



THINGS NEEDED TO FINISH BASEMENTS:

- 1. Drawings of rooms to be finished with the sizes and locations of all electrical outlets, lights, and smoke detectors.**
- 2. Fill out permit with information needed, sign the permit, and return it with drawings included.**
- 3. The following inspections are needed:**
 - A) 4-Way (framing, electrical, plumbing, and heating)**
 - B) Insulation**
 - C) Final (when everything is complete)**
- 4. All inspections should be scheduled with City Hall at least 24 hours before needed.**