

**CITY OF SAINT LOUIS  
DEPARTMENT OF PUBLIC SAFETY  
BUILDING DIVISION  
GUIDELINES FOR  
RESIDENTIAL SECOND FLOOR ROOM ADDITION PLANS**

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. Floor Plan/Framing Plan
3. Elevations
4. Typical Wall Section
5. 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 second floor room addition
- 1.6 Indicate distance between the proposed second floor room addition and each of the property lines

## **2.0 FLOOR PLAN/FRAMING PLAN**

- 2.1 Indicate length and width of the proposed second floor room addition. Show room addition area, room layout and identify use of each room or space by name and indicate both existing and new walls or partitions, furred and insulated walls. Rooms shown with clothes closets, etc. which resemble a bedroom or could easily be converted to a bedroom in the future will be reviewed for bedroom requirements, regardless of the room name presented on the drawing
- 2.2 Indicate distance from second floor room addition to each proper line
- 2.3 Indicate existing and/or new size, spacing and direction of span of floor framing system
- 2.4 Indicate location, size and spacing of wall or partition framing system. Identify existing and new walls or partitions graphically or by notes
- 2.5 Indicate size and location of doors and windows
- 2.6 Indicate width and location of existing or new stairs
- 2.7 Indicate number and size of risers and treads on existing or new stairs
- 2.8 Indicate handrails
- 2.9 Indicate size, spacing and direction of span of roof framing system and how it will be secured to existing structure
- 2.10 Indicate smoke detectors if second floor room addition contains bedroom(s). Smoke detectors shall be AC powered and have battery backup

## **3.0 ELEVATIONS**

- 3.1 Indicate width and height of second floor room addition
- 3.2 Indicate the size and location of all doors and windows
- 3.3 Indicate size of header and/or lintel above all doors and windows
- 3.4 Indicate type of exterior siding or veneer
- 3.5 Indicate type of roofing material and slope of roof
- 3.6 Indicate gutters and downspouts
- 3.7 Indicate all dimensions and materials for all exterior porches, stairs, sun-decks, etc.

## **4.0 TYPICAL WALL SECTIONS**

- 4.1 Indicate existing and/or new size spacing and direction of span of floor framing system
- 4.2 Indicate location, size and spacing of wall or partition framing system. Indicate existing and new walls or partitions graphically or by notes
- 4.3 Indicate size and type of sub-floor and finish floor
- 4.4 Indicate size and type of exterior wall sheathing, felt, siding or veneer. **NOTE:** Exterior walls of all second floor room additions less than 3'-0" from the side property line are required to have a one (1) hour fire rating
- 4.5 Indicate size and type of interior wall and ceiling finish materials
- 4.6 Indicate height from floor to ceiling

- 4.7 Indicate size and spacing of ceiling joist and 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
- 4.8 Indicate size and type of roof sheathing, felt, roofing material and slope of roof
- 4.9 Indicate gutters and downspouts

## 5.0 **ADDITIONAL DETAILS**

- 5.1 Indicate whatever information is necessary to show how your proposal will be constructed

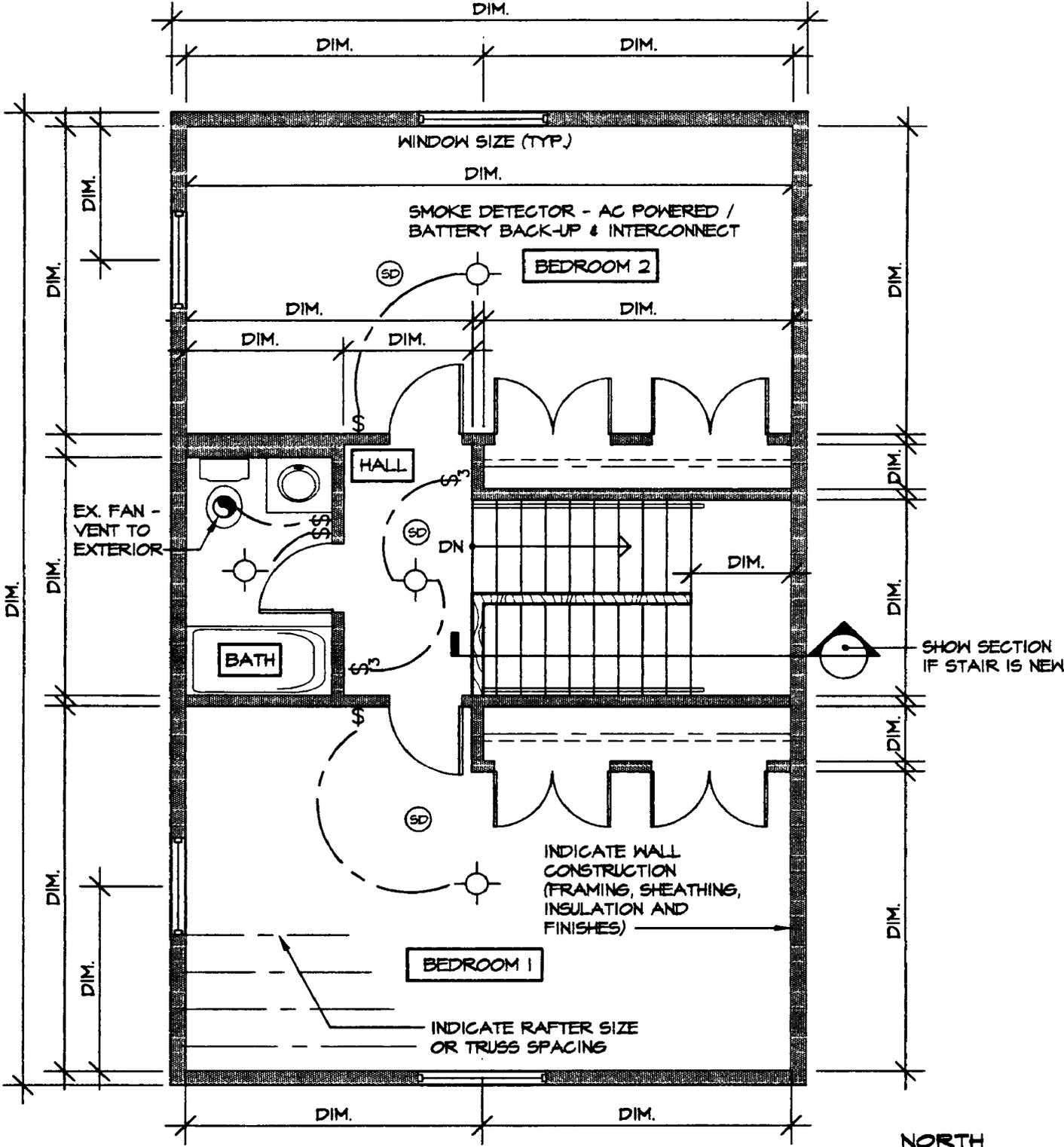
For additional information, contact: Permit Section at (314) 622-3313.

