THE PRINCE GEORGE'S COUNTY GOVERNMENT
Department of Permitting, Inspections and Enforcement
Building Plan Review Division

Plan Screen Checklist for Health Review Section

This checklist applies to new or remodeled commercial food service facilities, including restaurants, carry-outs, grocery stores, convenience stores, hotels, catering facilities, movie theaters, stadiums, and amusement park concessions; senior feeding programs; nursing homes; assisted living facilities with more than 16 beds; public and private schools; penal systems and equipment evaluations.

Note: The applicant can use the link to submit electronic plans online via the Momentum Portal if they are not applying for a Prince George's County Building Permit (e.g., UO, CI, CE, CG, CU, NCGU, RAZE).

First, you need to create a login: Register - CIVICS

Next, click the link to begin the application process: Apply Here - CIVICS

Health Plan Review Fees begin on page 22 DPIE Fee Schedule.pdf

Note: Applicant must check all boxes (whether provided or not applicable) and upload the checklist with plans to the Health Document Folder in Projectdox/Eplan.

Address: _____

#	Provided	Not Applicable	Item
1.	☐	Must be provided	File name in eplan matches sheet name
2.	☐	Must be provided	Cover page or table of contents stating what is submitted
3.	☐	Must be provided	Location (address)
4.	☐	Must be provided	Building Permit # is provided
5.	☐	Must be provided	Scope of work (work description) provided on the cover sheet
6.	☐	Must be provided	Menu, List of items to be consumed, HACCP
7.	☐	Must be provided	Title blocks on all sheets with the project address and a date. Designer name and contact information.
8.	☐	☐	Site Plan
9.	☐	☐	Finish Schedule
10.	☐	☐	Equipment Schedule (manufacturer & model number)
11.	☐	☐	Hood and mechanical ventilation drawings
12.	☐	☐	Plumbing Riser
13.	☐	☐	Lighting Plan

Link to Health Review Section: Health Section | Prince George's County (princegeorgescountymd.gov)