



## OLD ORCHARD

### RETAIL CRITERIA MANUAL **LITE**

NOTE: This is an abridged version of the Tenant Criteria Manual to be used as a quick guideline and not to be used for construction. The full Tenant Criteria Manual is found on [WestfieldTenantCoordination.com](http://WestfieldTenantCoordination.com)

## INLINE RETAIL CENTER:

Westfield Old Orchard  
4905 Old Orchard Center, Suite 060  
Skokie, IL 60077  
t. 847.674.7070  
f. 847.674.7083  
General Manager: Serge Khalimsky  
Facilities Manager: Hugh Lafferty  
Marketing Manager: Gayle Gleespen

Westfield Tenant Coordination  
Caroline Creamer  
t. 847.779.4814  
ccreamer@us.westfield.com  
Emily Yee  
t. 847.779.4832  
eyee@us.westfield.com

**Site Address:** 4999 Old Orchard Shopping Center,  
Space B2

**Jurisdiction:** City of Skokie

**Building Area:** 1,711 Sqft. Per Lod

## APPLICABLE CODES

**Building Code:** 2012 International building code w/ local amendments (section 22-93 of the skokie village code)

**Electrical Code:** 2014 National electrical code w/ local amendments (section 22-93 of the skokie village code)

**Mechanical Code:** 2012 International mechanical code w/local amendments (section 22-123 of skokie village code)

**Plumbing Code:** 2014 State of Illinois plumbing code

**Energy Code:** 2015 International energy conservation code

**Fire Code:** 2012 International fire code w/local amendments (section 50-52 of the skokie village code & life safety code)

**Accessibility Code:** State of Illinois accessibility code & 2009 ICC/ANSI accessible

**Occupancy Group:** M

**Construction Type:** II B

**Seismic Design Category:** B

**Sprinklered:** YES

**Fire Alarm System:** YES

## BASE BUILDING INFORMATION

The following is provided as a general guide only and does not release the Tenant from complying with all applicable codes and regulations, as required by jurisdictional authorities. It shall be the Tenant's responsibility to determine the edition of the above code or codes which are applicable (including supplements and state amendments) as codes are frequently revised and updated.

Construction Type:

Existing Mall Building:

TYPE 2-B Fully Sprinklered

Primary Occupancy:

Group M (Merchantile)

Sprinklered:

Yes

Total Area:

(Per A2)

Occupancy Load:

Persons

Required Exits:

Required/Provided

## CODE INFORMATION

Building: 2006 International Building Code

Mechanical: 2006 International Mechanical Code

Plumbing: 2004 State of Illinois Plumbing Code

Electrical: 2008 International Electric Code

Fire: 2006 International Fire Code

Accessibility: 2003 NFPA 101 Illinois Accessibility Code

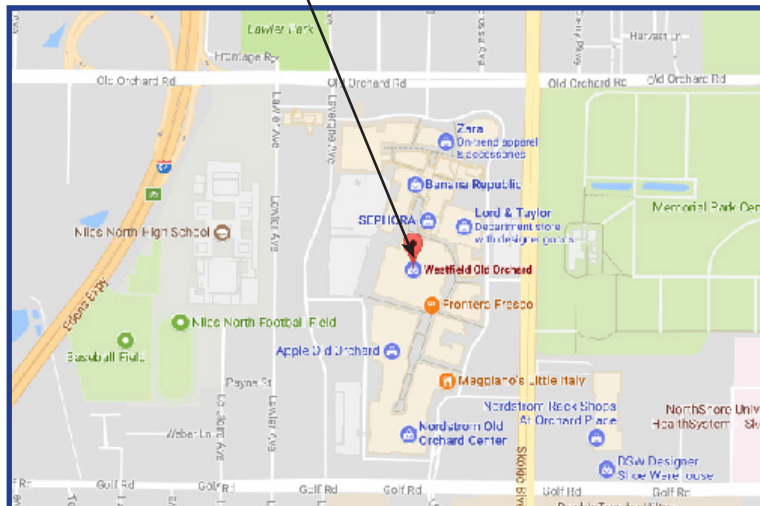
Energy: 2006 International Energy Conservation Code

All Local Ordinances Having Jurisdiction.

It shall be the Tenant's responsibility to determine that edition of the above codes which are applicable (including supplements and state amendments) as codes are frequently revised and updated.

The most stringent requirement of the above-mentioned applicable codes shall govern each increment of the work.

