



CARROLL COUNTY  
GENERAL HEALTH DISTRICT  
Healthy People — Safe Communities

**Resolution 19-032**  
**Food Safety Program**  
**Plan Review Regulations**  
February 20, 2019

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**Overview:** The Carroll County General Health District is responsible for reviewing plans for food service operations (FSO) and retail food establishments (RFE). These regulations provide the methods by which CCGHD will complete the task of plan review and adhere to the requirements set forth in the Ohio Administrative Code 3717-1-09. For the purposes of these regulations the terms FSO and RFE do not include temporary FSOs and RFEs, vending and/or mobiles, if applicable.

WHEREAS, The Carroll County General Health District (CCGHD) will require any newly constructed FSO or RFE, any FSO or RFE that has been closed for twelve (12) months or longer, or any FSO or RFE that has not been closed for twelve (12) months or longer but has extensive facility renovation, extensive equipment replacement, have a lapse in licensure, or change in ownership and/ or licensing status, to complete the plan review process.

WHEREAS, the CCGHD will require, per Ohio Administrative Code 3717-1-20, a facility to replace equipment and facilities to meet the requirements of this chapter, when changes in ownership, facilities, and equipment occur. If a significant portion of the facility and/or equipment is needed replaced, per discretion of the CCGHD, the facility may be subject to plan review.

WHEREAS, the CCGHD may set the time frame for plan approval, if the FSO or RFE remains in operation during plan review process.

WHEREAS, the CCGHD will review plans within thirty (30) days of being received by CCGHD. Any additional plan submissions will be reviewed within thirty (30) days of being received by CCGHD. The CCGHD will require two copies of plans for the facility drawn to scale. Prior to issuance of FSO/RFE a license, the facility must submit a letter of approval to CCGHD for the following:

- Plumbing and inspection
- Structural inspection
- Electrical inspection
- Local Fire Department
- Approved potable water source by EPA, if applicable, or a copy of municipal water bill.
- Approved commercial sewage disposal system by EPA, if applicable, or a copy of municipal sewer bill.

Any plans submitted to CCGHD, or any approvals granted by CCGHD does not satisfy additional state or local requirements including but not limited to permits, plans, and/or fees.

WHEREAS, a pre-licensing inspection will be conducted by a Registered Environmental Health Specialist or Environmental Health Specialist in Training with the CCGHD.

BE IT FURTHER RESOLVED, by the Board of Health of the CCGHD, adopts these regulations to be effective February 20, 2019.



Wendy Gotschall, DNP, RN, NE-BC, Health Commissioner

2-20-19

**Date**

Format Revised 4-6-2022



**CARROLL COUNTY  
GENERAL HEALTH DISTRICT**  
Healthy People — Safe Communities

**Resolution 19-033**  
**Food Safety Program**  
**License Transfer Regulations**  
February 20, 2019

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As outlined in 3717.46 of the Ohio Revised Code, food licenses may be transferred under specific conditions. This section of the law permits a local health department to determine if such transfer will be approved. It is at the discretion of the local health department to determine whether or not it will permit the transfer of a valid food license.

WHEREAS, The Carroll County General Health District (CCGHD) is authorized, pursuant to ORC section 3717.46, to not permit the transfer of a Food Service Operation (FSO) or Retail Food Establishment (RFE) license.

WHEREAS, The CCGHD will ensure that the facilities are operating within the confines of the applicable rules and laws, and will ensure that facilities are brought into compliance as outlined in 3717-1-20: Existing Facilities and Equipment of the Ohio Uniform Food Code, and the CCGHD will not allow licenses to be transferred.

WHEREAS, The CCGHD will require a new owner to acquire a new food service operation or retail food establishment license. The new license will require the operator to meet all current rules and laws governing food service operations and retail food establishments for facilities and equipment.

BE IT FURTHER RESOLVED, by the Board of Health of the Carroll County General Health District adopts these regulations to be effective February 20, 2019.

Wendy Gotschall, DNP, RN, NE-BC, Health Commissioner

Date



**CARROLL COUNTY  
GENERAL HEALTH DISTRICT**  
Healthy People — Safe Communities

**Resolution 19-034**  
**Food Safety Regulations**  
February 20, 2019

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The Carroll County General Health District (CCGHD) has designated employees to enforce license requirements for Retail Food Establishments or Food Service Operations. This identifies the positions authorized to act pursuant to Ohio Revised Code 3717.29 (C)(1) and 3717.49(B)(1)

WHEREAS, The CCGHD is authorized, pursuant to Ohio Administrative Code section 3701-21-27 and section 901:3-4-15: Embargo of Food, to "embargo" from licensed Retail Food Establishments or Food Service Operations expired infant formula and condemn or destroy any unsound or unsafe foods;

WHEREAS, The CCGHD is authorized, pursuant to Ohio Administrative Code section 901:3-4-12: Articles-Requirements to Cease Use, to "tag" as unusable "any article such as a utensil, material, or piece of equipment may be removed from use in a retail food establishment by the licensor if it presents a public health hazard";

WHEREAS, The CCGHD is authorized, pursuant to Ohio Revised Code 3717.29 and 3717.49 to suspend and/or revoke the licenses of Retail Food Establishments (RFE) and Food Service Operations (FSO);

BE IT FURTHER RESOLVED, by the Board of Health of the Carroll County General Health District adopts these regulations to be effective February 20, 2019.

1. That the Board authorizes the Health Commissioner and the following employees to enforce the provisions of Ohio Administrative Code sections 3701-21-27, 901:3-4-12: Articles-Requirements to Cease Use, and 901:3-4-15(A)-(E): Embargo of Food:

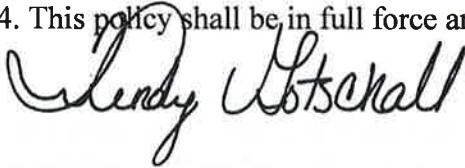
- a) Director of Environmental Health;
- b) Office Administrator;
- c) Registered Environmental Health Specialists (REHS) and/or Environmental Health Specialists-In-Training (EHSIT), permanently or temporarily and under the supervision of the Health Commissioner, Director of Environmental Health, or the Office Administrator.

2. That the Health Commissioner is authorized to immediately suspend RFE and FSO licenses pursuant to Ohio Revised Code 3717.29 (D)(1) and Ohio Revised Code 3717.49(C)(1).

3. That Health Commissioner and the following employees are authorized to act pursuant to Ohio Revised Code 3717.29(C)(1) and 3717.49(B)(1):

- a) Director of Environmental Health;
- b) Office Administrator;
- c) REHS and/or EHSIT assigned to, permanently or temporarily and under the supervision of the Director of Environmental Health.

4. This policy shall be in full force and effect from and immediately upon its adoption.



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**Wendy Gotschall, DNP, RN, NE-BC, Health Commissioner**

2-20-19

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**Date**