

Ordinance No. 2025-12

**AN ORDINANCE PROVIDING GUIDELINES REGARDING
FOOD ESTABLISHMENTS AND/OR
BED AND BREAKFAST ESTABLISHMENTS**

WHEREAS, it is the duty of the Huntington County Board of Health and the Huntington County Board of Commissioners to safeguard public health and assure that food provided to consumers is safe, unadulterated, and honestly presented;

WHEREAS, the Huntington County Board of Health and Huntington Board of Commissioners find there is a need to set standards for management, personnel, food operations, equipment, and facilities; and

WHEREAS, Huntington County Board of Health and the Huntington County Board of Commissioners are desirous to provide for food establishments and bed and breakfast establishment plans, reviews, permits, inspections, and employee restrictions;

NOW THEREFORE BE IT ORDAINED by the Board of Commissioners of Huntington County, State of Indiana, that:

Section A: Definitions

Bed and Breakfast Establishment means an Operator-occupied residence that:

- (1) Provides sleeping accommodations to the public for a fee;
- (2) Has no more than fourteen (14) guest rooms;
- (3) Provides breakfast to its guests as part of the fee; and
- (4) Provides sleeping accommodations for no more than thirty (30) consecutive days to a particular guest.

“Conflict of Interest” means a situation in which the private financial interest of a Huntington County official, Huntington County Official’s spouse, ex-spouse, siblings, in-laws, children, and/or unemancipated child may influence the Huntington County Official’s judgment in the performance of a public duty.

“Priority Item” means a provision in this rule whose application of which contributes directly to the elimination, prevention, or reduction to an acceptable level of hazards associated with foodborne illness or injury, and there is no other provision that more directly control the hazard. The term includes items with a quantifiable measure to show control of hazards such as cooking, reheating, cooling, and handwashing.

“Priority Foundation Item” means a provision in this rule whose application supports, facilitates, or enables at least one (1) priority item. The term includes an item that requires the purposeful incorporation of specific actions, equipment, or procedures by industry management to attain

control of risk factors that contribute to foodborne illness or injury, such as personnel training, infrastructure, or necessary equipment. HACCP plans, documentation or record keeping, and labeling.

“Core Item means” a provision in this rule designated as core. The item includes an item that usually relates to general sanitation; operational control; sanitation standard operating procedures; facilities or structures; equipment design; or general maintenance.

“Food Establishment” means any building, room, basement, vehicle of transportation, cellar, or open or enclosed area occupied or used for handling food. The term does not include the following:

- (1) A dwelling where food is prepared on the premises by the occupants, free of charge, for their consumption or for the consumption by their guests.
- (2) A gathering of individuals at a venue of an organization that is organized for educational purposes in a nonpublic educational setting or for religious purposes if:
 - (A) The individual separately or jointly provide or prepare, free of charge, and consume their own food or that of others attending the gathering; and
 - (B) The gathering is for the purpose of the organization. Gatherings for the purpose of the organization include funerals, wedding receptions, christenings, bar or bat mitzvahs, baptisms, communions, and other events or celebrations sponsored by the organization.
- (3) A vehicle used to transport food solely for distribution to the needy, either free of charge or for a nominal donation.
- (4) A private gathering of individuals who separately or jointly provide or prepare and consume their own food or that of others attending the gathering, regardless of whether the gathering is held on public or private property.
- (5) Except for food prepared by a for-profit entity, a venue of the sale of food prepared for the organization:
 - (A) That is organized for
 - (i) religious purposes; or
 - (ii) educational purposes in a nonpublic educational setting;
 - (B) That is exempt from taxation under Section 501 of the Internal Revenue Code; and
 - (C) That offers the food for sale to the final consumer at an event held for the benefit of the organization; unless the food being provided in a restaurant or a cafeteria with an extensive menu of prepared foods; if the events conducted by the organization take place for not more than fifteen (15) days in a calendar year.

“Drive-Through” means a service offered by a Food Establishment that allows customers to order, pay for, and receive food while remaining in their vehicles, without entering the physical premises. This term also includes Food Establishment services where food is delivered to customers’ vehicles after being ordered and paid for through mobile applications or other electronic ordering systems.

“Huntington County Health Department” means the local health department in Huntington County or authorized representative having jurisdiction over a Bed and Breakfast Establishment and/or a Food Establishment.

“Health Officer” means the Huntington County Health Officer or his or her authorized representative.

