



COUNTY OF LOS ANGELES

Public Health

JONATHAN E. FIELDING, M.D., M.P.H.
Director and Health Officer

JONATHAN E. FREEDMAN
Chief Deputy Director

ANGELO J. BELLOMO, REHS
Director of Environmental Health

TERRI S. WILLIAMS, REHS
Assistant Director of Environmental Health

TERRANCE A. POWELL, DIRECTOR
Bureau of Specialized Surveillance and Enforcement

VEHICLE INSPECTION PROGRAM
5050 Commerce Drive
Baldwin Park, California 91706
TEL (626) 430-5500 · FAX (626) 813-3021

www.publichealth.lacounty.gov



BOARD OF SUPERVISORS

Gloria Molina
First District

Mark Ridley-Thomas
Second District

Zev Yaroslavsky
Third District

Don Knabe
Fourth District

Michael D. Antonovich
Fifth District

PLAN CHECK # _____

PLANS SUBMITTED BY _____ TITLE _____ PHONE (____) _____

CORPORATION _____

INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED

BUSINESS CLASSIFICATIONS:

(CHECK THOSE THAT APPLY)

<p>MOBILE FOOD FACILITY \$649.00</p> <p>FULL FOOD PREPARATION..... <input type="checkbox"/></p> <p>LIMITED FOOD PREPARATION..... <input type="checkbox"/></p> <p>PREPACKAGED..... <input type="checkbox"/></p> <p>OTHER..... <input type="checkbox"/></p>	<p>COMMISSARY/MOBILE SUPPORT UNIT.....\$692.00 <input type="checkbox"/></p> <p>REMODELING FEE.....\$274.00 <input type="checkbox"/></p>
---	---

CONTACT PERSON _____ TELEPHONE NUMBER _____

MAILING ADDRESS _____

CITY, STATE, & ZIP CODE _____

PLAN CHECK GUIDELINES ISSUED _____ OPERATIONAL GUIDELINES ISSUED _____

OWNER/REPRESENTATIVE DECLARATION: I understand that the amount of fee paid is **NON-REFUNDABLE** and the application is **NON-TRANSFERABLE**. The fee paid is based on my declaration of the business classification indicated above. If this declaration is incorrect, I understand that the plans will not be reviewed until the correct fee is paid. **I understand REVIEWED PLANS ARE VALID FOR ONE YEAR FROM THE DATE OF APPROVAL. PLANS MUST BE APPROVED PRIOR TO COMMENCING CONSTRUCTION OR INSTALLING ANY EQUIPMENT AND IT IS A MISDEMEANOR VIOLATION TO BEGIN OPERATION WITHOUT A FINAL INSPECTION, APPROVAL, AND A VALID HEALTH PERMIT.**

SIGNATURE _____ DATE _____

PLAN RECEIVED BY _____ RECEIPT # _____

INSTRUCTION FOR SUBMISSION OF PLANS

MAKE CHECK OR MONEY ORDER PAYABLE TO DEPARTMENT OF PUBLIC HEALTH

CHECKS AND MONEY ORDERS MUST BE MADE
OUT FOR THE EXACT FEE AMOUNT.

WARNING

- ✓ Your plans will not be reviewed or approved until the plan check fee is paid. A receipt will be mailed to you upon receiving your application and fee.
- ✓ The plans will be reviewed within 20 working days of receipt of your fee, application and plans. The plan checker will contact you when your plans are completed.
- ✓ The initial plan check fee entitles you to a maximum of two plan reviews. A charge of \$43 per hour will be assessed for all subsequent plan reviews.
- ✓ The initial plan check fee entitles you to a maximum of two field inspections. A charge of \$43 per hour will be assessed for all subsequent field inspections.
- ✓ Your plans are now in line for review. Your plan checker will contact you when your plans are ready.
- ✓ Plans NOT APPROVED must be resubmitted. Please call your plan checker for an appointment.
- ✓ You will be notified when your plans have been reviewed. Plan reviews will be mailed unless otherwise requested.
- ✓ Plans must be approved before beginning construction or installing any equipment. You must have your APPROVED set of plans at the job site. All required agency approvals must be submitted at the time of final inspection.
- ✓ If you have any questions please contact this office at (626) 430-5500 and ask for your plan checker.
- ✓ If your plan checker cannot assist you or you have questions regarding this plan check process, please contact a supervisor for assistance at (626) 430-5500.
- ✓ Plans will only be released to the plan owner.

It is a misdemeanor violation to begin operation without a final inspection and a valid Health Permit/License. Your Health Permit/License will be issued by the Environmental Health Specialist upon approval of the facility. Remodelled areas of existing food establishments must also have a final inspection.