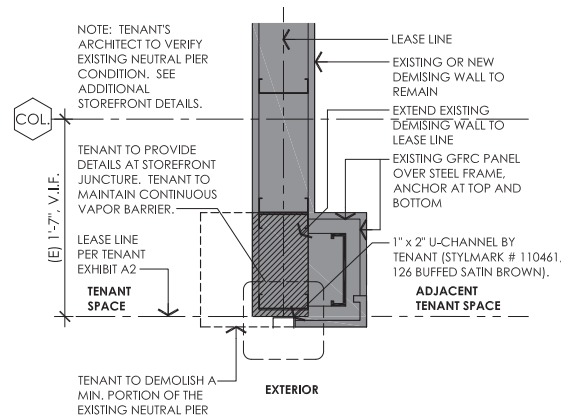
Project location



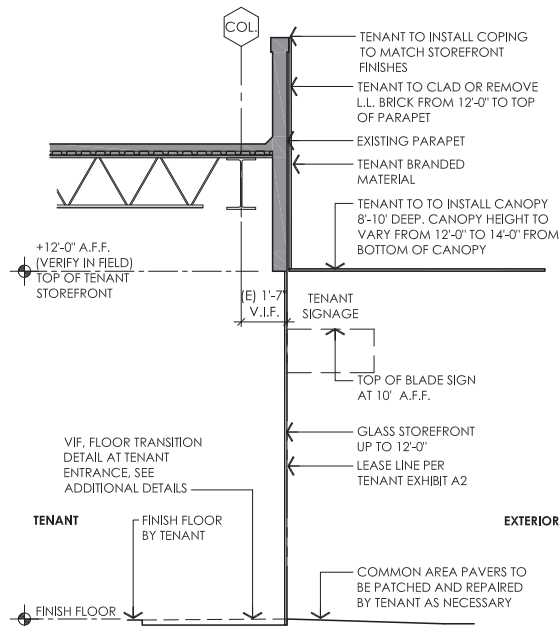
# ZONING PLAN\_LEVEL ONE



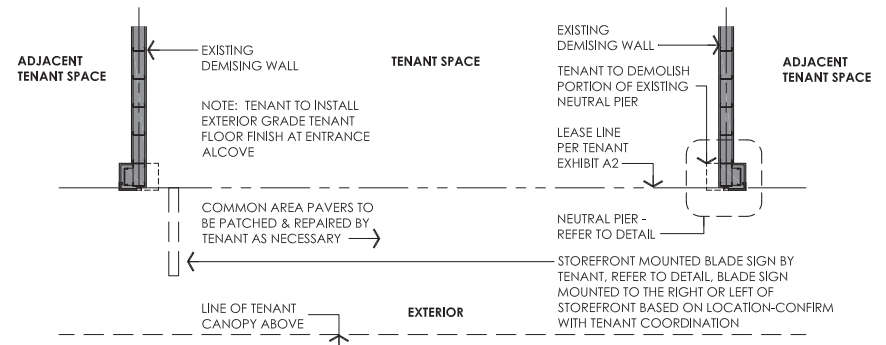
# STOREFRONT: ZONE 1 DETAILS



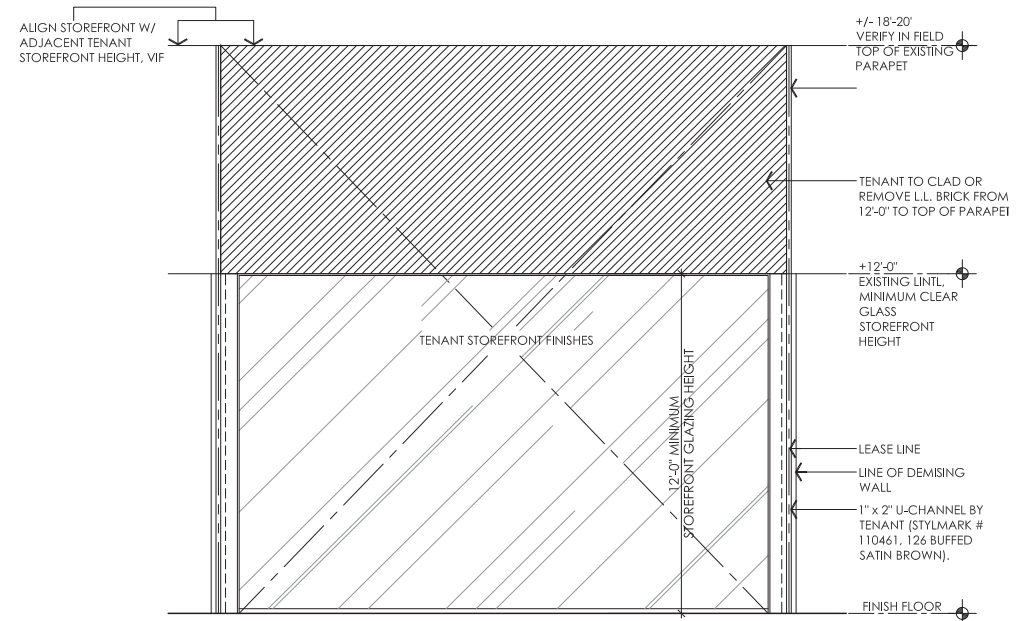
TYPICAL NEUTRAL PIER DETAIL - ZONE 1



TYPICAL SECTION - ZONE 1



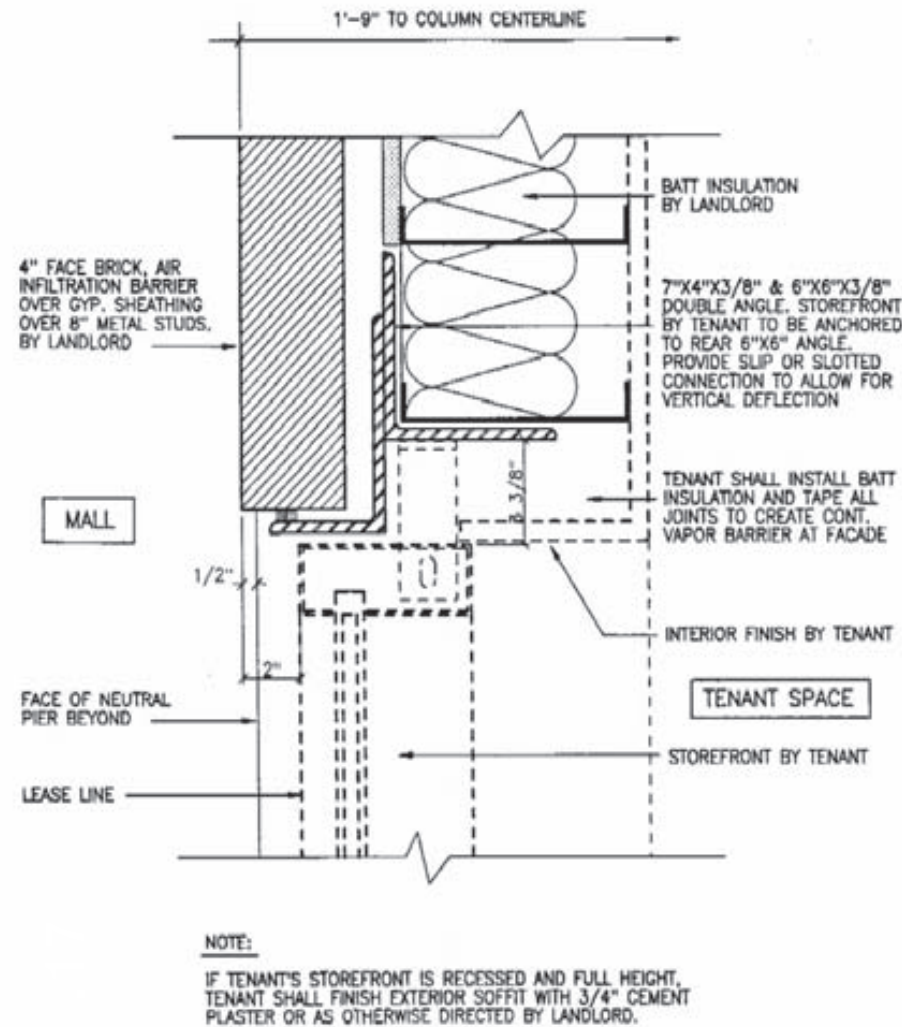
TYPICAL PLAN - ZONE 1



TYPICAL ELEVATION - ZONE 1

Note: Drawings not to scale

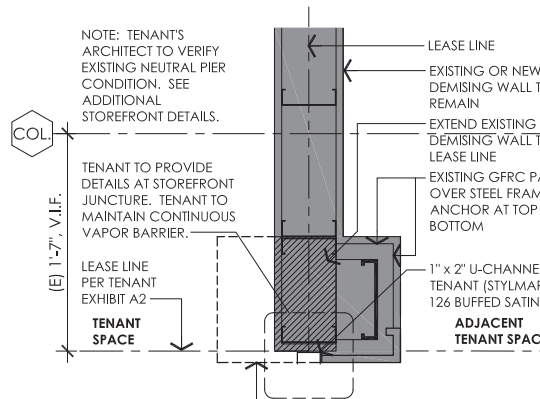
# STOREFRONT: ZONE 1 DETAILS



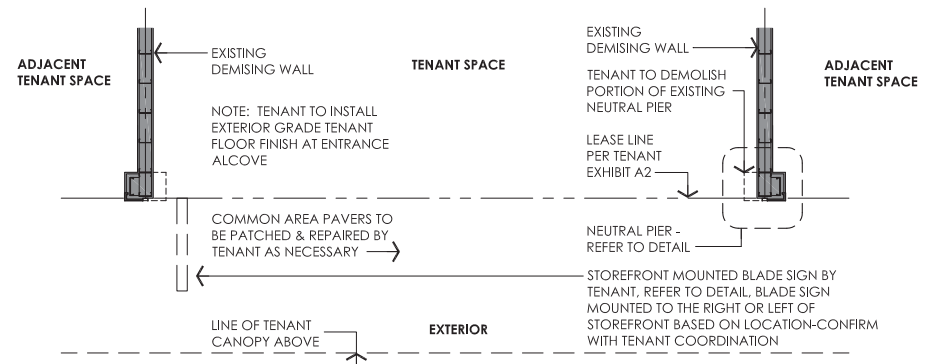
ZONE 1 LINTEL DETAIL WHERE APPLICABLE, VIF

