

#### **City of Wayzata**

600 Rice Street Wayzata, MN 55391-1734 Licensing: 952-404-5303

Environmental Health: 952-939-8279

# INFORMATION REGARDING THE APPLICATION PROCESS FOR A NEW FOOD ESTABLISHMENT

You must call the City of Wayzata at 952-404-5303 any time a new food facility is planned.
You are required to call the City of Wayzata's Planning Department at 952-404-5312 any time a new food facility is planned.
You are required to call Environmental Health at 952-939-8279 any time a new food facility is planned.
Review the attached "Items Required for New and Remodeled Food Establishments" and the "Application for Food Establishment Plan Review" forms. Do not submit the application form and appropriate license fees until the City's Planning Department and the Environmental Health Division have approved the preliminary construction/layout of the establishment.
Complete and return the enclosed Tennessen Warning form.
Complete and return attached "Application for Food Establishment Plan Review" form.
Return the appropriate plan review fees with your application. A "Food License Fee Schedule Summary" form which illustrates how food license classifications are determined and the license fees for each is attached. The classification must be confirmed by Environmental Health staff.
ICE THE CONSTRUCTION/LAYOUT OF THE ESTABLISHMENT HAS BEEN APPROVED, U MUST:
Complete and return the attached "Application for Food License" form.
Complete and return the attached state-required "Minnesota Business Tax Identification Law" form combined with "Workers' Compensation Insurance Coverage Law" form. <u>Please fill out the form completely. Incomplete forms cannot be processed and will be returned.</u>
Return the appropriate food license fees with your application. A "Food License Fee Schedule Summary" form which illustrates how food license classifications are determined and the license fees for each is attached. The classification must be confirmed by Environmental Health staff.

All forms and fees must be returned to the: City of Wayzata • 600 Rice Street E. • Wayzata, MN 55391. Your application will be reviewed by Wayzata City staff and then will be subject to approval by the Wayzata City Council. After your application has been approved, we will issue a license that must be displayed on the business premises.

## DATA PRACTICES ADVISORY TENNESSEN WARNING – PERMITS AND LICENSES

You are being asked to answer questions and provide information pursuant to the license and application process that is required by Minnesota state law and/or the Wayzata City Code. The purpose and intended use of the requested data is to verify that applicants meet the requirements of the state statutes and city code provisions and, if the license or permit is approved, to verify that all required data remains current.

Some of the information you provide on this application is considered private data under the Minnesota Government Data Practices Act (the "Act"). This information will be used by the City and its agents involved in the review of this application. You are not required by state law or City Code to answer questions or provide the information requested. However, a refusal to answer questions or provide the information requested will prevent the City from processing the permit or license for which you are applying.

The following data collected, created, or maintained is classified under the Act as public data once a license has been approved (Minn. Stat. § 13.41, subd. 5):

- 1. Data submitted by applicants (including name, email, telephone numbers, and addresses).
- 2. Orders for hearing, findings of fact, conclusions of law, and specification of any final disciplinary action.
- 3. Entire record concerning any disciplinary proceeding.
- 4. License numbers and status.

The following data collected, created, or maintained is classified under the Act as private and/or confidential data (Minn. Stat. § 13.41, subd. 2; Minn. Stat. § 13.37, subd. 1):

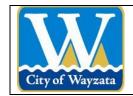
- 1. Active investigative data relating to complaints against any license.
- 2. The identity of complainants who have made reports concerning licenses or applicants which appear in inactive complaint data unless the complainant consents to disclosure.
- 3. The information related to unsubstantiated complaints when it is not maintained in anticipation of legal action.
- 4. Inactive investigative data relating to violations of statutes or rules.
- 5. Record of disciplinary proceedings, except as limited by the provisions above.
- 6. Trade secrets, as defined under Minnesota law.
- 7. Sensitive security and safety information.

The City of Wayzata may make any private or confidential data accessible to an appropriate person or agency if the City determines that failure to make the data accessible is likely to create a clear and present danger to public health or safety.

**Certification:** I have read and certify the information in this application is true and correct. I further understand that the giving of false information in this form and/or the failure to give requested information may be cause for immediate revocation of any and all licenses and/or permits issued hereunder. I understand the above information regarding my rights as a subject of government data and applicant for a license or permit from the City of Wayzata.

