



County of Yolo

COMMUNITY SERVICES DEPARTMENT

Environmental Health

292 West Beamer Street, Woodland, CA 95695
 PHONE - (530) 666-8646 FAX - (530) 669-1448

Leslie Lindbo, MBA, REHS
Director of Environmental Health

Food Facility Plan Review Submittal Checklist

Establishment Name: _____

Address: _____

The items below have been included in the plans being submitted at this time. It is understood that the plan review process cannot be started until all information below is submitted and complete. **Incomplete plans will be considered rejected until all information is received.** Plans will be approved or rejected within 20 working days. If plans are rejected the 20 working days begins again at the time of resubmittal.

Yes	No	Requirements
		Minimum One complete set of plans: ¼ inch/foot scale. Both paper and electronic.
		Vicinity map. Site plan showing outside refuse storage area
		Floor plan showing equipment layout
		Plumbing plan showing hot and cold water; waste lines from fixtures; water heater location (gallons, BTU's or kW's); floor sinks and/or floor drains
		Electrical plan including lighting
		Interior room finish schedule including walls, floors, base and ceiling. Show type of material, surface finish and color; material samples or brand names provided
		Manufacturer's brochures (cut sheets) of all equipment including counters, cabinets, and water heater showing that all equipment is NSF approved or equivalent. Detailed elevation drawings specifying make and model.
		Kitchen exhaust ventilation plans including make-up air. Provide drawings, calculations, and details
		Hand sinks in the kitchen and restrooms shown with soap and towel dispensers
		Approved janitorial service sink or area; faucet with hot and cold water; vacuum breaker
		3 compartment sink and other utensil washing facilities
		Food preparation sink with indirect waste drain to floor sink
		Restrooms

“Enhancing the quality of life for all of Yolo County”

Yes	No	Requirements (continued)
		Clothing change room or storage facilities such as lockers
		Storage area (food): 25% of food preparation area or a minimum of 100 square feet
		Storage for chemical or toxic cleaners; janitorial storage
		Garbage containers
		Linen storage (clean and dirty)
		Refrigerator/freezer
		Proposed Menu

Signature: _____
 Circle one: *Architect, Designer, Contractor, Owner, other:* _____

For office use only:

FA# _____ SR# _____ PE# _____ PR# _____