

Finish-Out/Lease Space Questionnaire

McKinney Fire Department
Fire Marshal's Office



Date of Application _____

2200 Taylor-Burk
McKinney, TX 75071
972-547-2850 Tel
972-547-2858 Fax

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This application is intended to expedite the Fire Department plan review process with regards to new and existing alterations/tenant finish-out/lease spaces. In order to complete your space plan review, it is important that you complete this questionnaire in full. Failure to provide any of the information may result in a delay of the plan review and/or the rejection of the submittal.

This questionnaire must accompany the application for building permit to the Building Department and Fire Department.

Tenant Information

Square Footage: _____

Company Name: _____

Company Address: _____

Street Address _____ Suite No. _____

Contact Person: _____

Phone Number: _____ Fax Number: _____

E-mail Address: _____

Contact person will be notified via e-mail when plan review is complete

Requested Plan Review Information – For Help Filling Out The Form, Please Contact 972-547-2850

Briefly describe the nature of your business: _____

Describe **ALL** the materials that you propose to store within the warehouse portion of the occupancy: _____

Please indicate the total amounts of **ALL** products that listed above: _____

How are these materials packaged:

Cartoned Boxes: Encapsulated:

Un-Cartoned Boxes: Non-Encapsulated:

Exposed: Pallets:

How are these materials, as packaged, stored:

Floor Piles Racks < 12 ft. in height

Pallets: Racks > 12 ft. in height

Please indicate the proposed height of the top of storage: _____

Type of material(s) in which the products are stored: _____

I assure that all information reflected therein is accurate:

Signature of Applicant

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Use the space provided below to indicate the proposed layout and configuration of the warehouse space. Please indicate the locations of all racks/storage areas, if applicable. In addition, please indicate the height of storage.

Tenant Finish-Out/Lease Space Plan

Scale _____

Additional Information

PROVIDE A HIGH-PILED RACK STORAGE PLAN WHENEVER STORAGE HEIGHTS ARE TO EXCEED 12 FT.