

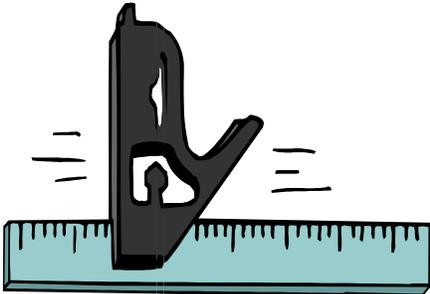


FINISHED BASEMENT GUIDE



Office: (636) 477-6600 or (636) 278-2244
Extension: 1670
Fax: (636) 477-9077

TRANSPORTATION DEVELOPMENT SERVICES
ONE ST. PETERS CENTRE BOULEVARD
P.O. BOX 9
ST. PETERS, MO 63376



Finished Basement Guide

The City of St. Peters has formulated this guide to help you plan your finished basement living area. The following information will be helpful not only to you but to the City in providing for a smooth permit application process.

Before you begin, take a close look at your current area and imagine where future closets, rooms, etc. will be located. Consider any offset walls, corners, ducts and plumbing to be included in your finished space to eliminate chase or furred wall areas.

Once you have a basic idea of what you want, draw up your plans for submission to the Building Department for review. Plans do not have to be of architectural quality, however, we do need the most specific information you can provide.

The most important details that you should provide are: light and receptacle location, hallway widths, room type (use), window and door sizes and locations, room dimensions, lumber size and spacing and finish materials you plan to install. Typically, the more detailed a plan is, the faster we can issue a permit with little or no delay.

The common requirements for a finished basement have been listed on the next page for your use in designing your plan. Please use this list and helpful key to itemize your details.

When all of your plans are complete, submit them, along with the attached Building Permit application, to the Building Department for review. Your application will be reviewed and you will then be contacted to either provide additional information or pick up your building permit.

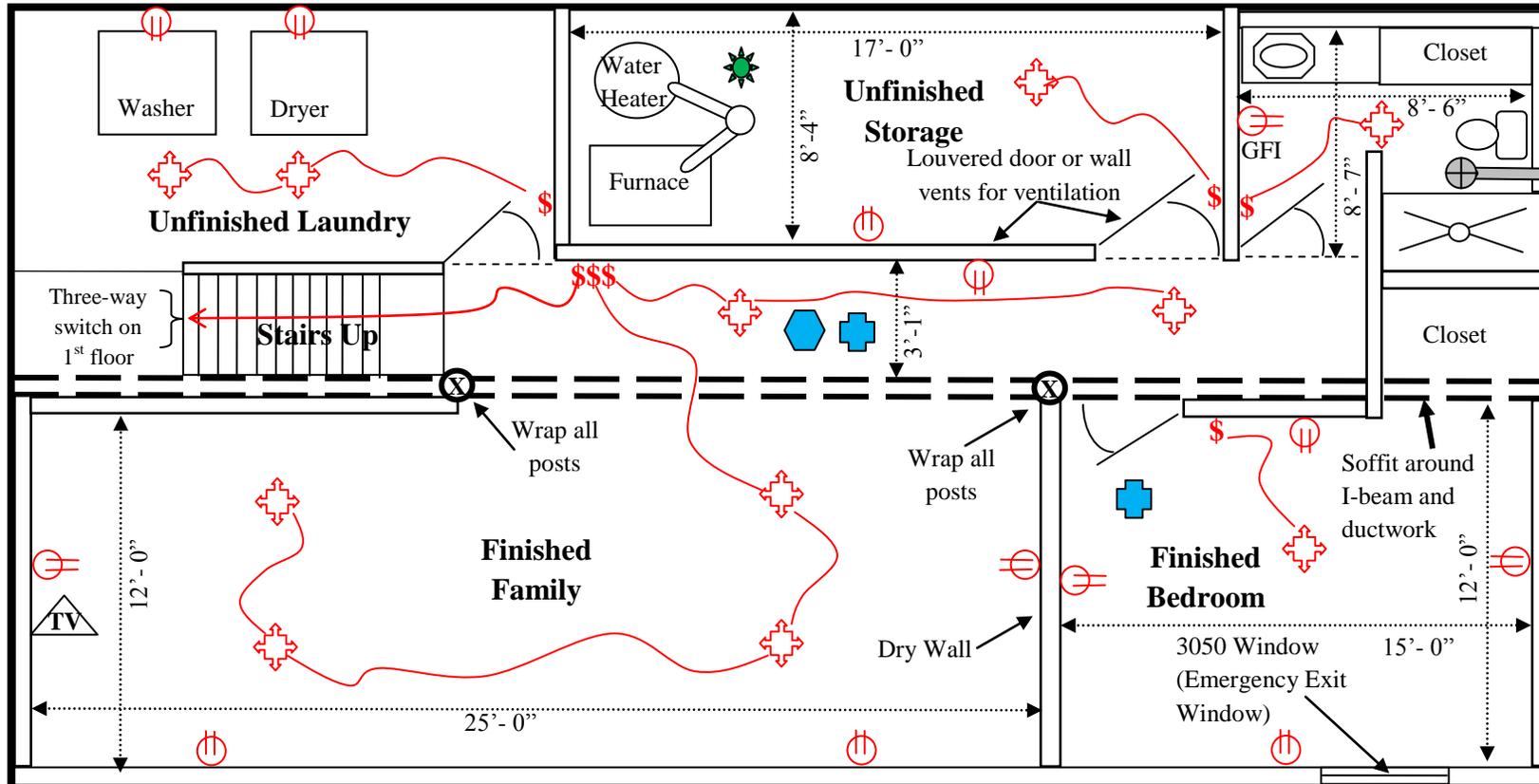
Changes that the Building Department feels necessary may be added to your permit under “conditions”. At this point you can begin construction. Make note of the type of inspection you will need. If plumbing under your floor is installed, a ground rough inspection will be necessary prior to the pouring of new concrete. After that, we will perform electrical, plumbing and framing inspections. When this stage has been completed, you may then insulate and drywall your rooms to the finished product. A final inspection will then be necessary.

