

Guidelines for Venue Design Occupancy Load (DOL) Plan Submission

Design Occupancy Load shall include:

- Venue / Activation name, Contact name and contact info,
- Floor, suite and/or space numbers
- Venue address in title block for all proposed venue(s) / Activations.
- Occupancy classification per Chapter 3 of per current IBC
- Occupant load calculation listing spaces per “Function of Space” as seen in Table 1004.5 IBC
- Square footage of proposed venue
- List all applicable state mandated codes associated with the proposal. (Current 2018 – Updated every 3 years.)
- Plans shall be legible, to scale, and signed/sealed by a Utah licensed Design Professional on all pages
 - Provide enlarged details for rooms/spaces when sufficient detail cannot be clearly shown in floor plans
 - Proposed floor plans with labeled/keyed or tagged rooms; referenced rooms shall be shown in occupant load calculations based on “Function of Space”
 - Please provide project specific legends and keys to include those acronyms/abbreviations and symbols used, while omitting those which are not being used
- Life safety/ Egress plan including capacity of exits dimensioned paths of travel, i.e. travel distance, common paths, dead ends and exit discharge to a public way based on Section 1005 IBC.
 - Clear opening exit widths for doors and width for stairs/ramps
- Provide compliance details for plumbing fixtures along with necessary clearances and accessibility for proposed occupancy.

Floor Plans should include:

- Provide a furniture and fixture layout plan with means of egress and accessibility requirements satisfied
- Square footage and venue dimensions provided.
- Ensure the furniture layout meets the per person occupant requirement.
- Exits and egress identified
- Emergency lighting and signage shown on plan
- Location of stages, platforms truss systems, AV equipment, and temporary structures.
- Fire Extinguisher location.

