



Basement/Lower-Level Finish Checklist

Building Inspections | City of Savage | 6000 McColl Drive, Savage, MN 55378 | Office: 952-882-2650

Complete this checklist form and submit it electronically to the documents file folder in ePlans. Incomplete submittals or illegible plan review documents will be rejected.

CHECKLIST MUST BE FILLED OUT AND INCLUDED WITH YOUR EPLAN SUBMITTAL

PROPERTY OWNER INFORMATION			
Site Address:			Parcel ID:
Lot:	Block:	Subdivision:	
Property Owner Name:			Phone:
Email:		Estimated Value of Work (include labor)	\$
APPLICANT/CONTRACTOR INFORMATION			
Applicant Name:			License #:
Email:			Phone:
Contractor (if different):			Phone:
SUBCONTRACTOR INFORMATION (if applicable)			
Plumbing:	Phone:	License #:	
Mechanical:	Phone:	License #:	
Fire:	Phone:	License #:	
Water/Sewer:	Phone:	License #:	

Please complete the checklist below for each of the applicable requirements:

Floor Plan – The proposed floor plan must be provided and include the following:

- Room dimensions
- Room description – bedroom, bathroom, living area, etc.
- All walls and openings – bearing and non-bearing
- Wall framing stud size and spacing
- Wall insulation type and R-value (if applicable)
- Placement/types of plumbing fixtures (if applicable)
- Placement of mechanical supply and returns
- Location of bath fan(s) (if applicable)
- Locations of smoke and carbon monoxide detectors
- Location of appliances (if applicable)