# CHECKLIST FOR CONSTRUCTION DRAWINGS OF TOURIST STANDARD HOTEL



#### Tourism Council of Bhutan

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This document is the nessesary function requirements of tourist standard hotel drawings for TCB technical clearance.

#### 1. BUILDING LAYOUT AND FUNCTION ZONING

No.	Requirement function	Description	✓
1.1	Parking lots for guests	-If there is no parking lot in the layout drawings, the parking lots area must be	
	Cars and bus.	provided in the site or closed to the site when the hotel is opened.	
		- If the parking area is on basement floor, ventilation other than entrance road must be provided.	
1.2	Access road for vehicles	One lane road	
	from the land entrance to	- Minimum clear width = 3.0 m	
	parking lots.	Two lanes road	
		- Minimum clear width = 5.0 m	
1.3	Guest main entrance door	-Easy to access and notice from parking area or entrance road.	
1.4	Staff main entrance door	-Separated and hidden away from the guest entrance.	
1.5	Internal function zoning	-Guests function rooms must be separated from staff and service functions	
		rooms.	
		-Private function area must be separated from public function area.	

#### 2. LOBBY AREA

No.	Requirement function	Description	✓
2.1	Reception	-Counter or desk area must be provided.	
2.2	Seats area	-Comfortable seats with tea tables must be provided.	
		-Windows and natural ventilation must be adequate.	
2.3	Public restrooms	-Must be able to enter from the lobby area.	
		-Male & female separation.	
		-Male restroom minimum sanitary wares = 1 wash basin, 1 urinal, 1 flush toilet	
		-Female restroom minimum sanitary wares = 1 wash basin, 1 flush toilet	
		-Natural or mechanical ventilation must be provided.	
2.4	Main corridor for guests	-Minimum corridor clear width = 1.5 m	
		-Windows and natural ventilation must be adequate.	
2.5	<b>Lift</b> (Must be provided for	-Must be able to enter from the lobby area.	
	hotel with more than 4	-Waiting area in front of the lift must be provided.	
	floors from ground level)		
2.6	Main staircase	-Must be able to enter from the lobby area.	
		-Must be connected to every guest floors.	
		-Minimum landing distance = 1.5 m	
		-Minimum clear width = 1.5 m	
		-Minimum tread width = 0.28 m	
		-Maximum riser height = 0.19 m	
		-Natural or mechanical ventilation must be provided.	

### 3. RESTAURANT AREA

No.	Requirement function	Description	✓
3.1	Dining area	-Must be able to enter from lobby area or public corridor.	
	-	-Dining area main corridor clear width = 1.2 m	
		-Windows and natural ventilation must be adequate.	
3.2	Kitchen	-Back entrance and corridor or staircase for kitchen staff and service must be provided	
		separately from guest area.	
		-Must be able to enter from service corridor.	
		-Must be able to serve the dining area through pantry area.	
		-Natural or mechanic ventilation must be provided.	
3.3	Pantry room	-Must a separated room between kitchen and dining area.	
3.4	Dry storage room	-Must be a separated room	
		which can be entered from the kitchen or service corridor.	
3.5	Cold storage room	-Must be a separated room	
		which can be entered from the kitchen or service corridor.	
3.6	Restaurant restroom	Specific restrooms for the restaurant.	
		- Male & female separation	
	( If the restaurant position	- Must be able to enter from the dining area	
	is connected with the	- Male restroom minimum sanitary wares = 1 wash basin, 1 urinal, 1 flush toilet	
		<ul> <li>Female restroom minimum sanitary wares =1 wash basin, 1 flush toilet</li> </ul>	
	lobby restrooms	- Natural or mechanical ventilation must be provided.	
	,the lobby restrooms can be		
	shared with the restaurant	Addition minimum sanitary wares for the shared lobby restrooms.	
	by adding more sanitary	- Male restroom = 1 flush toilet, 1 urinal, added partitions and doors	
	wares)	for flush toilets.	
		- Female restroom = 1 flush toilet, added partitions and doors for flush toilets.	

#### 4. GUESTROOMS AREA

No.	Requirement function	Description	✓
4.1	Front corridor	-Minimum clear width = 1.5 m	
4.2	Bedroom	-Bedrooms entrance must be directly connected to the front corridor.	
		Double bedroom type	
		- Minimum floor area = 14.0 sq.m	
		Single bedroom type	
		- Minimum floor area = 9.0 sq.m	
		-Windows and natural ventilation must be adequate.	
4.3	Bathroom	-Bathroom entrance must be in the bedroom.	
		-Minimum floor area = 4.3 sq.m	
		-Minimum sanitary wares = 1 Washbasin, 1 flush toilet, 1 shower	
		-Natural or mechanical ventilation must be adequate.	

#### 5. STAFF AND SERVICE AREA

No.	Requirement function	Description	✓
5.1	Addition staircase	-Must be provided for hotel with more than 20 guestrooms without lift.	
	for staff and service	-Must be able to enter from service corridor.	
		-Must be connected to every floors which need service.	
		-Must be hidden from the guest area.	
		-Natural or mechanical ventilation must be provided.	

No.	Requirement function	Description	✓
5.2	Laundry room	-Must be able to enter from service corridor.	
		-Natural or mechanical ventilation must be provided.	
5.3	Main linen room	-Must be able to enter from service corridor.	
		-Must be connected to the laundry room.	
		-Must be connected to the staircase or lift.	
		-Natural or mechanical ventilation must be provided.	
5.4	Secondary linen rooms	-Must be allocated on each 2 guestrooms floors.	
		-Natural or mechanical ventilation must be provided.	
5.5	Staff office	-Must be able to enter from service corridor.	
		-Natural or mechanical ventilation must be provided.	
5.6	Staff cafeteria	-Must be able to enter from service corridor.	
		-Natural or mechanical ventilation must be provided.	
		-Sink, cooking space and storage cabinet area must be provided if the staff	
		cafeteria position is not connected to the kitchen.	
5.7	Staff changing rooms	-Must be able to enter from staff corridor or staff cafeteria.	
	with lockers	-Male & female separation.	
5.8	Staff restrooms	-Must be able to enter from staff corridor or staff cafeteria	
	with showers	or staff changing rooms.	
		-Must be connected with the staff changing rooms.	
		-Male & female separation.	
		-Male restroom minimum sanitary wares = 1 wash basin, 1 urinal, 1 flush toilet , 1 shower	
		-Female restroom minimum sanitary wares = 1 wash basin, 1 flush toilet	
		, 1 shower	
		-Natural or mechanical ventilation must be provided.	

