




MAKING A SHORT-TERM LODGING FLOOR PLAN

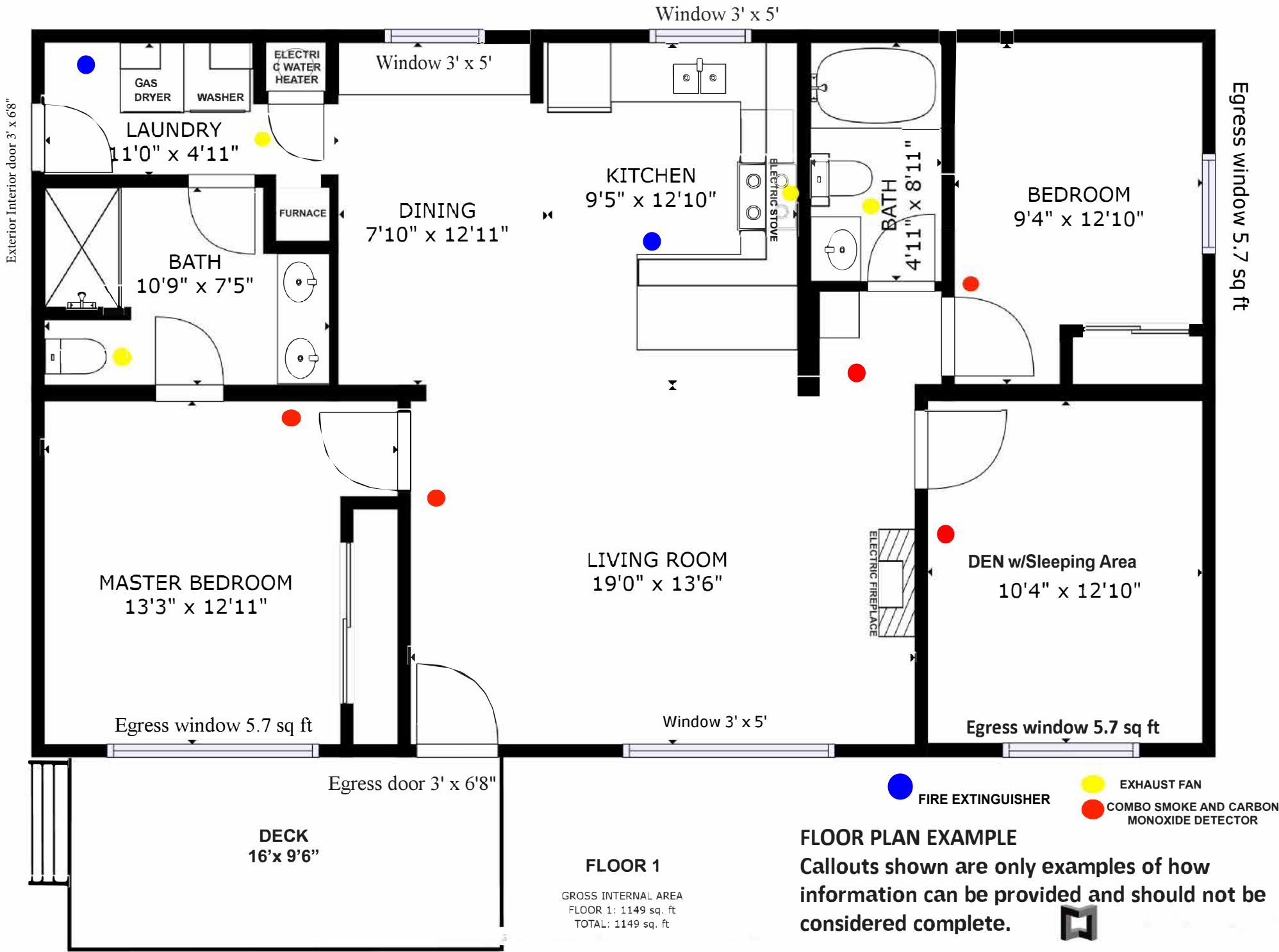
Department of Community & Economic Development
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Your Short-Term Lodging application must have a **Floor Plan** to review for the fire life-safety provision of the Port Angeles Municipal Code Ch. 17.23 and 17.24. Refer to the attached sample drawing for an acceptable format. This plan must contain the following information checked below to be considered reviewable by the Community & Economic Development Department. Provide a separate plan for each floor.

FLOOR PLAN CHECKLIST:

- Legible, fully dimensioned, drawn to scale, either computer or hand drawn.
- Total dimensions of living space for each floor and each room.
- Total dimensions of garage, decks, and all accessory structures.
- Clearly identify the intended use of all rooms (i.e., “Bedroom #1,” “Bedroom #2,” etc.).
- Show all walls, windows, doors and stairs.
- Show all plumbing fixtures such as sinks, water closets, showers, etc.
- Show locations of all appliances: furnace, water heater, fireplace, washer/dryer, oven, etc.
- Show fuel source for all appliances: electric, propane, or wood.
- Indicate any enclosed areas that may be unheated such as porches, garages, etc.
- Show exhaust fans in all bath and laundry areas, at the kitchen range.
- Show the location of all smoke detectors and carbon monoxide detectors.
- Show the location of all required fire extinguishers.
- Sleeping areas must show egress doors and egress windows with dimensions.
- Show all egress door and egress window locations with dimensions.
- Show the direction of the stairs and door swing.

 **Tip:** If drawing your floor plan by hand, graph paper, a ruler or architect ruler is helpful to maintain a designated scale (such as 1/4" = 1 ft). There are several educational resources and videos available online and via YouTube.



FLOOR 1

GROSS INTERNAL AREA
 FLOOR 1: 1149 sq. ft
 TOTAL: 1149 sq. ft

FLOOR PLAN EXAMPLE

Callouts shown are only examples of how information can be provided and should not be considered complete.

