

## Plan Review Process

If you are considering building, remodeling, or altering an existing food establishment, you are required to submit plans to the Brazos County Health District for review. There is no additional charge for this service. Your plan review, initial walk-through and opening inspection are all included in your New Establishment permit fee. Plans may be submitted electronically to [healthdept@brazoscountytexas.gov](mailto:healthdept@brazoscountytexas.gov) or they may be mailed or dropped off at our office at:

Brazos County Health District  
Attn: Environmental Health Division  
201 N Texas Ave  
Bryan, TX 77803

## Plan Review Checklist:

- Plans must be drawn to scale and show a floor plan with room finish schedule, kitchen equipment plan, and kitchen plumbing plan.
- The location of all food equipment, refrigeration, fixtures, sinks, toilet facilities, and mop sinks must be shown and clearly labeled with its common name.
- You must include a site address.
- If you are not on city sewer, you must contact BCHD regarding your current or proposed on-site sewage facility.
- The contact information of the person submitting the plans must be provided.

The plan review process generally takes less than 10 business days. You will receive a plan approval letter or a letter stating deficiencies or comments. Plans should be re-submitted with revisions if the plans were not approved.

To set up a walk-through or opening inspection, call 979-361-4450. Please call in your request at least two business days before you would like your inspection to be scheduled.