Note: Drawings not to scale

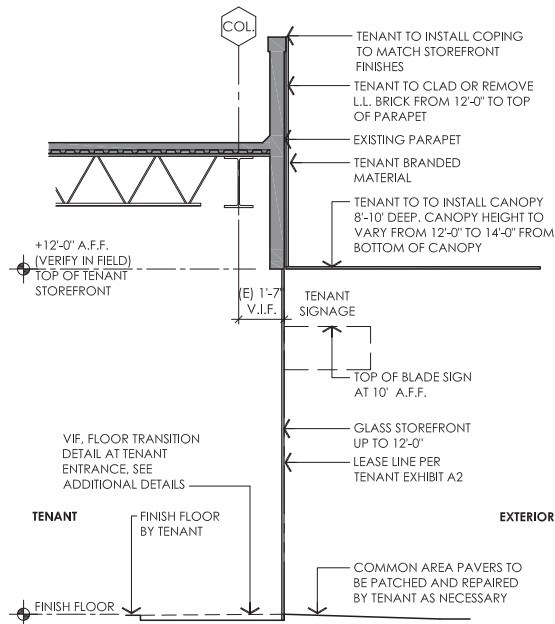
# STOREFRONT: ZONE 2 DETAILS\_ VARIOUS PER BASE BUILDING



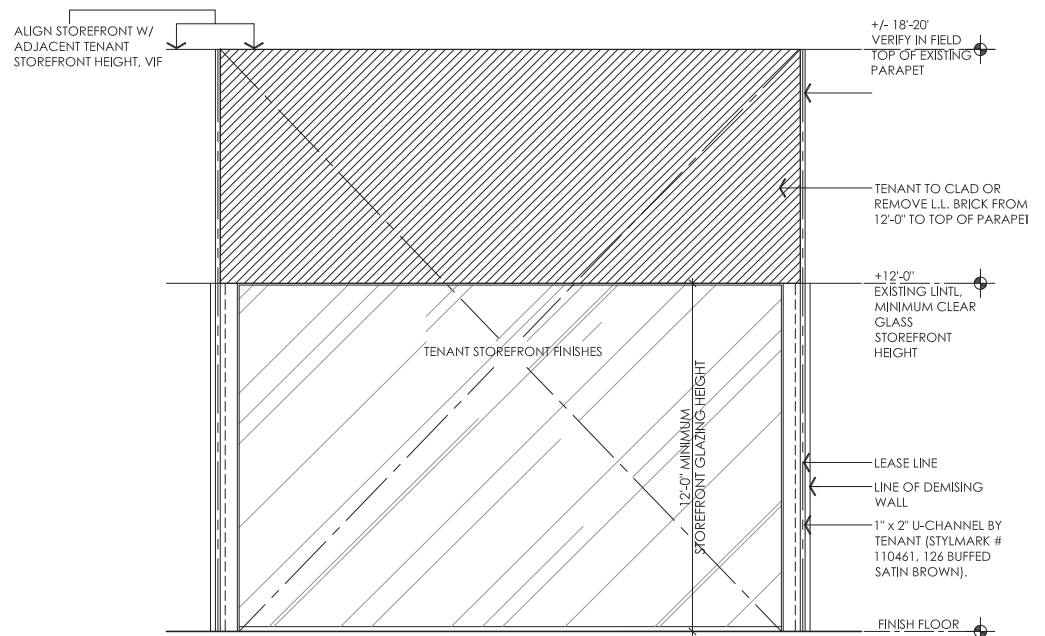
TYPICAL NEUTRAL PIER DETAIL - ZONE 2



TYPICAL PLAN - ZONE 2



TYPICAL SECTION - ZONE 2

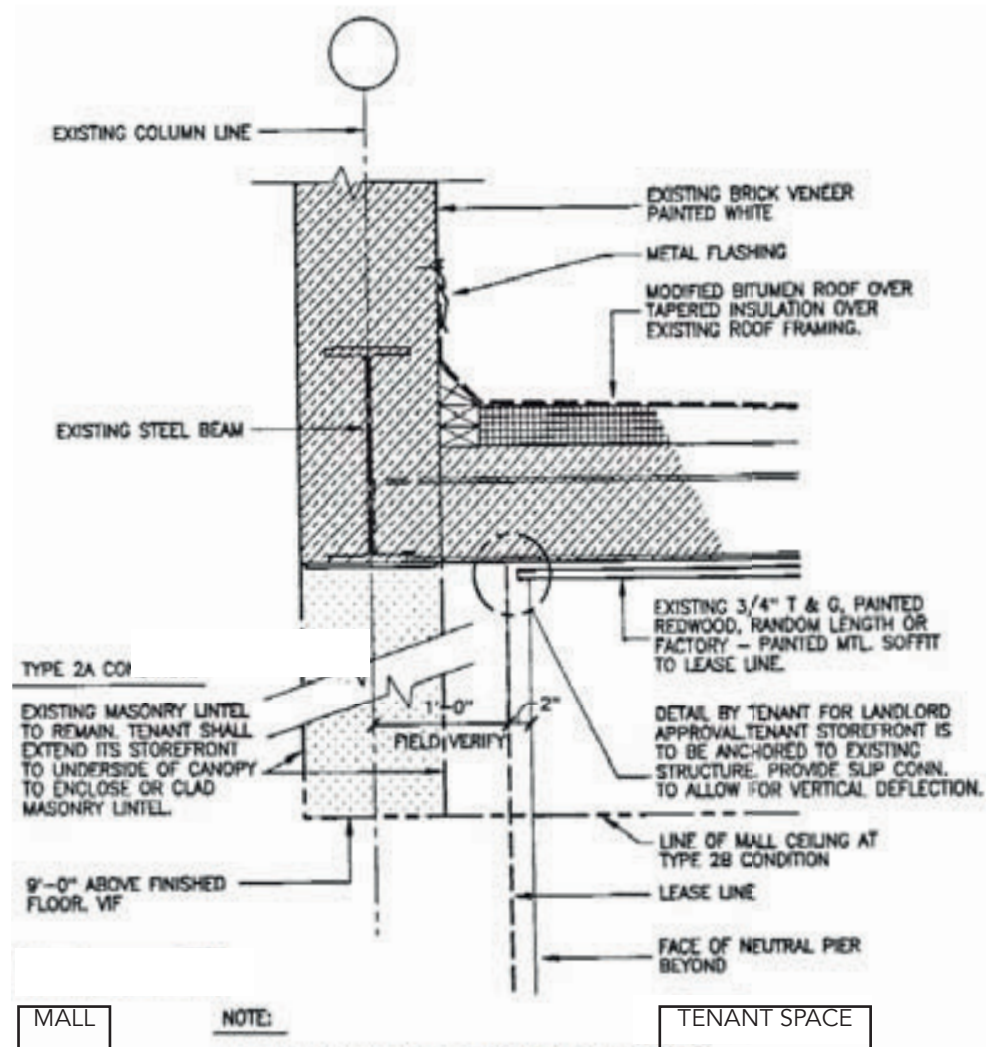


TYPICAL ELEVATION - ZONE 2

Note: Drawings not to scale



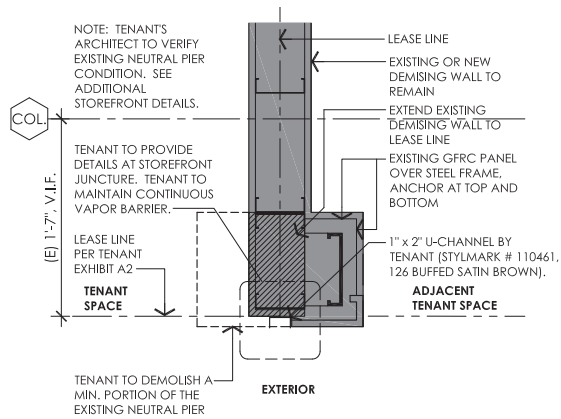
## STOREFRONT: ZONE 2 DETAILS\_ VARIOUS PER BASE BUILDING



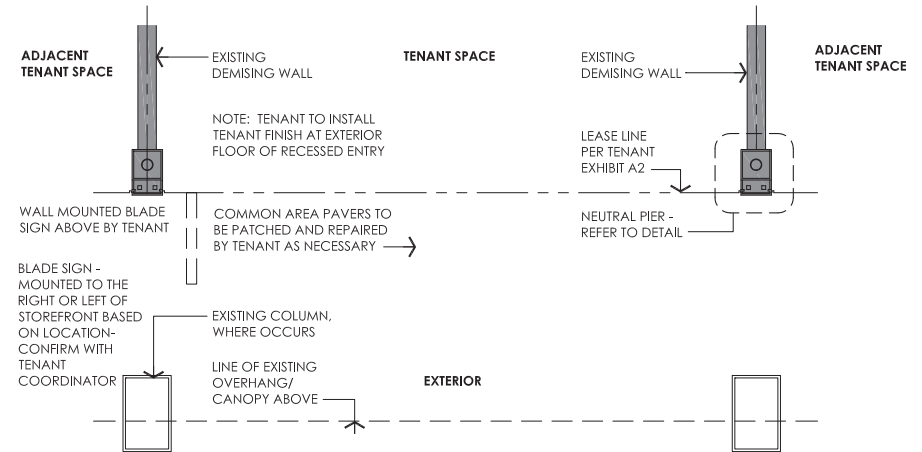
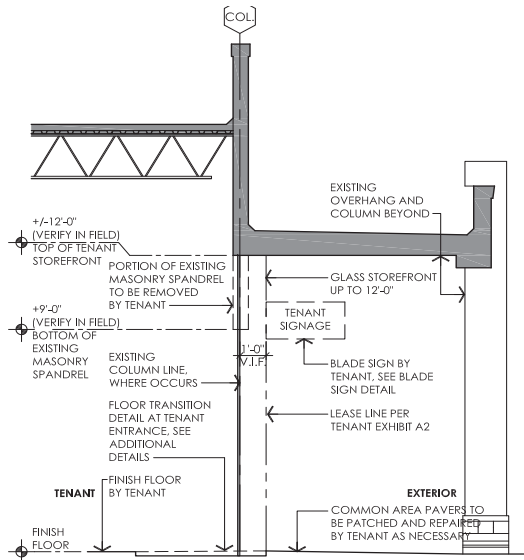
ZONE 2 LINTEL DETAIL WHERE APPLICABLE, VIF

