



Marion County
OREGON
Health & Human Services

Organizational Camp Plan Review

New Construction

Remodel

Required payment must accompany this application.

Make Checks payable to and mail to:
Marion County Environmental Health
3160 Center St NE, Salem, OR 97301

Name of Establishment: _____

Facility Address: _____

Facility phone: _____

Owner: _____

Mailing Address: _____

Email Address: _____

Daytime phone: _____

Contact person & Title _____

Mailing Address: _____

Email Address: _____

Daytime phone: _____

Projected Start Date: _____ Projected Completion Date: _____

Submitting incomplete plans will delay the plan review process.

BUILDING AND PLOT PLANS

When submitting this application, include the following documents:

1) A copy of a building plan approval or building permits issued by the building department having jurisdiction; and

2) A Plot plan for the camp. The Plot Plan must clearly show and identify:

- (a) Property lines;
- (b) Proposed and existing construction;
- (c) Building floor plans that include the location of plumbing fixtures;
- (d) The number, size, type and location of all permanent structures and facilities;
- (e) Location of all proposed and existing water supply and sewage disposal systems;
- (f) Location of water and sewer lines;
- (g) Estimated total number of campers and staff to be using the facilities at any given time; and
- (h) Location of storage, collection and disposal facilities of solid waste.

FOOD SERVICE FACILITIES

Whenever a food service facility at an organizational camp is constructed or extensively remodeled, or whenever an existing structure at an organizational camp is converted to use as a food service facility, properly prepared plans and specifications for such construction, remodeling, or conversion must be submitted to the local public health authority for approval before construction. Plans must be submitted in accordance with Oregon Food Sanitation Rules OAR 333-150-0000 Part 8-2.

Food Service Plan Reviews are available at: <https://www.co.marion.or.us/HLT/PH/EHS/Pages/rules.aspx>

Please provide the following information on Water Supply and Sewage disposal systems:

Water Supply: Public water system ID# _____ Private Other

Sewage Disposal: City/Public (Name) _____ Private Other

Are there permanent sleeping spaces? (OAR 333-030-0050) Yes No If yes, describe

Describe Bathing, Handwashing & Toilet Facilities to be provided (number, type, location) (OAR 333-030-0055)

Handwashing _____

Toilets _____

Bathing _____

How is Solid waste disposed? OAR 333-030-0065

Do you have Emergency Procedures and plans? OAR 333-030-0100 Yes No

Does the camp have health services? OAR 333-030-0105 Yes No

Describe: _____

Do you have an AED? (required for resident camps) Yes No N/A

Please list camp activities: OAR 333-030-0110

Do you have a copy of the Organizational Camp Rules? Yes No

The rules are online at

<https://www.oregon.gov/oha/PH/HEALTHYENVIRONMENTS/RECREATION/POOLSLODGING/Pages/rules.aspx>.

Do you know how to locate specific information in the rules? Yes No

Time Limitation of application: The plan review application will expire 12 months after the date of submission. At that time, your payment will be forfeited and a new application and payment will be required that meet current code requirements.

Statement: I hereby certify the above information is correct and I fully understand that any deviation from the above without prior permission from the Local Public Health Authority may nullify final approval.

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

_____	Date _____
_____	Date _____
_____	Date _____

Approval of these plans and specifications by the regulatory authority does not indicate compliance with any other code, law or regulation that may be required—federal, state or local. It further does not constitute endorsement or acceptance of the completed establishment (structure or equipment) A pre-opening inspection of the establishment with equipment in place and operational will be necessary to determine if it complies with the organizational camp rules (Oregon Administrative Rules Chapter 333-030).
