Plan Review Process Flow Chart

New Food Establishment/Remodeling/Conversion

Obtain Plan Review Application
Review Construction Guidelines

Submit complete sets of plans to Health Department
[menu, site plan, equipment, plumbing, finish, lighting, mechanical]
Application and Plan Review Fee
7-10 business days (average) for review

Provide additional information as needed

Plan Approval

CONSTRUCTION BEGINS*

Approved plans kept on-site during construction. Revisions/Deviations to approved plans must be submitted in writing and approved by Health Department

Owner/Contractor requests Construction Inspection

Date for Final/Licensing inspection Scheduled
Pre-Operational Checklist Provided

Licensing Inspection Occurs
Licensing Applications Provided.

Opening Day!!

* Agencies have the authority to issue a stop work order when construction begins before plans are approved.