



1. Submit a plan review application

The Mesa County Health Department must review and approve your completed [Plan Review Application](#) prior to you beginning construction or extensive remodel of your facility. The plan review application must be submitted to our office with the **\$100** plan review application fee which covers an hour and one half of time to review your operation. If additional review time is required it will be billed at \$60 per hour with a maximum of \$580 in plan review fees. Please allow up to two weeks for your plan review to be processed.

Before you open for business, the Health Department must conduct an opening inspection to ensure compliance with the rules and regulations. A three-day notice is requested for scheduling the opening inspection.

Upon passing the opening inspection, you must complete and sign a Colorado Retail Food Establishment License Application and submit it with the required [license fee](#). The application will be provided to you at the opening inspection. License fees depend on the type and size of your operation. Licenses are valid from the date of issue until December 31 of the same year. There is no "pro-rating" of license fees. If your ownership type is an individual or sole proprietor then you will need to complete the [HB 1023](#) form and provide your Colorado driver's license to be copied in our office or you may provide a notarized copy of the driver's license.

No Fee Licenses are issued on a case by case basis and are only provided to specific non-profit organizations such as schools, penal institutions, churches, or other qualifying charitable organizations. Proof of non-profit status is required for this classification.

2. Obtain the appropriate sales tax numbers

A Colorado sales tax number is required in order to obtain a Retail Food Establishment License to operate a retail food business, unless your business is a documented non-profit or provides only food for at home consumption (i.e. grocery store).

Department of Revenue (DOR)

222 S. 6th Street
Grand Junction, CO 81501
(970) 248-7140

A city sales tax number may also be required. Be sure to contact the appropriate city office to determine the specific requirements that pertain to your operation.

3. Contact all applicable departments regarding your proposed business

Planning, Zoning, Building and Fire must be contacted regarding your proposed operation to determine their involvement in your planning process. If you are applying for a liquor license please contact the local liquor licensing agency. Contact information for surrounding municipalities is below.

Grand Junction City Government

<http://www.gjcity.org>
250 North 5th Street, Grand Jct., CO 81501
Mesa County Building Department (970) 244-1631
Planning/Zoning (970) 244-1430

Fire Department (970) 244-1400
Liquor license (970) 244-1509
Grease Interceptor (970) 244-1489

Fruita City Government

<http://www.fruita.org>
325 E Aspen Ave., Fruita, CO 81521
Mesa County Building Department (970) 244-1631
Planning/ Grease Interceptor (970) 858-0786
Fire (970) 858-3133
Liquor license (970) 858-3663

Palisade Town Government

<http://www.townofpalisade.org>
125 East 3rd Street, Palisade, CO 81526
Mesa Co. Building (970) 244-1631
Planning/ Grease Interceptor (970) 464-5602
Liquor license (970) 244-1609

DeBeque Town Government

<http://www.debeque.org>
381 Minter Avenue, DeBeque, CO 81630
Mesa Co. Building (970) 244-1631
Planning/Grease Interceptor (970) 283-5531
Liquor license (970) 244-1609

Collbran Town Government

<http://www.townofcollbran.org>
1010 High Street, Collbran, CO 81624;
Mesa Co. Building (970) 244-1631
Planning (970) 487-3751
Liquor license (970) 244-1609

For unincorporated areas of the county including Clifton, Gateway, Loma, Mack and Mesa:

Mesa County Government

200 S Spruce, Grand Junction, CO 81501
Building (970) 244-1631
Planning/ Zoning (970) 244-1636
Liquor license (970) 244-1609
Grease Interceptor- Clifton (970) 434-7422
Fire- Clifton- (970) 434-5448
Fire-Lower Valley (970) 858-3133
Septic permit (970) 245-4141