BASEMENT PLAN CHECKLIST

Name_________________________       Date________

PLANS MUST BE SUBMITTED ON 8 1/2 X 11

PLEASE SHOW THE FOLLOWING ON BASEMENT PLAN DRAWINGS:
Plan must show entire basement including all unfinished areas
*Please submit this form with your application and plans

1.____ Draw plan to show entire basement including cold storage

2.____ Label each room- label if being left unfinished

3.____ Show location of all doors

4.____ Show size & location of all windows

5.____ Show location of outlets, lights, switches, and electrical panel

6.____ Show location of all smoke/CO detectors

7.____ Show bathroom fixtures (tub/shower, toilet, sink, fan)

8.____ Show storage rooms and all unfinished spaces

9.____ Label mechanical room (furnace, water heater, water soft, etc.)
*please note that mech room must be isolated

10.____ Note total square footage to be finished