

Sangamon County Department of Public Health Plan Review Application (Food Only)

Establishment Name: _____	
Establishment Location Address: _____	
City: _____	Zip: _____
Applicant's Name: _____	Phone: _____
Applicant's Email: _____	TYPE: New _____ Remodel _____
Water Source (Circle One): Public or Private	Sewer Source (Circle One): Public or Private
Projected start of project: _____	Projected completion of project: _____

Submit The Following Plan Review Documents:

Site plan showing location of buildings on-site, garbage storage areas, any outside seating

- Floor plans* showing location of equipment, plumbing, light fixtures, electrical services, mechanical
- Finish schedule of floor, coving, wall, and ceiling materials and colors
- Equipment details (types of refrigeration, hot holding, ice machine, fryers, ovens, etc)
- Any agreements for shared spaces (common toilet rooms, commissary kitchen use)
- Proposed menu

Plans* drawn to scale should show the following (minimum size: 8 ½ x 11):

Equipment location _____ Spec sheet for equipment _____ Outside (egress and/or food prep) _____
 Finish schedule _____ Plumbing schedule (diagram) _____ Ventilation system _____

PLUMBING (Must be done by a licensed plumber and approved by the plumbing inspector)

	Comments
Hand sinks	
3-comp sink	
Food Prep sink	
Service Sink	
Bar Service Sink	
Dishwasher	

Ice machine + bin	
Dipper Wells	
Grease Trap	
Condensation lines	
Other	

Will largest in-use pot fit within the triple sink: YES NO

Drain boards/available: YES NO

Drying Racks/Necessary: YES NO

Hand sinks (within 20 steps of food prep/accessible): YES NO

Mixing valves for sinks: YES NO

Toxic chemical storage: YES NO

Sanitizer used: YES NO

Test kit: YES NO

Dressing rooms available: YES NO

Break area available: YES NO

Storage area for food, drinks, phones: YES NO

Water heater capacity: YES NO

Plan review signature: _____ **Date:** _____

_____ New Plan Review Fee \$300

_____ Remodeling Plan Review Fee \$263

***Plans drawn to scale by a design professional are preferred. Hand drawn plans may not be able to be effectively evaluated for all required criteria. A description of material used for floors, walls, ceilings and equipment within the kitchen, bathrooms, services and storage areas must be included.**

Mobile unit plans must include a schematic drawing of the units plumbing system. This drawing must include the size of the holding tanks and location of backflow prevention devices.