

REQUIREMENTS FOR FOOD FACILITY PLANS

- Provide at least one set of the plans (¼ inch per foot). After review and revisions, three sets must be provided for approval and stamping. Plans submittal must include the following:
 - **Vicinity map** showing nearest cross streets.
 - **Site plan** showing the location of the building, trash enclosure and other related areas.
 - **Building plan** showing kitchen, food storage room, ware washing, mop sink/janitorial closet, walk-in coolers & freezers, restrooms, dining/seating area, bar, display areas, customers' self-service, employee room, ancillary areas, hallways, adjacent businesses, etc.
 - **Equipment plan** showing all cooking equipment, sinks, refrigerators, freezers, work tables, counters, dishwashers, storage shelves, finfish and shellfish tanks, water heater, etc. Each piece of equipment must be cross referenced with a numbering system to match the equipment schedule and specification sheets.
 - **Room finish schedule** for [floors & base coverings](#), [walls](#) and [ceilings](#) for all areas in, or related to the facility.
 - **Plumbing plan** showing hot & cold water supply lines, drain lines, in-direct connections, floor sinks, floor drains, water heater, grease recovery device/interceptor, etc.
 - **Elevation** views of counters, sneeze guards, cabinets and equipment. Elevations of as many areas as possible are recommended.
- Provide a copy of the proposed **menu**.
- **Hood plans (additional fees required):** Fill out and provide all information requested in [REQUIREMENTS FOR HOOD PLANS](#)
- Provide one set of ANSI (e.g. NSF) approved **manufacturer specification sheets** for all food related equipment, cross referenced with a numbering system to the equipment plan & schedule.
- Fill out and submit the [HOT WATER HEATER WORKSHEET](#)
- Plan check fees vary with the type, size, number of customer seats, and expediting of the proposed food facility. Call (510) 567-6700 for the exact amount. Make checks payable to “**Alameda County Environmental Health**”. Initial plan review may take up to twenty (20) working days. After plan review is complete, you will be notified to pick up two sets of the approved plans and deliver them to the local Building Department. Environmental Health's approval is required for food facilities before Building Permits are issued.
- [FOOD PLAN CHECK GUIDE](#) is available which describes the above requirements in greater detail. The regulatory authority for these requirements can be found in the [CALIFORNIA RETAIL FOOD CODE](#) For additional information, visit the Alameda County Department of Environmental Health website at <https://deh.acgov.org/operations/index.page?>
- Call your Plan Checker at (510) 567-6700 at least **48 hours in advance** for:
 - **Rough Plumbing Inspection** (plumbing installed but not covered over)
 - **Pre-Final & Final Inspections** (before bringing in food)