Note: Drawings not to scale

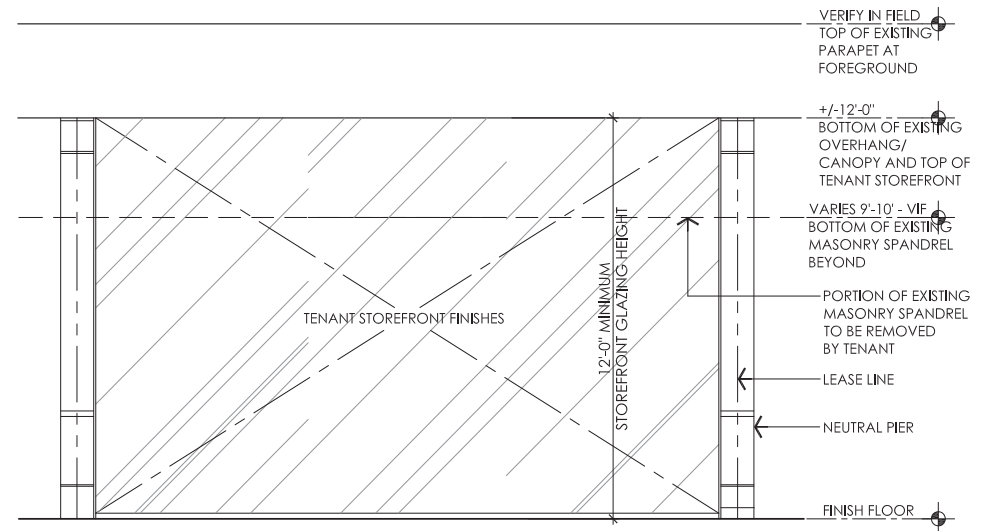
# STOREFRONT: ZONE 3 DETAILS



TYPICAL NEUTRAL PIER DETAIL - ZONE 3



TYPICAL PLAN - ZONE 3

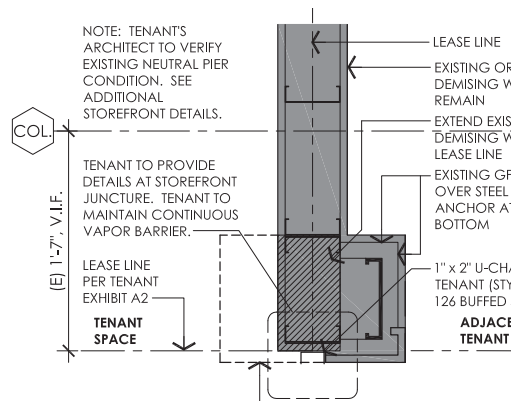


TYPICAL ELEVATION - ZONE 3

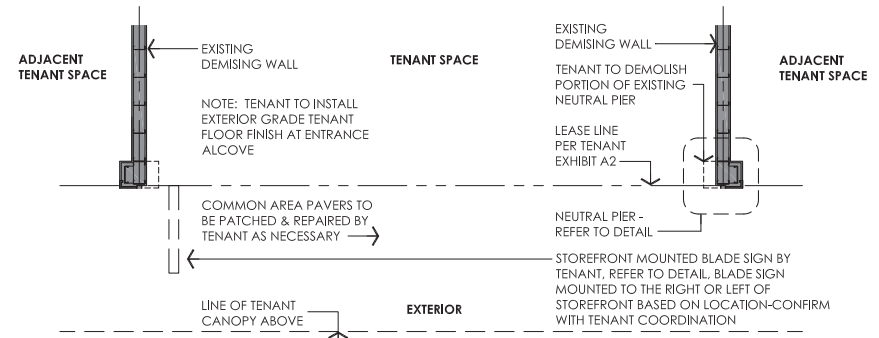
Note: Drawings not to scale