#### 6. SEMINAR ROOM / MEETING ROOM ( OPTIONAL FUNCTION )\* **Description Requirement function** No. Reception in front of -Counter or desk area must be provided. 6.1 seminar or meeting room 6.2 Waiting area -Must be separated from the lobby area. in front of seminar or -Natural or mechanical ventilation must be provided. meeting room 6.3 **Restrooms for** -Must be able to enter from the waiting area. -Male & female separation. seminar or meeting room -Male restroom minimum sanitary wares = 1 wash basin, 1 urinal, 1 flush toilet -Female restroom minimum sanitary wares = 1 wash basin, 1 flush toilet -Natural or mechanical ventilation must be provided. ( If the waiting area of Addition minimum sanitary wares for the shared lobby restrooms. seminar room is connected -Male restroom = 1 urinal, added partition and door for flush toilet. with the lobby restrooms -Female restroom = 1 flush toilet, added partition and door for flush toilet. the lobby restrooms can

-Natural or mechanical ventilation must be provided.

be shared by adding more

sanitary wares)

Seats area

6.4

<sup>\*</sup> Optional function: Not mandatory but if any hotel provides this function, the design must follow the requirement

## 7. SWIMMING POOL ( OPTIONAL RECREATION FUNCTION )\*\*

No.	Requirement function	Description	✓
7.1	Reception	-Counter or desk area must be provided.	
	for the swimming pool		
7.2	Waiting area	-Natural or mechanical ventilation must be provided.	
	for the swimming pool		
7.3	Changing rooms	-Must be able to enter from the waiting area.	
	with lockers	-Male & female separation.	
	for the swimming pool	-Minimum changing units in each gender = 2 units	
		-Natural or mechanical ventilation must be provided.	
7.4	Restrooms	-Must be able to enter from the waiting area or the changing rooms.	
	with showers	-Male & female separation.	
	for the swimming pool	-Male restroom minimum sanitary wares = 1 wash basin, 1 urinal, 1 flush toilet,	
		1 shower room	
		-Female restroom minimum sanitary wares = 1 wash basin, 1 flush toilet,	
		1 shower room	
		-Natural or mechanical ventilation must be provided.	
7.5	Storage room	-Storage room for swimming pool must be provided.	

<sup>\*\*</sup> Optional recreation function: Not mandatory but if any hotel provides this function, the design must follow the requirement

## 8. HOT STONE BATHING (OPTIONAL RECREATION FUNCTION)\*\*

No.	Requirement function	Description	<b>√</b>
8.1	Reception	-Counter or desk area must be provided.	
	for hot stone bathing	( If the hot stone bathing service is connected with the reception of another	
	service	optional recreation function , the reception can be shared )	
8.2	Waiting area	-Natural or mechanical ventilation must be provided.	
	for the hot stone bathing	( If the hot stone bathing service is connected with the waiting area of another	
	service	optional recreation function , the waiting area can be shared )	
8.3	Changing rooms	-Must be able to enter from the waiting area.	
	with lockers	-Natural or mechanical ventilation must be provided.	
	for the hot stone bathing		
	service	8.3.1 ) Changing room for public hot stone bathing service	
		-Male & female separation.	
		-Minimum changing units in each gender = 2 units	
		( If the hot stone bathing service is connected with the changing rooms of	
		another optional recreation function , the changing rooms can be shared by	
		adding more changing units )***	
		8.3.2 ) Changing room for private hot stone bathing service	
		-Minimum changing unit = 1 unit	

<sup>\*\*</sup> Optional recreation function: Not mandatory but if any hotel provides this function, the design must follow the requirement

- 1.) Changing room for maximum 2 optional functions: +1 changing unit in each gender room
- 2.) Changing room for more than 2 optional functions: +2 changing units in each gender room

<sup>\*\*\*</sup> Addition changing units for the shared changing rooms.

No.	Requirement function	Description	✓
8.4	Restrooms	-Natural or mechanical ventilation must be provided.	
	with showers		
	for the hot stone bathing	8.4.1) Restrooms for public hot stone bathing service	
	service	-Must be able to enter from the waiting area or the changing rooms.  -Male & female separation.  -Male: minimum sanitary wares = 1 wash basin, 1 urinal, 1 flush toilet, 1 shower room  -Female: minimum sanitary wares = 1 wash basin, 1 flush toilet, 1 shower room  (If the hot stone bathing service is connected with the restrooms of another optional recreation function, the restrooms can be shared by adding more sanitary wares)***	
8.5	Storage room	8.4.2) Restrooms for private hot stone bathing service -Minimum sanitary wares = 1 wash basin, 1 urinal and 1 flush toilet in a room, 1 shower room -Storage room for hot stone bathing service must be provided.	
8.6	Service back entrance	-Back entrance for staff to service the hot stone bath must be provided.	

### \*\*\*\* Addition sanitary wares for the shared restrooms.

- 1.) Restrooms for maximum 2 optional functions : +1 wash basin, +1 urinal(male restroom), +1 flush toilet, +added partitions and doors for flush toilets.
- 2.) Restrooms for more than 2 optional functions: +1 wash basins, +2 urinals(male restroom), +2 flush toilets, +added partitions and for flush toilets.

#### 9. FITNESS ROOM (OPTIONAL RECREATION FUNCTION)\*\*

No.	Requirement function	Description	✓
9.1	Reception	-Counter or desk area must be provided.	
	for the fitness room	( If the fitness room is connected with the reception of another optional	
		recreation function , the reception can be shared )	
9.2	Waiting area	-Natural or mechanical ventilation must be provided.	
	for the fitness room	( If the fitness room is connected with the waiting area of another optional	
		recreation function , the waiting area can be shared )	
9.3	Changing rooms	-Must be able to enter from the waiting area.	
	with lockers	-Natural or mechanical ventilation must be provided.	
	for the fitness room	-Male & female separation.	
		-Minimum changing units in each gender = 2 units	
		( If the fitness room is connected with the changing rooms of another optional	
		recreation function , the changing rooms can be shared by adding more	
		changing units )***	

<sup>\*\*</sup> Optional recreation function: Not mandatory but if any hotel provides this function, the design must follow the requirement

#### \*\*\* Addition changing units for the shared changing rooms.

- 1.) Changing room for maximum 2 optional functions: +1 changing unit in each gender room
- 2.) Changing room for more than 2 optional functions: +2 changing units in each gender room

No.	Requirement function	Description	✓
9.4	Restrooms with showers for the fitness room	-Natural or mechanical ventilation must be provided.  -Must be able to enter from the waiting area or the changing rooms.  -Male & female separation.  -Male: minimum sanitary wares = 1 wash basin, 1 urinal, 1 flush toilet	
9.5	Storage room	-Storage room for fitness room must be provided.	

- 1.) Restrooms for maximum 2 optional functions : +1 wash basin, +1 urinal(male restroom), +1 flush toilet, +added partitions and doors for flush toilets.
- 2.) Restrooms for more than 2 optional functions : +2 wash basins, +2 urinals(male restroom), +2 flush toilets, +added partitions and doors for flush toilets.