“Health Board” means a local board that manages the Huntington County Health Department and is composed of seven (7) members appointed as described in IC 16-20-2-3 through IC 16-20-2-12.

“Hearing Panel” means a panel of individuals acting in the capacity of a Hearing Officer in proceedings. The Hearing Panel may not include the Health Officer or any other employee of the Huntington County Health Department. The Hearing Panel shall include one member from the Health Board, one health professional appointed by the Chairman of the Health Board, and one agent from the Purdue University Cooperative Extension Office in Huntington County.

“Imminent Health Hazard” means a significant threat or danger to health that is considered to exist when there is evidence sufficient to show that a product, practice, circumstance, or event creates a situation that requires immediate correction or cessation of operation to prevent injury or illness based on the number of potential injuries or illnesses and the nature, severity, and duration of the anticipated injury or illness [e.g., sewage backing up in a food preparation area or contamination of food products with toxic materials].

Incorporation of Code and Administration Code by Reference means incorporated into this ordinance by reference are Indiana Code (IC) 16-42-1, IC 16-42-2, IC 16-42-5, and Indiana State Department of Health Rule(s) 410 and Indiana Administrative Code (IAC) 7-15.5, 410 IAC 7-26, and 410 IAC 7-21-47 as amended.

“Inspection Report” means the document prepared by the Huntington County Health Department that is completed as the result of the inspection and provided to the Operator.

“Mobile Unit” means any unit operated that is a wheeled vehicle, pushcart, trailer, or operated from a movable vehicle and is designed for the service or preparation of food for sale. This can include any vehicle that is intended to physically report to and operate from a commissary for supplies, operations, and cleaning each day of service. The mobile unit also incorporates portable and readily movable units.

“Operator” means the person who has primary oversight responsibility of the operation of the establishment through ownership, or lease or contractual agreement, and who is responsible for the storage, preparation, display, transportation, or serving of food to the public.

“Order” means a Huntington County Health Department action of particular applicability that determines the legal rights, duties, privileges, immunities, or other legal interests of one (1) or more specific Persons. The term includes a permit.

“Permit” means the document issued by the Huntington County Health Department that authorizes a person to operate a Bed and Breakfast Establishment and/or Food Establishment.

“Person” shall include, but not limited to, an association, corporation, individual, a fiduciary, an executor or administrator, partnership, firm, business organization, municipality, or other legal entity, government, or government subdivision or agency.

“Pushcart” means any retail food, beverage, ice cream, or anything edible that is non-motorized and designed as an open-air operation and that physically reports to and operates from a commissary for supplies, servicing, and daily cleaning. Pushcarts are limited to heating precooked food items (e.g., hot dogs, precooked sausages) or serving commercially prepared or commissary prepared food that results in limited or simple assembly.

“Temporary Food Establishment” means a Retail Food Establishment that operates for a period of no more than fourteen (14) consecutive days in conjunction with a single event or celebration with the approval of the organizers of the event or celebration. **Temporary Food Establishments are an extension of the retail food establishment with a valid annual permit that is a temporary setup for an event or celebration.**

“Single Event or Celebration” shall mean a gathering associated with a recognized special occasion. It shall not include an individual or group preparing food items for a limited time when not associated with such recognized occasions. An individual, a business, or a commercial entity may obtain a temporary food service license for a recognized occasion, such as a promotional event, an auction, a fair, or a celebration for a time period of no longer than fourteen (14) consecutive days. Temporary licenses for an event or celebration may not be issued to an individual, business, or commercial entity on a routine or continuous basis in order to avoid compliance with 410 IAC 7-26.

Section B: Permits

General: It is unlawful for a person to operate any Bed and Breakfast Establishment and/or Food Establishment in Huntington County, without first obtaining a valid Permit from the Health Officer. The valid Permit must be posted in a conspicuous location in the Bed and Breakfast Establishment and/or Food Establishment.

Only persons who comply with the applicable requirements of 410 IAC 7-15.5 and/or 410 IAC 7-26 will be entitled to obtain and keep a Permit.

A separate Permit shall be required for each Bed and Breakfast Establishment and/or Food Establishment operated or to be operated by any Person.

No Permit issued to any Operator under the Ordinance shall be transferable between locations or between operators. Upon change of location, operator or owner, all existing permits become void.

A Bed and Breakfast Establishment and/or Food Establishment Permitted by the Huntington County Health Department shall be considered registered as required in IC 16-42-1-6.

