



Health
Department

Environmental Health Services Division
43525 Elizabeth Road
Mount Clemens, Michigan 48043-1078
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SPECIAL TRANSITORY FOOD UNIT PLAN SUBMITTAL

The Michigan Food Law, Act 92 of 2000, as amended, requires the submittal of properly prepared plans and specifications for all proposed Special Transitory Food Units prior to beginning construction and/or serving food to the public. All of the following items must be completed and compiled into a single package or the plan review may be delayed as additional material is requested.

1. Plan review application and \$323.00 fee (2024) payable to Macomb County Health Department

2. Standard Operating Procedures (SOPs), including menu

3. One complete set of plans

To evaluate a proposed or as-built unit the regulatory authority needs a scaled plan (1/4" per foot is a normal, easy to read scale) of the STFU that shows:

- Proposed layout, with equipment identified. Label sinks and prep tables with their intended use.
- Mechanical plan: location of hood and fire suppression.
- Plumbing: sinks for handwashing, food preparation and dishwashing, dish machines, hot and cold water outlets, hot water equipment, water heater, sewer drains, grease traps and floor drains/sinks.
- Interior and exterior photos may be helpful and should be submitted in addition to plans, if the unit has already been constructed at the time of application.

4. Manufacturer's specification sheets for each piece of equipment

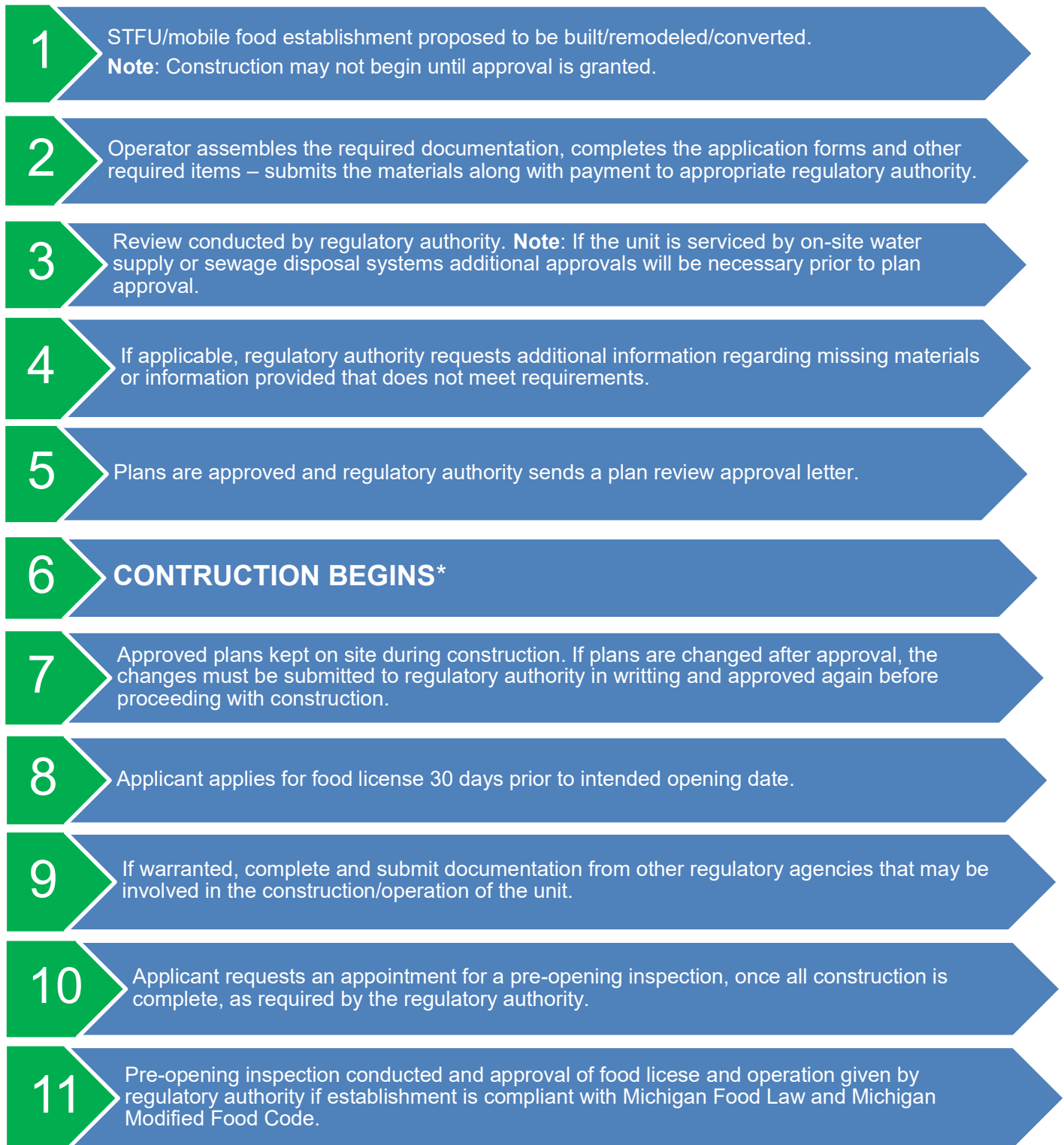
The submittal of incomplete or inaccurate information will result in the delay of the review process until such time that all required information is received by this department. A current food safety manager's certificate will be required for an owner or manager who will be present at the operation full time, prior to scheduling a pre-opening inspection. The STFU/Mobile Plan Review Application and Worksheet/SOP forms are available at <http://www.michigan.gov/mdard>. Search: Plan Review. A list of plan review consultants is available from the Macomb County Health Department upon request.

Submit all of the above items in hard copy to: Macomb County Health Department
Environmental Health Division
43525 Elizabeth Rd.
Mt. Clemens, MI 48043

Furthermore, section 6137 of the Michigan Food Law requires a Special Transitory Food Unit license holder to do all of the following:

1. Keep a copy of the approved standard operating procedures in the unit and available for review upon inspection.
2. Operate in compliance with the approved standard operating procedures.
3. Before serving food, notify the local health department having jurisdiction in writing the dates and hours of operation. Notification shall be mailed first-class or delivered not less than four business days before any food is served or prepared within the jurisdiction of the local health department.
4. While in operation, request and receive two inspections per licensing yearspaced generally over the span of the operating season. The inspecting agency shall charge a fee of \$90.00 for such an inspection.
5. Send a copy of all inspection reports to the licensing agency within 30 days. Failure to comply with the requirements of Section 6137 or the Food Code will make the food establishment ineligible for licensure as a Special Transitory Food Unit for the following licensing year and will require application for temporary or other type of food establishment licenses.

FOOD ESTABLISHMENT PLAN REVIEW PROCESS



*Regulatory agency has authority to issue a stop work order when construction begins before plans are approved.