



BASEMENT FIT-UP PLANS:

REQUIREMENTS FOR PERMIT

The City of Saratoga Springs does not require signed/stamped plans for all basement fit-up applications. We do, however, require that a minimum amount of information be provided about the components to show code compliance.

The information that we require on a set of drawings is as follows:

Floor Plan: Provide a layout of the basement as it is to be finished. This should include cross-sections of interior and exterior walls. Please indicate whether framed walls are pre-existing.

Dimensions: Measurements of all rooms and doorways to be provided.

Light/Vent: Show how areas will meet 8% light and 4% vent requirement based on floor areas of each room. If being done mechanically, provide footcandle and fixture information for lights (online tools available) and air change unit information for vent.

Ceiling Height: 6'8" clearance required from finished ceiling, 6'4" under beams and ducts.

Smoke and CO Detectors: Entire house must be brought into compliance with current standards. Hard wired in work areas, battery operated allowed in existing spaces.

Means of Egress: Emergency Escape and Rescue (Egress) opening required with direct access to exterior – minimum of 1 per basement, 1 per bedroom in basement.

Insulation: Proof of compliance with the 2015 International Energy Conservation Code.

Additional information may be required by the reviewing inspector as deemed necessary.