

Food Facility Plan Review Checklist

I. FLOOR PLAN

- _____ A. Storage Room: adequate and suitable space provided for storage of food (Guideline-min. 144 sq. ft. shelving= restaurant, 72 sq. ft. shelving = produce dept., bar, remote food, facilities with more than 100 seats or greater than 400 sq. ft. prep area may require more storage) (Sec. 114047)
- _____ B. Food, Food Equipment & Supplies, Linens and Single-Use Articles shall be located within an approved building and stored as to avoid contamination (Sec.113980, 114161, 114265, 114178, 114185.1)
- _____ C. Living Quarters: separated by a complete wall partition with self-closing doors (Sec. 114285, 114286).

II. DOOR & WINDOW SCHEDULE

- _____ A. Exterior Doors (Opening to Outside Air):
 1. Rodent-proof: doors close-fitting w/no opening greater than 1/4 inch when closed (Sec. 114259).
 2. Fly & Insect Control: 4 options (Sec. 114259).
 - a. Heavy duty self-closers.
 - b. Screen door w/self-closers.
 - c. Air curtain per ANSI CERT. Standard No. 37 (Sec. 114259.2).
 - d. Insect Control Device (Sec. 114259.3).
- _____ B. Restrooms: Self-closing doors [Sec.114276 (c1)].
- _____ C. Other Openings: exterior openable windows screened; holes or gaps around pipes entering building closed or sealed (Sec. 114259).
- _____ D. Pass thru window: Max. opening is ≤ 216 sq. in. Window openings shall be ≥ 18 inches. Provide solid or screened window w/self-closing device. Screening shall be at least 16 mesh/sq. inches. Pass thru windows between 216 – 432 sq. inches approved if equipped with air curtain (Sec. 114259.2).

III. INTERIOR MATERIALS & FINISHES (Sec. 114268, 114271)

Specify Materials & Finishes on Plan.

	ROOM/AREA	FLOOR	BASE	WALLS & CEILING	REMARKS
A	FOOD/BEVERAGE PREPARATION	Smooth/washable	4" integral cove w/ 3/8" radius	Smooth/Washable Sealed	
B	DISHWASHING	(Same)	(Same)	(Same)	(Same)
C	FOOD STORAGE	(Same)	*(Same)	*(Same)	
D	BAR	(Same)	(Same)	Wall areas adjacent to bar sinks and areas where food is prep. shall be smooth and washable.	
E	WALK-IN BOXES	(Same)	(Same)	Smooth/Washable Sealed	Shall comply w/ ANSI Cert. /NSF Std. 7
F	JANITORIAL	(Same)	4" integral cove w/ 3/8" radius	(Same)	
G	TOILETS	(Same)	Min. 4" integral cove w/ 3/8" radius	Smooth/Washable	

*Except where food is stored in unopened bottles, cans, cartons, sacks or other original shipping containers (Sec. 114268, 114271)

NOTE: Conduits of all types must be installed within walls as practical (Sect. 114271(c))

IV. TOILETS & HANDWASHING FACILITIES (Sec. 114250, 113953, 114276)

*Any building built before 01/01/2004 shall provide restrooms or a sign stating restrooms are not provided [Sec. 114276(f)(1)].

- _____ A. Toilet facilities provided for use by employees.
Note: Number of toilets and handwashing facilities for employees and patrons shall be in accordance with local building and plumbing ordinances (Sec.113953,114250).
- _____ B. Toilet facilities shall be provided for patrons, guests or invitees when there is onsite consumption of food. [114276(b)(1)].
- _____ C. Toilet facilities constructed after January 1, 1985, which are provided for patron use, must be situated so that patrons do not pass through food preparation, food storage or utensil washing areas [Sec.114276(2), 113984.1].
Exception: Food Preparation Area and Customer Access: Ready to eat foods and raw or under cooked foods shall be separated by a space of 3 ft. from consumer. Route of Access shall be separated by a rail/wall 3 ft. in height. (Sec.113984.1)
- _____ D. Handwashing facilities provided within or adjacent to toilet room, with a premixing or combination faucet capable of providing warm water ($\geq 100^{\circ}\text{F}$) within 15 seconds [Sec .113953(c)].
- _____ E. Food establishment constructed or extensively remodeled after January 1, 1996, shall provide facilities exclusively for handwashing with soap and towel dispenser in food preparation area and warewashing area if not immediately adjacent to food prep. area (Sec. 113953).
- _____ F. Partition/handwash: facility shall be separated from warewashing sink by a minimum of 24 inches or by a metal splashguard with height ≥ 6 inches [Sec. 113953(b)(2)].
- _____ G. Accessories and Hardware: soap, towel, and toilet paper dispenser, and handwash signs (Sec. 113953.1, 113953.2, 113953.5, 114250).
- _____ H. Grocery stores with more than 20,000 sq. feet of floor space shall provide separate toilet facilities for men and women patrons [Sec. 114276(b)(3)].