<sup>\*\*</sup> Optional recreation function: Not mandatory but if any hotel provides this function, the design must follow the requirement

\*\*\*\* Addition sanitary wares for the shared restrooms.

10.EXTERNAL SHOP ( OPTIONAL FUNCTION )*				
No.	Requirement function	Description	✓	
10.1	Entrance	-Must be located in public areaMust be separated from hotel guests & staff entrances.		

\* **Optional function**: Not mandatory but if any hotel provide this function, the design must follow the requirement.

11.ENTERTAINMENT ROOMS ( OPTIONAL FUNCTION )*					
No.	Requirement function	Description	✓		
11.1	Entrance	-Must be located in public area.			
		-Must be separated from hotel guests & staff entrances.			
11.2	Specific reception	-Counter or desk area must be provided.			
11.3	Entertainment rooms	-Must be sound-proof.			
		-Natural or mechanical ventilation must be provided.			
11.4	Specific restrooms	-Male & female separation.  -Male restroom minimum sanitary wares = 1 wash basin, 1 urinal, 1 flush toilet  -Female restroom minimum sanitary wares = 1 wash basin, 1 flush toilet  -Natural or mechanical ventilation must be provided.			
11.5	Pantry area	-Counter for food/drink preparation and sink must be provided.			

<sup>\*</sup> **Optional function**: Not mandatory but if any hotel provide this function, the design must follow the requirement.

# EXAMPLE OF HOTEL FUNCTIONS MINIMUM AREA



#### Tourism Council of Bhutan

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MANDATORY FUNCTION	OPTIONAL FUNCTION	
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4.) GUESTROOMS AREA	9.) FITNESS ROOM	20
5.) STAFF AND SERVICE AREA	10.) EXTERNAL SHOP	2
	11.) ENTERTAINMENT ROOMS	2

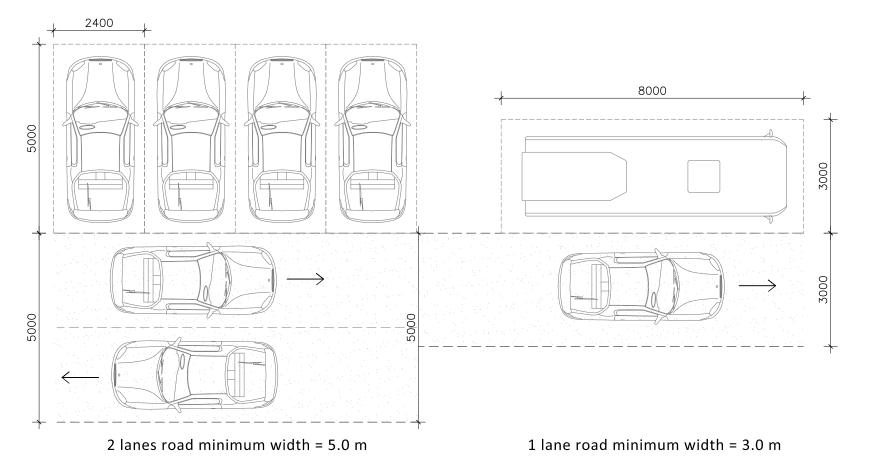
This document is created base on the "Checklist for construction drawings of tourist standard hotel ", can be used as a design reference for minimum area of TCB hotel functions standard.

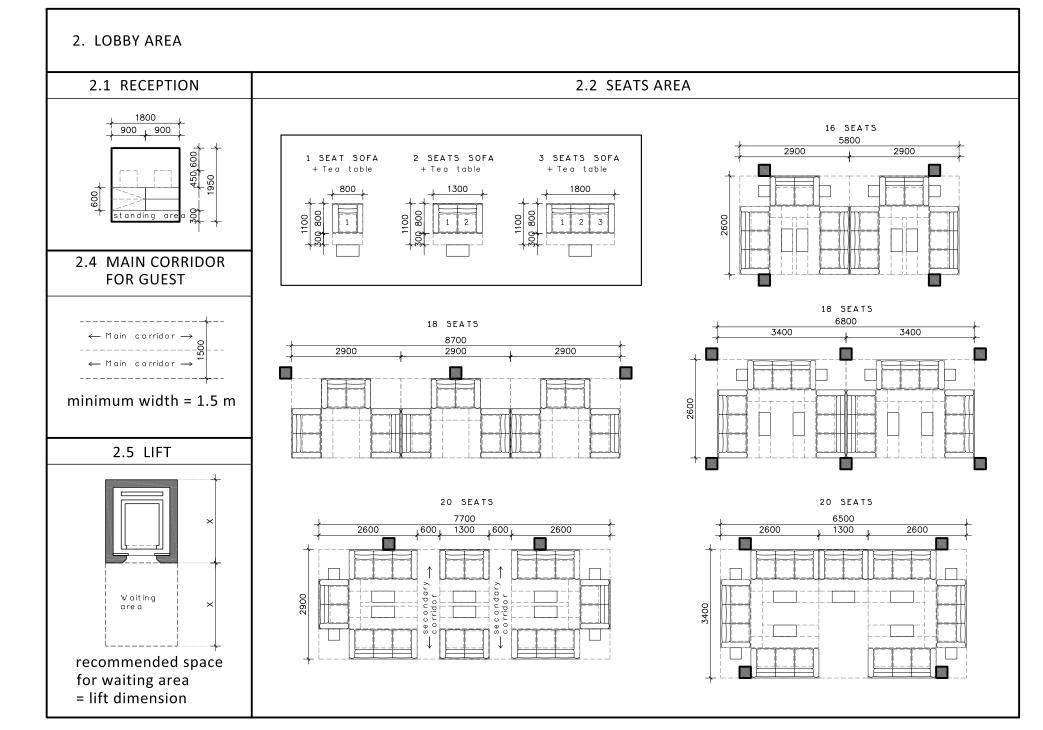
#### 1. BUILDING LAYOUT AND FUNCTION ZONING

- 1.1 Parking lots for guests cars and bus
- 1.2 Access road for vehicles from the land entrance to parking lots

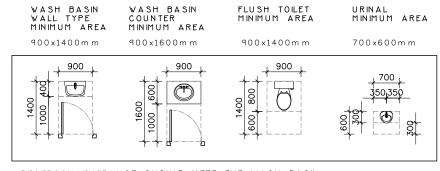
A car parking recommended dimension = 2.4 x 5.0 m

