

Hood River County Health Department

License Facility Plan Review & Approval Process:

1. Client approaches the Environmental Health office with an idea for a new licensed facility or proposes changes to an existing facility (restaurant, mobile unit, bed & breakfast, RV park, hotel, pool/spa, etc.).
2. The client is given a plan review packet (food establishments), and/or directed to the Oregon state OHA Environmental Health plan review process (pool/spa facilities) and/or the local building code authority for all other facilities (travelers' accommodation & RV Park).
3. The client submits completed plans and proposals for formal review. After reviewing the plans, either:
 - The Hood River County Environmental Health office conditionally approves the plans and directs the client to acquire sign-off from all applicable local agencies.
 - The Oregon State OHA and/or the local building code authority indicate that they have approved the submitted plans. Hood River County Health Department directs the client to acquire sign-off from all applicable local agencies.
4. The client may begin construction of the facility (if applicable).
5. The client returns with a completed sign-off form and has acquired all appropriate permits and other approvals for their proposal.
6. Hood River County Environmental Health office reviews relevant information. Then, either 'formally approves' the proposal or it is 'not-approved'.
7. A pre-opening inspection may occur prior to operation. The facility is either 'approved' or 'not-approved'.
8. Once the facility is approved, the client may apply for a license to operate.
9. Once the license application is approved and the appropriate fee is submitted, the facility may begin operations.