Types of Permits:

- (1) A bed and Breakfast Permit shall be issued to any Person and/or Operator of a Bed and Breakfast Establishment, for a term beginning January 1, and/or before commencement of operation and expiring December 31 of the same year, and shall be applied for by the Person and/or Operator annually.
- (2) A Mobile Retail Food Establishment Permit shall be issued to any Person and/or Operator of a Mobile Retail Food Establishment, as defined by 410 IAC 7-26-75, for a term beginning January 1, and/ or before commencement of operation and expiring December 31 of the same year and shall be applied for by the Person and/or Operator annually. Permits shall not be sold, assigned, loaned, or transferred.
- (3) A Retail Food Establishment Permit shall be issued to any Person and/or Operator of a Retail Food Establishment, as defined by 410 IAC 7-26-105, for a term beginning January 1, and/or before commencement of operation and expiring December 31 of the same year, and shall be applied for by the Person and/or Operator annually. Permits shall not be sold, assigned, loaned, or transferred.
- (4) A Temporary Food Establishment Permit **shall be issued to any Person and/or Operator of a Temporary Food Establishment at a fixed location for a period of time not to exceed fourteen (14) consecutive days in conjunction with a single event or celebration.** Temporary Food Establishment Permits are not transferable with respect to the food establishment and/ or the event.

Permit Content: Any Permit issued by the Health Officer or designee shall contain:

- (1) The name and address of the Person and/or Owner to whom the Permit is granted;
- (2) The location of the establishment for which the Permit is issued;
- (3) The issuance and expiration date(s); and,
- (4) Such other pertinent data as may be required by the Huntington County Health Officer.

Application: A person desiring to operate a Bed and Breakfast Establishment and/or Food Establishment shall submit to the Huntington County Health Department a written application for a Permit on a form provided by the Huntington County Health Department prior to commencement of operation of the establishment. A Person desiring to renew a permit must submit a written application for a Permit on a form provided by the Huntington County Health Department before the last day of the year.

Content of the Application: The application shall include:

- (1) The name, mailing address, telephone number, and original signature of the Person and/or Operator applying for the Permit and the name, mailing address, and location of the Bed and Breakfast and/or Food Establishment;
- (2) Information specifying whether the Bed and Breakfast Establishment and/or Food Establishment is owned by an association, corporation, individual, partnership, or other legal entity;
- (3) A statement specifying whether the Bed and Breakfast Establishment and/or Food Establishment:
 - (A) If not permanent, is mobile and/or temporary, and
 - (B) The operation includes one (1) or more of the following:
 - (i) Prepares, offers for sale, or serves potentially hazardous food:
 - (a) Only to order upon a consumer's request;
 - (b) In advance in quantities based on projected consumer demand and discards food that is not sold or served at an approved frequency; or
 - (c) Using time, rather than temperature, as the public health control as specified under 410 IAC 7-26.
 - (d) Prepares acidified foods as defined in 410 IAC 7-21-3;
 - (ii) Prepares potentially hazardous food in advance using a food preparation method that involves two or more steps which may include combining potentially hazardous ingredients; cooking; cooling; reheating; hot or cold holding; freezing; or thawing;
 - (iii) Prepares food as specified under item (3)(B)(2) of this section for delivery to and consumption at a location off the premises of the Bed and Breakfast Establishment and/or Food Establishment where it is prepared;
 - (iv) Prepares food as specified under item (3)(B)(2) of this section for service to a highly susceptible population, as defined in 410 IAC 7-26;
 - (v) Prepares only food that is not potentially hazardous; or
 - (vi) Does not prepare, but offers for sale only prepackaged food that is not potentially hazardous.
 - (4) The name, title, address, and telephone number of the Operator directly responsible for the Bed and Breakfast Establishment and/or Food Establishment.
 - (5) The name, title, address, and telephone number of the Person who functions as the immediate supervisor of the Person specified under subdivision (4) of this section such as the zone, district, or regional supervisor;
 - (6) The names, titles, and addresses of:

- (A) The Persons comprising the legal ownership as specified under subdivision (2) of this section including the Owners and Operators; and
- (B) The local resident agent if one is required based on the type of legal ownership.

(7) A statement signed by the applicant that:

- (A) Attests to the accuracy of the information provided in the application; and
- (B) Affirms that the applicant will:
 - (i) Comply with this ordinance; and
 - (ii) Allow the Huntington County Health Department access to the Bed and Breakfast Establishment and/or Food Establishment and records as specified in 410 IAC 7-26.