A bus parking recommended dimension = 3.0 x 8.0 m



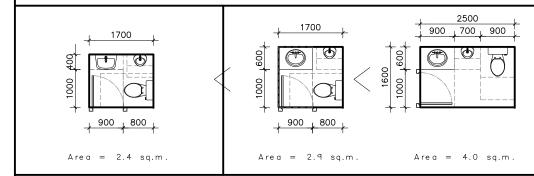


#### 2.3 PUBLIC RESTROOMS

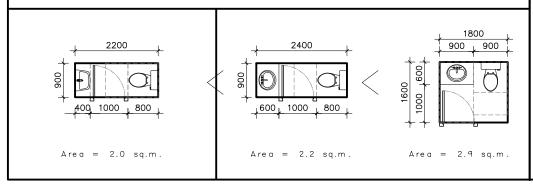


- RESTROOM ENTRANCE SHOULD MEET THE WASH BASIN BEFORE THE FLUSH TOILET AND URINAL
- THERE SHOULD BE TRANSITION SPACE BETWEEN THE MAIN CORRIDOR AND THE RESTROOM DOORS (THE DOORS SHOULD NOT FACE DIRECTLY TO THE MAIN CORRIDOR)

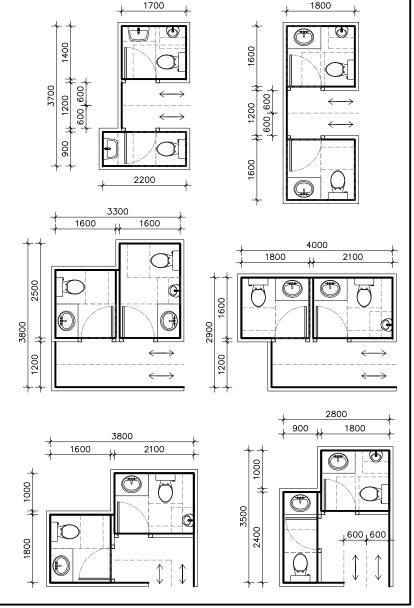
#### MALE RESTROOM - FOR SINGLE-USED



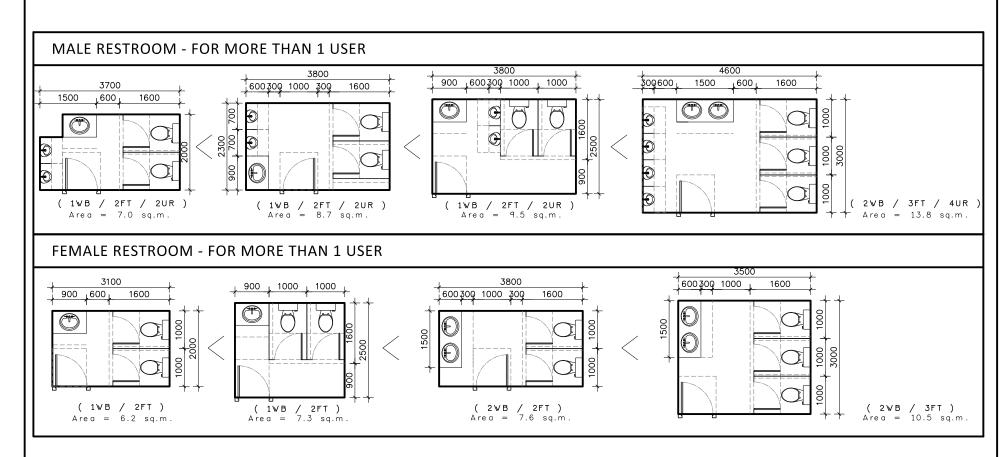
#### FEMALE RESTROOM - FOR SINGLE-USED

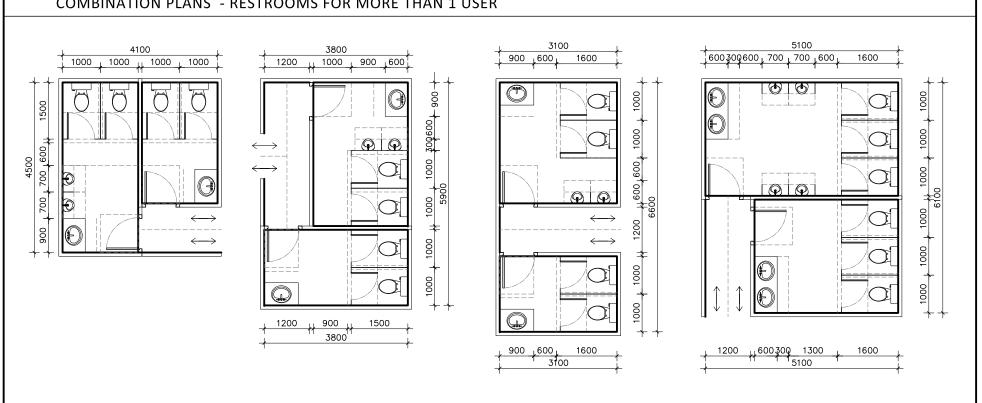


#### COMBINATION PLANS - FOR SINGLE-USED RESTROOMS

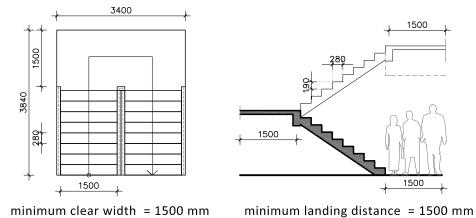


- RESTROOM ENTRANCE SHOULD MEET THE WASH BASIN BEFORE THE FLUSH TOILET AND URINAL
- THERE SHOULD BE TRANSITION SPACE BETWEEN THE MAIN CORRIDOR AND THE RESTROOM DOORS (THE DOORS SHOULD NOT FACE DIRECTLY TO THE MAIN CORRIDOR)



