

SIENA HEIGHTS UNIVERSITY LOFT CONSTRUCTION POLICY

I. Loft Overview

Lofts are permitted in residence hall rooms at SHU with the exception of Ledwidge rooms 251-269. These rooms already offer bed lofting furniture. Lofts can help students maximize space, have individual expression, and enhance their atmosphere. Loft guidelines are listed below. Violation of these guidelines will result in dismantling of the loft. For more information, contact the Director of Residence Life.

II. General Construction

A. Size of Loft

1. Lofts are permitted to occupy up to 50% of the floor space. Closet area will not be included in the calculation of the floor space.
2. **Height:** The top surface of the loft platform shall be 30" from the ceiling.
3. **Proximity to windows:** No loft shall obstruct the window at any time. A window must be operable at all times and must be useable as a means of emergency entry/ exit to the room.
4. **Proximity to door:** No loft shall obstruct the door of the room at any time. The door must be fully operable at all times and must be usable as a means of entry/exit to the room.
5. **Damage to rooms:** Lofts must be constructed so as to be free standing without attachment to any wall, molding or any part of the room. Lofts may be wedged with padded wedges against a wall to prevent wobbling. They must be able to be removed from the room without any damage to the room or the furnishings in the room. Residents of the room are responsible for any damage caused by the installation, use or removal of the loft.
6. **Electrical safety:** Lofts must never cover or stand within 6" of any electrical outlet or fixture.
7. **Fire safety:** All wood used in building a loft must be treated with fire retardant paint. This paint can be purchased at most paint supply stores.
8. **Decorative materials:** Flammable decoration materials such as fishnets, curtains, paper products, posters are not permitted to be attached to the loft. Candles are never permitted.
9. **Enclosing a loft:** Lofts shall not be enclosed in any way.
10. **Removal and Storage:** Lofts must be removed from the room at the end of the academic year. Fire regulations will not allow any loft to be stored on University property during the summer.

III. Construction Standards/Requirements

Free standing, non-permanent

At least 4" x 4" legs

No obstruction to windows or doors

Treated lumber

At least 30" from ceiling

At least one 2' x 6' crossbeam

At least 3/8" bolts

If painted, fire retardant paint

1. **Lumber:** Must be kiln dried and seasoned. Green lumber, (tree limbs, etc.) are not permitted.
2. **Fastening:** Must be bolts, lock washers, and nuts so as to provide the greatest strength and facilitate removal. Screws may fasten non-structural parts.
3. **Stability:** There must not be any wobble in the loft. Wobble can usually be eliminated by adding at least one 2' x 6' crossbeam. Inserting padding will also help to eliminate wobble.

Do not use University furniture to support lofts. You are responsible for all furnishings in your room. Bedsprings may be incorporated into the loft. If you do not use them, they must be kept in the room. **All University furniture must remain in the room and all beds must be reassembled to the original layout at the end of the academic year.**

IV. General policy

To comply with all the requirements of the Michigan Building Code related to structural characteristics, fire hazards, and general safety in residential areas, the University prohibits the following forms of construction in student rooms: raised floors, room partitions, lowered ceilings, or paneling on walls.

LOFT CONSTRUCTION RESPONSIBILITY FORM

Instructions: This form must be filled out prior to the loft being brought in and/or assembled in the residence hall. Most students bringing a loft at the beginning of the year will submit this agreement on move-in day. All lofts are subject to inspection within three to five days of this form's submission date to meet the following:

- Free standing, non-permanent
- At least 30" from ceiling
- At least 4" x 4" legs
- At least one 2' x 6' crossbeam
- No obstruction to windows or doors
- Constructed with at least 3/8" bolts
- Constructed with only treated lumber
- If painted, must show proof of fire retardant paint

If any of these factors is not in compliance, the loft will NOT be approved and must be taken down by the owner or his appropriate designee immediately.

By signing below, I attest that my loft structure meets all the requirements specified; that I am fully responsible for any damage caused by the construction and removal of the loft described above. I understand that I must remove the loft before checking out of the room at the end of the academic year. I agree to not make any changes to the loft without approval and that all changes must meet safety requirements. I understand that I am responsible for any harm to persons or property caused by the described loft.

By signing below, I also understand that all furniture must be reassembled and the room must be put back into the original state.

NAME: _____ ROOM # _____
(Please print)

SIGNATURE OF OWNER: _____ Date _____



APPROVED BY: _____ Date _____
(Office of Residence Life Staff)