## 6.0 **GENERAL SECOND FLOOR ROOM ADDITION NOTES**

- 6.1 For specific side yard requirements for a second floor room addition, 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 and a total of ten (10) feet on both sides for second floor room additions.
- 6.2 Gutters and downspouts are required on all second floor room additions. Downspouts on second floor room additions with a roof area of less than five hundred fifty (550) square feet **shall not** be sewer connected provided the surface drainage water does not adversely effect the adjacent property or create a nuisance.
- 6.3 For use of pre-fab roof trusses - submit truss specification sheet 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 modifications require submittal of revised sealed spec sheets.
- 6.4 All exterior walls, regardless of room addition size, closer than three (3) feet from the side property lines are required to have a one (1) hour fire rating. Fire rating on exterior walls are usually obtained by use of a masonry/brick or 5/8 inch thick Type X fire rated gypsum board on both sides of stud.

Effective Date  
January 1, 2001





NOTE : INCLUDE FIRST FLOOR PLAN

NORTH  
  
 (INDICATE ORIENTATION)

**NEW SECOND FLOOR PLAN** 3/16" = 1'-0"

RA2PLN

City of Saint Louis - Building Division  
**RESIDENTIAL SECOND FLOOR ADDITION**  
 Guidelines and Standard Construction Details

Date: Jan., 2001

Drawing No.

2 of 6

RA2-PG2

NEW ROOF CONSTRUCTION,  
IDENTIFY MATERIALS :  
FRAMING, SHEATHING,  
AND FINISH

HEADER AND/OR  
LINTEL SIZE

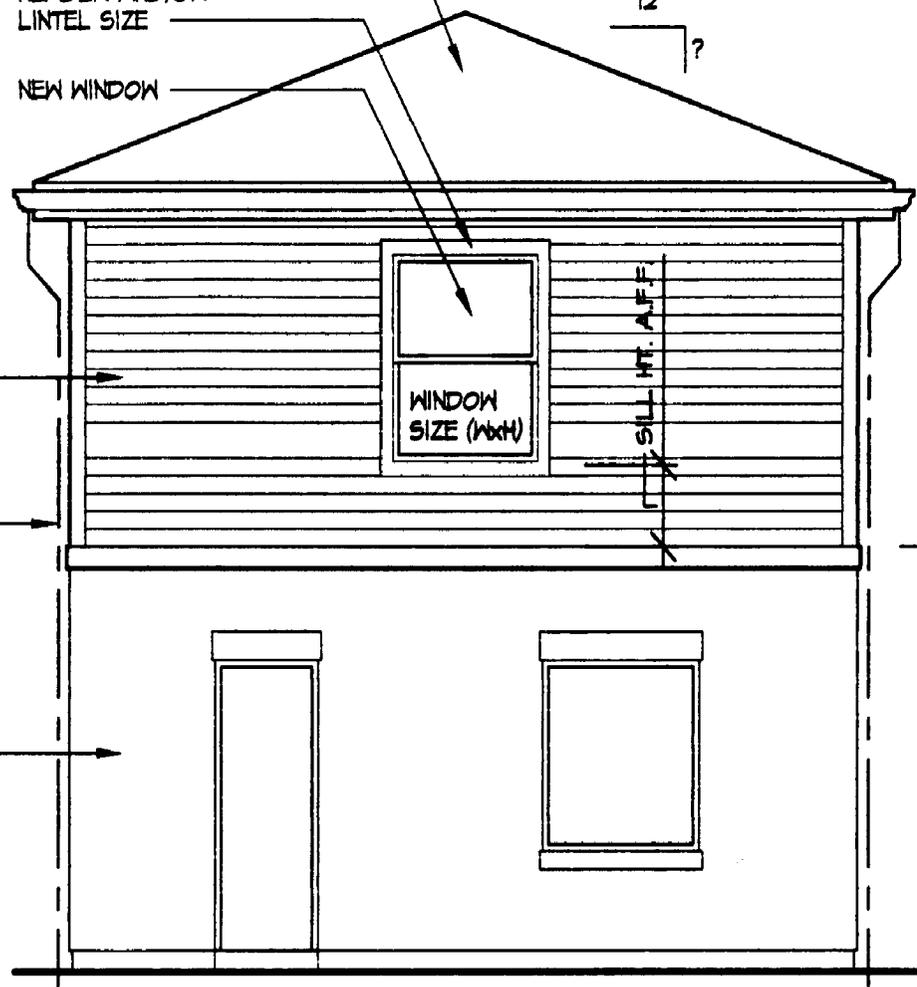
NEW WINDOW

12  
?

NEW WALL ASSEMBLY,  
IDENTIFY CONSTRUCTION  
MATERIALS :  
FRAMING, SHEATHING,  
AND FINISH

INDICATE GUTTER &  
DOWNSPOUT SIZES  
(SEWER CONNECT IF ROOF  
EXCEEDS 550 SQ. FT.)

EXISTING WALL ASSEMBLY,  
IDENTIFY CONSTRUCTION  
MATERIALS :  
FRAMING, SHEATHING,  
AND FINISH



DIMENSION  
NEW CONSTRUCTION  
DIMENSION  
EXISTING CONSTRUCTION

# FRONT ELEVATION DENOTE SCALE

RA2ELE

City of Saint Louis - Building Division  
**RESIDENTIAL SECOND FLOOR ADDITION**  
Guidelines and Standard Construction Details

