Food Establishment Plan Review Application

Reason:
- New - New building site and/or construction
- Remodel - Adding square footage to kitchen and/or food preparation area - building permit required
- Conversion - Changing from one type of operation to another (i.e., fast food to full service).

Establishment Name: ________________________________________________

Category:  ☐ Restaurant  ☐ Market  ☐ Processor  ☐ Mobile Service  ☐ School  ☐ Other

Submission Date: ______________________

Plan Review Fee $ ___________

For Office Use Only

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Agency name/contact mailing address

Number of Seats ___________  Number of Staff: ___________  Number Meals to be Served ___________
(Max per shift)  (Estimated number)

Total square feet of facility ______________________

Projected date for start of project ______________________

Projected date for completion of project ______________________

Please enclose the following documents

- Proposed menu (including seasonal, off-site and banquet menus)
- Manufacturer specification sheets for each piece of equipment
- Site plan showing location  Floor plan

Please return application and documents with $100.00 review fee