(8) Other information required by the Huntington County Health Department.

Qualification: To qualify for a Permit, an applicant must:

- (1) Submit to the Huntington County Health Department a completed written application for a Permit on a form provided by the Huntington County Health Department;
- (2) Be an Owner and/or Operator of the Bed and Breakfast Establishment and/or Food Establishment;
- (3) Comply with the requirements of this ordinance;
- (4) Agree to allow access to the Bed and Breakfast Establishment and/or Food Establishment and provide required information; and
- (5) Pay the applicable Permit fees at the time the application is submitted.

Plan Requirements: The Owner or other authorized agent of an existing or proposed Bed and Breakfast Establishment and/or Food Establishment shall submit to the Huntington County Health Department properly prepared plans and specifications for review and approval before:

- (1) The construction of a Bed and Breakfast Establishment and/or Food Establishment;
- (2) The conversion of an existing structure for use as a Bed and Breakfast Establishment and/or Food Establishment; or
- (3) The remodeling of a Bed and Breakfast Establishment and/or Food Establishment or a change of type of Bed and Breakfast Establishment and/or Food Establishment or food operation if the Huntington County Health Department determines that plans and specifications are necessary to ensure compliance with this section.

The plans and specifications for a Bed and Breakfast Establishment and/or Food Establishment shall include:

- (1) Type of operation;

(2) Type of food preparation (as specified in 410 IAC 7-26) and the menu.

The plans and specifications shall be deemed satisfactory and approved by the Huntington County Health Department before a Permit can be issued.

A pre-operational inspection shows that the Bed and Breakfast Establishment and/or Food Establishment is built or remodeled in accordance with the approved plans and specifications and that the establishment is in compliance with this ordinance, 410 IAC 7-26 and/or 410 IAC 7-15.5

Change of Ownership: The Huntington County Health Department may renew a Permit for an existing Bed and Breakfast Establishment and/or Food Establishment or may issue a Permit to a new owner of an existing Bed and Breakfast Establishment and/or Food Establishment after a properly completed application is submitted, reviewed, and approved, the fees are paid, and an inspection shows that the establishment is in compliance with this ordinance.

Responsibilities of the Operator: Upon acceptance of the Permit issued by the Huntington County Health Department, the Operator, in order to retain the Permit shall:

- (1) Comply with the provisions of this ordinance and all laws and rules adopted by reference herein and the conditions of any variances granted by the Indiana State Department of Health;
- (2) Immediately discontinue affected operations and notify the Huntington County health Department if an imminent health hazard may exist;
- (3) Allow representatives of the Huntington County Health Department access to the Bed and Breakfast Establishment and/or Food Establishment at all reasonable times;
- (4) Comply with directives of the Huntington County Health Department, including time frames for corrective actions specified in Inspection Reports, notices, Orders, warnings, and other directives issued by the hunting County Health Department in regard to the Operator's Bed and Breakfast Establishment and/or Food Establishment or in response to community emergencies;
- (5) Accept notices issued and served by the Huntington County Health Department; and
- (6) Be subject to the administrative, civil, injunctive, and criminal remedies authorized in law for failure to comply with this ordinance or a directive of the Huntington County Health Department;
- (7) Post the Permit in a location in the Bed and Breakfast Establishment and/or Food Establishment that is conspicuous to consumers;
- (8) Comply with applicable building and fire codes.

Section C: Permit Fees

It shall be unlawful for any Person to operate Bed and Breakfast Establishment and/or Food Establishment in Huntington County, who has not paid the Permit fee required to be paid for the operation of such establishment.

The fee for a Bed and Breakfast Permit, Mobile Retail Food Establishment Permit, and Retail Food Establishment Permit shall be paid for a term beginning January 1, and/or before commencement of operation and expiring December 31, of the same year and shall be applied for by the Person and/or Operator annually.

The fee for a Temporary Food Establishment Permit shall be paid for a term beginning the date of commencement of the operation and shall expire on the last scheduled day of the permit period.

