

Steps to Open a Restaurant

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1. Fixture requirements

Food service establishments:

1. Three-compartment sink with drain boards
2. Hand wash sink in food preparation and ware washing areas
3. Utility (mop) sink
4. Approved plumbing
5. Toilet rooms convenient, readily accessible for
 - a. Employees – if > 5 employees, separate men’s and women’s restroom required
 - b. Patrons – separate men’s and women’s restroom required unless carry-out only
(Toilet facilities to be provided and installed in accordance with the Kentucky State Plumbing Code)
6. Hot and Cold running water

Prepackaged Retail food stores:

1. Restroom(s) for employee use
2. Hand wash basin in restroom
3. Hot and cold running water

Processing Retail food stores:

1. A three-compartment sink with drain boards.
2. Hand wash basin in food preparation and utensil washing areas.
3. Service (Mop) Sink
4. Restroom for employee use.
5. Hot and cold running water.

2. Fee Schedule

Food Service Establishment:

Annual permit fee	\$125(+)
+ inspection fee for the number of seats	
1 -25 seats	\$75
26 – 50 seats	\$125
51 – 100 seats	\$155
101 – 200 seats	\$185
201 or more	\$215
+ drive through window	\$155
+ catering operation	\$135

Combination Food Service and Retail Market:

Food Service annual permit fee + inspection fee + Retail Food Store fee based on square footage.

Retail Food Store:

0 – 1,000 square feet	\$90
1,001 – 10,000 square feet	\$155
10,001 – 20,000 square feet	\$215
20,001 – 30,000 square feet	\$250
30,001 or more square feet	\$375

All fees for your permit & inspection are paid to the Mercer County Health Dept and are due before you open.

Kentucky Retail Food Code & FDA Code

1. <http://www.lrc.ky.gov/kar/902/045/005.htm>
2. <https://www.fda.gov/food/fda-food-code/food-code-2013>

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3. Waste Disposal

City Sewer:

1. Contact City Sewer to determine grease trap needs
2. Harrodsburg Water and Sewer Dept: (859) 734-4971 or (859) 734-3042

Onsite Septic System:

1. Approved onsite sewage disposal system needed
2. Mercer County Health Dept: Cathy Akins or Ben White at (859) 734-2229

4. Plan Review

1. Four (4) sets of plans
 - a. Floor plan
 - b. Plumbing riser diagram
 - c. Submitted for review and approval by a licensed plumber
2. Reviewed by Mercer County Health Dept Environmental staff
3. Submitted to KY Division of Plumbing for approval
4. Submission and review fee: \$25

5. Other Persons of Interest

1. Building inspector: Jack Coleman, (859) 734-6066
2. Zoning Officer: Shawn Moore, (859) 734-6066
3. Fire Marshall: (502) 573-0388
4. Fire Chief: (859) 734-2848
5. Plumbing Inspector: Mark Long, (859) 734-2229 ext. 149
In Mercer Wednesday only. 8 am – 9:30 am
6. Mercer County Health Dept, Environmental Staff:
Cathy Akins, (859) 734-2229 ext. 135
Ben White, (859) 734-2229 ext. 134