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**DEPARTMENT OF PUBLIC SAFETY
DIVISION OF FIRE SAFETY**

**MEMORANDUM 015-1
Residential Elevators in Commercial Use**

Date: August 2, 2022

To: Elevator Inspectors, Elevator Mechanics, Elevator Companies and Elevator Contractors

From: Deputy Chief Gus Guadamuz

Re: Residential Elevators in Commercial Use

On July 20, 2022 the Elevator Safety Board met and reviewed the inspection process relating to residential elevators located and being used in commercial occupancies. As a result of this discussion, the Elevator Safety Board's direction and position on these types of illicit installations are as follows:

For residential elevators operating in a commercial occupancy and accessible to the general public to remain in service, the owner is required to seek a variance from the Elevator Safety Board. A state licensed elevator inspector when requested to inspect a residential elevator or who discovers such equipment in a commercial occupancy will conduct such inspection per the applicable A17.1 *Private Residence* section of the code that the unit was manufactured to meet at the time of the installation. These Installations shall also comply with the following as it relates to amended sections of A17.1-2016 Code as follows:

5.3.1.7.2 Clearance between Hoistway Doors or Gates and Landing Sills and Car Doors or Gates.

The clearance between the face of the hoistway doors and the hoistway edge of the landing sill shall not exceed 9mm (.75 in) and 57mm (2.25 in.) for sliding doors.

5.3.1.8.3 Clearance between Hoistway Doors and Car Doors or Gates

The distance between the hoistway face of the landing door or gate and the car door or gate shall not exceed 100mm (4in.)

If hoistway doors are found without door spacers or exceed this clearance the elevator is to be red tagged and not allowed to operate until corrected. The top of the door spacer shall be no less than 30 inches from the landing with a beveled top at a 75 degree angle.

5.3.1.19.1 Two-Way Communications Means

A two-way communications means permanently installed in the car shall be provided to summon personnel who can take the appropriate action 24 hr. each day. The two-way communications means shall not be transmitted to an automated answering device. Operating instructions on how to establish the two-way communication shall be incorporated with or adjacent to the two-way communications means. The emergency communications mean shall meet A117.1-2009 Section 308 Reach Standards

5.3.1.19.2 Emergency Signaling Devices

An emergency signaling device operable from inside the car and audible outside the hoistway shall be provided. The operating means shall be labeled "ALARM" or the appropriate symbol as defined in Table 2.26.12.1, Symbol Identification

5.3.1.18.3 Key - Operated Switches

Hall buttons shall be operated by means of a key switch with the key removable only when switch is in the off position. Keyed switches shall not be of continuous pressure spring return type.

5.3.1.18.7 Emergency Stop Switch.

An emergency stop switch, conforming to 2.26.2.5(a), (b), and (c), shall be provided in every car and shall have contacts that are positively opened mechanically; their openings shall not be solely dependent on springs.

2.7.3.4.1 Access Doors and Openings

Access doors shall be (a) self-closing and self-locking, (b) provided with a spring-type lock arranged to permit the doors to be opened from the inside without a key, (c) kept closed and locked.