



**Town of Dartmouth
Board of Health
400 Slocum Road
Dartmouth, MA 02747
Telephone: 508-910-1804**

**RETAIL (PREPACKAGE) OR MINIMAL FOOD ESTABLISHMENT PLAN REVIEW
APPLICATION**

Appropriate review fee must accompany 11x17 scaled plans – one copy must clearly identify all kitchen components sinks, refrigeration, stoves, dishwashing areas, food storage, description of walls, floors, ceilings, countertop surfaces

Establishment Name:	
Establishment location:	
Contact person:	
Phone number:	
Cell Phone:	
Date Plan Received:	Plan Title:
Date Review fee paid:	Amount:
Sample menu attached (or description of intended menu and facility use) Cottage Kitchen (residential) etc:	
DATE APPROVED:	
Comments:	
Fees for Plan Review:	
Take Out \$180.00	Residential Kitchen \$180.00
Retail or Minimal Food Service: <100 sq. ft \$120.00	101 – 2,000 sq. ft. \$180.00
\$360.00	2,001 – 4,000 sq. ft.

Subsequent to plan approval and prior to opening a food establishment:

1. Plans for exterior grease trap (if required) should be approved by Department of Public Works (508) 999-0740.
2. Food service permit application must be completed and submitted for approval with the correct annual permit fee.
3. An inspection of the facility must be scheduled with a Health Inspector.
4. An occupancy permit must be obtained from the Building Department (508) 910-1820.
5. A common Victuallers permit must be obtained from the Select board's office (508) 910-1815.

Signature of applicant/contractor: _____
Date: _____