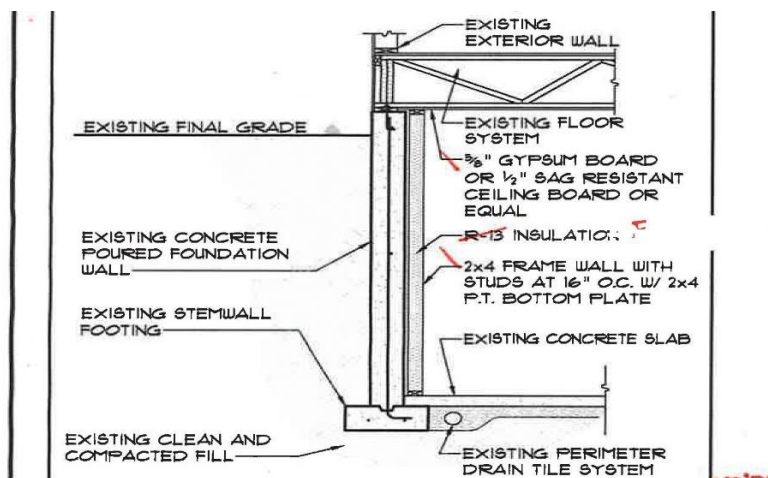


CITY OF STILLWATER, Building Department  
216 North Fourth Street, Stillwater, MN 55082  
651-430-8825, fax 651-430-8810

**REQUIREMENTS FOR BASEMENT FINISHES OR REMODEL**

- Building Permit Application – completely filled out, dated and signed.
- Two (2) sets of complete scaled and dimensioned construction plans, with cross section, framing and structural details.
  - Floor Plan (existing and proposed) to include:
    - Location of all existing and proposed walls of lower level or basement
    - Name of each existing and proposed room.
    - Location and sizes of windows and doors.
    - Wall construction materials and spacing of studs.
    - Location of stairway, fireplaces, etc.
    - Location of smoke and CO detectors.
  - Cross-section Plan to include:
    - Proposed finished ceiling height.
    - Wall, floor and ceiling finish materials. Furred walls, type of insulation & R-value.
    - Identify type of foundations ie; poured concrete, CMU Block wall, or limestone.

**Sample Cross-Section**



- Copy of State License if you are a Contractor