Plan Requirements

1. Site plan of property containing the following:
   a. Draw site plan to scale; dimension critical
   b. North arrow to indicate orientation on site
   c. Location of all buildings and paving on the site
   d. Street locations (cross streets)
   e. Dimensionally locate the facility
   f. Distances from the facility’s building to property lines or other building(s) on site
   g. Fire separations from other tenants if in a multi-tenant building and identify tenants by name 
      and use, and give square footage area of spaces
   h. Identify parking lot striping and handicapped parking spaces, along with ramp locations

2. Floor plan of facility for COO containing the following:
   a. Draw site plan to scale; dimension critical
   b. North arrow to indicate orientation on site
   c. Show all plumbing fixtures and their existing locations (toilet, sink, hot water tank, etc.)
   d. Indicate exhaust fans in the restrooms
   e. Indicate how each room or space is occupied (office, dining, storage, dance floor, etc.)
   f. Indicate location of drinking fountains
   g. Indicate location of service sink/mop sink
   h. Indicate door widths and direction of swings; show panic hardware locations
   i. Indicate all areas equipped with automatic fire suppression systems and/or fire extinguishers
   j. Indicate all areas equipped with fire alarm systems
   k. Indicate exit lights and emergency lighting
   l. Provide for handicapped accessibility – plumbing fixtures and grab bars in restrooms; accessible 
      building entrance