

# SAMPLE

## SITE MAP

A site plan and storage map must be included with your Contingency Plan. For relatively small facilities, these documents may be combined into one drawing. Since these drawings are intended for use in emergency response situations, larger facilities (*generally those with complex and/or multiple buildings*) should provide an overall site plan and a separate storage map for each building/storage area. A blank Facility Site Map has been provided on the reverse side of this page. You may complete that page or attach any other drawing(s) which contain(s) the information required below.

**1. Site Plan:** This drawing shall contain, at a minimum, the following information:

- a. Site Orientation (north, south, etc.);
- b. Approximate scale (e.g. "1 inch = 10 feet");
- c. Date the map was drawn;
- d. Locations of all buildings and other structures;
- e. Parking lots and internal roads;
- f. Hazardous materials loading/unloading areas;
- g. Outside hazardous materials storage or use areas;
- h. Storm drain and sanitary sewer drain inlets;
- i. Wells for monitoring of underground tank systems;
- j. Primary and alternate evacuation routes, emergency exits, and primary and alternate staging areas;
- k. Adjacent property use;
- l. Locations and names of adjacent streets and alleys;
- m. Access and egress points and roads.

**2. Storage Map(s):** The map(s) shall contain, at a minimum, the following information:

- a. General purpose of each section/area within each building (e.g. "Office Area", "Manufacturing Area", etc.);
- b. Location of each hazardous material/waste storage, dispensing, use, or handling area (e.g. *individual underground tanks, aboveground tanks, storage rooms, paint booths, etc.*). Each area shall be identified by a unique location code number, letter, or name (e.g. "1", "2", "3", "A", "B", "C", etc.);
- c. Entrances to and exits from each building and hazardous material/waste room/area;
- d. Location of each utility emergency shut-off point (i.e. gas, water, electric.);
- e. Location of each monitoring system control panel (e.g. *underground tank monitoring, toxic gas monitoring, etc.*).

