

Basement Finish / Remodel



Village of Hoffman Estates

Code Enforcement
1900 Hassell Road
Hoffman Estates, IL 60169
(847) 781-2631
www.hoffmanestates.org/permits

Permit Procedure:

- Complete and sign *Building Permit Application*.
- All contractors must be registered, licensed and bonded accordingly.
- Supply two (2) copies of the entire basement floorplan and remodeled area. Plan shall be accurately drawn at 1/4" = 1' scale

Code Requirements:

- Walls, plumbing fixtures, electrical outlets and switches must be shown on plans. Indicate locations of appliances, electrical panel, equipment, doors windows, etc.
- All rooms must be labeled according to their use.
- If the room is designed as a bedroom, it must have an emergency escape window. This window shall have a minimum 5.7 sq. ft. open area, minimum 22" high, minimum 20" wide with the sill height on the interior maximum 44" above finish floor.
- Supply and return ventilation air shall be provided to the finished space.
- Existing gas-fired appliances (furnace, water heater) in basement shall have adequate combustion air based upon the following:
 - Air from the interior of the building: Provide 2 openings, one high and one low, into the space with the gas fired appliances. Each opening shall be 100 square inches minimum.
- 110V smoke detector with a battery backup shall be installed in the basement. In addition, State statute requires that a smoke alarm be installed in every bedroom in the home, outside each bedroom group and at least one on every floor.
- Electrical outlets shall be spaced a maximum of 6 feet from doors and breaks in the walls and 12 feet apart thereafter.
- Every room must have a switched light.
- All new outlets, receptacles and circuits require arc fault protection unless required to be ground fault protected.
- All new receptacles are required to be of the tamper resistant type.
- All junction boxes, valves, unions and cleanouts shall be accessible.
- Residences, which are equipped with a residential fire sprinkler system, shall obtain a separate permit with the Hoffman Estates Fire Department for the relocation of existing sprinkler heads.

Inspection:

- Framing, electrical, plumbing and HVAC rough inspections are required.
- Insulation inspection prior to drywall.
- A final inspection is required upon completion of all work.
- Call Code Enforcement at (847) 781-2631 to schedule an appointment.