

TECHNICAL BULLETIN

 CITY OF RALEIGH, N.C.	INSPECTIONS DEPARTMENT 2009 NCPC			
<small>SUBJECT</small> Minimum Facilities Coffee Kiosks	<small>SECTION</small> 403.4	<small>PAGE</small> 22	<small>EFFECTIVE DATE</small> 8/19/03	<small>REVISION DATE</small> 12/3/09
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This bulletin is to specifically address drive-up modular coffee kiosks without an interior toilet room installed adjacent to an existing building with public restrooms.

1. Plans must contain all information to acquire a North Carolina Modular Validating Stamp.
2. The Stamp will be required for installation and approval within the City of Raleigh.
3. A surveyors stamp or other certification (notary) shall be on plans verifying the existence of a public toilet within 500' path of travel.
4. An affidavit on letterhead from the retail space allowing the kiosk employee access to the public toilet rooms and operational hours shall be on the plans (notarized).
5. A letter of acknowledgement from the kiosk owner maintaining the agreement and the maximum occupant load of the kiosk at any time shall be included on the plans (notarized). Verification of operation hours of the kiosk shall match the retailer providing toilet facilities.
6. The plans will have a minimum facilities calculation per the 2009 NC Plumbing Code for the retailer and the total maximum occupant load provided from the kiosk owner letter. If the gross retail space is 2500 sq ft or less a max of 2 kiosk occupants shall be added to the retail space for approval.
7. The kiosk shall be connected to city sewer where available. City water where available shall be connected if the kiosk provides water for drinking purposes (coffee).
8. If the conditions approved on the plans change or do not provide adequate service to the public and employee(s) the City reserves the right to require additional fixtures as needed. This statement must appear on the plans.