Permit fees for the issuance of a Permit under this Ordinance to a Bed and Breakfast Establishment and/or Food Establishment shall be set by the Huntington County Health Board, as provided by the statutes of the State of Indiana. Fees are as follows:

Late Fee: \$100.00 (After January 15th)

- (1) Bed and Breakfast Establishment: \$125.00 per year
- (2) Mobile Retail Food Establishment: **\$150.00 per mobile unit/per year**
- (3) Temporary Mobile Retail Food Establishment: **\$75/ event**
- (4) Pushcart: **\$150 per cart/per year**
- (5) Retail Food Establishment: \$100 per year
- (6) Retail Food Establishment: Any Food Establishment opening on August 1st or later:
\$50/August 1st – December 31st.
- (7) Annual Retail Food Establishment and one (1) mobile truck unit: \$150
- (8) Temporary Food Establishment: \$20 per event or \$100 unlimited annually (January 1 – December 31)

A receipt for the payment of such fee shall be provided by the Huntington County Health Department. No permits shall be issued or renewed until all fees have been paid in full.

Fee Payments shall be non-refundable

The payment of such fees shall be required for each Bed and Breakfast Establishment and/or Food Establishment, including Mobile Food Truck or any vehicle described in the mobile food truck definition, operated or to be operated by any Person.

Exemption from Permit Fees: An organization that is exempt from the state gross retail tax under IC 6-2.5-5-21(b); IC 6-2.5-5-25(a)(1); 6-2.5-5-21(b)(1)(B); IC 6-2.5-5-21(b)(1)(C) of IC 6-2.5-5-21(b)(1)(D), delivery of food or food ingredients, and that offers food for sale to the final consumer at an event held for the benefit of the organization, is exempt from complying with the permit fee requirements of this ordinance.

Let Fees: A late fee for failure to pay the permit fee prior to the operation of the Bed and Breakfast Establishment and/or Food Establishment or the late fee for failure to renew a permit before close

of business on the last working day of the year shall be assessed at \$100 after January 15th. Nothing in this section shall prevent the Health Officer from exercising any other of his/her rights and/or duties regarding suspension, closure, or revocation of the permit with regard to any Food Establishment.

Reinstatement Fees: If a Bed and Breakfast Establishment and/or Food Establishment has discontinued operation because their permit was suspended or revoked or otherwise, according to law, the Operator must have the Permit reinstated by the Huntington County Health Department before resuming operations. The fee for reinstating a Permit will be one-half the original fee charged.

The payment of fees under this ordinance is not transferable or refundable.

Section D: Inspection

General: the Huntington County Health Department shall inspect a Bed and Breakfast Establishment and/or Food Establishment twice a year and in accordance with the requirements of IC 16-42-5 et. Seq. Except for food establishments serving the following menu items may be inspected less than twice a year:

When the food establishments' food handling activities are limited solely to one (1) or more of the following:

- (1) Heating or serving precooked foods;
- (2) Preparing or serving a continental breakfast such as rolls, coffee, juice, milk, and cold cereal;
- (3) Preparing or serving nonalcoholic or alcoholic beverages that are not potentially hazardous beverages or ice;
- (4) Preparing or serving packaged or unpackaged foods that are not potentially hazardous foods, including elephant ears, funnel cakes, cotton candy, confectionaries, baked goods, popcorn, chips, and grinding coffee beans;
- (5) Providing prepackaged food and beverages in its original package.

The Huntington County Health Department may modify the interval between inspections beyond six (6) months if:

- (1) The Bed and Breakfast Establishment and/or Food Establishment is fully operating under an approved and validated Hazard Analysis Critical Control Point (HACCP) plan(s).
- (2) The Bed and Breakfast Establishment and/or Food Establishment is assigned a less frequent inspection frequency based on a written risk-based inspection schedule that is being uniformly applied throughout the jurisdiction.
- (3) The Huntington County Health Department may contact the Operator to determine whether the nature of the food operation has not changed.

Temporary Food Establishment: The Huntington County Health Department shall periodically inspect throughout its Permit period a Temporary Food Establishment that prepares, sells, or serves unpackaged potentially hazardous food and may inspect a Temporary Food Establishment that prepares, sells, or serves unpackaged, non-potentially hazardous food that:

- (1) Has improvised rather than permanent facilities or equipment for accomplishing functions such as handwashing, food preparation, and protection, food temperature control, ware washing, providing drinking water, waste retention and disposal, and insect and rodent control; or
- (2) Has untrained food employees.

