

# Shire of Esperance Application to Fit-Out Construct Food Premises



## APPLICANTS DETAILS (PLEASE PRINT IN BLOCK LETTERS)

APPLICANTS NAME

POSTAL ADDRESS

ABN

WORK PHONE

MOBILE PHONE

A/H PHONE





EMAIL ADDRESS

PREFERRED CONTACT PERSON

NUMBER OF EQUIVALENT FULL TIME STAFF



## BUSINESS DETAILS (PLEASE PRINT IN BLOCK LETTERS)

BUSINESS NAME

BUSINESS ADDRESS

POSTAL ADDRESS (if different from Business Address)



BUSINESS PHONE

MOBILE PHONE



EMAIL ADDRESS

NAME OF PERSON/s IN CHARGE AND TITLE (if different from APPLICANT)

SIGNATURE

DATE



## FIT-OUT APPLICATION

Plans need to be provided to establish, design, build or fit out a new or existing food premises. The plans must be assessed and approved by Council before building or operations can start.

This application must include two copies of all plans drawn to scale. For a food business wanting to operate from home a copy of your approved house plans is adequate. A copy of your house plan can be obtained from the Council. Photographs of your kitchen is also good information. For food businesses other than home businesses please provide:

-Two sets of drawings showing:

Site plan ( scale 1:100) including car parking, refuse area, adjacent land uses, sanitary facility and location and size effluent system if not connected to sewer.	Finishes of every walls, floor and ceiling
All dimensions	The position and type of all fixtures, fittings and equipment
Floor plan	Toilet facilities (staff & patrons)
Sectional elevations	Grease traps
Hydraulic plans of fresh water and waste water services	The estimates number of patrons with location seating area
Mechanical exhaust ventilation plan	Window and door openings.

To fill this form you will need to refer to the Shire of Esperance document A Fit –Out guide for the construction and operating of food premises section 5.1 found at : [https://www.esperance.wa.gov.au/sites/default/files/publication/files/fit\\_out\\_guide\\_for\\_the\\_construction\\_and\\_operation\\_of\\_food\\_premises\\_0.pdf](https://www.esperance.wa.gov.au/sites/default/files/publication/files/fit_out_guide_for_the_construction_and_operation_of_food_premises_0.pdf)

The Guide provides you with each of the Food Safety Standards relating to design and fit-out of food premises, relevant performance criteria for the Standards and several acceptable solutions for meeting the requirements.

You need to list in the provided space the acceptable solutions of your proposal meeting the Food Safety Standards requirements.



RELEVANT FOOD SAFETY STANDARD	INDICATED ON PLAN	OFFICE USE ONLY	
		PLAN ASSESSMENT	FINAL ASSESSMENT
<b>5.2: WATER SUPPLY</b> FSS 3.2.3 Division 2 Clause 4			
<b>5.3: SEWAGE AND WATER DISPOSAL</b> FSS 3.2.3 Division 2 Clause 5			
<b>5.4: STORAGE OF GARBAGE AND RECY- CLABLE MATTER</b> FSS 3.2.3 Division 2 Clause 6			
<b>5.5: VENTILATION</b> FSS 3.2.3 Division 2 Clause 7			
<b>5.6: LIGHTING</b> FSS 3.2.3 Division 2 Clause 8			
<b>5.7: FLOORS</b> FSS 3.2.3 Division 3 Clause 10			



FINAL ASSESSMENT	INDICATED ON PLAN	OFFICE USE	
		PLAN ASSESSMENT	FINAL ASSESSMENT
<b>5.8: WALLS</b> FSS 3.2.3 Division 3 Clause 11			
<b>5.9: CEILINGS</b> FSS 3.2.3 Division 3 Clause 11			
<b>GENERAL REQUIREMENTS</b>			
<b>6.1: FIXTURES AND FITTINGS</b> FSS 3.2.3 Division 4 Clause 12			
<b>6.2: WASHING FACILITIES</b> FSS 3.2.3 Division 4 Clause 12			
<b>6.3: HANDWASHING FACILITIES</b> FSS 3.2.3 Division 4 Clause 14			
<b>6.4: HOT &amp; COLD FOOD STORAGE AND DISPLAY</b> FSS 3.2.3 Division 3 Clause 6 & 8			



RELEVANT FOOD SAFETY STANDARD	INDICATED ON PLAN	OFFICE USE	
		PLAN ASSESSMENT	FINAL ASSESSMENT
<b>6.6: STORAGE FACILITIES</b> FSS 3.2.3 Division 4 Clause 15			
<b>MISCELLANEOUS</b>			
<b>7.1: TEMPERATURE MEASURING</b> FSS 3.2.3 Division 6 Clause 22			
<b>7.2: CLEANING and SANITISING</b> FSS 3.2.3 Division 5 Clause 20			
<b>7.3: TOILET FACILITIES</b> FSS 3.2.3 Division 5 Clause 16			
<b>7.8: FOOD VEHICLES</b> FSS 3.2.3 Division 4 Clause 17			

If you have any further questions please contact Environmental Health Services on  
(08) 9071 0666 between the hours of 8:00am - 4:30pm Monday to Friday