Note: Proper signature is required. If a corporation owns this establishment, an officer of the corporation must sign below; if a partnership, the managing partner; if an individual, the owner.

Signature	Date
Print Name	Print Title
	Establishment Name (DBA) or Trade Name



#### **City of Wayzata**

600 Rice Street Wayzata, MN 55391-1734 Licensing: 952-404-5303

Date Pd:
Amount Pd:
Receipt #

## **Application for a Food License**

Licenses are valid for one calendar year and shall expire each year on December 31<sup>st</sup>. Please enter a response on every line. Any <u>incorrect</u> information or an <u>incomplete</u> application is a violation of the City Ordinance and can result in denial of licensing and/or prosecution. License *renewal* applications must be submitted by November 30<sup>th</sup>.

BUSINESS TRADE N	NAME & IN	NFORMATION (I	(DOING BUSINESS AS): ESTIMATED OPEN DATE //_
Business name:	<u></u>		
Business address:			
City, State, Zip:			Website address:
Business phone #:		()	Business fax #: ()
Certified Food Manag	ıer:		Manager phone #: ()
Emergency contact na			Emergency contact #: ()
LICENSEE'S LEGAL sole proprietor who ov			ION - State Law: this must be <u>a corporation or partnership</u> es the liability:
Licensee legal name: Corporate Officers or (attach list if necessar	Partners		
Licensee address:			
City, State, Zip:			Email:
Telephone #:		()	Cell phone #: ()
RILLING INFORMAT	ION – LIC	ENSES. NOTIC	CES & RENEWALS SHOULD BE SENT TO: (all must be sent to the
Attn: Street: City, State, Zip:			Name of person to contact, if questions:  Email: Phone #:
Additional business:	Class		\$
Additional business:	Class		\$
Additional business:	Class		\$
	GRA	.ND TOTAL (che	ecks payable to "City of Wayzata"): \$
if a partnership,  I, (WE) THE UNDERSIG WAYZATA NECESSARY	re required: i , one of the   GNED, HAVE FOR OBTA	if a corporation ow partners; if an indiv E COMPLIED WITH AINING THIS LICEN	wns this establishment, an officer of the corporation must sign below; dividual, the owner.  TH ALL REQUIREMENTS OF THE CITY CODE OF THE CITY OF NSE. NOW, THEREFORE, I (WE) HEREBY MAKE APPLICATION TO SUBJECT TO ALL CONDITIONS AND PROVISIONS OF THESE
ORDINANCES.			Print title:
Signature			Date Print name:

#### MINNESOTA BUSINESS TAX IDENTIFICATION LAW

Pursuant to Minnesota Statute 270C.72 (Tax clearance; issuance of licenses), Subd.4. All licensing authorities must require the applicant to provide the applicant's Social Security number and Minnesota business identification number on all license applications (include Federal Tax number).

Under the Minnesota Government Data Practices Act and the Federal Privacy Act of 1974, we are required to advise you of the following regarding the use of this information:

- This information may be used to deny the issuance or renewal of your license in the event you owe Minnesota sales. employer's withholding, or motor vehicle excise taxes.
- Upon receiving this information, the licensing authority will supply it only to the Minnesota Department of Revenue. However, under the Federal Exchange of Information Agreement, the Department of Revenue may supply this information to the Internal Revenue Service.
- 3. Failure to supply this information may jeopardize or delay the processing of your license issuance or renewal

Applicant's name (LAST, first, mid	ldle initial)		*So	ocial Security Number
Home address	City	State	Zip code	Phone number
Business name		Type of license applied for:		
Business address	City	State	Zip code	Phone number
Minnesota Tax Identification Numb	per (or explain why yo	u don't have on	*	Tax ation Number

#### ► WORKERS' COMPENSATION INSURANCE COVERAGE LAW

Minnesota Statute Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Section 176.181, Subd. 2. The information required is: The name of the insurance company, the policy number, and dates of coverage or the permit to self-insure. This information will be collected by the licensing agency and put in its company file. It will be furnished, upon request, to the Department of Labor and Industry to check for compliance with Minnesota Statute Section 176.181, Subd. 2.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided and/or falsely reported, it may result in a \$2,000 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry payable to the Special Compensation Fund.