Performance and Risk-Based Inspections: Within the parameters specified in the above Inspection Subsection(s) of this Ordinance, the Huntington County Health Department shall prioritize and conduct more frequent inspections based upon its assessment of a Bed and Breakfast Establishment and/or Food Establishment's history of compliance with this ordinance and the Bed and Breakfast Establishment and/or Food Establishment's potential as a vector of foodborne illness by evaluating:

- (1) Past performance for violations of 410 IAC 7-15.5, 410 IAC 7-26, and/or HACCP plan requirements that are critical or non-critical;
- (2) Past performance for numerous or repeat violations of 410 IAC 7-15.5 and/or 410 IAC 7-26 and/or HACCP plan requirements that are non-critical;
- (3) Past performance for complaints investigated and found to be valid;
- (4) The hazards associated with the particular foods that are prepared, stored, or served;
- (5) The type of operation, including the methods and extent of food storage, preparation, and service;
- (6) The number of people served; and
- (7) Whether the population served is a highly susceptible population.

Access Allowed at Reasonable Times After Due Notice: After the Huntington County Health Department presents official credentials and provides notice of the purpose of and the intent to conduct an inspection, the Operator shall allow the Huntington County Health Department to determine if the Bed and Breakfast and/or Food Establishment is in compliance with this ordinance by allowing access to the establishment, allowing inspection, and providing information and records specified in this ordinance. The Huntington County Health Department is entitled to the information and records according to IC 16-42-1-12 and IC 16-42-5-22 & 23, during the Bed and Breakfast Establishment and/or Food Establishment's hours of operation and all times when food preparation and/or food service takes place.

Access is a condition of the acceptance and retention of a food establishment Permit to operate. If access is denied, an Order issued by the appropriate authority allowing access may be obtained according to law under IC 16-20-1-26

Authority to Copy Records: The Operator shall, upon the request of the Health Officer, permit the copying of any and all records relating to establishment ownership, as well as any and all records relating to food and beverage purchases, sources, storage, pest control, and overall sanitation of said Food Establishment.

Inspection Reports: At the conclusion of the inspection, the Huntington County Health Department shall provide a copy of the completed Inspection Report and the notice to correct violations to the Operator or to the Person-in-charge, as required under IC 16-20-8 et seq.

Timely Correction of Priority Violations: Except as specified in the next paragraph, an Operator shall, at the time of inspection, correct a critical violation of 410 IAC 7-15.5 and/or 410 IAC 7-26 and implement corrective actions for a HACCP plan provision that is not in compliance with its critical limit.

Considering the nature of the potential hazard involved and the complexity of the corrective actions needed, the Huntington County Health Department may agree to or specify a longer time frame after the inspection for the Operator to correct priority code violations or HACCP plan deviations

After receiving notification that the Operator has corrected a Priority violation or HACCP plan deviation, or at the end of the specified period of time, the Huntington County Health Department may verify the correction of the violation, document the information on an Inspection Report, and enter the report in the Huntington County Health Department's records.

Refusal to Sign Acknowledgment: Refusal to sign an acknowledgement of receipt will not affect the Operator's obligation to correct the violations noted in the Inspection Report within the time frames specified.

A refusal to sign an acknowledgement of receipt is noted in the Inspection Report and conveyed to the Huntington County Health Department's historical record for the Bed and Breakfast Establishment and/or Food Establishment.

The Operator is not necessarily in agreement with the findings of the Huntington County Health Department inspection by acknowledgement of receipt.

Public Information: Except as specified in section 176 (Trade Secrets) of 410 IAC 7-26, the Huntington County Health Department shall treat the Inspection Report as a public document and shall make it available for disclosure to a Person who requests it as provided in law (See IC 16-20-8-6)

Section E: Compliance and Enforcement

Application Denial: If an applicant for a plan review and/or Permit to operate a Bed and Breakfast Establishment and/or Food Establishment and /or Mobile Retail Food Establishment is denied, the

Huntington County Health Department shall provide the applicant with a written notice that includes:

- (1) The specific reasons and rule citations for the applicant and/or Permit denial;
- (2) The actions, if any, that the applicant must take to qualify for the application and/or Permit; and
- (3) Advisement of the applicant's right of appeal and the process and time frame for appeal that are provided in law.

Permit Revocation: The Huntington County Health Department may revoke a Permit to operate a Bed and Breakfast Establishment and/or Food Establishment and/or Mobile Retail Food Establishment for a time period not to exceed 90 calendar days. If the Permit has been revoked in the past and a clear demonstration of non-compliance is demonstrated by the Permit Holder, then the Permit may be revoked for a longer period of time as determined by the Health Officer.

