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**Public Health**  
Prevent. Promote. Protect.

DAVID GREENBAUM, RS, CHO  
HEALTH AGENT

## **Plan Review Check List**

- Please be sure to check **every** box below before turning in your Plan Review application -

	1. Schedule a meeting with Health Agent to discuss proposal and requirements for licensure - Date of meeting: _____
	2. Schedule a site visit with Health Agent - Date of meeting: _____
	3. Have site plan
	4. Have floor plan
	5. Have <b>elevation</b> plan with wall/floor joint details
	6. Plumbing/drainage details
	7. Have surface finish schedule
	8. Have specification sheets for all equipment and surfaces
	9. Provide Menu
	10. Provide Fee for Plan Review