ROUND TABLE INFORMATION FORM

1. Please list the following information for ALL PERSONS WHO WILL BE IN ATTENDANCE:

<table>
<thead>
<tr>
<th>NAME</th>
<th>EMAIL ADDRESS</th>
<th>PHONE NUMBER</th>
<th>RELATIONSHIP TO PROJECT</th>
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2. Address of the Property:

3. Current use of property:

4. Proposed use of property:

5. Are you changing an existing house to an office or a business: ☐ Yes ☐ No

6. Are you changing an existing single-family dwelling to a duplex or a triplex: ☐ Yes ☐ No

7. If “yes” to Question #6, please state which: ☐ Duplex ☐ Triplex

FOR NEW CONSTRUCTION:

8. What are you building:

   Total square feet:
   # of stories:
   Basement: ☐ Yes ☐ No

9. Will the new building have any paint booths: ☐ Yes ☐ No

10. Will the new building(s) have a complete fire sprinkler system: ☐ Yes ☐ No

11. Will the new building be used to store any flammable or hazardous liquids or materials: ☐ Yes ☐ No

FOR EXISTING BUILDINGS OR STRUCTURES:

12. Please list the following information for all stories and basements.

<table>
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<tr>
<th>1st STORY</th>
<th>2nd STORY</th>
<th>BASEMENT</th>
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<tbody>
<tr>
<td>Current Use (or most recent use)</td>
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<td>Proposed Use</td>
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<tr>
<td>Square Footage</td>
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13. Will you be constructing any additions: □ Yes □ No If “yes” how many square feet:

14. Is the building hooked to city sewer: □ Yes □ No

15. Is the building hooked to city water: □ Yes □ No

16. Will the building be used for any storage of flammable or hazardous liquids or materials? □ Yes □ No

17. Does the building contain any paint booths: □ Yes □ No

18. Will you be installing any paint booths as part of this application: □ Yes □ No

19. Does the site currently have an installed underground grease interceptor: □ Yes □ No □ Don’t Know

20. Is the building currently fire sprinkled: □ Yes □ No **Please see note below regarding fire sprinklers 21.

   Is the building currently fire alarm monitored: □ Yes □ No

22. Existing number of bathrooms:

23. Are the bathrooms ADA compliant: □ Yes □ No □ Don’t Know 24. Is the main entrance ADA compliant: Yes □ No □ Don’t Know

25. Is the building currently heated: □ Yes □ No If “yes”, type of heating system:

GENERAL INFORMATION TO BE COMPLETED FOR ALL REQUESTS:

26. How many estimated employees will you have:

27. List all foods/beverages that will be prepared and/or served:

28. List all forms of cooking/baking/frying/freezing methods and/or appliances that will be used:

29. Estimated number meals to be served daily:

30. If a care facility/group home, how many beds/residents:

31. Will there be 24-hour in-home managers: □ Yes □ No

32. Are you adding any paved parking: □ Yes □ No If “yes”, how many spots:

Additional Information:
Round Table Meetings are held on Thursday mornings at: 9:00; 10:00; or 11:00. Please contact Debbie Root at 455-4662 or droot@cityofcaldwell.org to schedule a Round Table Meeting. The information gathered at the Round Table Meeting is based upon the completeness and accuracy of the information given on this form.

**Caldwell City Policy requires all structures larger than 5,000 square feet to typically be fire sprinkled. Please contact the City Fire Marshal at 250-4945 prior to the meeting if you have questions regarding this Policy. Thank you.**