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## **FOOD SERVICE/ FOOD ESTABLISHMENT FACILITY LAYOUT AND EQUIPMENT GUIDELINES**

**The following must be submitted to this department for plan approval before construction begins:**

1. Type of operation and menu list.
2. Floor plan-showing layout of fixtures and equipment.
3. Equipment list with equipment numbers and model numbers.
4. Surface finish list for walls, floors, ceilings - type of product or material.
5. Plan of lighting with foot-candles indicated.
6. PLAN REVIEW FEE FOR NEW FACILITY: \$ 200.00  
PLAN REVIEW FEE FOR EXISTING FACILITY: \$100.00

**(Payable to the Knox County Health Department.)**

**The following must be obtained before this department can issue a food service operation license.**

1. State building approval - includes building and electrical (1-800-523-3581).
2. State plumbing approval – 419-774-4520
3. Fire Marshall or Local Fire Inspection approval.
4. Local City zoning/building permits if required.
5. Ohio Environmental Protection Agency approval for water supply and sewage system if required.  
(1-800-686-2330)
6. Township Building Permits if required.

**The following is a general checklist for commercial, National Sanitation Foundation (NSF) approved equipment required in a facility. The menu list and type of operation during plan approval determine the complete equipment list required.**

1. Handwash sink.
2. Three-compartment sink with drain boards.
3. Grease interceptor (grease trap)
4. Vegetable preparation sink (indirectly plumbed sink).
5. Cold storage units (i.e. walk-in, refrigerator).
6. Hot storage units (i.e. steam tables)
7. Cooking units (i.e. ovens, stoves, and microwaves).
8. Freezer storage.
9. Commercial dishwasher system.
10. Work tables.
11. Storage shelves.
12. Mop sink.
13. Fire Suppression system/Ventilation system if required.

**If you have any questions, contact the  
Knox County Health Department, Environmental Health Division  
at 740-392-2200, Ext. 2222 or eh@knoxhealth.com**