

Finished Basement Requirements

FINISHED BASEMENT REQUIREMENTS

Application Process: Building Permit Application (#2 – Application for Building Permit for Additions, Alterations or Repairs) may be obtained online at the City of Detroit website (www.detroitmi.gov) under the Buildings, Safety Engineering and Environmental Department (click on the Forms link located under “Featured Links” on the right side) or by visiting the BSE&E office located at the Coleman A. Young Municipal Center in Room 408.

You must provide two (2) copies of construction drawings along with the following required information:

1. Floor plan showing the location of all rooms and spaces.
2. Dimensions of each room and space.
3. Use of each room (i.e., basement recreation room, bedroom, storage, bathroom, etc.).
4. Wall and ceiling finish materials.
5. Ceiling heights (The code is 7 feet for basement recreation rooms with a maximum projection below the ceiling of 6 inches and 7 feet, 6 inches for all other habitable rooms).
6. Location of all lights, switches and receptacles.
7. Location and size of all windows. The code requires that 4 percent of the floor area for each room must have access to the outdoors (i.e., windows or mechanical ventilation).
8. Location and supply and return air for mechanical ventilation, if needed. The code is 10 CFM for each room or space.
9. Method of maintaining combustion air for the furnace (i.e., louvered door or outside air intake).
10. Emergency escape and rescue openings for basements with habitable space in accordance with Michigan Residential Code.
11. Submit application at the Permit Information Center, Room 408, Coleman A. Young Municipal Center, 2 Woodward Avenue, Detroit, Michigan, 48226. The contact numbers are (313) 628-2711 or (313) 628-2712.