Worker's Compensation Insurance Company Name (not agent's name):	Policy Number:	Dates of coverage:
		From
		То
OR, I certify that I am not required to carry worker's compens	sation insurance because (chec	k one):
I am the sole proprietor and have no employees I am self insured (For this category, you must include I have no employees who are covered by workers comexempted by statute are not covered by the workers concliden – regardless of age, and farm labor employee labor in the previous calendar year. All other workers vocvered.	pensation law. (Only employee ompensation law. These includes of a family farm that spent les whose work is controllable by the	es who are specifically e: spouse, parents, es than \$8,000 for farm he employer must be
► I certify that all information provided above is	accurate and complete.	I also certify that a

vallu work	ers compensation policy will be kept in effect at all time	s, as required by law.
Signature:		Date:



### City of Wayzata

600 Rice Street Wayzata, MN 55391-1734

Licensing: 952-404-5303

2017 -	FOOD LICENSE FEE SCHEDULE SUMMAR	Υ
	TYPE OF LICENSE	LICENSE FEE
• •	T clubs; sit-down, drive-in, delivery, take-out restaurant; or facility	\$799
	y, meat market, bakery, deli, rental kitchen, limited food e, or similar facility	\$630
Food Cart		\$504
Class E: limited	grocery, retail: Potentially hazardous foods, or bulk foods Non-potentially hazardous foods	\$320 \$278
	kaged, non-perishable, candy, or coffee rigeration needed)	\$168
ADDITIONAL FA operat one of	\$220 each	
(both potentially h	Delivery only/no food preparation: azardous and non-potentially hazardous, each vehicle)	\$152
	EN INSPECTION FEE	\$652
	EN INSPECTION FEE	\$173
	DAYCARES: FULL SERVICE DAYCARES: LTD SERVICE (non-potentially hazardous)	\$652 \$320
	PORARY FOOD STAND (can be disassembled & moved)  MANENT FOOD STAND (permanent stand or building)	\$405 \$405
PLAN REVIEWS:	New Establishment Fee: 100% of license Remodel Fee: 50% of license f	
RE-INSPECTION	S: Second re-inspection Fee: 25% of license to Third or more re-inspection Fee: 50% of license to Fee: 50% of lice	
SPECIAL EVENT/ITINERA	NT FOOD STAND First day Each additional day Each day - existing license holder Maximum - each license	\$82 \$36 \$36 \$189
SPECIAL EVENT/ITINERA HAZARDOUS FOOD)	NT FOOD STAND (PREPACKAGED NON-POTENTIALLY First day Each additional day Each day - existing license holder Maximum-each license	\$31 \$31 \$31 \$189

### ITEMS REQUIRED FOR NEW AND REMODELED FOOD ESTABLISHMENTS

City of Wayzata
600 Rice Street E.
Wayzata, MN 55391
Licensing: (952) 404-5302
Environmental Health: 952-939-8279

These are the general requirements to be followed when constructing or remodeling a food establishment. Allow at least 10 working days from the time the plans and supportive documentation are submitted for the plan review process. Structural work should not be initiated before the plans are approved and permits are obtained. For more specific information, contact the local health authority.

#### **PLAN REVIEW**

- 1. Submit a plan to-scale indicating facility layout, location of equipment, surfaces (work tables, counters, floors, walls, ceiling, etc.), lighting and other physical facilities.
- 2. Submit a copy of the menu. State future menu intentions, if any.
- 3. Submit the completed plan review application form with the appropriate plan review fee. Provide name of person responsible for coordination of construction.

Construction may not begin until all plans are approved (health, building, planning, etc.). Any changes must be approved by the health authority or the plans may be invalidated. Ensure the contractors receive the approved plans and any changes.

If any problems or questions arise during construction, call the health authority to discuss possible remedies.

#### STRUCTURAL SURFACES

1. Smooth, non-absorbent, durable materials for floors, walls, and ceilings in areas where food/drink is prepared or stored, where utensils/equipment are washed or stored, in walk-in freezers and refrigerators, in toilet rooms, janitor's areas, in opened food storage, food service areas, where garbage or refuse is stored, or similar areas.

Approved Floor Materials: Quarry tile, ceramic tile or terrazzo or similar. A coved base of similar material must be provided at the floor/wall junction, not placed on top of the floor. In dry storage areas, where absolutely no food/beverage is opened (original packaging), a commercial vinyl composition tile with a rubber coved-base or similar material may be used.

