



CITY OF HACKENSACK

DEPARTMENT OF HEALTH
215 STATE STREET
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PLAN AND SPECIFICATION REQUIREMENTS FOR FOOD SERVICE ESTABLISHMENT CONSTRUCTION OR RENOVATION

Section 8:24-9.1 of Chapter 24 of the New Jersey State Sanitary Code requires that the applicant or operator shall submit to the health authority properly prepared plans and specifications pertaining to the health and sanitary aspects of the food service operation, e.g. proposed equipment layout, equipment design and installation, construction materials of food related areas, and model of proposed fixed equipment and facilities be submitted to the health authority for review before construction, remodeling, or conversion is begun. Following is a list of the minimum requirements to which these plans must adhere in Hackensack.

All plans and specifications for a food establishment should be to scale and shall include, as required by the health authority based on the type of operation, type of food preparation, and foods prepared, the following information to demonstrate conformance with the rule provisions:

1. The intended menu;
2. The anticipated volume of food to be stored, prepared, and sold or served;
3. The proposed layout, mechanical schematics, construction materials, and finish schedules;
4. The proposed equipment types, manufactures, model numbers, locations, dimensions, performance capacities, and installation specifications; and
5. Proposed program of training for the persons in charge and food employees pertaining to protecting public health and the safety and integrity of food; and
6. Other information that may be required by the health authority for the proper review of the proposed construction, conversion or modification, and procedures for operation a food establishment.

An early consultation between the health department personnel and those planning, building, or operating an establishment is highly desirable. All plans are to be approved by the health department prior to beginning any construction, remodeling, or renovation. Should this not be done, you stand the chance of wasting time and money with unapproved construction, materials, or equipment.

For further information, sanitary inspectors may be contacted between the hours of 8:30 AM to 9:30 AM, 1:00 PM to 1:30 PM, and 3:30 PM to 4:00 PM, at (201) 646-3961, 3962, 3968 or 201 457-2362.