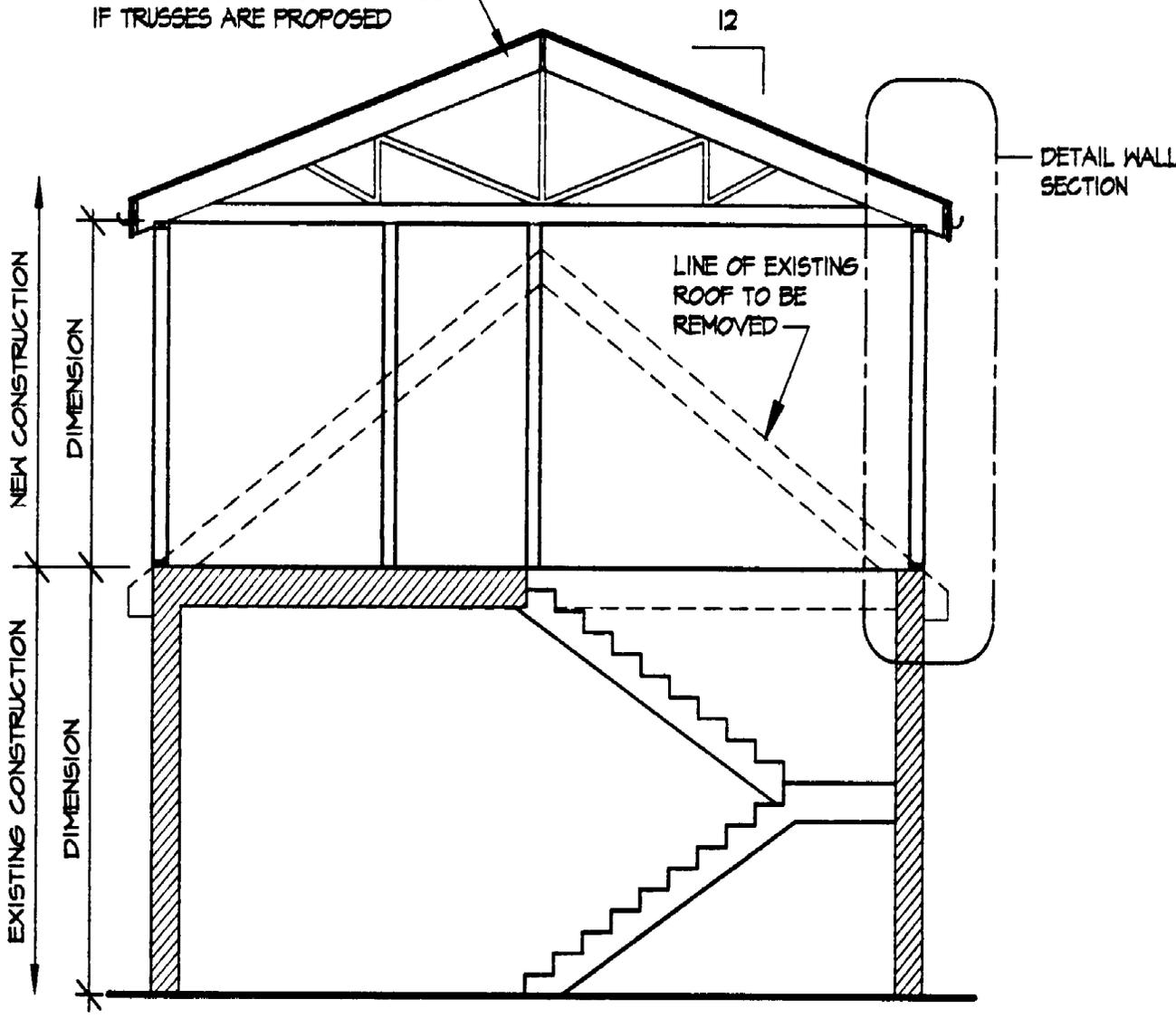
Date: Jan., 2001

Drawing No.

