

RHODE ISLAND LAW, Chapter 23-1-31, “No person shall construct any facility to be used for a food business, add to, or otherwise alter an existing one without having obtained the approval of the Director of the plans and specifications for the proposed construction, addition or alteration.”

GUIDELINES FOR CONSTRUCTION (AS APPLICABLE)

1. **SUBMIT APPLICATION** and three (3) **PRINTS OR DRAWINGS** showing the features of construction, addition or alteration to the health authority. Drawings shall be legible, clearly drawn to scale and shall include complete food-business building and plot plans. **PLANS MUST BE SUBMITTED PRIOR TO CONSTRUCTION.** (Recommend at least 2 weeks prior to construction.)
2. **PLOT PLAN** Show limits of the premises location of building(s), one point of the compass, roadways, railroads, water/sewer lines and facilities. (**PLOT PLANS REQUIRED ONLY IF PRIVATE WATER AND OR SEWAGE IS ON SITE**)
3. **FLOOR PLAN** Show all inner and outer features of the building. (**SCALE NOT LESS THAN ¼ INCH PER FOOT.**) **ALSO INDICATE:**
 - a) Location of **PRINCIPLE EQUIPMENT** drawn to scale.
 - b) All **DOORS** and **OPENINGS** to the buildings and rooms, etc.
 - c) Location of **LAVATORIES** and **SINKS.**
 - d) Finish of all **WALLS, FLOORS** and **CEILINGS.**
 - e) Indicate location of **ALL HOODS.**
 - f) **FLOORS** with drains. Indicate slope.
 - g) Type of **LIGHTING,** foot-candles available and lightguards.
 - h) **WATER SUPPLY,** Submit details of private systems used.
 - i) **SEWAGE DISPOSAL.** Submit details of private systems.
Approval of private system is required.
 - j) **TOILET FACILITIES.**
 - k) **STOREROOMS, LOCKER ROOMS, UTILITY ROOMS, LAUNDRY FACILITIES** compartments or passageways where food products or ingredients will be stored, prepared handles or otherwise held including receiving and shipping areas.
4. **CHANGES OF PLANS OR DRAWINGS AFTER APPLICATION IS APPROVED.**
When changes are proposed or required in any area for which an application or drawing has been approved, one of the following methods shall be submitted to the appropriate authority for review and consideration:
 - a) A complete, revised application and sheet drawing or blueprint including those alterations or additions, which were not considered in original approval.
 - b) Submit a revised application and “pastors” of minor changes to be affixed to the affected areas of previously approved plans. Such drawings to be prepared to same scale as original.
 - c) Minor changes may also be designated by submitting formal correspondence defining details (providing prior approval received from reviewing authority).
5. **FINAL APPROVAL OF COMPLETED ESTABLISHMENTS.** Upon completion of work the department will survey the facilities and determine whether construction is in conformance with the approved drawings, regulations and laws.
FINAL APPROVAL will be considered when all requirements have been met.
6. **POSTING OF PLANS DURING CONSTRUCTION.** An approved set of plans and specifications shall be available on the premises at all times during construction.

SUBMIT ALL THREE COPIES

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