

Architect–MEP Coordination Checklist for QSR Projects (NY)

1. Pre-Design Coordination

- Confirm project location zoning and DOB classification
- Identify NYC Health Dept and FDNY compliance triggers
- Confirm utility availability (electric, gas, water, sewer)
- Review landlord and franchise design standards

2. Space Planning & Layout

- Architect shares preliminary floor plan with clear BOH/FOH division
- MEP confirms kitchen equipment loads and ventilation needs
- Coordinate grease interceptor location and routing
- Confirm ADA accessibility requirements

3. HVAC & Ventilation

- Confirm hood type and exhaust requirements
- Verify makeup air capacity
- Plan odor and grease mitigation strategy
- Ensure rooftop/shaft routing feasibility

4. Electrical Coordination

- Confirm total connected load
- Panel sizing and placement
- Emergency and life safety loads
- Lighting design coordination

5. Plumbing & Drainage

- Water heater sizing
- Floor drains and trench drains locations
- Grease management systems
- Backflow preventer coordination

6. Safety & Compliance

- Fire suppression integration
- FDNY compliance check
- Noise and vibration control
- Energy code compliance

7. Construction & Handover

- Field verification and as-built coordination
- Commissioning and testing
- Final DOB and Health inspection readiness
- Turnover documentation