

Appendix B – Site Plan / Route Checklist

DOES YOUR SITE MAP CLEARLY INDICATE:	YES	NOT APPLICABLE
An outline of the entire event venue, including the names of all streets or areas that are part of the venue and surround area – including direction of travel for all moving routes and north direction indication	<input type="checkbox"/>	<input type="checkbox"/>
The provision of minimum twenty-foot (20') emergency access lanes throughout the event venue	<input type="checkbox"/>	<input type="checkbox"/>
Tents (include the dimensions, function and proximity to other structures, entry points and emergency exiting)	<input type="checkbox"/>	<input type="checkbox"/>
Portable stage(s) (include the dimensions and height off the ground)	<input type="checkbox"/>	<input type="checkbox"/>
Detailed locations of power requirements (voltage and currents).	<input type="checkbox"/>	<input type="checkbox"/>
Detailed locations of all potable water requirements.	<input type="checkbox"/>	<input type="checkbox"/>
Portable bleachers (as part of a Building Permit)	<input type="checkbox"/>	<input type="checkbox"/>
Portable toilets (include the total number and indicate whether a regular or accessible toilet not to be installed on roads right of way)	<input type="checkbox"/>	<input type="checkbox"/>
Hand washing stations (include total number, not on road right of way)	<input type="checkbox"/>	<input type="checkbox"/>
Fence lines (including access points emergency exiting)	<input type="checkbox"/>	<input type="checkbox"/>
Stationary vehicles such as, but not limited to: <ul style="list-style-type: none"> • Refrigeration trucks • First aid vehicles • Food service vehicles • Security vehicles • Sponsor vehicles 	<input type="checkbox"/>	<input type="checkbox"/>
A detailed or close-up of cooking configurations, food service or sales areas such as, but not limited to: <ul style="list-style-type: none"> • Tents • Push carts • Vehicles • Food Trucks 	<input type="checkbox"/>	<input type="checkbox"/>
Waste water receptacles	<input type="checkbox"/>	<input type="checkbox"/>
Garbage, recycling and food/organics bins/station: Located in various areas throughout the site where patrons can throw unwanted items away.	<input type="checkbox"/>	<input type="checkbox"/>
Garbage, recycling and food/organics disposal area: Larger designated area with dumpsters or larger bins where the waste from the bins/stations is taken to be picked up by the waste hauler.	<input type="checkbox"/>	<input type="checkbox"/>
Alcohol service or sales areas (inc. all fences, tents, entrances, and exits)	<input type="checkbox"/>	<input type="checkbox"/>
Cannabis Consumption Area: See Cannabis Consumption Area section for a list of what to include	<input type="checkbox"/>	<input type="checkbox"/>
Activity & support areas such as: <ul style="list-style-type: none"> • Information services • Lost persons • First aid • Security • Games areas • Performance spaces • Animals • Displays 	<input type="checkbox"/>	<input type="checkbox"/>
Banners & signage (those not attached to tents)	<input type="checkbox"/>	<input type="checkbox"/>
Fireworks Zone (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>
Generators, and flammable or combustible storage tanks over 230L	<input type="checkbox"/>	<input type="checkbox"/>
All event components that meet accessibility standards	<input type="checkbox"/>	<input type="checkbox"/>

Shuttle pick up/drop off points	<input type="checkbox"/>	<input type="checkbox"/>
Run, walk or parade route (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>
Location of all fire extinguishers	<input type="checkbox"/>	<input type="checkbox"/>