

**Application Fee: \$100.00 (\$200 supermarkets) plus Permit Fee - \$300.00 or \$250.00 - \$285 for Supermarkets**

**Name of Business:** \_\_\_\_\_

**DATE**

**Address:** \_\_\_\_\_

**Owner:** \_\_\_\_\_

**# Seats- Indoors:** \_\_\_\_\_ **Outdoors\*:** \_\_\_\_\_ (If seating provided, see Licensing department)

**\* If outside dining provided, you must fill out and submit application for outside dining/sidewalk cafe**

**RESTAURANTS**

	Yes	No
Floor plans submitted		
Staff meeting review date: _____		
Food establishment application form filled out and submitted		
Cut\Spec equipment sheets submitted (for all food equipment)		
Adequate septic system or town sewer		
In-ground grease trap or GRD with a variance		
Menu submitted		
- Allergy notice present		
- Consumer advisory present for undercooked foods on menu (if required)		
Water supply - Approved source. If well, annual testing & licensed operator		
Handwash sinks – location, number, design and signs		
Touchless faucets (see policy)		
Three compartment sink with <u>drain boards</u>		
Area to air dry all washed equipment, utensils, dishes, etc.		
Dishwasher provided		
If low temperature:		
- Low sanitizer alarm (for new dishwashers)		
- Type of sanitizer –Quats, bleach or other (specify if other)		
- Sanitizer log book		
*If no dishwasher provided, see policy		
Sanitizer test strips (for dishwasher, 3 bay sink, wiping cloth sanitizer buckets, etc.)		
Prep Sink- See policy		
Mop Sink – Mops to be hung properly to air dry		
Frozen Dessert Machine (Dairy)		
Ventilation system for hood		
Number of Bathrooms Proposed: _____		
1. Touchless Faucet (see policy)		
2. Ventilation Systems		
3. Self-closing doors		
4. Soap Dispensers – Mounted		
5. Paper Towels – Mounted		
6. Handwashing Signs		
7. Women’s Room – Covered trash bin and\or sanitary napkin receptacle		
Floors, Walls, Ceilings (Smooth, washable, easily cleanable surfaces)		
<b>FINISH SCHEDULE [SEE ADDENDUM ATTACHED]</b>		
Lighting – Sufficient/lighting shielded or shatterproof		
Refuse containers covered (sufficient number and size, durable easily cleaned, insect & rodent resistant)		
- Dumpster impervious ground and blocked from public view		
Dry storage room location shown on floor plan		
Employees personal storage (i.e. coats, bags, etc) area designated. May use lockers		
Poisonous or Toxic Materials (storage located marked on plan, labeled containers)		
Screens for Windows and Doors		

**- Any questions, please contact the Health Inspector for your area**

**- Plan approval shall be granted or denied within 30 days after Staff meeting review**

**-This list is not inclusive of all Federal, State and Local requirements**