

PLAN REVIEW FOR FOOD ESTABLISHMENTS - continued

1. SUBMISSION OF PLANS.

A complete set of plans and specifications shall be submitted. Plans must be drawn to scale.

2. CERTIFICATE OF OCCUPANCY.

Owner must obtain a Certificate of Occupancy or be issued clearance before a Health Permit will be issued.

3. TIME LIMITATION ON CONSTRUCTION/REMODELING.

Construction must begin and end within the time limits of the project's Building Permit.

City Departments such as Building (electrical, mechanical, plumbing) and Fire may be involved.

4. INSPECTIONS OF FACILITIES BY HEALTH DEPARTMENT.

Contact the plans reviewer to schedule a preliminary inspection before the construction is completed.

Contact the plans reviewer to schedule a final inspection at least 72 hours prior to opening for business.

5. ALTERATION(S) TO PLANS.

Contact the plans reviewer before making any alterations in approved plans.

6. WATER SUPPLY.

Establishment's water shall be from a public water system or an approved source that meets State drinking water requirements.

Private wells shall be approved by TCEQ

7. SEWAGE

All sewage and waste water shall be disposed into a public sewage system or an individual sewage disposal systems that meets State and local requirements.

8. WALLS AND CEILINGS.

Wall and ceiling surfaces in food preparation, food serving, warewashing, storage areas, and toilet rooms must be smooth, nonabsorbent, easily cleanable, light in color and in good condition. Acoustical ceiling panels are not approved in these areas.

Studs, joists, and rafters shall not be exposed in the areas listed above.

Utility lines and pipes must not be unnecessarily exposed and must not obstruct or prevent cleaning of walls or ceilings.

Duct work for HVAC shall be recessed inside walls or ceilings.

9. FLOORS.

Floors in food preparation, food serving, warewashing, storage areas, and toilet rooms must be smooth, nonabsorbent, easily-cleanable, and in good condition.

Exposed horizontal utility lines service lines or pipes may not be installed on the floor.

Floor-wall junctures must be covered and sealed.

Floor drains are required in areas subject to overflow or where a discharge of liquid waste is expected from equipment such as buffet lines, salad bars, drink stations, ice machines.

10. SHELVING AND CABINETS.

Unfinished construction is not allowed anywhere. Interior surfaces of cabinets and shelf surfaces shall be finished with a smooth, nonabsorbent, easily cleanable surface.

Shelving and racks shall hold food and food-related items a minimum of 6 inches off the floor. The area between the floor and lowest shelf shall be easily cleanable.

Wooden shelves or racks are not permitted in refrigerated storage areas. Only stainless steel or other non-corrosive metal shelving are approved for use in refrigerators, freezers, and walk-in refrigeration units.

11. HANDWASHING LAVATORIES.

Lavatories designated only for handwashing are required if any type of food/mixed drink preparation or warewashing is conducted.

Lavatories shall be accessible and conveniently located in food preparation, food serving and warewashing areas, and toilet rooms.

Lavatories must be equipped with hot and cold water, supplied through a mixing valve or combination faucet.

Lavatories shall be located to avoid contamination of food and food-related items and areas. Splash guards may be used to meet this requirement.

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12. WARE WASHING FACILITIES.

- ___ A minimum three-compartment sink is required for manual washing, rinsing and sanitization of equipment and utensils.
- ___ All ware washing sinks shall be large enough to permit the complete immersion of the largest piece of portable equipment.
- ___ Separate drainboards for soiled and clean equipment and utensils shall be attached to all ware washing fixtures.
- ___ All mixed-drink type facilities or those using any glassware resulting in the need for a "dump sink" must have an adequate four-compartment sink with double drainboards.
- ___ Mechanical dishwashing machines may supplement but not replace the manual sink requirement.

13. FOOD PREPARATION SINKS.

- ___ Food preparation sinks shall be separate from ware washing sinks and shall be drained into the sewage system through a minimum 1-inch vertical air gap.

14. UTILITY SERVICE SINK.

- ___ At least one utility sink or curbed cleaning facility shall be provided for the cleaning the mops and similar floor cleaning tools and the disposal of mop water or other waste water.
- ___ The utility service fixture shall be located to avoid the contamination of food and food-related items and areas.
- ___ The utility service fixture shall be provided with hot and cold water.
- ___ A vacuum breaker or approved backflow prevention device shall be installed if a hose is connected.
- ___ A device must be present to hang all mops, brooms, and squeegees.

15. PLUMBING.

- ___ Approved backflow prevention device shall be installed on items connected to the water system, such as chemical injectors, attached hoses, and spray wands where there is a potential for direct connection between the potable water system and non-potable water. This includes outside water faucets.
- ___ There shall be no direct connection between the sewage system and any drains originating from equipment in which food or utensils are placed, such as ice machines, food preparation sinks, floor drains in walk-in refrigeration units, steam tables, and salad bars. These fixtures shall be drained into the sewage system through a minimum 1-inch vertical air gap.
- ___ Water heaters will provide a constant and ready source of hot water to all supplied fixtures.

