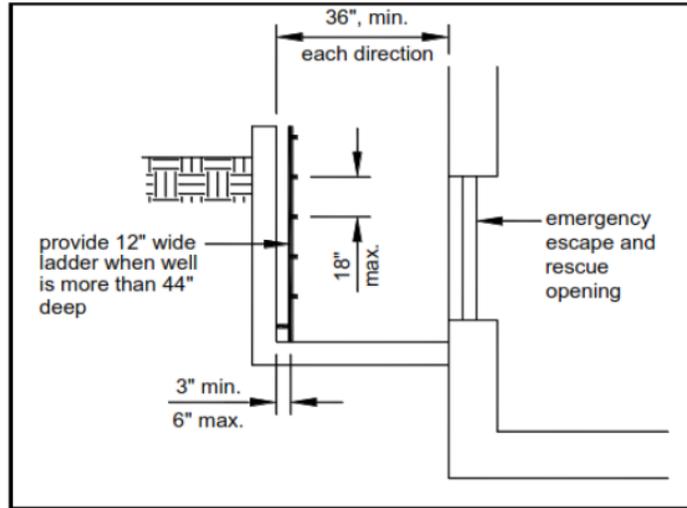
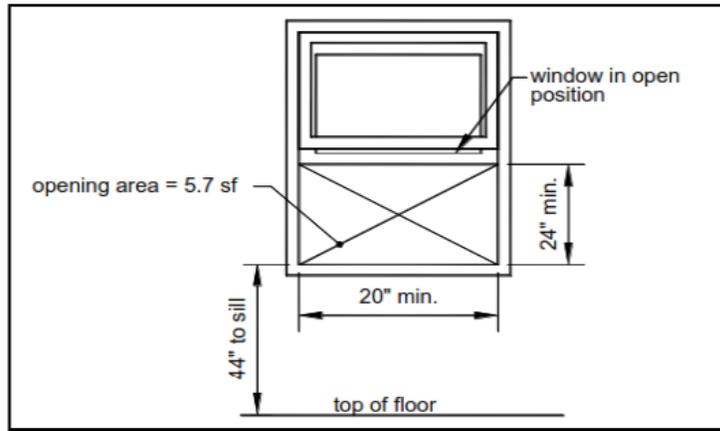


Figure 4, Emergency and Escape Rescue Openings