



Teller County Public Health and Environment  
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## REMODELING A RETAIL FOOD ESTABLISHMENT

Extensive remodeling is defined in Section 1-202(A)(39) of the Colorado Retail Food Establishment Rules and Regulations, and includes:

- Increasing seating capacity by 15 seats or 20%, whichever is greater.
- Alterations requiring a building permit.
- Changes or alterations to nonpublic areas that result in reduction or increase of total space by 25% or more.
- Capabilities to handle food, equipment and utensils in a sanitary manner have been diminished due to a food process or menu change that introduces new risks of foodborne illness.

The following is required when a retail food establishment performs extensive remodeling....

1. Submit complete and comprehensive plans for the establishment to the department for review.
  - a. Plans will be submitted via the *Retail Food Establishment Plan Review Packet* or, if applicable, the *Mobile Retail Food Establishment Plan Review Packet*.
  - b. A \$100 plan review fee is required with the submittal of any retail food establishment plan review packet
  - c. Any retail food establishment planning on constructing new buildings or making major modifications to existing buildings shall contact the appropriate building department.
  - d. Any incomplete / grossly inadequate plan reviews or plan reviews submitted without the required \$100 plan review fee will not be reviewed.
  - e. After submitting plans, the department may contact you regarding items within the plans that are determined to be out of compliance. A written response to these items will be required.
  - f. Any changes / revisions to the plans after approval shall be submitted to the department for approval.