

TOWN OF EXETER

EXETER HEALTH DEPARTMENT
20 COURT ST. EXETER NH 03833
603.773.6132 FAX 603.773.6128

HOW TO DRAW A FLOOR PLAN MOBILE FOOD DISPENSING VEHICLE

A floor plan is a measured drawing that is an exact miniature representation of your unit as seen from an overhead view and/or side view. The plan must be drawn “to scale”, which means that everything must be in the correct proportions. For example, if the unit is 20’ long and 10’ wide, then the length would be drawn twice as long as the width on your paper. The same is true for all of the equipment and sinks.

Begin by measuring the length and width of your unit with a tape measure as well as the lengths and widths of all equipment, etc. Note: Write down all the measurements taken down on a piece of paper for future reference. If you unit does not yet exist, or you have not decided upon the exact equipment, your measurements will be estimates.

Draw the plan on graph or quad paper. You may use any size grid; however the most common (and simple) graph paper in office supply stores is labeled as $\frac{1}{4}$ ” grid. On this graph paper, each small square is $\frac{1}{4}$ ” long. The way to draw the plan “to scale” is to make each $\frac{1}{4}$ ” square equal to an exact real life distance. For example, if you make a 1’ equal to a $\frac{1}{4}$ ” square, then a piece of equipment on your cart that is 4’ long and 3’ wide is drawn to cover 4 squares across and 3 squares deep. Using the same 1/4” = 1’ scale, if your unit is 40’ long and 20’ wide, the outline would be 40 squares long and 20 squares wide on the graph paper.

Identify all pieces of equipment with a number. Create a list identifying to what each number refers:

Example:

1. Grill 2. Stove 3. Handwash Sink 4. Three-Compartment Sink 5. Cooler 6. Work Table

						3		4					
1													
													5
2													
				6									

Continue with each piece you have labeled (see sample drawing provided).

The completed drawing should be a good representation of exactly how your unit looks in real life or how you intend it to look when it has been built. By following these simple instructions, you will be able to draw an accurate, scaled floor plan yourself.