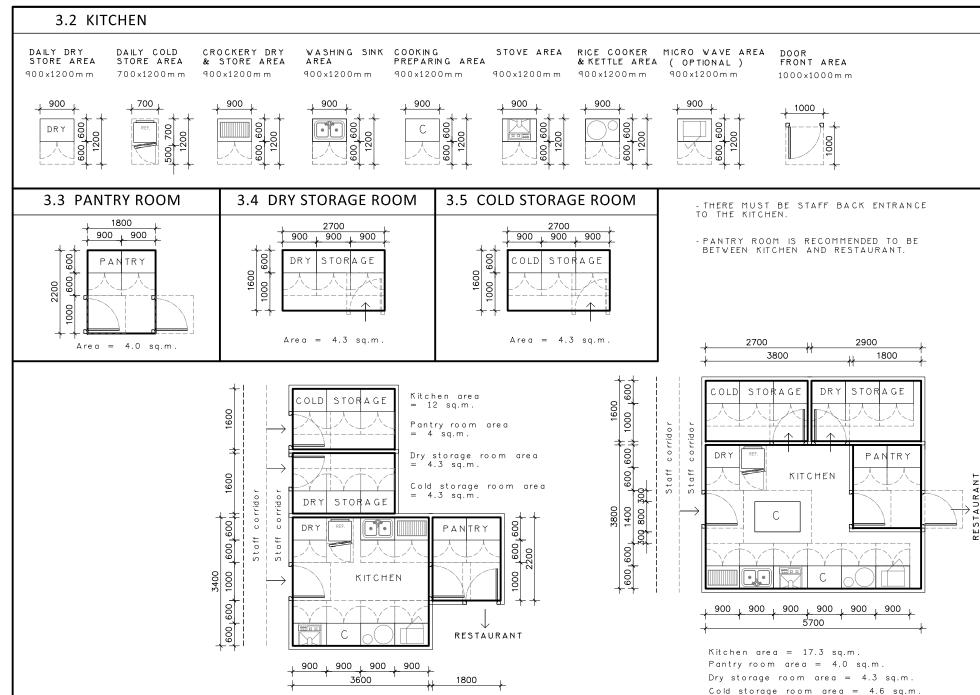


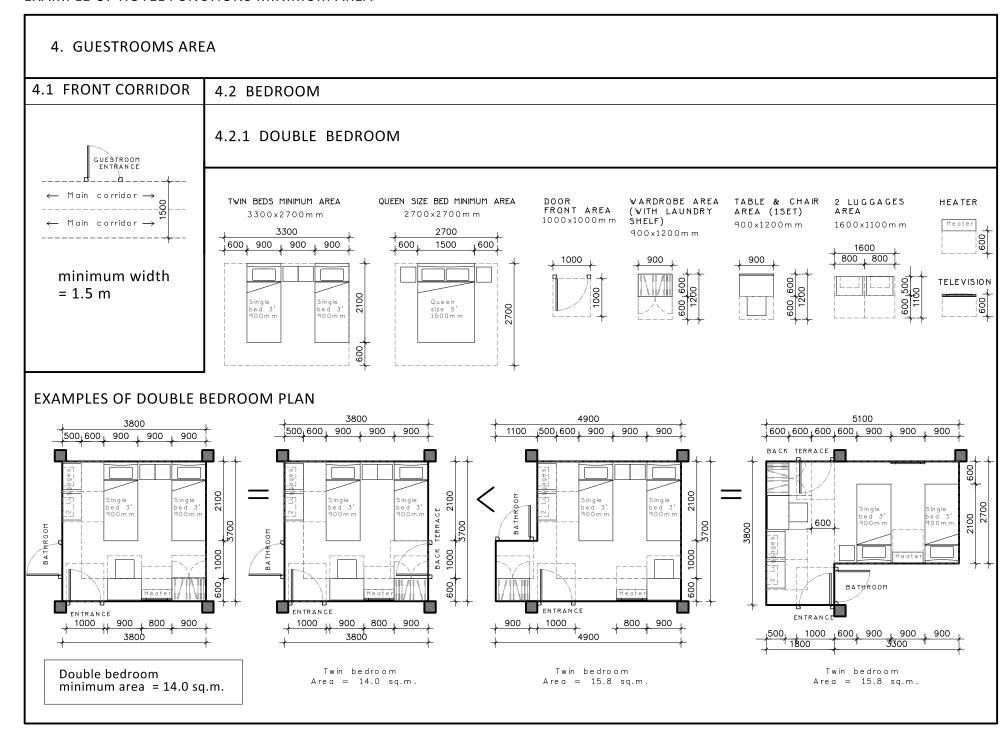
#### 2.6 MAIN STAIRCASE



maximum riser height = 190 mm

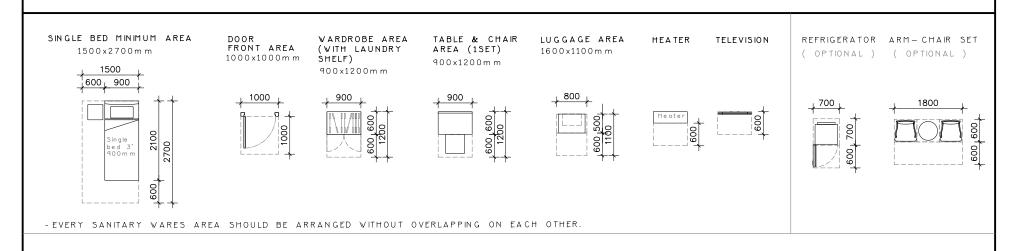
minimum tread width = 280 mm



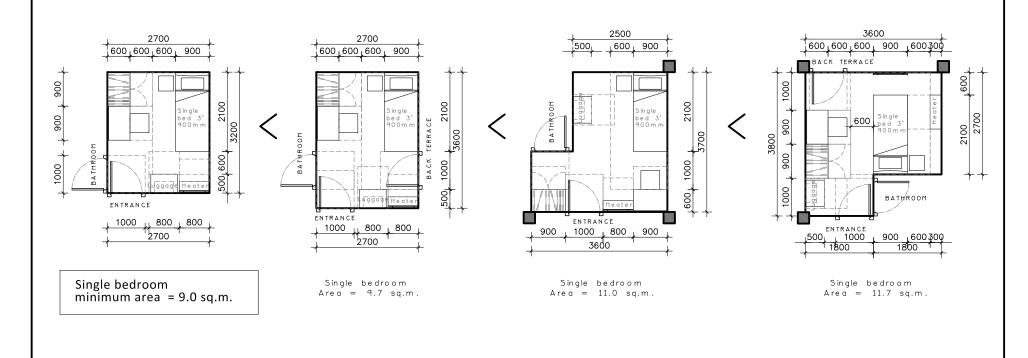


#### q

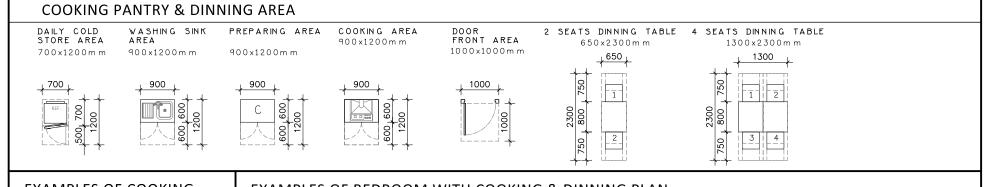
#### 4.2.2 SINGLE BEDROOM



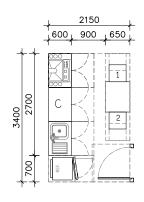
#### **EXAMPLES OF SINGLE BEDROOM PLAN**



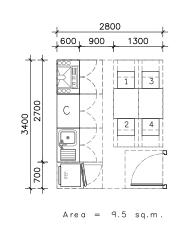
#### 4.3 BATHROOM 900 SHOVER FLUSH TOILET MINIMUM AREA BATHTUB MINIMUM AREA WASH BASIN COUNTER MINIMUM AREA MINIMUM AREA 900x1000m m 900x1600m m 900x1400m m 900x1800m m - RESTROOM ENTRANCE SHOULD MEET THE DRY AREA (VASH BASIN&TOILET) BEFORE THE VET AREA (SHOVER/BATHTUB). - EVERY SANITARY WARES AREA SHOULD BE ARRANGED WITHOUT OVERLAPPING ON EACH OTHER. **EXAMPLES OF BATHROOM PLAN** 2800 2700 2700 2700 2700 2800 2700 2700 2800 2700 2700 2800 2700 2500 2500 2500 2600 2700 1800 2700 2700 2700 2800 2800 Bathroom Area = 4.5 sq.m.Area = 4.7 sq.m.Area = 4.7 sq.m.Area = 4.85 sq.m.Area = 5.00 sq.m.minimum area = 4.3 sq.m.