3 of 6

RA2-PG3

NEW ROOF FRAMING:  
INDICATE SIZE AND SPACINGS  
OF JOISTS  
SUBMIT SEALED SHOP DRAWINGS  
IF TRUSSES ARE PROPOSED



# SECTION

DENOTE SCALE

RA2SEC

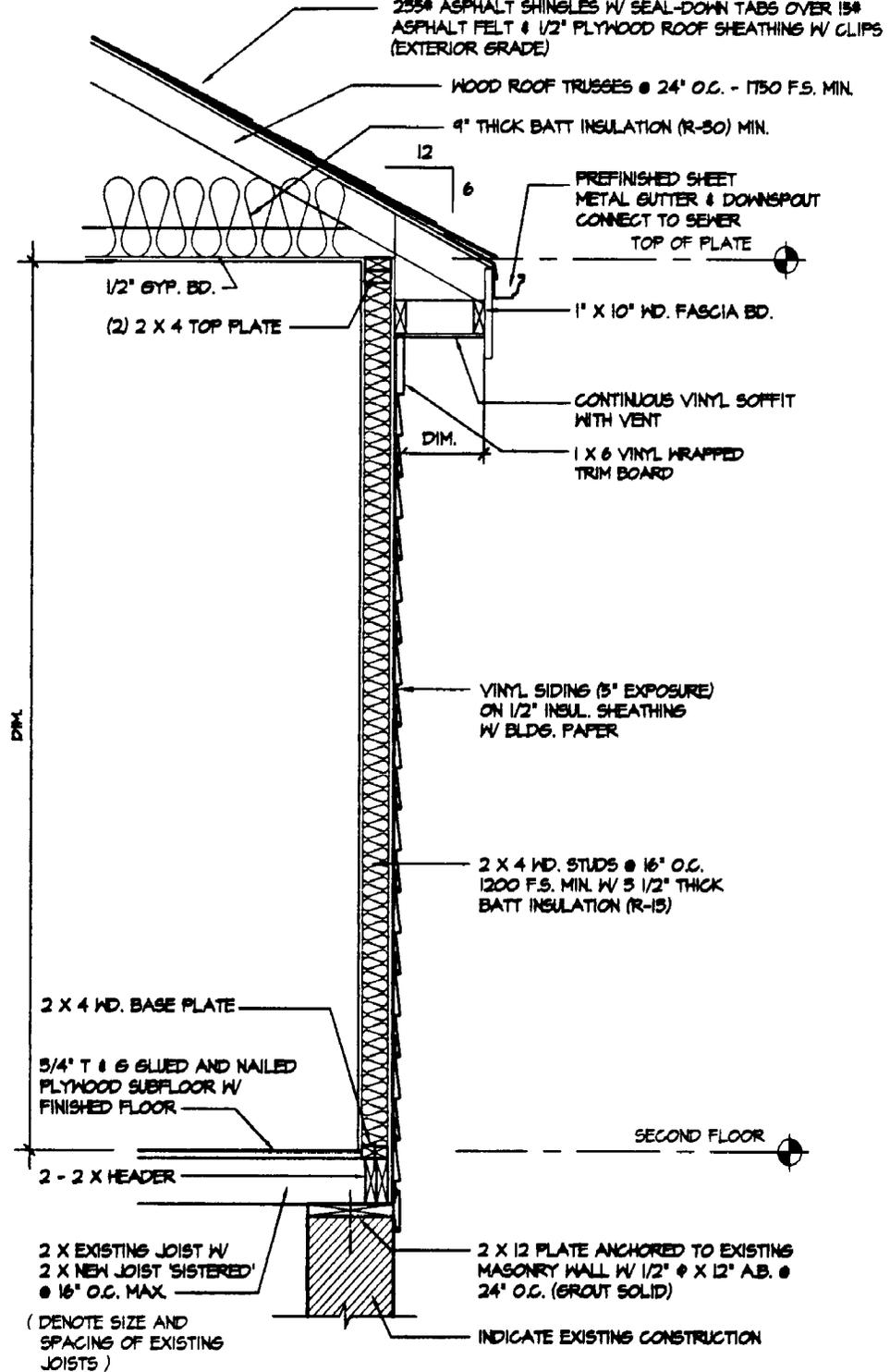
RA2-PG4

City of Saint Louis - Building Division  
**RESIDENTIAL SECOND FLOOR ADDITION**  
Guidelines and Standard Construction Details

Date: Jan., 2001

Drawing No.

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# WALL SECTION $1/2" = 1'-0"$

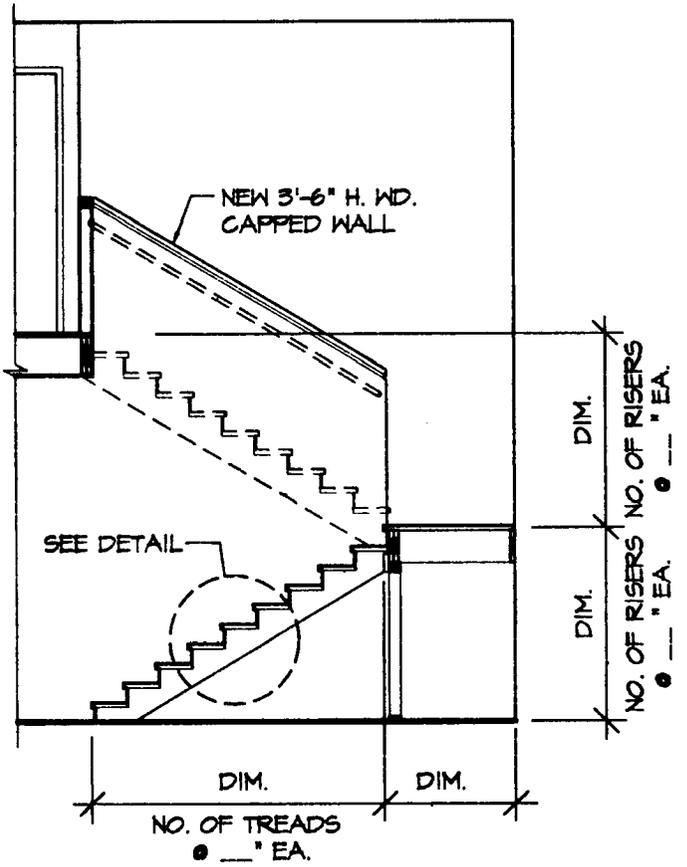
RA2WS1

City of Saint Louis - Building Division  
**RESIDENTIAL SECOND FLOOR ADDITION**  
 Guidelines and Standard Construction Details

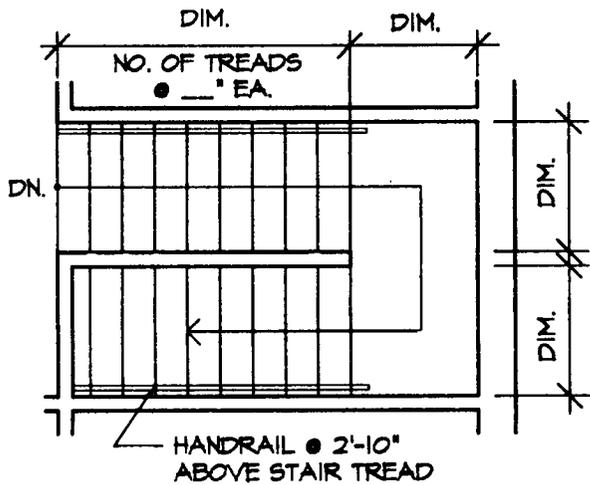
Date: Jan., 2001

Drawing No.

