The following form was prepared by the Building Division to be used only as a general guideline for the drawing of construction plans which are required to be submitted at the time of application for a building permit.

To make application for a building permit, the applicant shall submit five (5) sets of detailed construction plans drawn to scale on minimum 8 1/2” x 11” sheets of each of the following to the Building Division - Permit Section, Room 425, City Hall, between 8:00 a.m. and 4:30 p.m. Monday through Friday. The office is closed on all City holidays. One (1) set of photographs is required when: 1) located in a Historic District; 2) located within 300 feet of a park; 3) located within 300 feet of a Historic District or a landmark.

1. Site Plan
2. Foundation Plan/Pier Plan
3. Floor Plan/Framing Plan
4. Elevations
5. Typical Carport Section
6. Additional Details (if necessary)

The following are lists of the items that should be shown on each of the above plans: The illustrations are guides for plan preparation only to give you a basic idea what each type of plan should look like and are not necessarily specific Code and other Ordinance requirements. Each individual site location, the location of the building on the site and/or size of building might vary as requirements of the St. Louis Zoning Ordinance, the Building Code, and other ordinances dictate, and each will have to be reviewed on its own specific conditions after submittal.

1.0 SITE PLAN

1.1 Indicate size and shape of your lot
1.2 Indicate address and street (or streets if a corner lot)
1.3 Indicate alley location
1.4 Indicate size and location of existing house and other buildings
1.5 Indicate size and location of proposed attached carport
1.6 Indicate distance between the proposed attached carport and each of the property lines
1.7 Indicate distance between attached carport and house or garage

Attached Carport Guidelines
2.0 **FOUNDATION PLAN/PIER PLAN**

2.1 Indicate length and width of the proposed attached carport foundation or pier layout
2.2 Indicate size of footing
2.3 Indicate size of foundation wall
2.4 Indicate size and spacing of piers
2.5 Indicate new or existing driveway slab

3.0 **FLOOR PLAN/FRAMING PLAN**

3.1 Indicate length and width of the proposed attached carport
3.2 Indicate distance from attached carport to each property line
3.3 Indicate how attached carport is to be attached to existing house or garage
3.4 Indicate size and spacing of columns
3.5 Indicate size of beam
3.6 Indicate size, spacing and direction of span of roof framing system and how it will be secured to existing house or garage

4.0 **ELEVATIONS**

4.1 Indicate finish grade line and show depth of foundation and footing or piers below finish grade
4.2 Indicate width and height of attached carport
4.3 Indicate size and location of all columns
4.4 Indicate size of beam and roof framing
4.5 Indicate type of roofing material
4.6 Indicate gutters and downspouts

5.0 **TYPICAL CARPORT SECTION**

5.1 Indicate size of footing
5.2 Indicate depth of footing below finish grade line
5.3 Indicate type and width of foundation wall and height above finish grade
5.4 Indicate size of piers and height above finish grade
5.5 Indicate thickness of granular fill and driveway slab
5.6 Indicate type and size of column anchors to foundation wall or piers
5.7 Indicate size and spacing of columns
5.8 Indicate height from driveway to ceiling
5.9 Indicate size and spacing of roof rafters. If pre-fab roof trusses are proposed, submit manufacturer's design specifications and criteria sealed by a registered Missouri engineer to the Building Inspector prior to installation of any trusses
5.10 Indicate size and type of roof sheathing, felt, roofing material and slope of roof
5.11 Indicate gutters and downspouts

Attached Carport Guidelines
6.0 **ADDITIONAL DETAILS**

6.1 Indicate whatever information is necessary to show how your proposal will be constructed.

For additional information, contact: Permit Section (314) 622-3313.

7.0 **GENERAL ATTACHED CARPORT NOTES**

7.1 For specific side yard requirements for carports, contact the Zoning Section, Room 400, City Hall, (314) 622-3666. A general rule of thumb is a minimum of four (4) feet from any side property line.

7.2 Gutters and downspouts are required on all attached carports. Downspouts **shall not** be sewer connected provided the surface drainage water does not adversely effect the adjacent property or create a nuisance.

7.3 For use of pre-fab roof trusses - submit truss specification sheets sealed by a Missouri registered engineer to the Building Inspector **prior** to installation. Specification sheets must be specific and correspond to actual trusses used - **any** truss modification requires submittal of revised sealed specification sheets.

Effective Date
January 1, 2001
DETAIL

1/2" = 1'-0"

ACDET1

SECTION

1/4" = 1'-0"

ACSEC