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Food, Beverage and Lodging Plan Review Checklist

- Proposed Menu
- The layout for all food and beverage service equipment in the kitchen area.
- The make and model number of all food and beverage service equipment.
- The location of all sinks.
- The type of shelving to be used in the kitchen, walk-in cooler and freezer, and storage room.
- The type of wall, floor and ceiling surfaces in the kitchen, storage areas, and toilet rooms.
- The location and construction of all toilet room facilities.
- Building permit or zoning approval
- Plumbing and/or Sewer Plan Review Approval Letter
- Submit Plan Review Application with fee**
 - Plan Review—New Establishment: Construction of a new food, beverage and lodging establishment. **\$300**
 - Plan Review—Seasonal Food Stand/Existing Establishment: Construction of a Mobile Food Unit or Seasonal Permanent Food Stand. The remodeling of an existing food, beverage or lodging establishment in which the value of construction exceeds \$20,000. **\$150**
 - Plan Review—Existing Establishment: Remodeling of an existing food, beverage or lodging establishment in which the value of construction and equipment does not exceed \$20,000. **\$0**