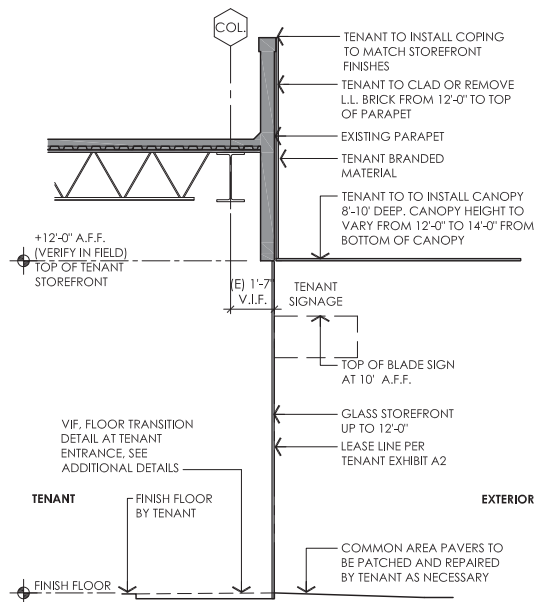
# STOREFRONT: ZONE 4 DETAILS\_ VARIES PER BASE BUILDING



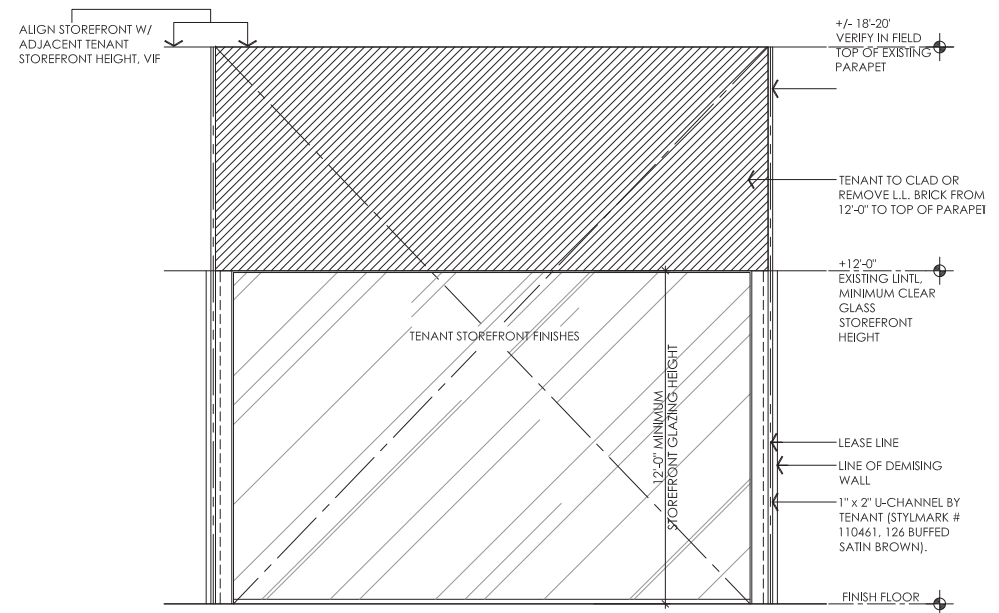
TYPICAL NEUTRAL PIER DETAIL - ZONE 4



TYPICAL PLAN - ZONE 4



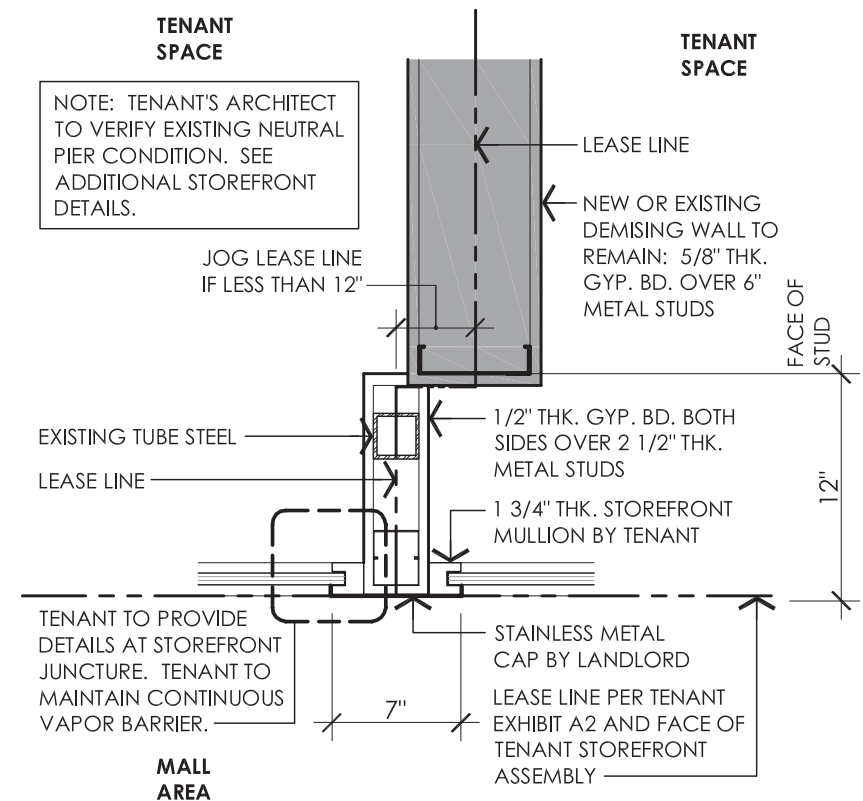
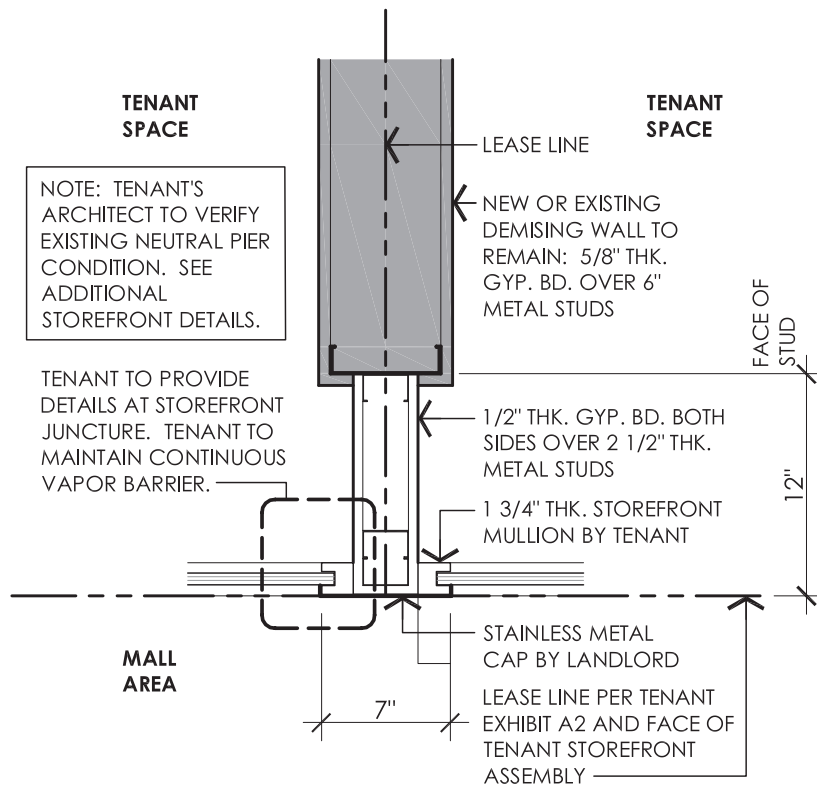
TYPICAL SECTION - ZONE 4



