



**APACHE COUNTY PUBLIC HEALTH SERVICES DISTRICT**

**Environmental Health**

P. O. Box 697

St. Johns, Arizona 85936

Phone: (928) 337-7607

**Food Establishment Plan Review Application**

*(per AZ Admin Code R9-8-103 & 107)*

**\*\*The proper plan review fee must be included with this application.\*\***

❖ Name of Establishment \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

❖ Name of Owner (Billing Party) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

❖ Is the food establishment mobile or stationary? \_\_\_\_\_

❖ Is the food establishment temporary or permanent? \_\_\_\_\_

❖ Is the food establishment facility one of the following?

- A new construction that is not yet completed
- An existing structure that is being converted for use as a food establishment, or
- An existing food establishment that is being remodeled

❖ Is the food establishment going to serve any potentially hazardous foods?

*(Potentially hazardous food is defined as any perishable food which consists in whole or in part of milk or milk products, eggs, meat, poultry, fish, shellfish, or other ingredients capable of supporting the rapid and progressive growth of infectious or toxigenic microorganisms.)*

**YES**  **NO**

❖ Will the food establishment do any of the following? *(Please check all that apply)*

- Prepare, offer for sale, or serve potentially hazardous food only to order upon consumer request
- Prepare, offer for sale, or serve potentially hazardous food in advance, in quantities based on projected consumer demand
- Prepare, offer for sale, or serve potentially hazardous food using time alone, rather than time and temperature, as the public health control as described in the 2001 Federal Food Code § 3-501.19

- Prepare potentially hazardous food in advance using a multiple stage food preparation method that may include the following:
  - i. Combining potentially hazardous food ingredients
  - ii. Cooking
  - iii. Cooling
  - iv. Reheating
  - v. Hot or cold holding
  - vi. Freezing
  - vii. Thawing
  
- Prepare food as specified above for delivery to and consumption at a location off of the premises where prepared
  
- Prepare food as specified above for service to a highly susceptible population; or
  
- Does not prepare food, but offers for sale only pre-packaged food that is not potentially hazardous food

**SUBMIT (Per FC § 8-201.12)**

- ✓ Proposed menu (Including seasonal, off-site and catering menus).
- ✓ Anticipated volume of food to be stored, prepared, and sold or served.
- ✓ One (1) complete set of plans (minimum size 8.5" x 11" or larger) including proposed layout, mechanical schematics, and construction materials.
- ✓ Floor plan layout. All equipment shall be clearly labeled on the plan with its common name.
- ✓ Finish schedule of interior finishes.
- ✓ Include one (1) plumbing site plan (including wells & septic systems if project is not in any city).
- ✓ Plumbing schedule.
- ✓ Plumbing layout showing type and location of equipment with drains.
- ✓ Equipment schedule showing type, manufacturer, model numbers, locations, dimensions, performance capacities, and installation specifications.
- ✓ Manufacturer specification sheets "cut sheets" for each piece of equipment shown on the plan.
- ✓ Shop drawings of all custom-built equipment.
- ✓ Complete exhaust ventilation plans (HVAC), including restroom ventilation.
- ✓ Lighting plan.
- ✓ All existing equipment and finishes must be defined.
- ✓ Site plan showing the location of restrooms, mop basin, alleys, streets, vacant lots, adjacent businesses, and outside equipment (dumpsters, well, septic system, etc.).
- ✓ Written legal agreement for shared restrooms not located within the establishment.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

***For Office Use Only***

Date Received: \_\_\_\_\_

Fee Paid: \_\_\_\_\_

Receipt Number: \_\_\_\_\_