Permit Suspension: The Huntington County Health Department may suspend a Permit to operate a Bed and Breakfast Establishment and/or Food Establishment and/or Temporary Food Establishment and/or Mobile Retail Food Establishment, as a result of the willful and/or continuous violation of any provision of this Ordinance; interference with the Health Officer or inspection, or examination of employee, food, records, or other means as specified in this ordinance, that an Imminent Health Hazard exists. A suspension shall not exceed 30 calendar days. The Permit may be suspended for a longer period of time as determined by the Health Officer. Interference shall be defined as the process of obstructing, hampering, or blocking the Health Officer in the performance of his/her duties.

Ceasing Operation and Contacting the Huntington County Health Department: An Operator of a Bed and Breakfast Establishment and/or Food Establishment and/or Temporary Food Establishment and/or Mobile Retail Food Establishment shall immediately discontinue operations and notify the Huntington County Health Department if an Imminent Health Hazard may exist because of an emergency such as a fire, flood, extended interruption of electrical or water service, sewage backup, misuse of poisonous or toxic materials, the onset of apparent foodborne illness outbreak, gross sanitary occurrence or condition, or other circumstance that may endanger public health.

An Operator need not discontinue operations in an area of an establishment that is unaffected by the Imminent Health Hazard.

Resuming Operation: If a Bed and Breakfast Establishment and/or Food Establishment and Mobile Retail Food Establishment has discontinued operations for the reasons stated above or otherwise according to law, the Operator must obtain approval from the Huntington County Health Department before resuming operations.

Trash Receptacle Requirement: Any Food Establishment that contains and operates a Drive-Through shall provide outdoor trash receptacles for customer use. The Food Establishment is

responsible for the placement, maintenance, and regular sanitation of all trash receptacles located on its premises. All receptacles must be maintained in a clean and sanitary condition, in accordance with the standards set forth in 410 IAC 7-15.5 and 410 IAC 7-26. Outstanding Fees: Any outstanding fees may be a condition upon which a permit may not be issued.

Enforcement Options:

- (1) Violation of this Ordinance shall be a Class C infraction and shall be enforced in the name of the municipal corporation by their attorney or the Huntington County Prosecuting Attorney under IC 34-28-5 et seq. or the Schedule of Civil Penalties under Title 410 IAC 7-23;
- (2) The Huntington County Health Officer may issue an "Order To Abate" based upon a condition that may transmit, generate, or promote disease;
- (3) In the event the Order is not complied with, the Huntington County Attorney or the attorney for the Huntington County Board of Health may institute an action for abatement pursuant to IC 16-20-1 et seq.

Section F: Appeals Section

- (1) Any Person(s) aggrieved by Orders issued un the Enforcement Options 1-3 of Section E above shall be entitled to a review of the final Order before a Hearing Officer by filing a written request therefore with the Health Officer. The written request must be mailed or hand-delivered to the Huntington County Health Officer, and must be received within fifteen (15) days after such final Order is issued.
- (2) Upon the Health Officer's receipt of such request, the Hearing Officer shall hear the matter again in an open hearing after at least five (5) days written notice of the time, place, and nature thereof. The time shall be measured pursuant to the rules of the court of the jurisdiction.
- (3) The notice of the hearing shall be served upon the Person requesting the review by hand delivering or mailing by Certified Mail the notice to the address listed on the Permit application as the Person's mailing address or such other address, as the Person shall designate in the letter of request to the Health Officer.
- (4) The Hearing Officer establishes the Rules of Procedure and advises the parties prior to the start of the proceedings.
- (5) The Hearing Officer shall make written findings of fact and shall enter its final Order or determination of this matter in writing.
- (6) The Order completes the Administrative Appeals procedure.

Section G: Severability

Should any section, paragraph, sentence, clause, or phrase of this ordinance be declared unconstitutional or invalid for any reason, the remainder of this ordinance shall not be affected thereby.

Section H: Real and Effective Date

All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed, and this ordinance shall be in full force upon its adoption and publication as provided by law.

Passed and adopted by the Commissioners of Huntington County, State of Indiana, on this
30 day of June, 2025.

**This Resolution was adopted on
June 30, 2025. A signed physical
copy of this document is available
by request in the Commissioners'
Office located at 201 North
Jefferson Street Huntington,
Indiana**