TYPICAL ELEVATION - ZONE 4

Note: Drawings not to scale

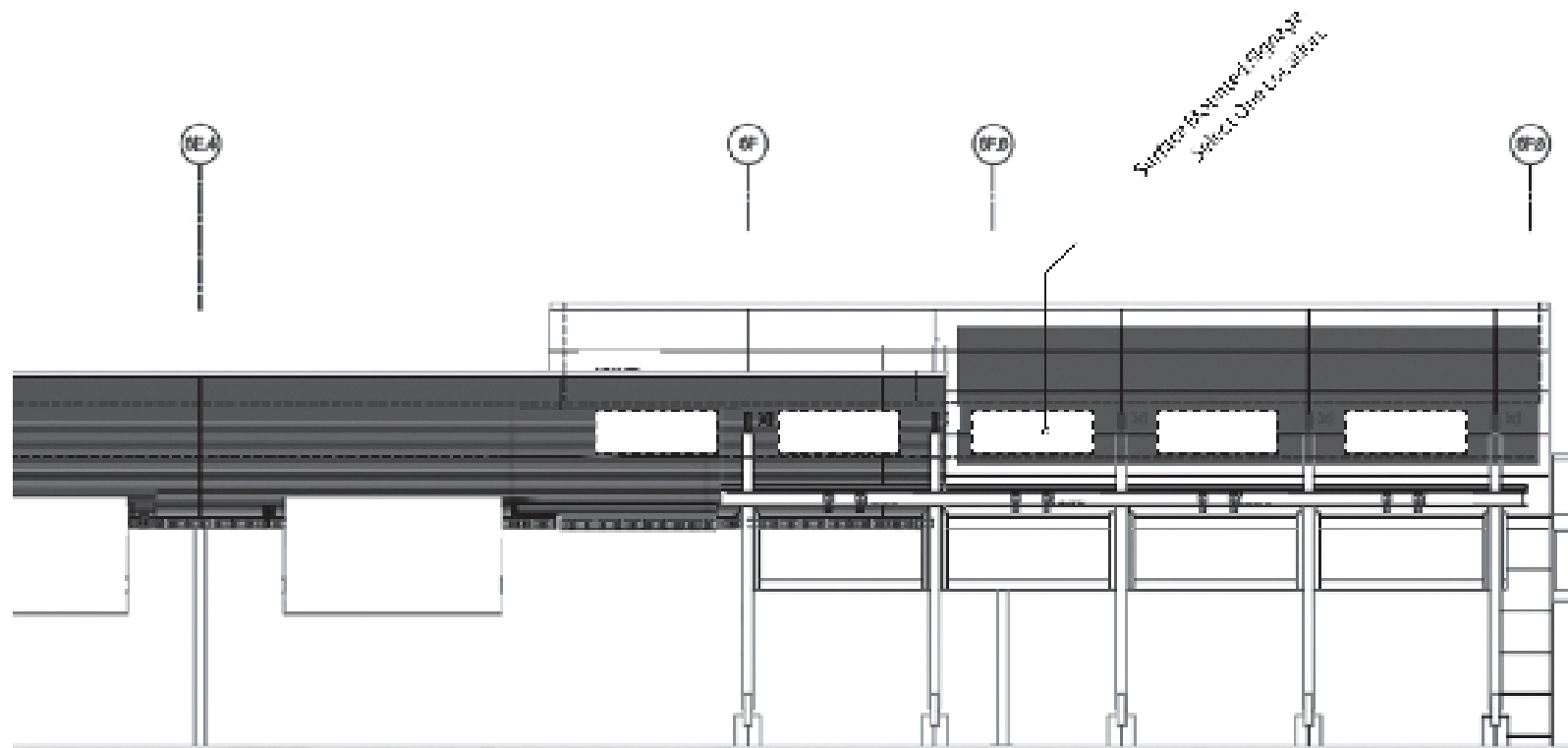
# STOREFRONT: ZONE 4 DETAILS\_ VARIES PER BASE BUILDING



