

Livingston County Public Health Department

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Public Health
Prevent. Promote. Protect.

The Livingston County Public Health Department requires plans and specification brochures for all remodeling and/or new construction. The plans and equipment specification brochures are to be submitted to this department prior to any construction for review and acceptance in accordance with Section E of the Livingston County Food Sanitation Ordinance. With good planning, every food service and retail store operation can have "built-in" sanitation that benefits the owner and meets current public health regulations.

For a complete plan review, architectural drawings to scale must be submitted containing the information set forth below. This list, while not necessarily complete, points out principle areas of concern required for our evaluation.

1. Floor Plan for Operation: Designation of various areas; serving, food preparation, dry storage, toilet, seating arrangement, employee break area.
2. General Layout: Location of equipment fixtures including distances above floor, from the walls, other pieces of equipment, mounted or legs or casters, etc.
3. Foodservice Equipment: The equipment schedule must include the manufacturer's name, model number of the unit and descriptive information. Equipment brochures are required for all new equipment. All equipment shall be approved commercial equipment.
4. Plumbing Fixtures: Location and type - including drainage provisions for floors, utility sinks, evaporators from walkin coolers, refrigerators, etc. All plumbing shall meet local and state plumbing codes.
5. Hot Water Equipment: Manufacturer, type (indicate both regular and booster heaters), model number, storage capacity and recovery rates of both types. Indicate the location of equipment utilizing the hot water and the subsequent piping needed.
6. Ventilation Equipment: Cooking, dishwashing, storage areas and toilet rooms. Include the manufacturer, model number and rated capacity of the exhaust fans and makeup air systems, including hood dimensions, type of material used and the size and location of all duct work. Exhaust hoods must be of corrosive resistant materials and cannot be painted on the inside.
7. Floors, Walls and Ceilings: Material and finished surface must be indicated.
8. Lighting: Location, type, size and intensity of illumination (in footcandles or wattage) must be shown. Protective light coverings must be provided in all food preparation, storage, dishwashing and refrigeration areas.
9. Storage Areas: Indicate location and construction details of all storage areas.
10. Garbage and Refuse Disposal: Indicate provisions for the storage and disposal of garbage on the premises.
11. Other Items: Indicate where the storage cabinet for cleaners and toxics, and storage rack for cleaning equipment will be located, as well as storage of clean linen, employee's clothing and other personal items.
12. Menu: A proposed menu for the planned establishment shall accompany the plans to show this department what type of foods will be prepared and served.

An application for a permit to operate a food establishment in Livingston County is required. The completed application should be submitted with the plans and a check or money order for \$100.00, which is the plan review fee, plus the applicable permit fee based on the worksheet on the back of the permit application.