

# TOWNSHIP OF DENVILLE

## DEPARTMENT OF HEALTH

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Ext. 268

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## REQUIREMENTS FOR NEW FOOD ESTABLISHMENTS

The following is a list of requirements for the opening of new food establishments in the Township of Denville:

### REQUIRED PAPERWORK

1. Pick up or request a plan review application to be mailed from the Denville Division of Health, 1 St. Mary's Place, Denville, NJ 07834
  2. Submit floor plans and specifications to the Denville Division of Health. Floor plan and specifications must include details pertaining to the health and sanitary aspects of the establishment including:
    - a. The intended menu
    - b. The anticipated volume of food to be store, prepared, and sold or served
    - c. The proposed layout of equipment, mechanical schematics, construction materials, and finish schedules
    - d. The proposed equipment types, manufacturers, model numbers, locations, dimensions, performance capacities, and installation specifications
    - f. Name of establishment, address of establishment, and the name and home/cell phone number of the owner
  3. Submit a fee of \$200 for the plan review to the Denville Division of Health
- NOTE: Plans will be reviewed within a 30 day time period. You will receive a written response.

### REQUIRED EQUIPMENT

1. A hand washing sink(s) is required in a convenient and easily accessible location of the food preparation area. Each hand washing sink must be provided with hand soap, paper towels, a hand washing sign, and a trash can.
2. A three compartment sink or commercial dishwasher must be provided. The size of each compartment of the 3 compartment sink must be large enough to permit the submersion of the largest piece of food service equipment. An approved sanitizer (i.e. bleach or sanitizing tablets) must also be available at the three compartment sink.

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3. A mop sink with plumbing or curbed cleaning facility with a floor drain is required in the establishment for the cleaning of mops or similar wet floor cleaning tools and for the disposal of mop water and similar liquid waste.

4. Refrigerators storing potentially hazardous foods, such as milk, eggs, cheese, and meats, shall be 41 degrees Fahrenheit or below. Foods to be held hot shall be 135 degrees Fahrenheit or above.

NOTE: All equipment and their proposed location must be approved by the Denville Division of Health prior to installation.

### REQUIRED FOOD PROTECTION MANAGER CERTIFICATION

The State Sanitary Code Chapter 24 requires food managers of a Risk type 3 food establishment to be a certified food protection manager. Denville municipal ordinances require that food managers in both Risk type 2 and Risk type 3 establishments be a certified food protection manager. Examples of type 2 establishments include establishments that prepare, cook and serve most products immediately such as fast food establishments, convenience stores and schools that do not serve a highly susceptible population. Examples of type 3 food establishments are full-service restaurants, nursing homes, catering operations, diners, hospitals, and preschools preparing and serving potentially hazardous foods. The food manager must attend an accredited certifying program that offers the food safety certification examination. Information on available programs can be obtained through the Department of Health and Senior Services, Food and Drug Safety Program by mailing a request to: Consumer and Environmental Health Services, Food and Drug Safety Program, P.O. Box 369, Trenton, NJ 08625 or by calling 609-826-4935. The certification must be received prior to opening.

### FINAL INSPECTION

You must obtain a final inspection from the Denville Division of Health prior to opening to the public. You must schedule an inspection at least 48 hours prior to your proposed opening to the public. You may schedule an inspection by calling (973) 625-8300, extension 260. All refrigeration units and hot holding units (heat lamps or steam tables) must be on at time of inspection. Hot and cold running water must be provided. All sinks and toilets must be operational. Upon completion of the final inspection and once approval from the Construction Department is received, you will be granted approval or denial to operate. If you receive approval, you must obtain your food establishment license at the Health Division prior to opening to the public. The retail food establishment license application is available at the Denville Division of Health, 1 St. Mary's Place, Denville, NJ 07834.

**1 ST. MARY'S PLACE, DENVILLE, NJ 07834**