

FOOD PROGRAM PLAN REVIEW FOR RESTAURANTS, FOOD STORES AND CARE FACILITIES

The correct sanitary design and construction of a permitted facility is as important as the operation of the business. Proper design and construction result in the control of public health issues and good sanitation practices. With well thought-out planning, a successful and business operation can be created that is not only safe and efficient, but easy to maintain.

To begin the plan review process, submit the following information to the Plan Review Department:

- 1) A completed Food Plan Review Application Form
(https://www.dupagehealth.org/upload/Food_Service_Plan_Review_2017-4.pdf)
- 2) One (1) complete set of plans that are easily readable. Plans must include:
 - Food Service Equipment Layout.
 - Equipment Specifications for equipment that is certified/classified for sanitation by NSF (or equivalent).
 - Shop Drawings for all custom-built equipment.
 - Finish Schedule of complete interior finishes for each room including floors, walls, ceilings, countertops and coved juncture bases.
 - Plumbing Schedule to include: Location/size of hot water heater, fixtures, drains and floor sinks, waste water line connections and grease trap size and location.
 - Lighting Schedule.
 - Site Plan showing the location of dumpster/trash area, outdoor bars, patios, and/or outdoor food operations. All openable exterior openings to be identified with type of door/window screen/air curtain.
- 3) Food and beverage menu.
- 4) Plan Review fee (See Current Plan Review Service Fee Schedule at:
<https://www.dupagehealth.org/environmental-fees>).

Review Process and Timeline:

- Plan reviews typically take up to 20 business days.
- If your plans are *not* approved, an itemized list will be e-mailed to you or your architect for revisions. Review of revised plans may take up to 10 additional business days.
- When your plans are approved, they are contingent upon City/Village approval.
- The following site inspections* are required:
 - 1) Plumbing location (recommended - to verify underground plumbing and location of fixtures and drains);
 - 2) Pre-Operational (when facility is approximately 90% complete and equipment and fixtures are in place);
 - 3) Final (completing items from pre-operational inspections and issuing operating permit).

*All inspections require 72 hours' notice for scheduling,

Opening approval (operating permit) is contingent upon approval of City/Village building, plumbing, fire, and municipal officials.

General Inquiries May Be Directed to:
Plan Review – Environmental Health Services
111 North County Farm Rd.
Wheaton, IL 60187
630-221-7045
www.dupagehealth.org