

SL 2014-120 Report Harnett County

Part 1B: Food Protection and Facilities: Standardize Certain Regulatory Review Procedures

Reference Session Law 2014-120, Section 29.(b).

Background: All new and transitional establishments are required to submit a plan review application. The applications must be submitted to either the Central Permitting Office or the Harnett County Health Department's Environmental Health Section.

Plan Review Procedure: Residential care facilities and orphanages/children's homes are not required to submit plans. The Central Permitting office will issue them a Land Use Application indicating the address, type of water and wastewater facilities and the number of proposed residents.

New establishments must obtain plan review approval prior to construction. If a permit is required, one will be issued by the EHS. For establishments that are not permitted by the Department, an initial inspection must be completed prior to operating. Transitional establishments must contact the Environmental Health Section of the Harnett County Health Department prior to continuing operation. Based upon the degree of food safety and sanitation knowledge, menu modifications, and public health consequence the Environmental Health Specialist may issue a transitional permit without the plan review application. The plan review application would still be required, but the owner would have the 180 days as allowed for the transitional permit (90 days for lodging establishments.)

Once a plan review application and associated documents are received from Central Permitting, the EHS assigned to the establishment will sign the Plan Review Application Log with corresponding date. The plan review must be done within 30 days upon receipt. A master file must be made and all the materials and correspondence during the review shall be kept in the folder.

Once the plans have been reviewed and approved, the EHS must sign off in the HTE system that the plan review was done. Upon completion of the construction and after a permit is issued, the EHS must sign off in the HTE system for the final approval. The final approval cannot be given until all the necessary documents are submitted including on-site wastewater permits and inspections.

**Part 2B: Food Protection and Facilities Informal Internal Review Process
and
Procedures to Develop and Maintain a List of Review Engineers**

Reference Session Law 2014-120, Section 29.(c).

Background: All new and transitional establishments are required to submit a plan review application. The applications must be submitted to either the Central Permitting Office or the Harnett County Health Department's Environmental Health Section.

Plan Review Procedure: Residential care facilities and orphanages/children's homes are not required to submit plans. The Central Permitting office will issue them a Land Use Application indicating the address, type of water and wastewater facilities and the number of proposed residents.

New establishments must obtain plan review approval prior to construction. If a permit is required, one will be issued by the EHS. For establishments that are not permitted by the Department, an initial inspection must be completed prior to operating. Transitional establishments must contact the Environmental Health Section of the Harnett County Health Department prior to continuing operation. Based upon the degree of food safety and sanitation knowledge, menu modifications, and public health consequence the Environmental Health Specialist may issue a transitional permit without the plan review application. The plan review application would still be required, but the owner would have the 180 days as allowed for the transitional permit (90 days for lodging establishments.)

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Once the plans have been reviewed and approved, the EHS must sign off in the HTE system that the plan review was done. Upon completion of the construction and after a permit is issued, the EHS must sign off in the HTE system for the final approval. The final approval cannot be given until all the necessary documents are submitted including on-site wastewater permits and inspections.

Part 3B: Food Protection and Facilities Review of Working Job Titles
Reference Session Law 2014-120, Section 29.(h).

All regulatory submittals are reviewed by the food and lodging staff for required information. Both engineered and non-engineered plans are reviewed by authorized staff. No specific job titles need to be changed at this time.