

## Do I need a permit?

You will need to obtain a permit if any plumbing, electrical, structural, fire blocking or insulation work is conducted during your renovation or remodel.

### Obtaining a Permit

A copy of plans with the following is necessary for obtaining a renovation / remodel permit:

- Framing detail- material, spacing, etc.
- Plumbing - fixture types and locations
- Electrical - outlets, switches and light locations
- Mechanical - register supply and return locations also include exhaust fan details
- All room dimensions - include ceiling height

### INSPECTIONS

The following inspections are required:

**Plumbing Ground Rough:** Required for new plumbing installed under the basement floor slab.

**Complete Rough:** Required after all framing, fire blocking, above ground plumbing, electrical, and mechanical work is completed. This inspection approval is required ***before*** insulating and/or drywall or paneling can be installed.

**Insulation inspection:** Required to insure proper R-Value is installed

**Final inspection:** Is conducted upon completion of the project and before furniture is installed and/or the room(s) are used.

*Check with the Fire Department to see if they require a permit*

**Call (636) 668-8100 ext. 300, 24 hours in advance to schedule an inspection.**

***If you plan to use a contractor for your project, they must be licensed with the city. Contact City Hall for more information.***

The City of Winfield supports and encourages every resident's decision to improve their home. Approval of plans and inspection of work being done helps ensure your home improvement project meets minimum code requirements while improving your property.

We look forward to helping you.

Building Department.

*City permit approval does not constitute subdivision approval. The city recommends you contact trustees in your subdivision for any subdivision requirements.*

This is a general guide for the construction of a basement renovation or home remodel within the City of Winfield, MO. All code requirements are too extensive to list within this guide. The City of Winfield Building Department may be contacted about the information in this guide at:

City of Winfield  
51 Harry's Way  
Winfield, Missouri 63389  
636-668-8100 ext. 300



# Renovation/ Remodel Guide

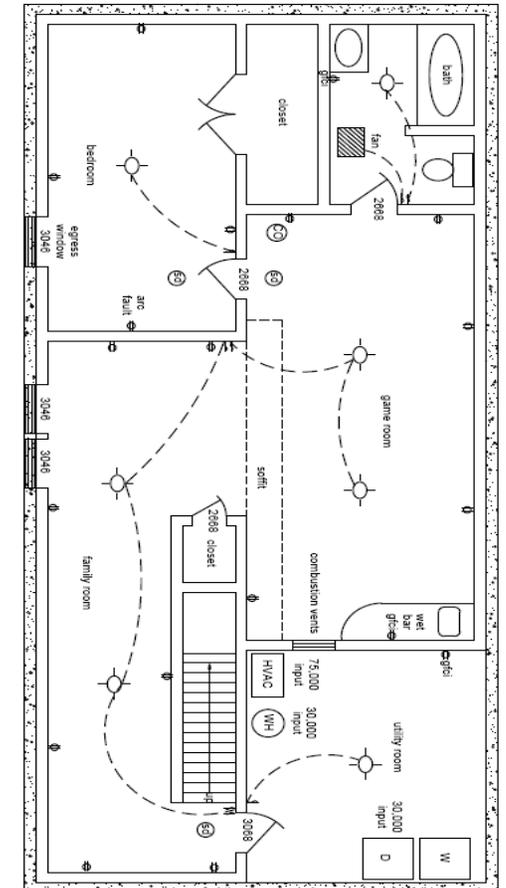
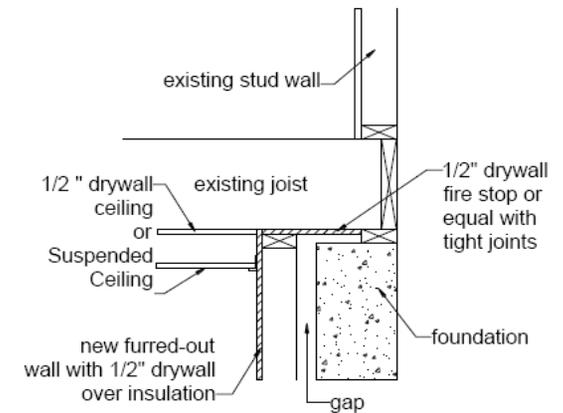
City of Winfield, Missouri  
51 Harry's Way  
Winfield, MO 63389  
(636) 668-8100

## Construction Guidelines

- Drawing of plans with finished dimensions.
- Every Sleeping room shall have one operable emergency escape and rescue opening. The minimum clear opening dimensions of the window shall be at least 24 inches high and at least 20 inches wide. The total opening size of the window for escape or rescue shall be 5 square feet if the window sill is 44 inches or less below the exterior finished grade or 5.7 square feet if greater than 44 inches. The bottom of the windows clear opening shall not be installed more than 44 inches above the inside finished room floor.
- Smoke detectors are required within 3 feet of the basement stairs, in all sleeping rooms and also in close proximity outside sleeping rooms. Smoke detectors shall be interconnected with all other smoke detectors in the house and shall have battery backup.
- Carbon Monoxide detectors must be installed outside of each sleeping area, this includes existing sleeping areas on all floor levels
- Outlets on counter tops within 6 feet of bar sink must be GFCI protected.
- If plans propose concealment or enclosing a gas furnace and/or water heater, proper ventilation at the top and bottom of the room is required for combustion air. Each ventilation opening shall equal 1 square inch per every 1000 BTU's of input for the gas fired appliances. A louvered door or air grates through wall(s) to adjoining spaces can accomplish this. Remember to provide door opening(s) wide enough for repair or replacement of your mechanical equipment. Also, remember to maintain the manufacturers' clearance recommendations around all mechanical equipment.

- Hallways require a minimum 3 foot (36 inch) wide finished width. If using 1/2 inch drywall, the rough width should be at least 37 inches wide.
- Arc fault circuit interrupter(s) is required to protect all outlets in sleeping rooms.
- Bathrooms require exhaust fans that shall be vented to the exterior. Vent hoses are required to be fastened to the vent with a screw or clamp.
- Receptacles within bathrooms and unfinished areas of the basement require a ground fault circuit interrupter (GFCI). Bathroom GFCI outlets must be on a dedicated 20 amp circuit and within 36" of sink bowl edge.
- Concealed spaces of stud walls and partitions, including furred spaces and parallel rows of studs or staggered studs must be blocked at the ceiling and floor level and horizontally at intervals not to exceed 10 feet. Approved materials would include, but are not limited to: 1/2 inch drywall, 2 by lumber, metal flashing, rock wool (or paperless fiberglass) insulation, and/or fire caulk. All holes/gaps in top plate must be sealed.
- If ACQ treated lumber bottom plates are required or if you choose to use them, approved fasteners are required. Hot-dipped galvanized or stainless steel fasteners are acceptable.

## Typical Foundation Wall Detail



Typical Basement Floor Plan