



When do I need to submit plans?

You need to submit plans for health approval if you are planning to build or remodel a food establishment, swimming pool, whirlpool, social care facility (daycare, playschool, adult care etc) or personal service facility (hair salon, aesthetic services, tattoo and piercing parlour etc).

Where should I submit plans?

If you are within the City of Calgary, submit your plans to the City Hall Development and Building Approval Department. A copy of your drawing will be circulated through the Department of the Environmental Health.

If you are outside of the City of Calgary but within the Calgary Health Region, submit your plan to the Environmental Health directly:

Plan Checker
Environmental Health
Calgary Health Region
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Calgary, AB T2Y HPG

Does a plan have to be drawn by a professional engineer or registered architect?

We strongly recommend plans for swimming pools to be prepared by professional engineer or registered architect. All other plans can be prepared by applicant.

What do I need to include in a Food Establishment plan?

Note: a Food Establishment is a premise where food intended for consumption by the public is stored, displayed, processed, prepared or served.

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|----------------------------|----------------------------------|
| Ceiling material | Total number of seats |
| Wall material | Walk-in cooler(s) and freezer(s) |
| Floor material | Cooler(s) and freezer(s) |
| Floor dimensions in metric | Grill |
| Location of floor drain(s) | Stove |
| Mop sink | Dishwasher |
| Hand sink(s) | Food preparation table(s) |
| Pot sink(s) | Donair machine(s) |
| Drain board or shelving | Coffee/capuccino maker(s) |
| Fume/exhaust hoods | Fryer (etc) |
| Staff washroom | Menu |
| Customer washroom(s) | |