

New Restaurant Start Up Procedures

1. Contact local officials prior to leasing or purchasing a facility. Never assume because it was previously a restaurant that it meets current building, plumbing, electrical or local codes.
2. Who should you contact?
 - a. Environmental Health Department
 - b. Code Enforcement
 - c. Building Inspector
 - d. County or City Permitting Department
 - e. Utility Companies
 - f. Chamber of Commerce
3. Environmental Health Department inspects and permits restaurants to ensure compliance with all Federal and State laws and regulations. Environmental Health inspects all restaurants prior to opening and before issuing a permit to ensure all cooking equipment (hoods, ranges, ovens, ect...), storage facilities (freezers, refrigerators, ect..), and other required items in the restaurant are operational and meet the criteria for the type of food service facility to be operated.
4. Code Enforcement can be the local city or county depending on location and will determine if the facility meets all zoning ordinances for local, state and federal requirements. These will include zoning classification, occupancy requirements, parking requirements, signage requirements and disability requirements.
5. Building Inspection can be the local city or county depending on location and normally required with any renovations or new building. Includes inspections to meet local, state and federal building, plumbing, and electrical codes, as well as stormwater retention and run off requirements to meet Municipal Separate Storm Sewer System (MS4) regulations. Also ensures compliance with the American with Disabilities Act (ADA) and fire suppression and sprinkler requirements.
6. County or City Permitting Departments are responsible for issuing all business and alcohol licenses.
7. Utility Companies including water, sewer, natural gas, electric and telecommunications. Water and Sewer Utilities will determine if the facility has an adequate grease trap for the type of restaurant being proposed, as well as determining an adequate water meter

and back flow sizes to meet the sprinkler and domestic water use requirements. Natural gas companies can determine the correct line and meter size to meet the flow requirements of the installed equipment. Electric companies can determine if any upgrades to the meter connection on the customer's side is required prior to reinstating service. Telecommunications often have multiple suppliers available depending on the location and would allow the customer to choose based on cost, speed, and reliability.

- 8. The local Chamber of Commerce is a great resource and can help the new business with advertising, worker force recruitment and networking to help ensure a successful business startup.**