16. EQUIPMENT DESIGN AND INSTALLATION.

- ___ Recommend equipment which is designed and constructed for commercial use be used in food establishments. Residential, home-type refrigerators, freezers, ranges and ovens may not withstand the heavy use.
- ___ Installed and immobile equipment such as refrigerators, freezers, ovens, ranges, fryers, food preparation units and tables shall be (a) sealed to the floor; (b) installed on a raised platform of sealed concrete; or (c) elevated on legs to provide a minimum 6 inch clearance between floor and equipment.
- ___ Sufficient space must be provided for easy cleaning between and behind each unit of floor-mounted equipment, or the space between it and adjoining equipment units and adjacent walls shall be closed and sealed.
- ___ A minimum 3-foot working space/aisle shall be maintained throughout the establishment in food preparation, food serving, ware washing and storage areas.
- ___ The tops of all walk-in refrigeration units and vent hoods shall be extended to the ceiling and properly sealed.
- ___ Hoses to and from cold plates in ice bins must be grommeted at entry and exit sites. Ice bins must be equipped with proper lids.

17. VENTILATION.

- ___ A vent hood system is required when any operation within the kitchen produces excessive heat, steam, condensation, grease-laden vapors, obnoxious odors, smoke and/or fumes, and shall meet the requirements of the City Mechanical Code.
- ___ Easily removable and easily cleanable filters are required in vent hoods and ventilation systems.

18. TOILET ROOMS.

- ___ Toilet rooms shall conform to all Building, Plumbing, and Health Code requirements.
- ___ Toilet facilities shall be conveniently located and shall be accessible to employees at all times.
- ___ Toilet rooms shall be completely enclosed and have tight-fitting, self-closing solid doors.
- ___ Toilet rooms shall have mechanical ventilation to the outside of the establishment.
- ___ A covered receptacle shall be in the women's restroom.

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19. LIGHTING.

___ The light intensity shall be at least:

- a. 50-foot candles at all work surfaces where a food employee is working with unpackaged potentially hazardous food or with food, utensils, and equipment where employee safety is a factor.
- b. 30-foot candles at a distance of 30 inches above the floor in sales areas, utensil and equipment storage areas, and in handwashing and toilet areas.
- c. 20-foot candles 30 inches above the floor in walk-in refrigerators/freezers, dry food storage areas, and in all other areas, including dining areas during cleaning operations.

___ Light bulbs shall be shielded, coated, or otherwise shatter-resistant in areas where there is exposed food; clean equipment, utensils, and linens; or unwrapped single-service and single-use articles.

20. GARBAGE AND REFUSE DISPOSAL.

___ Garbage and refuse containers, dumpsters, and compactor systems shall be stored on or above a smooth surface of nonabsorbent material, such as concrete or asphalt.

___ Discharge of liquid waste from compactor units shall be diverted to the sanitary sewer.

21. LAUNDRY FACILITIES.

___ Laundering shall be restricted to washing and drying of linens used in the operation of the establishment.

___ If linens are laundered on the premises, a clothes dryer must also be provided and used.

___ Washers and dryers may be located in dry storage areas containing only prepackaged items or in a separate laundry room.

22. INSECT AND RODENT CONTROL.

___ Outside openings shall be effectively protected by tight-fitting, self-closing doors, closed windows, screening, or other means to prevent entry of insect and rodents.

___ Air curtains or plastic thermal curtains are strongly recommended on exterior service doors and may become a requirement if insects cannot be excluded.

23. EMPLOYEE LOCKER AREAS AND DRESSING ROOMS.

___ Enough lockers or other suitable facilities shall be provided and used for the storage of employee's clothing and belongings.

___ If employees routinely change clothes within the establishment, rooms shall be designated and used only for that purpose.

24. TOXIC MATERIAL STORAGE.

___ All poisonous or toxic materials shall be stored in cabinets, compartments or facilities which are used only for that purpose. Such materials shall not be stored above or immediately adjacent to food, equipment, utensils, and single-service articles.

25. DRY STORAGE AREAS.

___ Food storage areas must be adequate for the operation of establishment with a recommended minimum size of at least 25% of the total square footage of other food and food-related areas.

26. SELF-SERVICE AREAS.

___ Areas designated for customer self-service shall have smooth, easily cleanable, nonabsorbent flooring which shall extend at least 3 feet from the perimeter of the self-service area.

___ Self-service displays shall be protected from contamination by the use of packaging or salad by food guards.

___ At self-service displays where customers are allowed additional food, a sign shall be posted directing customers to use clean plates for return helpings, e.g, "Use a clean plate for each visit." Clean plates, cups, and bowls must be available.