

**Body Art**  
**Plan Submittal Information Sheet**

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This information sheet is not all-inclusive, but is intended to be a guide for plan review submittals.

**Submittals Must Include:**

1. Completed **Plan Review Worksheet**
2. Appropriate **Fees**
3. Two (2) sets of **Drawings** and one (1) set of **Equipment Specifications** – (Manufacturer's Name, Model Number and Dimensions)
4. Names of Practitioners

**Finishes** – Proper finishes are required:

- Floors:**
- a. Must be smooth and easily cleanable
  - b. Floor/wall junctures must have coved molding

- Walls:**
- a. Minimum of light colored semi-gloss paint
  - b. Block walls must be smooth and impervious

- Ceilings:**
- a. Minimum of light colored semi-gloss paint
  - b. Smooth, washable ceiling tile; preferably vinyl-coated or better

**Miscellaneous**

1. Provide an employee clothing storage area
2. Provide a mop storage area
3. Provide mechanical ventilation for all restrooms
4. All garbage/rubbish must be stored in rodent/vermin proof containers
5. All outer and restroom doors must be self-closing

**Note: The owner and/or contractor must contact the local building, electrical, plumbing and fire inspectors for approvals and permits prior to construction.**