NEUTRAL PIER DETAIL - ZONE 4 WHERE APPLICABLE

Note: Drawings not to scale

## STOREFRONT: ZONE 4 DETAILS\_ VARIES PER BASE BUILDING

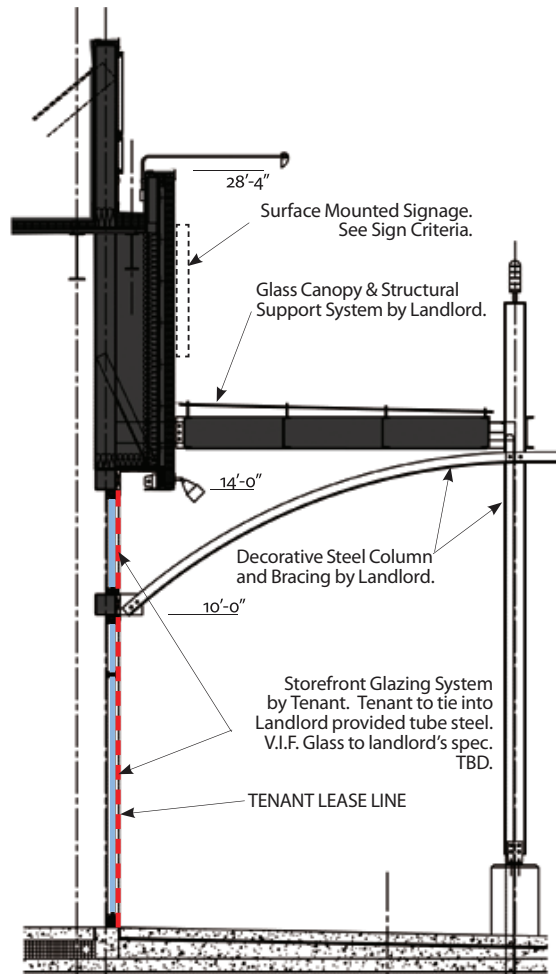


© SOUTH BUILDING ELEVATION

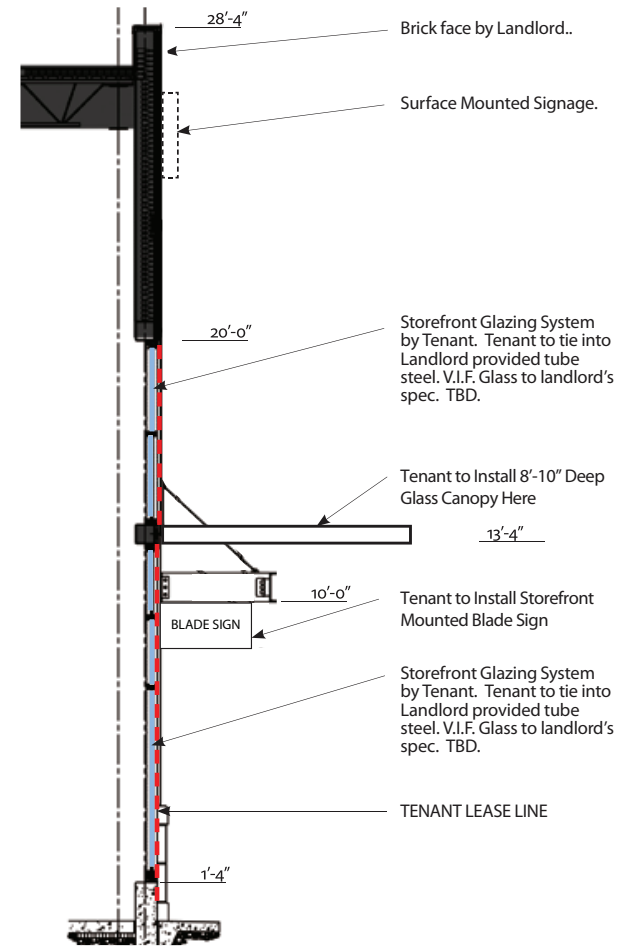
STOREFRONT ELEVATION - ZONE 4 WHERE APPLICABLE

Note: Drawings not to scale

# STOREFRONT: ZONE 4 DETAILS\_ VARIES PER BASE BUILDING



STOREFRONT SECTION

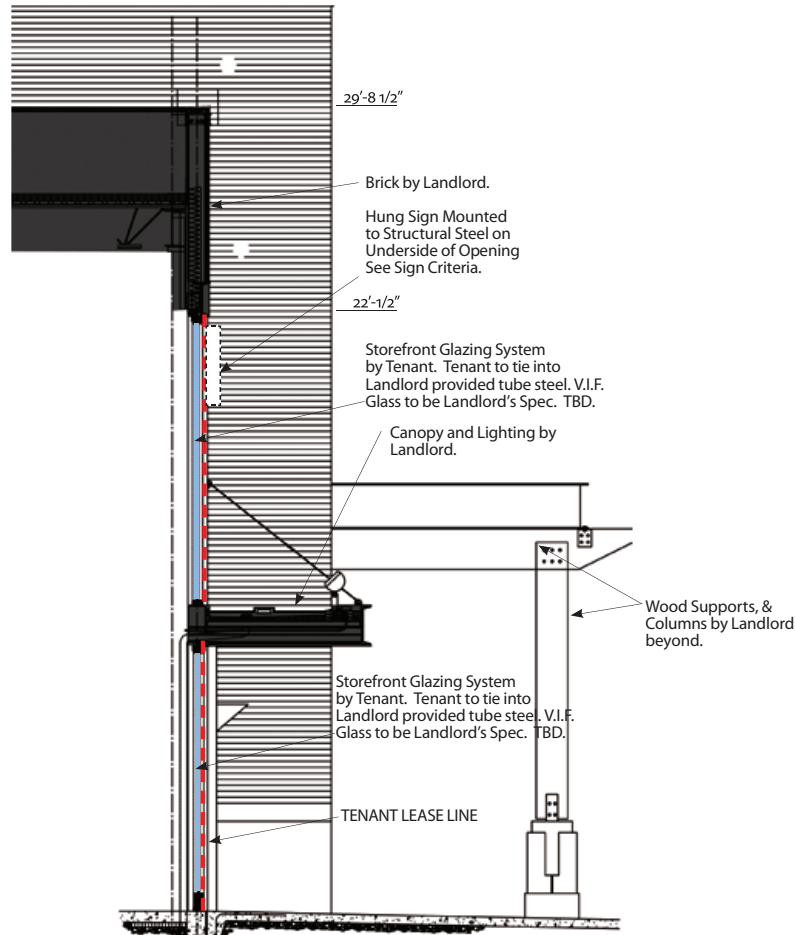


STOREFRONT SECTION

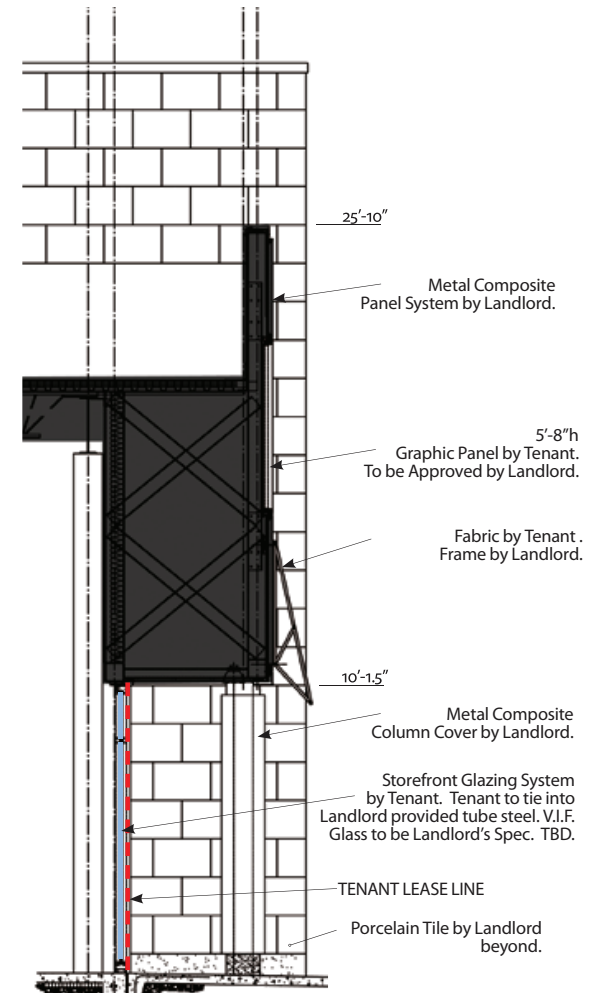
## STOREFRONT SECTIONS - ZONE 4 WHERE APPLICABLE

