



MEDINA COUNTY HEALTH DEPARTMENT  
 4800 LEDGEWOOD DRIVE, MEDINA, OHIO 44256  
 (330) 723-9523 \* FAX (330) 723-9650 Email: [env@medinahealth.org](mailto:env@medinahealth.org)

**FOOD SERVICE OPERATION/RETAIL FOOD ESTABLISHMENT PLANS SUBMITTAL FORM**

PLAN REVIEW SUBMITTAL INFORMATION				
<b>Please submit one (1) HARD copy of the FLOOR PLAN and one (1) complete set of plans in PDF format.</b>				
FACILITY RISK CLASSIFICATION INFORMATION ( <i>Plan Review Fee is based on Risk Classification</i> )				
<i>Risk classification is based on menu. Please verify classification with a food inspector prior to submitting plans for review.</i>				
<input type="checkbox"/> Risk level 1 <input type="checkbox"/> Risk level 2 <input type="checkbox"/> Risk level 3 <input type="checkbox"/> Risk level 4 <input type="checkbox"/> Micromarket				
FACILITY INFORMATION				
Facility Name/Business Name			Suite #	
Facility Location (Address)				
City, State, and Zip Code				
<input type="checkbox"/> YES <input type="checkbox"/> NO           This facility will have <b>plumbing</b> installation/changes. If yes, Contact <b>MCHD, 4800 Ledgewood Drive, 330 723-9523, BRUNSWICK CITY</b> call (330) 225-9144, in MEDINA CITY call (330) 722-9030.				
<input type="checkbox"/> YES <input type="checkbox"/> NO           Have you contacted Medina County Sanitary Engineer's office to see if a grease trap is required? <b>MCSE, 791 W. Smith Rd, Medina, OH 44256 330 723-9585</b>				
OWNER/FACILITY OPERATOR INFORMATION				
Contact Person				
Contact Address				
Email Address		Phone #	Cell #	
ARCHITECT INFORMATION				
Architect Name				
Address				
Email Address		Phone #	Cell #	
PLAN INFORMATION				
<input type="checkbox"/> YES <input type="checkbox"/> NO           Is the (proposed) three-compartment sink/dishwasher adequately sized to accommodate the largest piece of equipment in this facility's kitchen?				
<input type="checkbox"/> YES <input type="checkbox"/> NO           Is the hot water heater adequately sized to provide hot water at a minimum temperature of 100°F at the handwashing sinks and of 110°F at the three-compartment sink during peak demands?				
<input type="checkbox"/> YES <input type="checkbox"/> NO           Will whole produce be cut and cleaned on site?				
<input type="checkbox"/> YES <input type="checkbox"/> NO           Will a dumpster with tight-fitting lids be provided on a curbed concrete or asphalt surface that is sloped to drain?				
<input type="checkbox"/> YES <input type="checkbox"/> NO           Will light fixtures in the food preparation and equipment washing area be shielded or shatter-resistant?				
<input type="checkbox"/> YES <input type="checkbox"/> NO           Will fifty (50) footcandles of light be provided in food preparation areas?				
<input type="checkbox"/> YES <input type="checkbox"/> NO           Will twenty (20) footcandles of light be provided in equipment washing areas, restrooms, and handwashing areas?				
<input type="checkbox"/> YES <input type="checkbox"/> NO           Will ten (10) footcandles of light be provided in dry storage areas, walk-in cooler, and freezers?				
<input type="checkbox"/> YES <input type="checkbox"/> NO           Is there a designated area available for employee storage?				
<input type="checkbox"/> YES <input type="checkbox"/> NO           Is there a designated chemical storage area?				
<b>PAYMENT can be made over the phone on Visa, MasterCard, Discover, or American Express.</b> <b>Payments can mailed in with check, or cash payments at our office, 4800 Ledgewood Drive, Medina.</b>				
\$ _____           Check # _____           MCHD R# _____           Date _____           Clerk _____				