



As-Built Drawing Checklist – CO and LS

| Store Name & Number | | Checklist Legend |
|------------------------|--|----------------------------|
| Capital Project Number | | ✓ complete & accurate |
| Architect of Record | | ✗ incomplete or inaccurate |
| Reviewer & Review Date | | n/a not applicable |

| DATE | DESCRIPTION OF CHANGE | CHANGE # | APPROVED BY |
|------|-----------------------|----------|-------------|
| | | | |

| CHECKLIST GUIDELINES |
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| <ul style="list-style-type: none"> • Designer to utilize Checklist in concert with Architect of Record (AOR) as a best practice tool to improve drawing quality for as-builts • AOR/Design Consultant is responsible for completeness and accuracy of drawing content within as-builts • Checklist is organized by view of building (site, floor plan, elevations, section, RCP, etc.) • Studios may modify template to create regional/market/store-type checklists per local requirements, as appropriate. • Use 'Comments' at end of each table to elaborate or clarify review findings; insert additional lines as needed • Abbreviations: B.O. bottom of, T.O. top of, H.P. high point, L.P. low point • NOTE: For projects requiring interior work only such as minor renovations, kiosk projects, and non-drive-thru licensed stores please refer to Interior Scope section only. |

EXTERIOR SCOPE

SITE PLAN

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|--|---|
| | Provide overall dimensions for hardscape and landscape areas |
| | Graphically represent curb cuts, bollards, accessible route(s), and striping |
| | Locate site and building signage |
| | Show building canopy and awnings |
| | Dimension outdoor seating area, including fixed tables, chairs, and railing. Confirm ADA clearances. |
| | Provide parking layout and label ADA stalls |
| | Show Drive Thru lane, order point, menu boards, and associated wayfinding. Locate DT window and provide size. |
| | Show site fencing or screening elements |
| | Document on-site utilities and entry points at building |
| | Locate grease interceptor and provide approximate size |
| | Dimension overall building footprint – locate main entry, egress doors, delivery doors, etc. |
| | Show trash enclosure and site access for waste hauler |
| | Comments |
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ROOF PLAN

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| | Accurately represent any parapet and parapet returns |
| | Show roof slopes, crickets, provide dimensions for H.P. and L.P. roof |
| | Rooftop Mechanical: Show RTUs, compressors, utility fans (provide dimension of curbs and show associated service clearances) |
| | Show all other roof penetrations, including stack vents, access ladder/hatch, drainage, and overflows |
| | Show flashing, coping, roof top service mats |
| | Show outline of canopies, awnings, and signage below |
| | Comments |
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EXTERIOR ELEVATIONS

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|--|---|
| | Provide elevations for every building façade associated with our tenant space |
| | Show major vertical datums on elevations (T.O. parapet, T.O. sill, B.O. header, T.O. steel, finished floor, etc.) |
| | Label utilities entries into space |
| | Show all finish and material transitions (graphically represent on elevations and label/dimension) |
| | Show windows, doors, awnings, canopies, down spouts, coping, and any unique façade conditions |
| | Locate signage, exterior lighting, and hose bibs |
| | Provide dashed line showing top of roof elevation (locate and dash RTUs on elevations) |
| | Comments |
| | |



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| BUILDING SECTIONS | |
|-------------------|--|
| | Show all major vertical relationships (T.O. slab, T.O. structure, B.O. decking, T.O. parapet, B.O. ceiling, B.O. soffit, etc.) |
| | Document low points for the following utilities (B.O. HVAC ducting, B.O. sprinkler main, B.O. domestic water) |
| | Comments |
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| INTERIOR SCOPE | |
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| FLOOR PLAN | |
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| | Catalog all equipment, furniture, and fixtures within the building |
| | Document interior and exterior walls, windows, doors, columns, and vertical utility chase ways within walls |
| | Show restrooms, toilet partitions, accessories, and plumbing fixtures. Confirm ADA clearances, fixture heights, and accessible accessories. Provide approximate distance from common/shared restrooms if not within Starbucks space. |
| | Label floor finishes, ramps, stairs, floor sinks, drains, cleanouts, floor receptacles, equipment curbs, conduit stub-ups |
| | Show outline of adjacent tenant; locate all party walls and any rated construction |
| | Dimension shared egress corridors (if applicable) and show egress to point of discharge on plan |
| | Utilities: locate entry points, show electrical panels, transformer, domestic water, BF preventer, Demark, filters, and HW tank |
| | Locate interior grease interceptor(s) and provide approximate size |
| | Locate roof leaders (if applicable) |
| | Comments |
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| REFLECTED CEILING PLAN | |
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| | Call out B.O. major vertical elements in space (B.O. ACT, B.O. soffit, B.O. ceiling) |
| | Show all ceiling access hatches |
| | Show all lighting fixtures, egress lighting, HVAC vents, sprinkler heads (if applicable) |
| | Accurately position ceiling grid within the space |
| | Locate overhead water heater (if applicable) |
| | Comments |
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| INTERIOR ELEVATIONS | |
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|--|---|
| | Show all major vertical relationships (T.O. slab, B.O. ceiling, B.O. soffits, B.O. lighting, chair rails, material transitions, etc.) |
| | Show permanent equipment, furniture, and fixtures within the space |
| | Document duplexes, motion sensors, cleanouts, sconce lighting, fire extinguishers, switches, etc. |
| | Show all material changes and transitions |
| | Comments |
| | |

End of Checklist