5 of 6

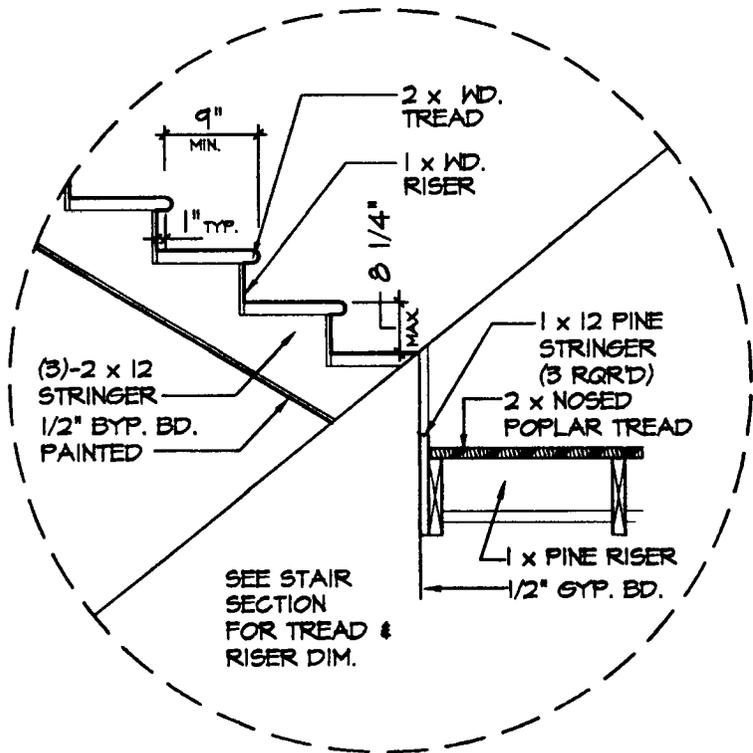


**STAIR SECTION** 3/16" = 1'-0"



**STAIR PLAN** 3/16" = 1'-0"

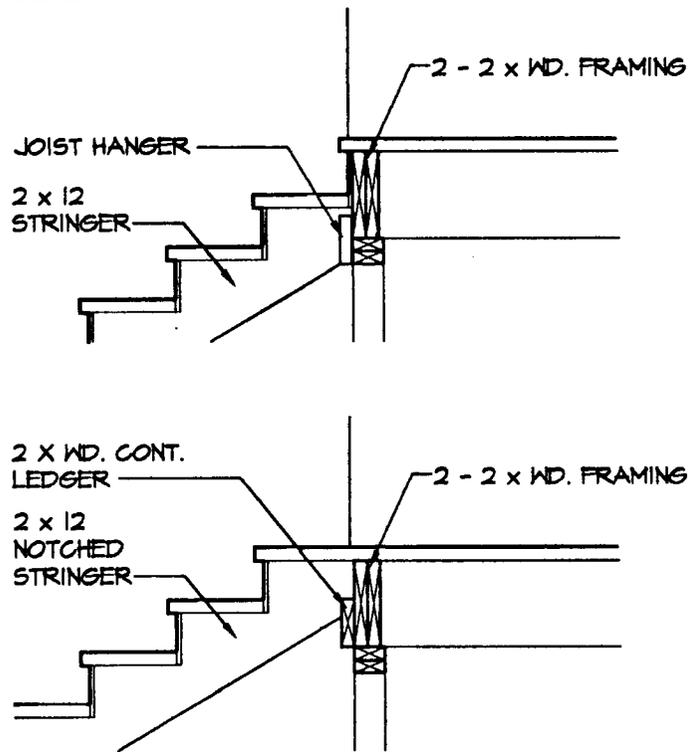
RA2STR



**RISER / TREAD DETAIL**

1/2" = 1'-0"

STDET2



**FRAMING DETAILS** 1/2" = 1'-0"

STDET1

City of Saint Louis - Building Division  
**RESIDENTIAL SECOND FLOOR ADDITION**  
 Guidelines and Standard Construction Details

Date: Jan., 2001

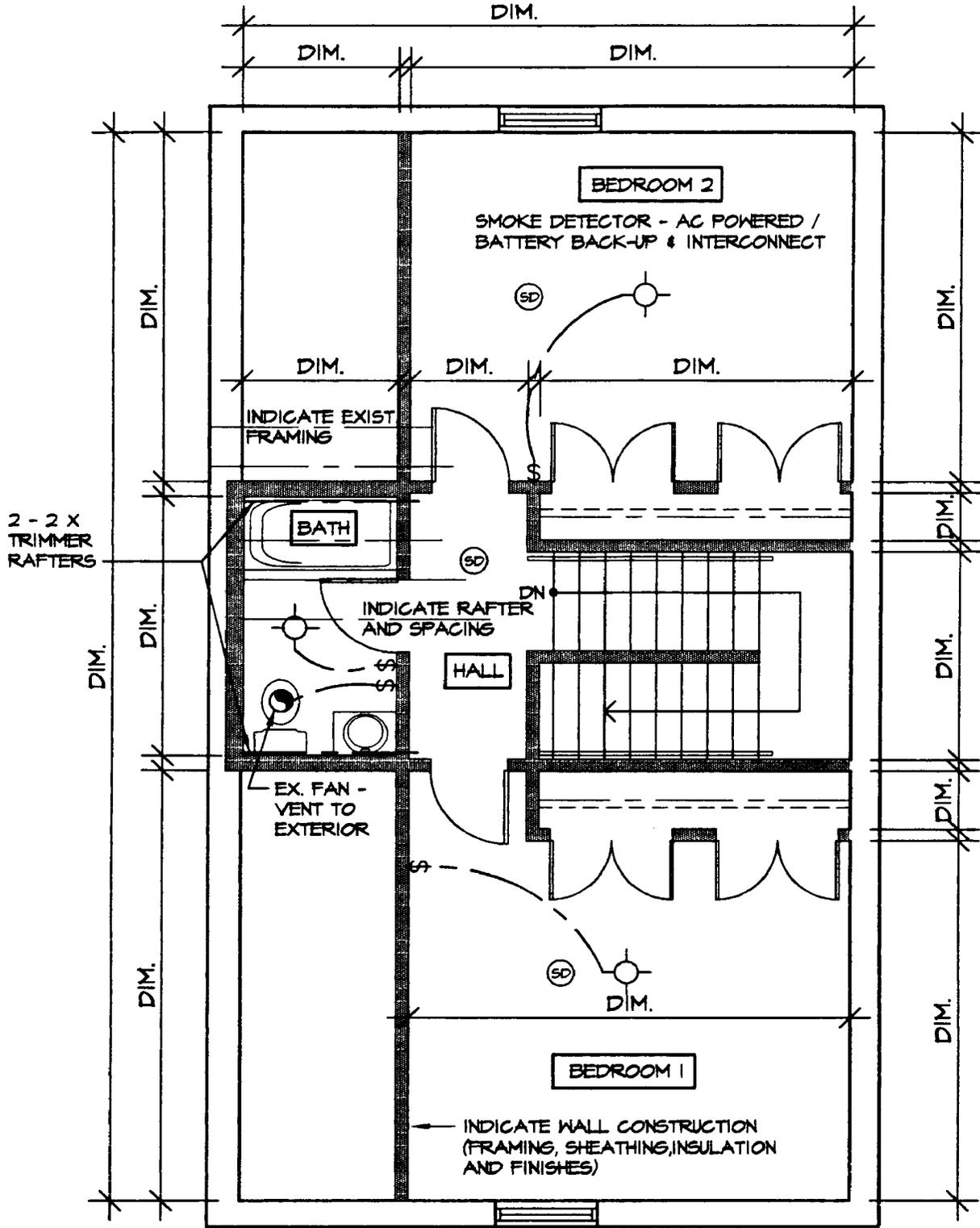
Drawing No.

6 of 6

Rev.: July, 2001

RA2-PG6





# ATTIC FLOOR PLAN

3/16" = 1'-0"

NORTH



(INDICATE ORIENTATION)

RA2PLNB

City of Saint Louis - Building Division  
**RESIDENTIAL ATTIC CONVERSION**  
 Guidelines and Standard Construction Details

Date: Jan., 2001

Drawing No.

