



Plan Review Information



City of Chicago
Mayor Rahm Emanuel

Chicago Department of Public Health
Commissioner Bechara Choucair, M.D.



Information

- CDPH is not on E-Plan (Soon to come)
- Plans and application are to submitted directly to CDPH
- CDPH reviews are approx. 21 days
- Food Establishment Plan Review Application form

Additional Information

- Food service plans to scale and interior elevations with all equipment & plumbing fixtures labeled
- Size must be at least 11x14
- CDPH now accepting plan reviews via PDF'S and/or CD'S
- Room sizes & seating capacity
- Equipment cut sheets of all items on schedule
- Proposed menu

Food Protection plan reviews and field inspections are performed on new construction and alteration projects for the following establishments:

- Restaurants
- Grocery stores & delis
- Bakeries
- Hospital kitchens
- Nursing home kitchens
- Golden diners
- Day care centers
- Schools
- Concession stands
- Temporary food events
- Wholesale food establishments (IDPH)

The Food Establishment Plan Review

Application includes:

- General
- Food Preparation
- Food Supply and Storage
 - Cold Storage
 - Hot Holding
 - Thawing/Cooling/Reheating
 - Cooking
- Special Processes
- Small Equipment
- Finish schedule

(continued)

- Sinks
- Dishwashing facilities
- Hand washing/toilet facilities
- Plumbing connections
- Water supply
- Sewage disposal
- Small equipment requirements

Items not on application that are to be addressed:

- Insect and rodent control
- Garbage and refuse
- Plumbing connections
- Water supply
- Sewage disposal
- Dressing rooms
- General

Common reasons for failing plan reviews:



- Lack of hand-washing sinks at food preparation areas, dishwashing areas and bar areas
- Lack of three-compartment sink at food preparation areas, dishwashing areas and bar areas
- Largest basin in three compartment sink must be large enough to immerse the largest piece of equipment to be washed
- Lack of dipper well
- Lack of mop sink
- Foods on display/self service not protected (Sneeze guards)

Common reasons for failing plan reviews:

- Inadequate storage capacity of refrigerators and freezers
- Floors, cove base, walls and ceilings must be made of durable and approved materials which are smooth and easily cleaned
- Floor drains not provided (if water flushed)
- Three comp sinks missing drain boards
- Lack of prep sink (if no 3 comp sink and only DM on site)
- Hot and cold water faucet above soft serve machine hoppers
- Plan review application missing cut sheets
- Not providing menu with application
- Cut sheets not labeled to schedule
- Hand sinks without splash guards

Common reasons for failing inspections:

- Not ready for the inspection
 - Physical build-out is not completed
 - Food equipment is not installed and/or not operating properly
 - Cooking ventilation system is not installed and/or not operating properly
- Lack of three-compartment sink or dishwasher in food preparation areas
- Lack of hand washing sink in food preparation area, dishwashing area and bar area
- Lack of mop sink or prep sink
- Lack of plumbing back-flow devices
- Lack of hot water
- Unsealed gaps in walls, joints and piping
- Inadequate refrigeration (temperature is above 40 degrees Fahrenheit in refrigerators/coolers and above 0 degrees Fahrenheit in freezers)
 - Thermometers are required in all refrigerators, coolers and freezers
- Restrooms not operational

Inspection questions:

Food Protection Division

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Plan review questions:

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