<u>Approved Wall Finishes</u>: Ceramic tile, fiberglass reinforced panels, or stainless steel. Doors must be approved laminate or metal doors. No painted walls or fiber or peg board materials are permitted. Washable paint walls may be acceptable in dry storage areas where products are in original packaging and not opened.

<u>Approved Ceiling Surfaces</u>: Light colored, non-fissured, washable surface required. Acceptable surfaces include solid vinyl lay-in tile or washable painted gypsum ceiling.

#### **EQUIPMENT**

- 1. State name of food equipment suppliers.
- 2. State name of contractor and installers. Provide name of contact person who will be responsible for corrections and compliance with requirements.
- 3. All equipment must meet applicable NSF standards and have an appropriate agency listing stamp on each unit. Equipment consisting of separate pieces must have a stamp on each section. Submit a list of equipment indicating make and model numbers and provide specification sheets.
- 4. Custom fabrication must be completed by NSF approved fabricators.
- 5. Lay-out of facilities must minimize traffic and chances of cross-contamination. No improper flow patterns.
  - a) Provide at least 18 inches' clearance between sinks and adjacent equipment, or stainless steel splash guards at least 8 inches on the sinks if approved.
  - b) Separation of activities (Example soiled areas, clean areas).
- 6. Manufacturer installation requirements followed as designated.
- 7. All counter equipment must be installed so it is easily cleanable, easily movable, sealed in place, or sufficient space surrounding the unit in place. Legs or mounting devices required where available.
- 8. All equipment must be installed on sanitary legs with at least 6" clearance to floor, or castors with quick disconnects. **No enclosed bases** solid masonry bases are permitted with approved coving. This includes dish machines, millwork, bakery cases, refrigerated display cases, hot water heaters, etc.
- 9. Where millwork is allowed, a high pressure plastic laminate meeting NSF Standard #35 is required on all surfaces- undersides, insides, etc. Any penetrations in the millwork must be sealed with a grommet or other approved device.
- 10. Surfaces for food processing, preparation, subject to heat or high moisture, or similar abuses must meet NSF Standard #2 for food equipment. Stainless steel and polyacrylic filled sheets (Corian, Gibraltar, etc.) are approved for these uses. Plastic laminate is not acceptable in these applications.
- 11. Adequate utensil storage facilities provided. Open storage or hanging of pots, pans, utensils, etc. is not allowed. Doors should be provided if open storage is within 18 inches of the floor.
- 12. If scoop-type ice cream (frozen products) or similarly dispensed foods are served, a running water dipper well is required to store dispensing utensils. Buckets are not allowed for storage of dispensing utensils.

#### REFRIGERATION

- 1. Adequate refrigeration size and location applicable to food-handling. Do not undersize walk-in coolers and freezers. Foods may not be stored on the floor. Shelving for refrigerated storage must be NSF approved and designed for high moisture areas.
- 2. State location, installation and size of refrigeration compressors.

- 3. All refrigeration units must hold food at 40° F. or less. Freezers must hold foods at 0° F. or less. Thermometers must be provided for all refrigeration/freezer units.
- 4. All salad bars, food bars, pizza prep coolers and/or similar top service coolers constructed with wrap around cooling coils in all side walls of service area. Forced-air type construction not approved for potentially hazardous food storage.
- 5. Refrigeration must be approved for the intended use. Ex. Some units listed for prepackaged or bottled products only.

#### HAND WASHING

- 1. An adequate number and conveniently located HAND WASHING facilities must be located in serving, cooking, food preparation, utensil cleansing, and toilet rooms.
- 2. HAND WASHING facilities must include mounted dispensable soap, single-service paper towels or other approved drying device, and fingernail brushes. Continually maintained with hot and cold running water tempered by means of a mixing valve or combination faucet. Hot water must be maintained between 110 130° F.

#### **FOOD PREPARATION**

- 1. A food preparation sink with drain board provided for rinsing food or obtaining water used as an ingredient. (Three-compartment sinks and hand sinks may **not** be used for food preparation).
- 2. Produce and/or preparation area provided, separate and adequately sized. Approved surfaces such as stainless steel required.