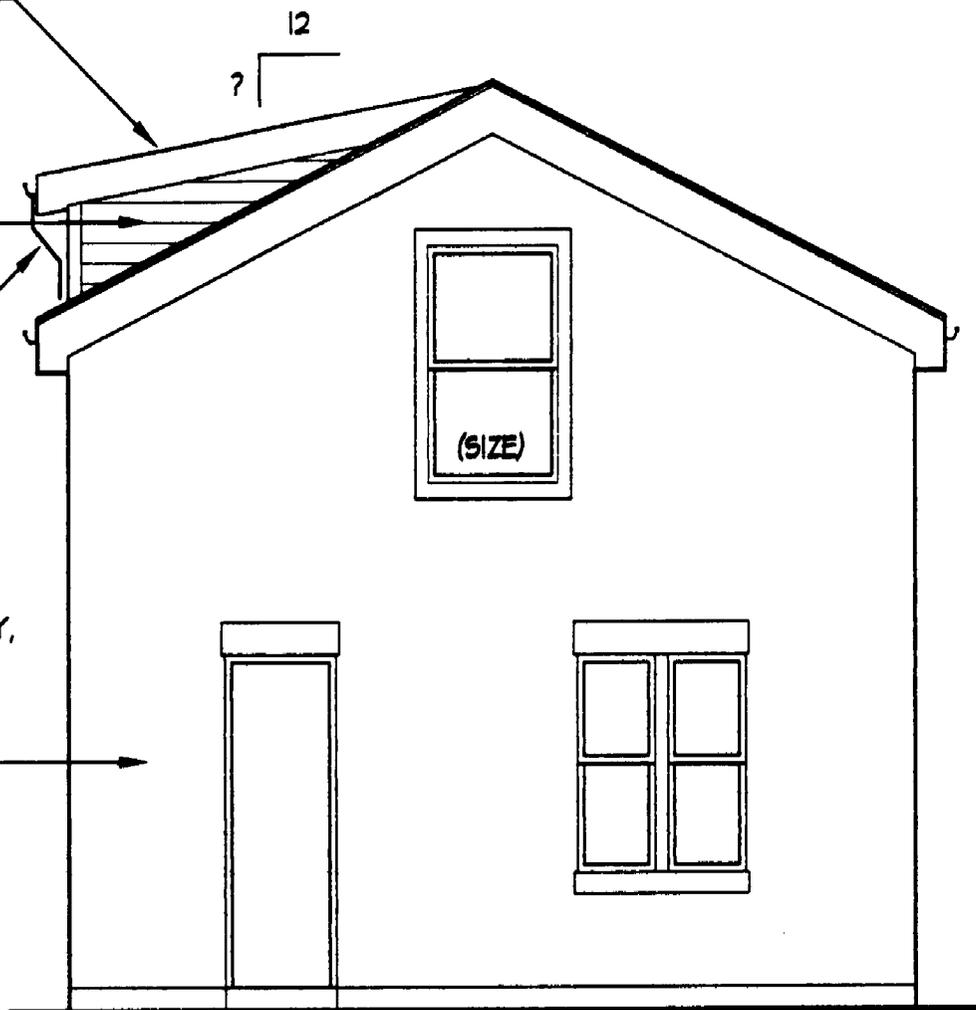
2 of 6

NEW ROOF CONSTRUCTION,  
IDENTIFY MATERIALS :  
FRAMING, SHEATHING,  
AND FINISH

NEW WALL ASSEMBLY,  
IDENTIFY CONSTRUCTION  
MATERIALS :  
FRAMING, SHEATHING,  
AND FINISH

INDICATE GUTTER &  
DOWNSPOUT SIZES

EXISTING WALL ASSEMBLY,  
IDENTIFY CONSTRUCTION  
MATERIALS :  
FRAMING, SHEATHING,  
AND FINISH



# FRONT ELEVATION

3/16" = 1'-0"

RA2ELEB

City of Saint Louis - Building Division  
**RESIDENTIAL ATTIC CONVERSION**  
Guidelines and Standard Construction Details