Note: Drawings not to scale

# STOREFRONT: ZONE 4 DETAILS\_ VARIES PER BASE BUILDING



STOREFRONT SECTION



STOREFRONT SECTION

## STOREFRONT SECTIONS - ZONE 4 WHERE APPLICABLE

Note: Drawings not to scale

# SUBMITTAL PROCEDURES:

---

## HOW TO SUBMIT:

All drawings shall be submitted electronically at [www.westfieldtenantcoordination.com](http://www.westfieldtenantcoordination.com). A welcome letter with password access will be sent to the Tenant Contact (as listed in the lease documentation). If you have any trouble gaining access to the website contact one of the Westfield Tenant Coordination Team.

## WHAT TO SUBMIT:

All drawing submittal must be prepared by an architect or engineer registered with the State of New Jersey. It is the Tenant's sole responsibility to comply with all laws, codes, and regulations as may apply.

Drawing sheet format: 24"x36"

Document format: a single Adobe PDF containing all sheets, in order.

Plans must be submitted to Landlord for approval in the following three phases:

1. **PRELIMINARY SUBMITTAL**  
Design Intent Package with minimum:  
Color Rendering of Storefront
  - Material Sample Board
  - Floor Fixture Plan & RCP
  - Section at Storefront
  - Concept Inspirational Images
  - Photos of existing Concept (if available)
2. **FINAL SUBMITTAL**  
100% Set Submittal - Full Construction set as outlined in the following pages.
3. **SIGN SHOP DRAWINGS**  
Shop drawing set including all signs & graphics visible to the public.

## LANDLORD APPROVAL:

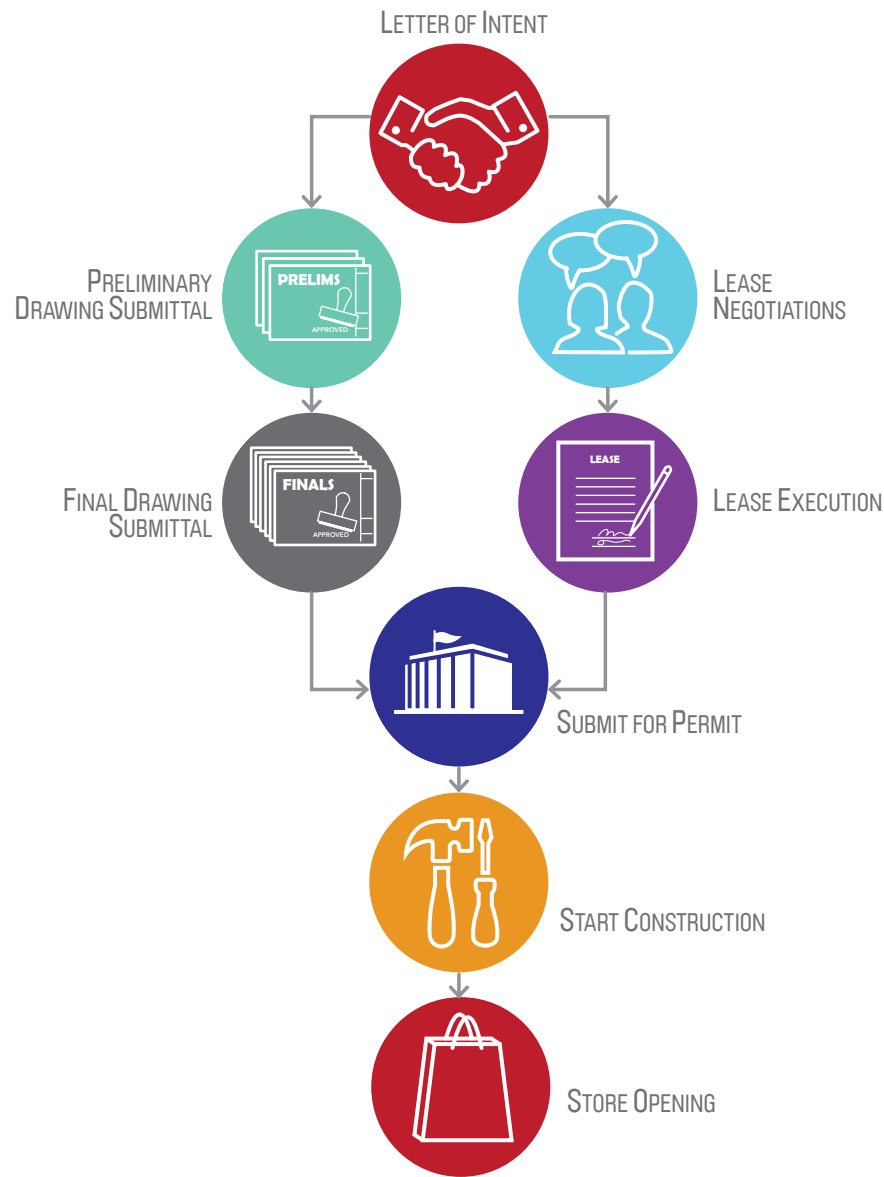
Landlord's approval of the construction documents is for compliance with this criteria. By reviewing these drawings, the Landlord, its agent(s) and consultant(s) assume no responsibility for code compliance (including ADA requirements), dimensional accuracy, engineering accuracy or completeness of these drawings for construction purpose.

Landlord's Design Manager reserves the right to use discretion to assure all stores conform to the criteria and have a strong visual concept, use good design principles, and is harmonious with the surrounding tenants & base building.

Tenant & GC must have the stamped Landlord Approved drawing set onsite at all times during construction.



## PROJECT CRITICAL PATH:



## CONSTRUCTION:

- Tenant's General Contractor is required to contact Westfield's Mall Management Office (Mall Facilities Manager) and arrange a Preconstruction Meeting with him/her and Westfield's On Site Tenant Coordinator to go over all construction and installation requirements when working at the mall.

This meeting will discuss the following items, but not limited to:

- Building Permits
- Contractor's Fees
- All insurance requirements
- All bonds
- Access to Project
- Parking
- All Deliveries Schedules and Designated Locations
- Service Elevators Requirements
- Security Requirements
- Safety Requirements
- Construction Schedules
- Barricade Requirements
- Construction Utilities
- Required Landlord Approved Drawings
- Any Construction Restrictions