



**ENVIRONMENTAL  
SERVICES**

Tel 919 856 7400  
Fax 919 856 5276

**Plan Review & Recreational Sanitation Section**  
336 Fayetteville St. • P.O. Box 550 • Raleigh, NC 27602

## **PLAN REVIEW APPLICATION (for Wake County) Lodging Establishments (Hotel/Motel)**

### **Review for Compliance with NC Rules Governing the Sanitation of Lodging Establishments (15A NCAC 18A .1800)**

This application may be copied for future use when submitting plans to Wake County.

*The Rules Governing the Sanitation of Lodging Establishments* require that plans be submitted to the Wake County Department of Environmental Services and approved **prior to** construction / renovation / modification / change of ownership of such facilities.

Submit plans to: **Wake County Department of Environmental Services  
Plan Review & Recreational Sanitation Section  
Waverly F. Akins WCOB  
336 Fayetteville Street Mall  
P.O. Box 550  
Raleigh, North Carolina 27602**  
Web site: <http://www.wakegov.com/general/environment/default.htm>

If you have questions, contact one of the following Plan Review staff listed below.

**Robert Fulcher, R.S., Section Chief  
Plan Review/Recreational Sanitation Section  
Environmental Health Specialist  
(919) 856-7455**

**Terry Chappell, R.S.  
Environmental Health Specialist  
(919) 856-7437**

**Jessica Sanders, R.S.  
Environmental Health Specialist  
(919)856-7417**

**Rob Richardson, R.S.  
Environmental Health Specialist  
(919)857-9356**

Plans which are submitted for lodging establishments (hotels and motels) require plan review to assure compliance with the North Carolina *Rules Governing the Sanitation of Lodging Facilities (15A NCAC 18A .1800)*, which is necessary to obtain an operations permit once construction is approved.

Plans must be submitted with the following supporting documentation:

- \_\_\_\_\_ Plans must include drawing showing the placement of equipment in the facility, including any storage, laundry, continental breakfast areas\*, trash can wash facilities, along with general plumbing, electrical, and mechanical and lighting drawings.
- \_\_\_\_\_ Plans must include a room finishes schedule.
- \_\_\_\_\_ Plans must include a site plan locating exterior equipment such as dumpsters or compactors and indicating the proposed connections to approved sewer and water connections.

\* Continental Breakfast is limited to the serving of bakery items, whole fruit, beverages and packaged items in single service utensils. Hotels and motels, which provide only continental breakfast, as defined, do not require permitting as foodservice establishments and do not need to complete a separate Restaurant and Other Foodhandling Establishment Plan Review Application.