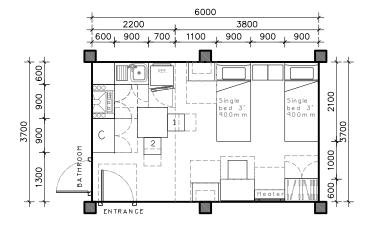
# EXAMPLES OF COOKING & DINNING PLAN



Area = 7.3 sq.m.

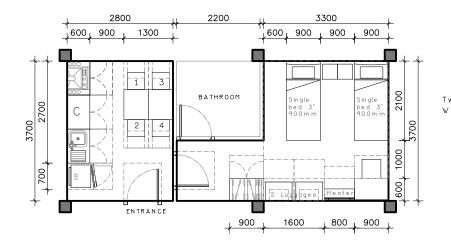


#### **EXAMPLES OF BEDROOM WITH COOKING & DINNING PLAN**



Twin beds bedroom ( 14 sq.m.)
With kitchen & Dinning area ( 8 sq.m.)

Total area = 22 sq.m. (Exclude bathroom)

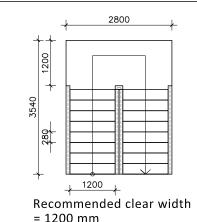


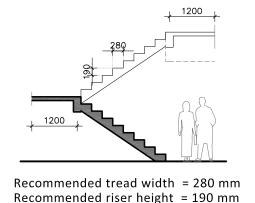
Twin beds bedroom ( 15.9 sq.m.) With kitchen & Dinning area ( 10.3 sq.m.)

> Total area = 26.2 sq.m. (Exclude bathroom)

#### 5. STAFF AND SERVICE AREA

#### 5.1 ADDITION STAIRCASE FOR STAFF AND SERVICE

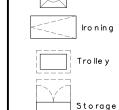




Recommended landing area = 1200 mm

## CORRIDOR FOR SERVICE STAFF





Washer

Drying

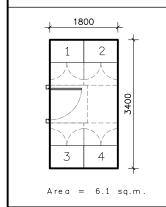


Area = 7.4 sq.m.

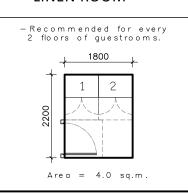
5.2 LOUNDRY ROOM

Recommended clear width = 1200 mm

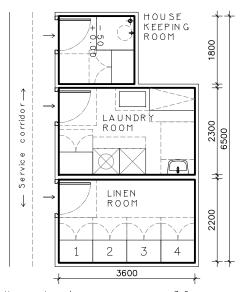
### 5.3 MAIN LINEN ROOM



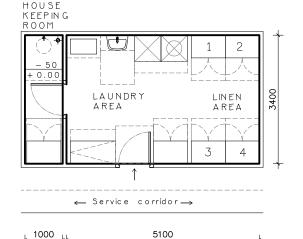
# 5.4 SECONDARY LINEN ROOM



#### EXAMPLES OF LAUNDRY, LINEN & HOUSE KEEPING ROOMS





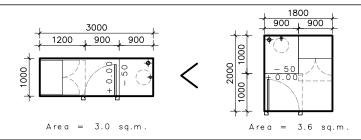


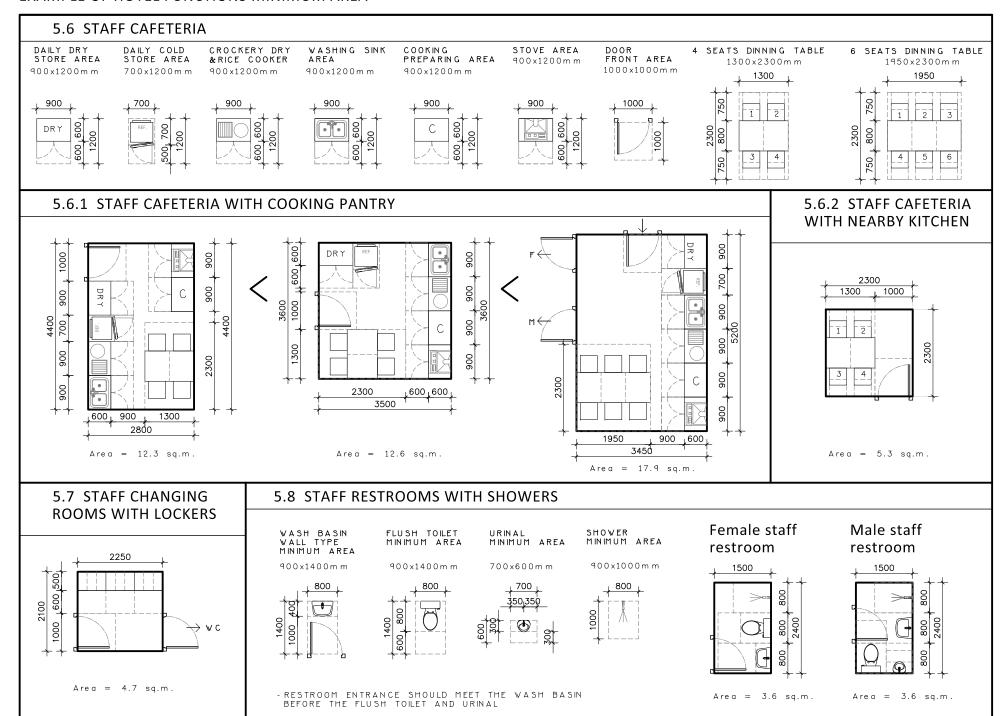
House keeping room area = 3.4 sq.m.

Laundry & linen room area = 17.3 sq.m.

