



Residential Basement Finish

All permit applications must be submitted through the Building Permit Submittal Portal. [SUBMIT APPLICATION HERE](#)

- One complete set of plans Folded
 - Floor Plan with dimensions, window locations and size
 - Electrical/Plumbing/Mechanical
- Engineering packet [if necessary]
- One Gas Piping Diagram, on paper, [if necessary]
- Complete Building Permit Application
 - Contractor License # and signature