

Food Establishment Requirements

(At a glance)

#1. Plan submission. Three copies of plans must be submitted to the local health department which includes floor plan, food prep area design, and plumbing riser.

- Licensed plumbers and/or owner can submit plans.
- If a renovation of an establishment has five or less plumbing changes only one plan is needed and the plans are approved by the local plumbing inspector. (Does not include switching out of identical fixtures.)
- Floor plan includes: food prep area, dish/ware washing area, refrigeration units, dry storage, hand sink (must be located in the immediate area of food prep), three compartment sink, food prep sink, commercial dishwasher (if added), mop sink, dining area, and restrooms.
- All ceilings, walls and floors must be made of smooth and easily cleanable surfaces.
- Refrigeration units must have thermometers. Refrigeration units must achieve and hold at 41°F or below.
- Hot foods require a food thermometer. Hot foods must be heated to 165°F (if reheated or otherwise designated) and hot held at 135°F.
- A ventilation hood (dependent on foods being prepared) is required by the 2013 FDA Food Code.

#2. Plumbing permit. Once plans are approved, the plumber can get a plumbing permit. The local plumbing inspector will do all required inspections. The local food safety specialist (environmentalist) does a preopening inspection once the final plumbing inspection is approved.

- Single lever, or wrist action handles for hand sinks.

#3. Food Service/Retail Permit. Once final plumbing is approved, the environmentalist will perform an “opening” inspection to ensure the establishment is ready for operation. The food service permit (annual permit through the state) can be paid for at this time. (*CHECKS OR MONEY ORDERS ONLY)

#4. Certified Food Manager. There must be a Certified Food Manager on staff during all hours of operation. Certified Food Manager Training (CFMT) takes place once per month at the Rowan County Health Department and is required in food service operations located inside the Gateway District (Bath, Elliot, Menifee, Morgan, and Rowan counties). CFMT is good for 3 years unless used in a farmer’s market setting (in which case, it expires annually).