

Plan Review Information Sheet

Your plan review should include a sketch of the floor plan showing the location of all food service equipment including toilet rooms and fixtures provided therein, and a list of all food service equipment including the manufacturer and model number. A plan review is required for New or Remodeled Food Service Establishments (temporary or permanent).

Prior to your pre-operational inspection some things to ensure are:

- ▶ Approved water supply and sewage disposal.
- ▶ Ventilation system complies with State Fire Marshal and local fire prevention requirements and standards.
- ▶ Hoods provided on all cooking units having four or more burners.
- ▶ Adequate smooth and cleanable tables; counters must be present for food preparation.
- ▶ Table mounted equipment at least 4 inches above the table and floor equipment at least 6 inches above the floor to allow for cleaning.
- ▶ All lights are properly shielded or shatterproof in food prep areas, service, and display areas, and utensil/equipment, washing/storage areas. Ensure the light provided is the required strength.
- ▶ Walls and floors smooth and cleanable (concave molding installed) and ceiling approved material.
- ▶ Screens to prevent insect entry on doors and windows and outer doors must be self closing. If fans are used, the size of the openings shall be limited so that the fans will effectively prevent the entry of insects.
- ▶ Exhaust fans must have self-closing louvers or screens. (Insect/Rodent Protection)
- ▶ Working handwashing sink (hot/cold water); with a 15 second water flow and water temperature of at least 110 F.

- ▶ Working 3-Vat Sink (with stoppers and drain boards) for sanitizing wares or mechanical ware washer.
- ▶ Air Gaps or backflow prevention devices installed to protect the water supply and equipment containing food.
- ▶ Utility sink installed for washing mops and disposing of waste water.
- ▶ Toilet facilities – doors self closing, covered waste cans, ventilated to the outside and provided for each sex.
- ▶ Outside storage of garbage on metal rack or smooth, non-absorbent surface such as concrete or machine laid asphalt, covered.
- ▶ All exposed wood surfaces must be painted or sealed.
- ▶ There is a Plan Review Fee based on the size of each establishment. Call 728-3306 or 728-3316 for the current fee.