Please call (636) 477-6600 or 278-2244, extension 1670 for inspections at least 24 hours in advance. If you have any questions regarding any of these requirements, please contact the above number to speak to a Building Inspector.

COMMON REQUIREMENTS – FINISHED BASEMENT

1. Plans should be drawn with finished dimensions.
2. A three foot (36-inch) finished hallway width is required. If using ½” drywall, a rough width should be 37 inches wide.
3. All bottom plates in contact with concrete shall be treated lumber.
4. A basement bedroom requires an egress window, which in its open position, measures five (5) square feet with a sill height of not more than 44” above the floor.
5. Smoke detectors are required within each bedroom and outside each sleeping area in close proximity to the bedrooms and must be wired to sound simultaneously with existing detectors.
6. Exhaust fans vented to exterior are required in bathrooms.
7. Receptacles within bathrooms and unfinished areas of the basement require a ground fault circuit interrupter (GFCI), on a dedicated circuit for bathrooms.
8. If your plans include the concealment of your furnace and water heater, ventilation at the top and bottom of the room will be required. Each vent must be one (1) square inch for every 1000 BTU’s that your appliance produces. A louvered door or combustion air vents through the wall can accomplish this. Remember to provide a door opening wide enough to repair or replace your mechanical equipment. A 12-inch clearance from the side of your furnace and 36-inch clearance on the fuel burning side (front) is required.
9. Finished ceiling height must not be less than seven (7) feet. Beams may project down an additional six (6) inches to six (6) feet six (6) inches, respectively.
10. Receptacles must be spaced between six (6) feet and 12 feet measured horizontally along the leading edge of the floor. Short walls two (2) feet or more require a receptacle.
11. Walls are required to be fire stopped at the top where the wall meets the floor joist.
12. Enclosed accessible space under stairs shall have walls and under stair surface protection, such as drywall.
13. Provide light switch at top and bottom of basement stairs.
14. Unfinished areas require a switched light and a wall receptacle.

Example Basement Layout Plan Requirements



Symbols

Support Post		Smoke Detector	
Switch		Carbon Monoxide Detector	
Light Fixture		Floor Drain	
Elec. Line		Exhaust Fan	
Elec. Receptacle		Cable TV	