



Iroquois County Public Health Department

FOOD PLAN SUBMITTAL

I. PURPOSE:

Protect the health of the public by ensuring that all newly constructed or extensively remodeled food establishments within the jurisdiction of the Iroquois County Public Health Department are constructed in accordance with local and state regulations.

II. POLICY:

Require new construction and extensively remodeled food establishments to submit a plan review for approval prior to beginning construction, require compliance with local and state construction requirements, and notify the requestor of needed changes before a permit to operate may be issued. Extensive remodeling is defined as any time plumbing fixtures are relocated or food preparation areas are remodeled. It does not include ordinary maintenance or replacement of plumbing fixtures.

III. PROCEDURE:

- 1) When the Iroquois County Public Health Department is notified that a person is remodeling or opening a new facility, that person shall receive a food plan submittal application.
- 2) A facility representative (requestor) shall complete the food plan submittal and then submit the completed food plan submittal to the Iroquois County Public Health Department.
- 3) The Health Authority will review the completed food plan submittal to determine if the construction will meet the Illinois Department of Public Health Food Service Sanitation Code, and notify the representative of compliance by phone or by mail.
- 4) The Health Authority will notify the facility representative of any changes necessary to comply with state and local regulations either by mail or by phone.
- 5) The completed food plan submittal and any additional requirements will be scanned into the establishment file.

Adoption 7-1-2014	Revisions	Review 2015 2016 11-21-17 11-7-2018	Rescind
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