6200

#### HOUSE KEEPING ROOM

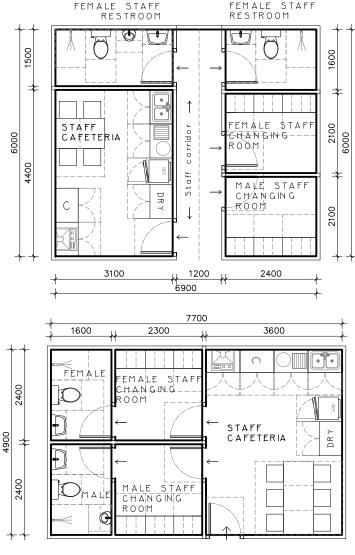




#### 5.6 STAFF CAFETERIA

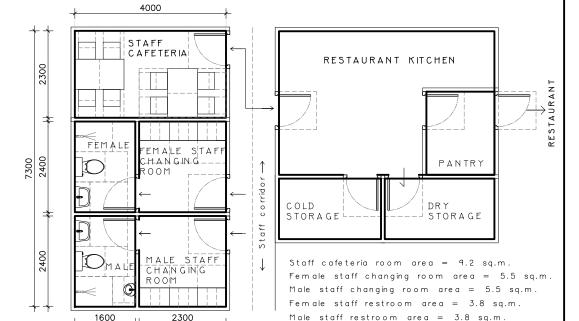
#### EXAMPLES OF STAFF CAFETERIA, STAFF CHANGING ROOMS AND STAFF RESTROOMS PLAN

#### 5.6.1 STAFF CAFETERIA WITH COOKING PANTRY



← Staff corridor →

#### 5.6.2 STAFF CAFETERIA WITH NEARBY KITCHEN



Staff cafeteria room area = 17.6 sq.m.

Female staff changing room area = 5.5 sq.m.

Male staff changing room area = 5.5 sq.m.

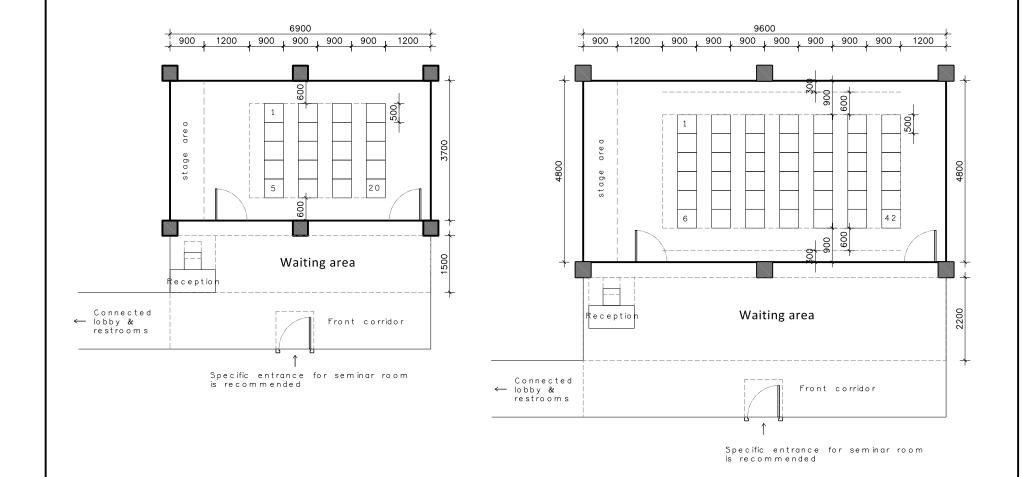
Female staff restroom area = 3.8 sq.m.

Male staff restroom area = 3.8 sq.m.

Flate staff restroom area = 3.8 sq.

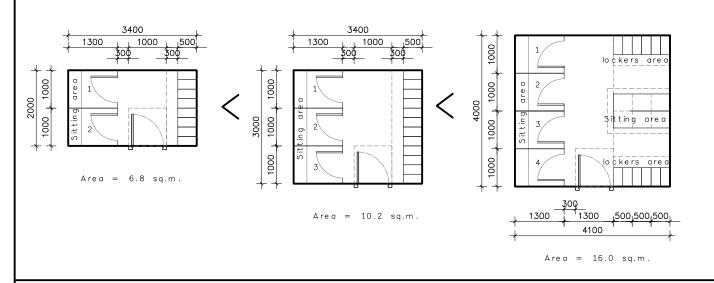
#### 6. SEMINAR / MEETING ROOM ( OPTIONAL FUNCTION )

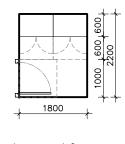
#### **EXAMPLES OF SEMINAR ROOM & WAITING AREA**



#### 7. SWIMMING POOL (OPTIONAL RECREATION FUNCTION)

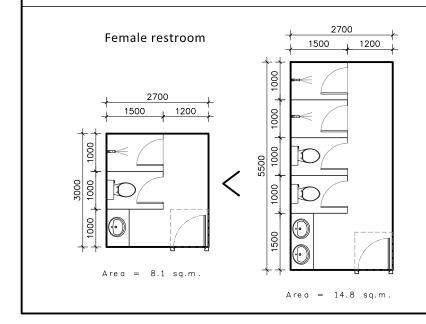
#### 7.3 CHANGING ROOMS WITH LOCKERS 7.5 STORAGE ROOM

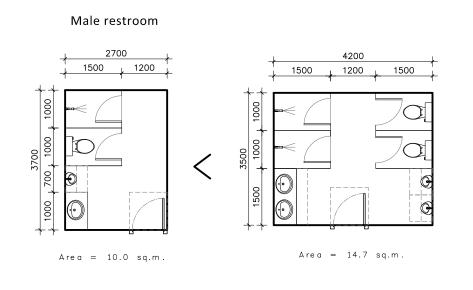




#### Area = 4.0 sq.m.

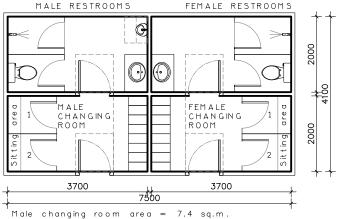
#### 7.4 RESTROOMS WITH SHOWERS





#### 7. SWIMMING POOL (OPTIONAL RECREATION FUNCTION)

#### **EXAMPLES OF CHANGING ROOMS & RESTROOMS**

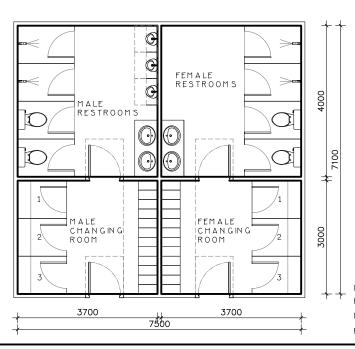


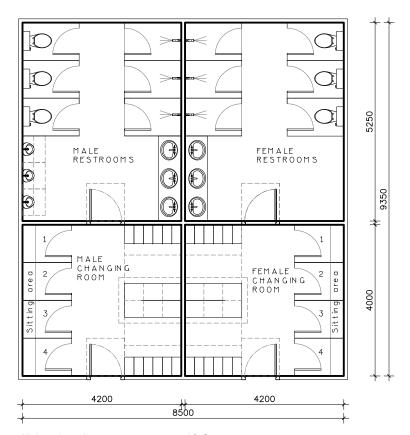
Male changing room area = 7.4 sq.m.