#### **EQUIPMENT/UTENSIL WASHING**

- 1. A 3-compartment sink with integral drain boards provided for washing equipment too large for dishmachine or in limited food operations if <u>any</u> utensils/equipment are used. Cutting boards must be no greater than 3 feet in length and able to be washed in the dishmachine or at least ½ submersible in the 3-compartment sink.
- 2. Low temperature dishmachines provided with a visual or audible warning device to warn the operator when the sanitizing agent is depleted.
- 3. All dishmachines provided with mechanical hood ventilation. Under counter dishmachines may be exempted with prior approval.
- 4. Under counter dishmachines installed with 6-inch legs or casters to enable cleaning.
- 5. Adequate soiled and clean dish receiving areas. Cross-contamination sources eliminated. Minimum of 3 dish racks soiled drain board space. Minimum of 5 dish racks clean drain board space when chemical sanitizing, and 3 dish racks clean drain board space when heat sanitizing.
- 6. All automatic detergent, sanitizer, or other chemical faucet dispensers protected from backflow/siphonage. The protection may be an internal backflow/siphonage device as in the DEMA Model 153 or 154 dispensers or an external device on the faucet between the dispenser and faucet as with DEMA Model 151, 152 or 167 dispensers. Chemical stations must have appropriate backflow devices.
- 7. Chemical test kit or thermometer provided to determine the strength of the sanitizing agent or temperature of hot water in the final rinse water of the 3-compartment sink or dish machine.

#### **VENTILATION**

- 1. Ventilation system in kitchen areas provide size, design, make-up air, exhaust air, and calculations. Canopy and hood construction must meet the applicable standards of the National Sanitation Foundation (NSF); effectively remove heat, smoke, grease, fumes, etc.; and use NFPA's stainless steel baffle-type filters.
- 2. Fans, including ceiling fans, not allowed in certain areas due to cleaning issues, part and pieces on fans, and interference with the establishment ventilation systems.

#### STORAGE FACILITIES

- 1. Sufficient storage facilities provided.
- 2. Locations of storage rooms and their floors, walls and ceiling finishes indicated and approved.
- 3. NSF type of shelving provided to store foods at least 6" off the floor. Plastic laminate shelving is not approved in open food areas or high moisture areas.
- 4. Possible overhead contamination eliminated. Minimize waste lines in cupboards or storage areas (false backs, below cabinet, and similar) to enable food and supply storage.

#### LIGHTING

- Light fixtures in food and equipment areas shielded, including neon lights. Lighting above or in food displays, or warming lights must be covered and explosion proof. Recessed lights must be shatterresistant, shielded, or have tempered faced bulbs.
- 2. Sufficient lighting in walk-in refrigeration to eliminate shadows or dark areas. A single, over-the-door light may not be adequate.
- 3. Sufficient light levels in work and storage areas.

#### WATER, PLUMBING, ELECTRICAL

- 1. Equipment which has drains must be properly plumbed to the sanitary sewer. This includes walk-in refrigeration.
- 2. Hot water generating system and booster heater must be NSF approved and properly sized.
- 3. Plumbing, electrical, and other utility installations must be installed in walls, ceiling, or floors as appropriate. Where exposed utility lines are approved, they must be installed on brackets 2" off walls and 6" above floors. Penetrations must be sealed.
- 4. Floor drains are required in locations where liquid waste producing equipment exists or water flush washing occurs. Floors must be properly sloped to ensure proper drainage. Floor drains must have covers which are flush or moderately recessed.
- 5. The water supply line to the post-mix carbonated beverage system protected from backflow/siphonage. The three approved stainless steel backflow preventers for use on the inlet to carbonators are:

Watts Regulator - Model No. 9BD

Carmun Industries - Model No. 77-6050-00 Chudnow - Model No. 5470 D-VV Preferred location is between the pump and the carbonator. However, in units which have the pump and carbonator within an enclosure, the backflow preventer should be located in an accessible and visible location outside the enclosure. No copper tubing after the backflow preventer.

#### **MAINTENANCE**

- 1. Janitorial sink provided in readily accessible area. Janitors sink equipped with vacuum breaker/antisiphonage device. Maintenance and supply racks provided.
- 2. Separate storage for detergents, degreasers, and all other types of chemical/toxic products. This area must be segregated away from food preparation, and food equipment storage areas.
- 3. Linen stored on NSF approved shelves at least 6" above the floor and separate from soiled linen areas and chemicals.

