



FLOOR PLAN REVIEW

Name of Facility: _____

Facility Address: _____

Name of Operator: _____

Phone Number: _____ Email: _____

Type of Facility: ☐ Food Service ☐ Campground ☐ Temporary Housing

Operational Dates: ☐ Year-Round ☐ Seasonal

Provide The Following Information For Your Kitchen Floor Plan:

1) (Check one) ☐ New Construction ☐ Remodel ☐ Conversion

2) Number of Seats/ Sites/ Rooms: _____

3) Water Supply & Sewage Information:

Sewage System: ☐ Public ☐ Private

***Note:** If private sewage and is new construction, attach approved engineered plans.*

Water Supply: ☐ Public ☐ Private

Note:

- If private water supply, request generic disinfection plans from this department, complete the forms, and submit to this office for approval.
- Ultraviolet light or chlorination is acceptable for disinfection.

4) Drawn to Scale Establishment Plans (For Food Establishments, ONLY Kitchen Floor Plan):
Food Establishment Plans to include:

- ☐ **Locate all equipment.**
All equipment must meet Part 14-1 of NYS Sanitary Code requirements.

 - Dishwashers must be a commercial type with a sanitizing cycle (heat or chemical sanitizer)
 - Floors, walls, ceilings, & shelving materials must be smooth, durable, and cleanable.

- ☐ **Location of hand wash sink(s).**

☐ **Location of utility sink.**

☐ **3-bay sink** (must have coved corners-no welded seams and drain boards on both sides).

☐ **Location of food prep sink.**
Must have an indirect drain.

- ☐ **Overall layout of facility**

 - Kitchen
 - Dining room
 - Storage rooms
 - Restrooms, etc

Fees: (cash, check or electronic payments accepted; checks made payable to: *Tioga County Treasurer*)

Plan Review For:

Food Service Establishment Floor Plan	\$150.00
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Food Service Establishment Floor Plan & Private Water Supply Disinfection Plan	\$350.00
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Temporary Housing/Campgrounds Floor Plan	\$40.00/Room
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Temporary Housing/Campgrounds Floor Plan & Private Water Supply Disinfection	\$40.00/Room + \$200.00
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(Plus Additional Fee if Engineer Review is Needed)