

A floor plan must be submitted with your Municipal Information Form.

Floor plan requirements:

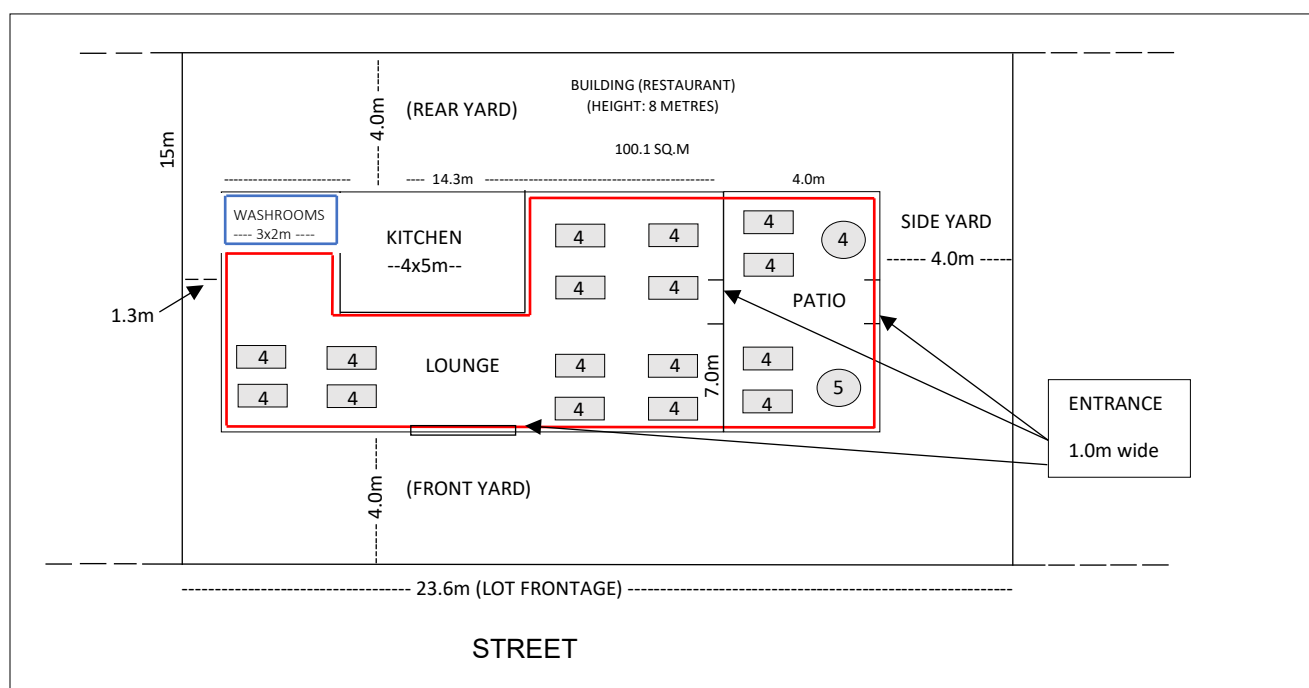
The following items must be shown on all floor plans submitted:

- Proposed licensed areas must be clearly outlined, including dimensions;
- Label all rooms (ie: kitchen, lounge, patio etc.)
- Layout of tables, including dimensions (width and length) and number of occupants for each
- Ensure all measurements are consistent (whether in metres or feet)

Capacity Calculations:

1. A **separate capacity** is required for each proposed licensed area, except ancillary areas (ie: kitchen, restrooms, hallways)
2. There are three methods of assigning a capacity to your premises, **either**:
 - a. capacity is assigned by the building department; or
 - b. capacity is assigned by the fire department; or
 - c. capacity is calculated by an architect or professional engineer.
3. Licensed areas must be separated from unlicensed areas by a wall or partition of at least 0.9 metres (36") in height. Licensed area must have at least one exit. Each exit must be at least 0.9 metres (36") wide.

Sample floor plan:



- Proposed Licensed area bordered in red
- Ancillary area bordered in blue
- Rectangular tables are 0.72m x 1.5m (seats 4)
- Round tables are 1.25m in diameter (seats 4-5)