Female changing room area = 7.4 sq.m.

Male restroom area = 7.4 sq.m.

Female restroom area = 7.4 sq.m.





Male changing room area = 16.8 sq.m.

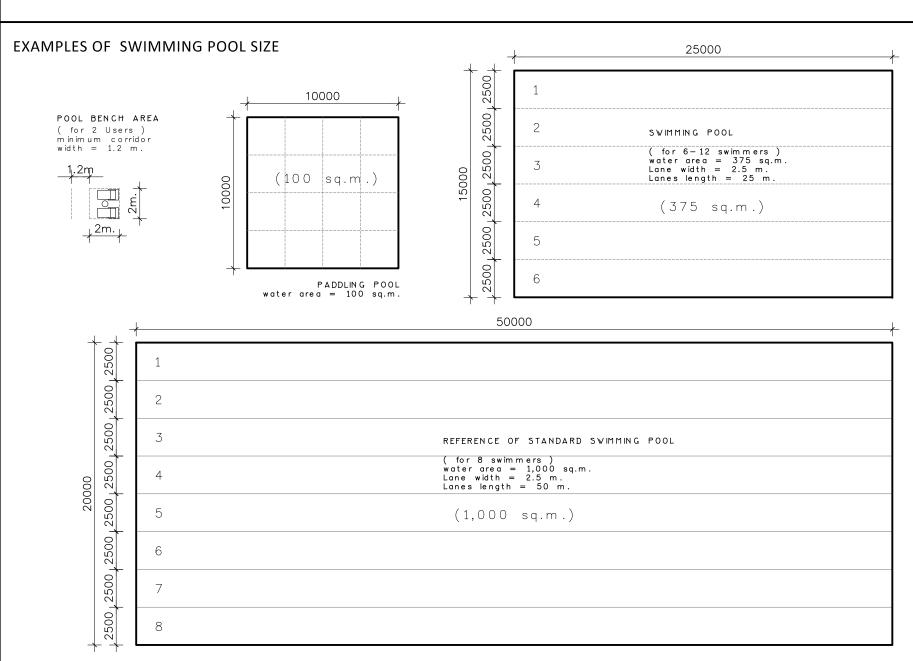
Female changing room area = 16.8 sq.m.

Male restroom area = 22.0 sq.m.

Female restroom area = 22.0 sq.m.

Male changing room area = 11 sq.m.
Female changing room area = 11 sq.m.
Male restroom area = 14.8 sq.m.
Female restroom area = 14.8 sq.m.

#### 7. SWIMMING POOL ( OPTIONAL RECREATION FUNCTION )



#### 8. HOT STONE BATHING (OPTIONAL RECREATION FUNCTION)

#### 8.3.1 CHANGING ROOMS FOR PUBLIC HOT STONE **BATHING SERVICE**

2000

1300 1000

8.3.2 CHANGING ROOMS FOR PRIVATE HOT STONE BATHING SERVICE

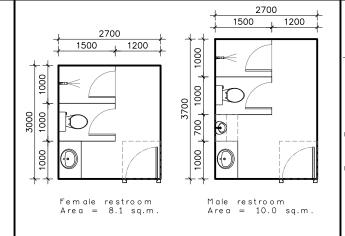
1000 լ

Shelf

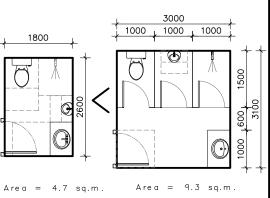
Area = 3.0 sq.m.

3000



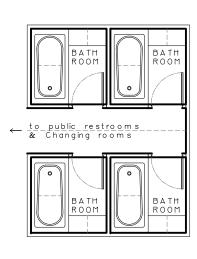


8.4.2 RESTROOMS FOR PRIVATE HOT STONE **BATHING SERVICE** 

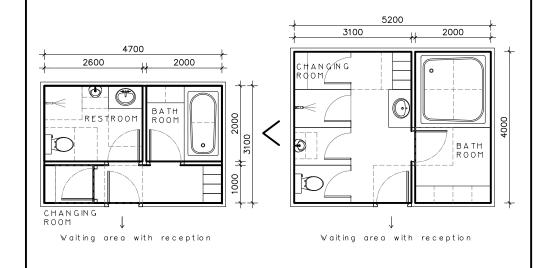


**EXAMPLES OF PRIVATE** HOT STONE BATHING SERVICE PLAN

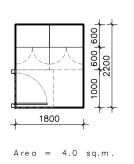
Area = 6.8 sq.m.



#### **EXAMPLES OF PRIVATE** HOT STONE BATHING SERVICE PLAN



#### 8.5 STORAGE ROOM



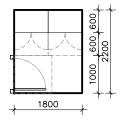
#### 9. FITNESS ROOM (OPTIONAL RECREATION FUNCTION)

#### 9.3 CHANGING ROOMS WITH LOCKERS

#### 1300 1300 1000 , 1000 , 1000 , 1000 lockers are 2000 1000 1 1000 3000 ting area Area = 6.8 sq.m. <sup>1</sup>1300

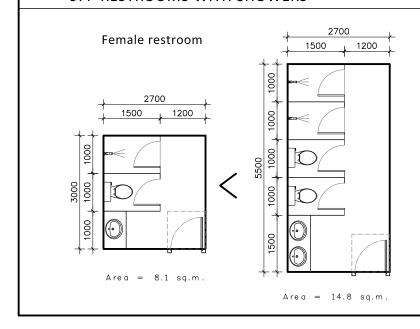
Area = 10.2 sq.m.

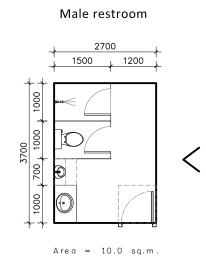
#### 9.5 STORAGE ROOM



Area = 4.0 sq.m.

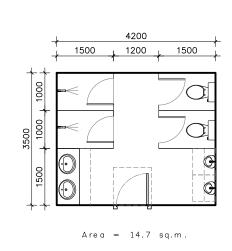
#### 9.4 RESTROOMS WITH SHOWERS





4100

Area = 16.0 sq.m.



#### 9. FITNESS ROOM ( OPTIONAL RECREATION FUNCTION )

#### **EXAMPLE OF FITNESS ROOM PLAN**

room size : depend on equipments quantity