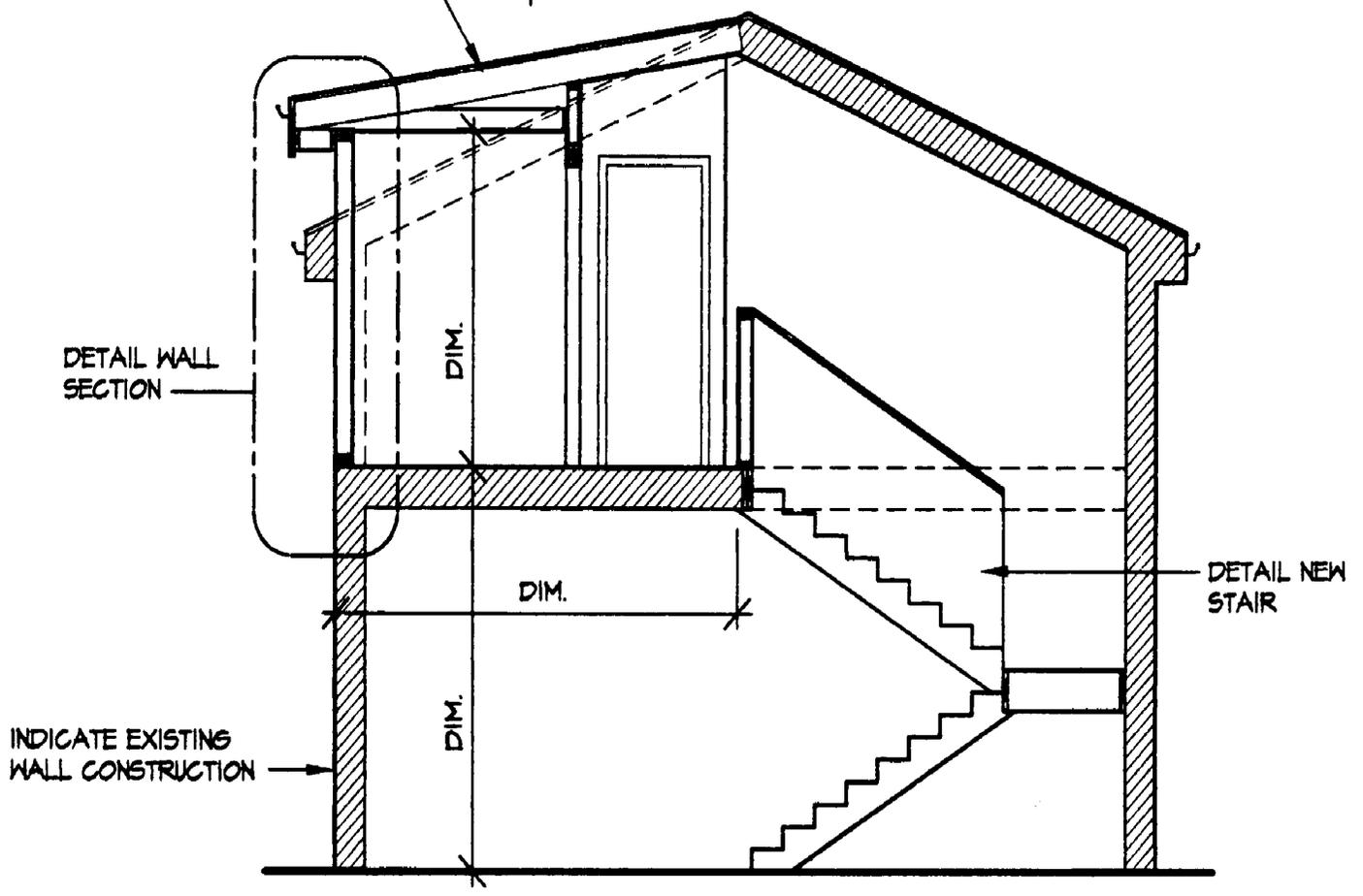
Date: Jan., 2001

Drawing No.

3 of 6

NEW ROOF FRAMING :  
INDICATE JOIST SIZE  
AND SPACING

12



# SECTION

3/16" = 1'-0"

RA2SECB

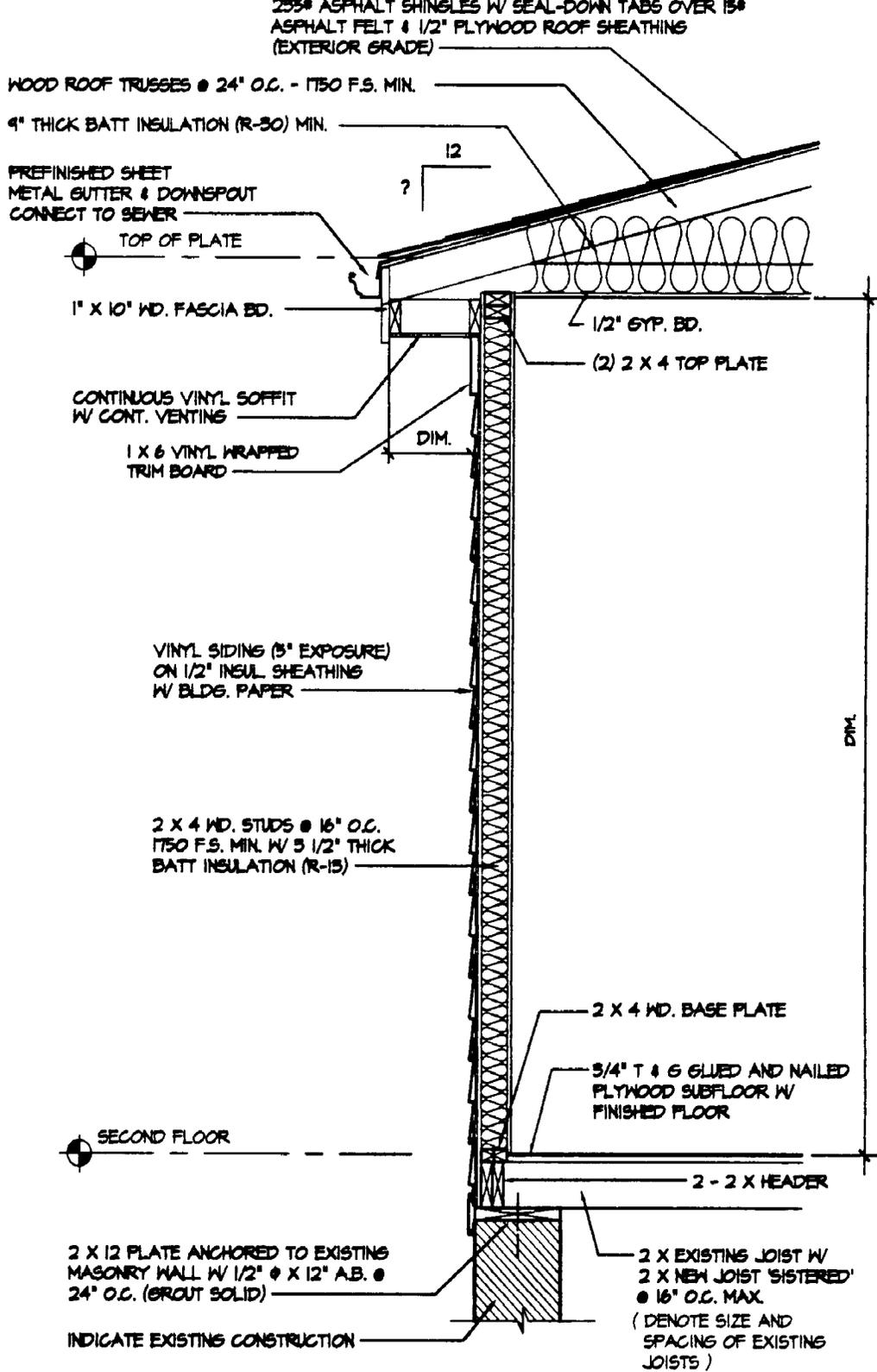
RA3-PG4

City of Saint Louis - Building Division  
**RESIDENTIAL ATTIC CONVERSION**  
Guidelines and Standard Construction Details

Date: Jan., 2001

Drawing No.

