



Prevent • Promote • Protect

Environmental Health Division

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REMODEL (SHORT FORM)

Owner Name: _____ Date: _____

Owner Address: _____

Establishment/Business Name: _____

Establishment/Business Address: _____

Phone: _____ Fax: _____ Email: _____

A project for the proposed remodel of a food establishment is considered to be a minor remodel when such work requires no major alteration of an existing configuration in a food establishment which might affect the food operation.

Remodel Extensive Remodel

Include items below with application:

Plumbing Plans Facility Floor Plan Equipment Specification Sheets

Extensive Remodel Criteria is considered when

- Seating capacity, including service provided anywhere on the premises, is increased by a minimum of 15 seats or 20 percent whichever is greater in either a single construction project or an incremental series of construction activities;
- Alterations or revisions involving retail food establishments or related equipment that require a building or construction permit by local building authorities.
- Changes or alterations made in the nonpublic areas that result in a reduction or increase of total space by 25 percent or more; or
- The facility's capabilities to handle food, equipment, and utensils in a sanitary manner have been diminished due to a food process or significant menu change that introduces new risks for foodborne illness.

Remodel Criteria is considered when

- Existing plumbing fixtures (i.e. 3 compartment sink, hand sink, prep sinks, dishmachine) are relocated
- Replacing or adding equipment, all items shall be commercial.
- Construction is being conducted without a building permit (i.e. lighting changes, finish changes)
- Replacing water heater (standard tank-type or instantaneous)
- Equipment review

Describe the scope of the project below:

Please check if any of the following applies to the remodel:

- Adding sinks
- Front house only changes
- Water heater replacement
- Equipment changes i.e. ice machines, refrigerators, beverage machines
- Finish changes i.e. tile, paint, etc.
- Adding or replacing dishmachine, please indicate type of sanitization
 - Chemical sanitizing
 - Heat sanitizing

Please provide a floor plan of facility and specification cut sheets for the equipment.

Note: This process will help the Health Department “fast track” minor remodels by helping the Environmental Health Specialist (EHS) understand the scope of the project more clearly. Upon further review of the remodel, the EHS has the authority to conduct an extensive remodel plan review.

Applicant Signature: _____ Date: _____

Environmental Health Specialist: _____ Date: _____