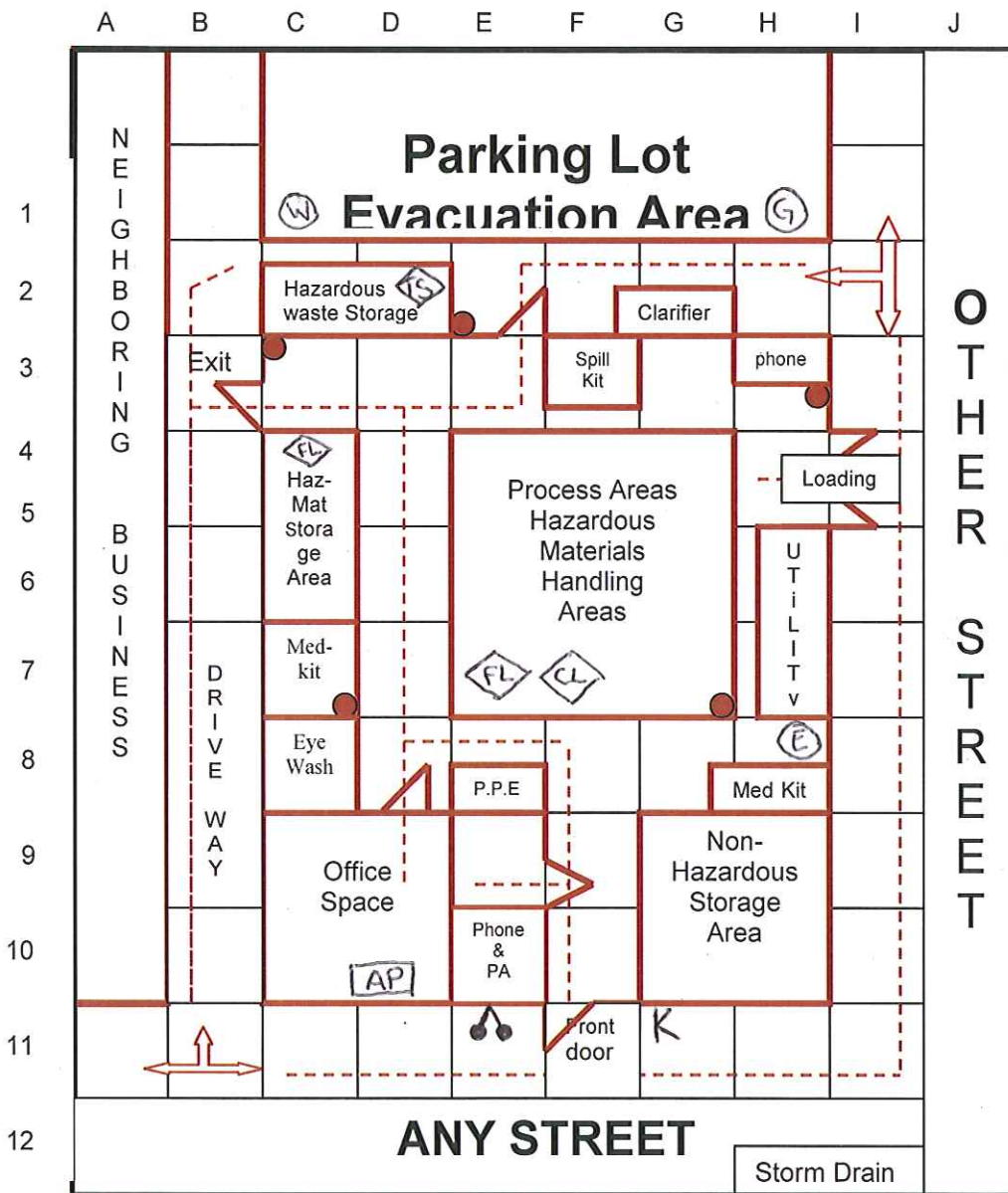
**3. Map Legend**

Item and/or Description	Location Code (LC)
Hazardous materials storage areas.	5-C and 6-C
Hazardous waste storage areas.	3-C and 3-D
Hazardous materials handling areas.	5-EFG, 6-EFG, and 7-EFG
Fire extinguishers.	3-E, 4-C, 4-H, 7-C and 7-G
Spill kit.	4-F
Clarifier.	3-G
Communication equipment.	10-E and 4-H
P.P.E.	8-E
Eye wash.	8-C
Emergency exits.	4-B and 3-F
Loading area.	5-I
Parking lot / Evacuation area.	1-CDEFGH and 2-CDEFGH
First Aid kit.	7-C and 8-H

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## SITE MAP

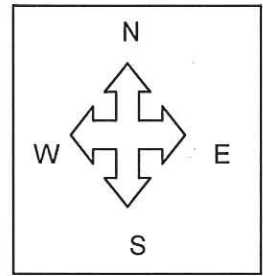
BUSINESS NAME <b>My Company</b>			
SITE ADDRESS <b>123 Any Street</b>		CITY <b>104 Any Town</b>	ZIP CODE <b>105 90000</b>
DATE MAP DRAWN <b>07-01-00</b>	MAP # <b>1</b>	FACILITY ID # <b>I. Official use only</b> 106	



- For Site Map
- Scale of Map
  - Loading Areas
  - Parking Lots
  - Internal Roads
  - Storm and Sewer Drains
  - Adjacent Property Use
  - Locations and Names of Adjacent Streets and Alleys
  - Access and Egress Points and Roads
  - Primary and Alternate Evacuation

● Fire Extinguisher

Scale:  
1" = 10 Ft.



## STANDARD SITE MAP SYMBOLS

BUILDING ACCESS.....	A
FENCE.....	
SAFE REFUGE AREA (EVACUATION).....	*
SEWER DRAIN.....	Σ
STORM DRAIN.....	
FIRE HYDRANT.....	●
COMBINED STANDPIPE SPRINKLER CONNECTION.....	CS/SP
COMBINATION STANDPIPE CONNECTION.....	CS
DRY STANDPIPE CONNECTION.....	DS
DRY STANDPIPE OUTLET.....	DP
WET STANDPIPE OUTLET.....	WP
SPRINKLER CONNECTION.....	SP
STAIRWAY—RANGE OF FLOORS (I.E. 1 THRU ROOF)	1         R
UST -- <span style="border: 1px solid black; padding: 2px;">5000 Gal</span> AST -- <span style="border: 1px solid black; padding: 2px;">500 Gal</span>	1         R
ELEVATOR – RANGE OF FLOORS (I.E. 1 THRU 5).....	1         E         S
KNOX BOX (F.D. KEY BOX).....	K
FIRE ALARM ANNUNCIATOR PANEL.....	AP
ELECTRIC MAIN SHUTOFF.....	E
GAS MAIN SHUTOFF.....	G
WATER MAIN SHUTOFF.....	W

## HAZARDOUS MATERIALS MAP SYMBOLS

<b>FLAMMABLE / COMBUSTIBLE LIQUIDS (L) &amp; SOLIDS (S)</b>		
<b>CORROSIVE LIQUIDS (L) &amp; SOLIDS (S)</b>		
<b>OXIDIZERS LIQUIDS (L) &amp; SOLIDS (S)</b>		
<b>ORGANIC PEROXIDES &amp; UNSTABLE LIQUIDS (L) &amp; SOLIDS (S)</b>		
<b>WATER REACTIVE AIR REACTIVE</b>		
<b>TOXIC / POISON LIQUIDS (L) &amp; SOLIDS (S)</b>		
<b>RADIOACTIVE LIQUIDS (L) &amp; SOLIDS (S)</b>		
<b>COMPRESSED GASES / LIQUIDS INERT (I), CORROSIVE (C), FLAMMABLE (F), OXIDIZING (O), TOXIC (T), CRYOGENIC (Y)</b>		