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# WALL SECTION 1/2" = 1'-0"

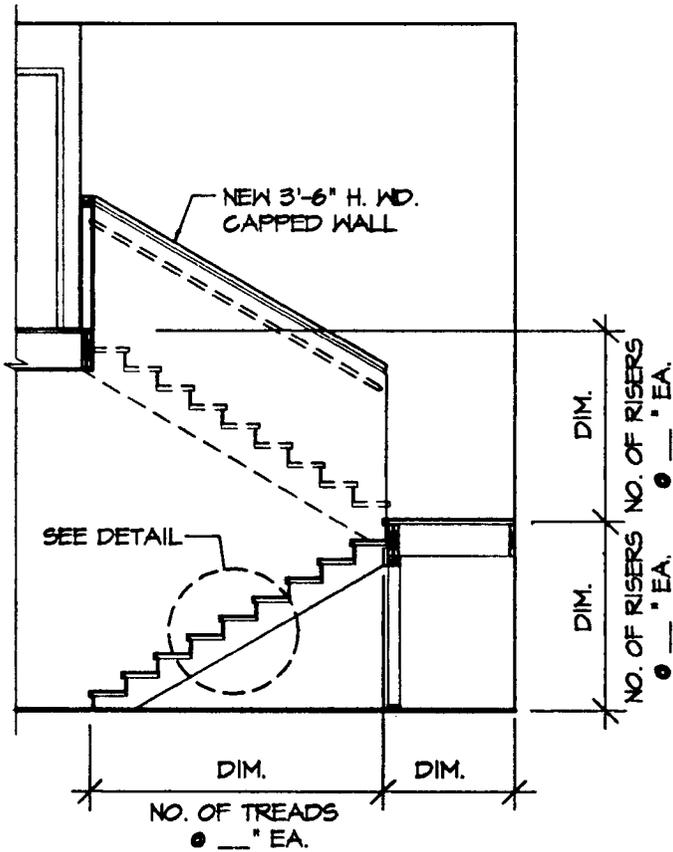
RA3WS1

City of Saint Louis - Building Division  
**RESIDENTIAL ATTIC CONVERSION**  
 Guidelines and Standard Construction Details

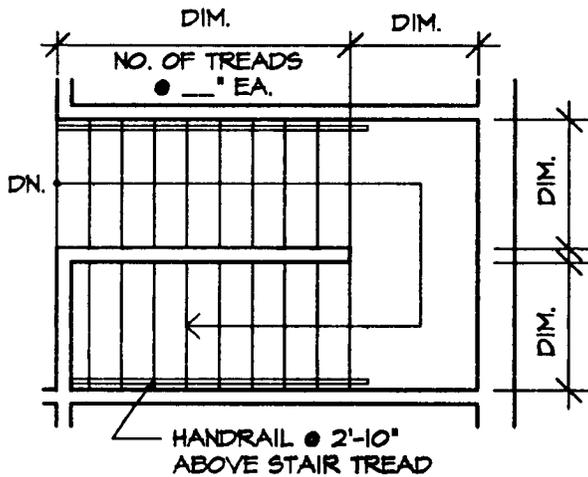
Date: Jan., 2001

Drawing No.

5 of 6

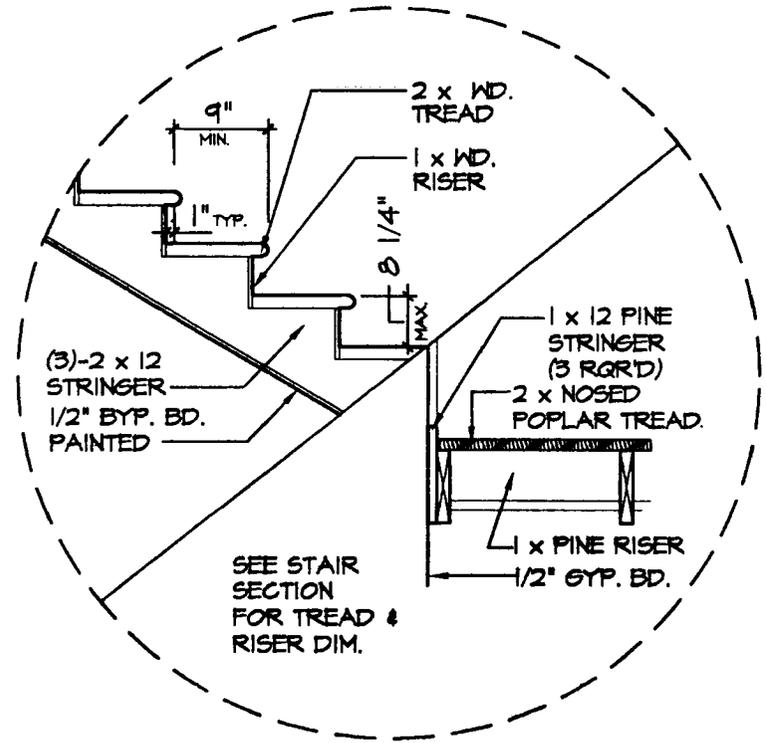


**STAIR SECTION** 3/16" = 1'-0"



**STAIR PLAN** 3/16" = 1'-0"

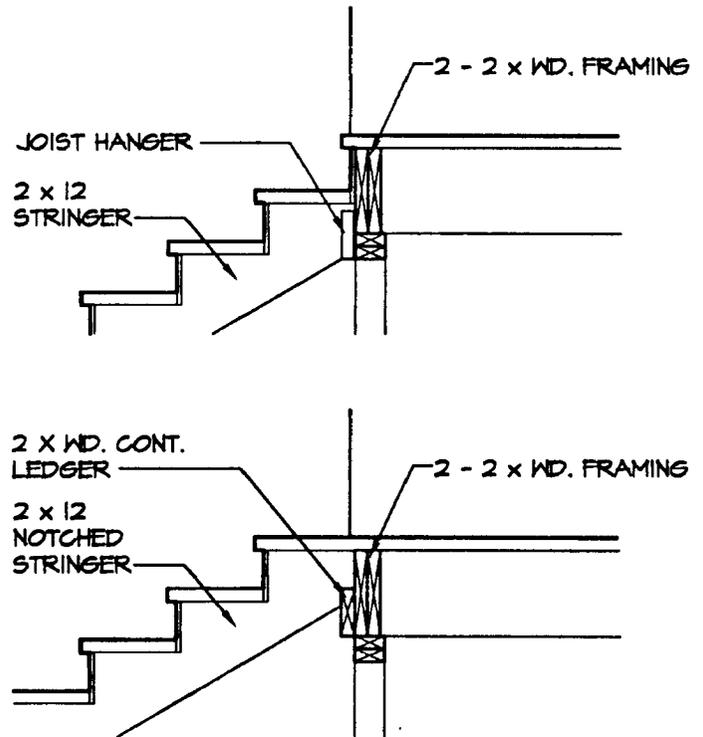
RA2STR



**RISER / TREAD DETAIL**

1/2" = 1'-0"

STDET2



**FRAMING DETAILS** 1/2" = 1'-0"

STDET1