



Santa Cruz County Health Services
2150 N. Congress Drive, Suite #115
Nogales, AZ 85621
(520)375-7900

Time Line for a New Restaurant Permit

1. Submit engineer sealed or to-scale plans to Santa Cruz County Environmental Health Department.
2. Submit Plan Review Application.
3. Submit Equipment Specifications.
4. Santa Cruz Environmental Health Department reviews plans and approves or disapproves within 30 days. You will be notified in writing if your plan has been approved or disapproved or if more information is required.
5. Once plans are approved, building department for building permits if this is new construction. Feel free to call us for any questions or on-site inspections.
6. The food manager must attend and pass Serve Safe, or similar food handler/manager training,
7. All or most of your general employees must attend and pass the county's food handler certification.
8. Several days before you want to open, after all construction is completed, call Santa Cruz County Environmental Health Department to schedule an opening inspection.
9. On the day of the inspection, have all equipment turned on and working. Have all plumbing up and running. Ensure that someone is there to answer questions.
10. If you do not pass the opening inspection, we will work with you until you can meet the code requirements.
11. If you pass the opening inspection, then you submit your permit application to Santa Cruz County Environmental Health Department and the permit fee for the next year. You will be given your permit to operate.
12. 30 days after opening a Santa Cruz County Environmental Health Department Inspector will come out to do an operational inspection.