#### **EMPLOYEE AREAS**

1. Dressing rooms and/or lockers provided. Lockers must accommodate maximum number of employees per shift. Location and facilities for dressing and locker rooms must be separate of food and equipment areas.

#### **GARBAGE AREAS**

- Garbage and refuse containers, refuse bins and/or compactor systems located outside stored on/or above a smooth surface of nonabsorbent material such as sealed concrete. Wall surfaces must be sealed.
- 2. City zoning requirements concerning enclosure and screening must be met. Check with Planning Department for acceptable materials for the enclosure.
- 3. Refuse bins must have tight-fitting lids and be rodent and insect proof.
- 4. Provide recycling storage area.
- 5. Provide adequate space for garbage containers in kitchen.

#### INSECT/RODENT CONTROL

- 1. Doors to the restrooms and outside doors self-closing.
- 2. Rodent and insect control procedures installed [doors, door sweeps, air curtains and dock areas, wire mesh screens (no less than 16 mesh per inch].
- 3. Insect lights and pest controls may not be located over or directly near food and equipment storage and handling areas.

#### **BAR/LOUNGE AREAS**

- 1. All food and beverage service equipment, including millwork, meets the applicable standards of the National Sanitation Foundation (NSF) or other approved certification agency. (See Equipment section.)
- 2. Bar equipment installed so as to facilitate cleaning (legs, casters, etc.). No liquor or pop guns or lines located in or over potable ice.
- 3. Bars provided with separate HAND WASHING facilities, a dump sink, warewashing facilities, splash and spray protection, and properly located speed rails, drip trays and waste lines.

- 4. Adequate lighting available for cleaning in bar and dining room areas.
- 5. Adequate lighting over bar sinks and work areas.
- 6. Overhead glass storage and counter glass storage areas provided with protective shields. Foods and beverages must be protected from contamination. Ice bins and condiments must be covered.

#### MCIAA / Hennepin County Ordinance 24

A sign must be posted at all public entrances to the establishment stating that "no smoking" (in letters a minimum of half an inch in height) or the uniform no smoking symbol may be posted (symbol must be a minimum of three inches in height).



Periodic inspections will be made during construction. A final on-site inspection must be conducted BEFORE bringing in any food and single service items. The license application and appropriate fees must be submitted. All inspections (building, plumbing, heating, electrical, fire, and health) must be completed and the Certificate of Occupancy obtained prior to opening. Changes which occur without health approval may result in construction being denied or stopped.

## **APPLICATION FOR FOOD ESTABLISHMENT PLAN REVIEW**

**RETURN TO:** City of Wayzata

600 Rice Street E. Wayzata, MN 55391

Licensing: (952) 404-5302 Environmental Health: 952-939-8279

NAME OF FACILITY: —			
-	(Corporate and Outlet Name	Where Appropriate	e)
ADDRESS OF FACILITY:			
NAME OF OWNER:			
ADDRESS:			
EMAIL:	TELEPHONE:	FA	X:
RESPONSIBLE AGENT IF (	OTHER THAN OWNER <i>(plan</i>	review correspond person):	lence will be sent to this
NAME/TITLE:			
CHECK MOST APPR	Supplier	Contractor □	Designer/Architect □
MAILING ADDRESS:			
EMAIL:	TELEPHONE:	_	
BASIC FACILITY INFORMA	TION: New □ Remod	leled  Conve	ersion 🗆
PLAN REVIEW FEE:	(New 1009	% of license fee; R	Remodel 50% of license
SERVICE TYPE: Provide de operation:	escription of the basic type o	f food and beverag	e service and nature of

OBTAINED FROM 1	FHE FOLLOWING DEPAR Planning & Zoning Building	TMENTS:  Plumbing  Fire	
NOTE: FINAL APPF	_	VIEW WILL NOT BE	DATE: ISSUED UNTIL APPROVAL IS
	Anticipated Completion D	Date:	
CONSTRUCTION:	Anticipated Start Date: _		
Seating: Other (Specif	Services:		<del>-</del>
PROJECTED SERV	ICE CAPACITY:		
empLoyee INVOL anticipated, both tota		nation on the numbe	r and the category of workers

Electrical Mechanical/HVAC

Allow at least 10 working days from the time the <u>complete</u> plans and information are submitted for the plan review process. Structural work should not be initiated before the plans are approved.