



BOARD OF HEALTH
TOWN OF FOXBOROUGH
 MASSACHUSETTS 02035

www.foxboroughma.gov

40 SOUTH STREET
 Tel. (508) 543-1207
 Fax (508) 543-6278

**PLAN REVIEW APPLICATION FOR
 TOBACCO /SMOKE SHOP ESTABLISHMENT**

\$200 Plan Review Fee – check made payable to Town of Foxborough

BHP- _____	NO REFUNDS OR TRANSFER OF FUNDS	
DATE REC'D _____	PROJECTED DATES: START: _____	FINISH: _____
CHECK# _____	NEW: _____	REMODEL: _____

ESTABLISHMENT NAME: _____

Retail Category: Adult only

BUSINESS ADDRESS: _____

PHONE: _____ EMAIL: _____

MANAGER: _____ EMAIL: _____

NAME OF OWNER: _____

MAILING ADDRESS: _____

Residential Address: _____

PHONE: _____ EMAIL: _____

APPLICANT'S NAME & TITLE: _____

MAILING ADDRESS: _____

PHONE: _____ EMAIL: _____

I have submitted plans/applications to the following authorities:

Building & Zoning/Date: _____

Fire Dept./Date: _____

Police Dept./Date: _____

DAYS OF OPERATION : _____

HOURS OF OPERATION: _____

NUMBER OF STAFF: _____

PLEASE INCLUDE THE FOLLOWING DOCUMENTS:

Massachusetts Dept. of Revenue (DOR) License Number: *(attach copy of license)*

Note: DOR is only required if selling tobacco.

CONTENTS AND FORMAT OF PLANS AND SPECIFICATIONS:

1. Provide plans that are a minimum of 11 x 14 inches in size including the layout of the floor plan accurately drawn to a minimum scale of 1/4 inch = 1 foot. *(This is to allow for ease in reading plans.)*
2. Show the location of any walk in humidor, **MUST BE LOCKED.**
3. Include and provide specifications for:
 - a. Entrances, exits, loading/unloading areas and docks.
 - b. Show dumpster location on plan.
4. Total Square Feet of Facility: _____
5. Site plan showing location of business; location of building on site including alleys, streets; and location of any outside equipment (well, septic system)
6. Keep a copy for your personal records.
7. Submit to Board of Health for review with fee and Worker's Compensation Affidavit.

LIST SPECIFIC ITEMS THAT YOU WILL BE SELLING: (I.E.: e-cigarettes, hookah pipes, etc.)

STATEMENT: I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS CORRECT, AND I FULLY UNDERSTAND THAT ANY DEVIATION FROM THE ABOVE WITHOUT PRIOR PERMISSION FROM THIS OFFICE MAY NULLIFY THIS APPROVAL.

Signature of Owner (s) or responsible representative(s)

Date

Approval of these plans and specifications by this Health Department does not indicate compliance with any other code, law or regulations that may be required (federal, state, or local). It further does not constitute endorsement or acceptance of the completed establishment (structure or equipment).

- o Approval by the Board of Health is **required**. Call (508) 543-1207 to be placed on meeting agenda.
- o A pre-opening inspection of the establishment will be necessary to determine if it complies with the local and state laws governing tobacco establishments. Call the Board of Health at (508) 543-1207 for an appointment.
- o Proper signage will be provided to the establishment for compliance.

CHECKLIST/REMINDERS:

- Foxborough's age to purchase tobacco is **21 years old**.
- Proper signage must be posted.
- Tobacco permit must be posted in a conspicuous place. Permit is non-transferrable.
- Adult only - Tobacco store. No prepackaged items are allowed. Ie: food, soda, etc.
- Current DOR must be submitted before the Tobacco permit will be issued.
- No Smoking Bars.
- Rolling papers are prohibited.
- Water pipes are prohibited.
- No sampling of any "juices" even if they have "no nicotine"
- No free products, sampling of tobacco products, no coupons, no distribution through the mail.
- Liquid nicotine must be in child resistant package/containers.
- Signature required by owner: read and implement regulations.
- Signature line must be signed by the owner on the "Application for the sale of Tobacco Products and Nicotine Delivery Products" stating he has received a copy of the regulations. The regulations must be on site.
- All humidors must be locked.
- All self-service displays are prohibited. Customer must ask for product. Except for Adult Only Establishments.
- Flavored type tobacco, e-liquid flavors, e-cigarettes, are allowed for now.

To view the regulations go to our website: www.foxboroughma.gov under Health Dept.