



**Public Health**  
Prevent. Promote. Protect.

## District 2 Public Health

David N. Westfall, M.D., MPH, CPE, Health Director

1280 Athens Street • Gainesville, Georgia 30507

PH: 770-535-5743 • FAX: 770-535-5958 • [www.phdistrict2.org](http://www.phdistrict2.org)

---

Banks, Dawson, Forsyth, Franklin, Habersham, Hall, Hart, Lumpkin, Rabun, Stephens, Towns, Union and White Counties

---

### STEPS IN OPENING A FOOD SERVICE ESTABLISHMENT

1. Submit construction plans for the facility to the County Environmental Health Department prior to construction or remodeling. Submit an application for a food service plan review and, if applicable, pay review fee. Plans must include floor area, equipment location, equipment schedule, and floor, wall, and ceiling finish schedules.
2. Submit an application for a food service permit, with all fees paid at this time. Submit a menu of foods proposed to be prepared and served.
3. Determine the type of wastewater disposal system that will serve the facility. Call the local city or county government authority to ascertain the potential to connect to municipal or county public sewer system. If public sewer system is unavailable, a septic tank system must be designed for the proposed facility. Submit an application to Environmental Health Department for an On-Site Sewage system.
4. If a water system other than a public system is proposed, call EPD to apply for and obtain a public water system permit.
5. Check with local city or county zoning authorities for other requirements.
6. A Certified Food Safety Manager (CFSM) must be employed by the facility within ninety (90) days after opening. The owner or a manager may be the representative CFSM by successfully completing an approved nationally recognized food safety training program accredited by the Conference for Food Protection and passing a professionally validated examination.
7. Upon completion of construction, the owner or representative must request an inspection for opening at least 10 days prior to opening.
8. A permit will be issued when satisfactory compliance with the Food Service Rules and Regulations is met.