V. LIGHTING PLAN (Sec. 114252).

- _____ A. **50 ft.** candle light intensity: Food Prep., Manufacturing, Processing, Packaging, Warewashing Areas, and in rooms during periods of cleaning. (Sec.114252).
- _____ B. **20 ft.** candle light intensity:
 1. Surface where food is provided for Consumer Self-Service or where fresh produce or pre-packaged foods are sold or offered for consumption: Areas shall be capable of 50 ft. candle intensity during cleaning.
 2. Inside equipment (reach-in refrig. units and under-counter refrig. units)
 3. Handwashing areas, warewashing areas, equipment/utensil storage areas, and toilet rooms (at least 30 in. above floor).
- _____ C. **10 ft** candle light intensity: Walk-in-Refrigeration units and dry food storage areas. (at least 30 in. above floor)
- _____ D. Protective Covers: over all lights in areas where there are non-prepackaged ready to eat food, clean equip., utensils and linens or unwrapped single-use articles. (Sec. 114252.1).

VI. VENTILATION PLAN

- _____ A. All areas (food prep., storage, serving, warewashing area, garbage storage, dressing room, etc.) shall have sufficient ventilation to facilitate proper food storage and to provide a reasonable condition of comfort [Sec. 114149(a)].

- _____ B. Toilet Room: Light switch activated exhaust fan or openable screened window per local building codes [Sec.114149(b)].

VII. FOOD SERVICE EQUIPMENT PLAN

- _____ A. Canopy Type Hood.
Six Inch Overlap: ends and sides of stoves, grills, soup kettles or steam-jacketed kettles, fryers, etc.:
Note: duct, fan size, air velocity, etc., must comply with California Mechanical Code, except for units subject to Part 2 (Commencing with Section 18000) of Division 13, an alternative code adopted pursuant to Section 18028 shall govern the construction standards.(sec. 114149.1, 114149.2).
- _____ B. Ventilator Type Hood:
No overlap of equipment required; multiple units properly placed for efficient ventilation. Note: duct, fan size, air velocity, etc., must comply with California Mechanical Code, except for units subject to Part 2 (Commencing with Section 18000) of Division 13, an alternative code adopted pursuant to section 18028 shall govern the construction standards. (Sec. 114149.1, 114149.2).
- _____ C. Hood: required over all dishwashing machines except chemical or under counter type (Sec. 114149.1, 114149.2).
- _____ D. Filters: provided for all canopy or ventilator type I hoods [Sec. 114149.2(c)].
- _____ E. Unpackaged processed foods on display shall be effectively shielded or covered.
1. Sneeze Guards: provided for all foods exposed to customers (Sec.113984.1,114077,11406).
2. Condiments/dispensers: Approved equipment (Sec. 114077).
- _____ F. Food & utensils protected from contamination [Sec. 114149.2(b), 114175,]
1. Bulk Beverage Dispensing: Approved equipment (Sec. 114065).
2. Beverage tubing, separation: beverage tubing and cold-plate beverage cooling devices shall not be installed in contact with stored ice that is intended to be used for food or beverages (Sec. 114167).
- _____ G. Temperature Measuring Device:
1. Refrigerators and freezers: Temperature Measuring Devices for all units with potentially hazardous foods (Sec. 114157)
2. A metal probe thermometer available for checking food temperatures (Sec.114159)
- _____ H. Food Contact Surfaces (Tables, Counters, Shelves, etc): hardwood, metal, Formica, or other approved easily cleanable materials (Sec. 114130.1, 114130.3, 114132).
Non-food contact surfaces: surfaces exposed shall be cleanable to splash, spillage and food soiling (Sec.114130.4).
- _____ I. Cooling, Heating, and Holding Capacities: equipment sufficient in number and capacity to ensure proper food temperature control during transportation and operation (114153).
- _____ J. Food Storage Shelves: minimum six (6) inches above floor (Sec. 114047).
- _____ K. Equipment Installation-Options.
1. Equipment shall be installed so as to facilitate cleaning under and around the equipment, and of all the adjacent surfaces. Equipment shall be sealed to adjoining equipment and walls, or should be spaced away from the adjacent walls and equipment at least six (6) inches for every four (4) linear feet of equipment. Table mounted equipment shall be sealed to the table or on legs 4" above the table (Sec.114169).
2. All floor mounted equipment shall be placed on casters which meet or are equivalent to applicable ANSI Cert., minimum six (6) inches high easily cleanable legs or be completely sealed in position on at least a four (4) inch high continuously coved base or concrete curb [Sec, 114169(b)] (NSF standard 2).

- _____ L. CIP Equipment: Surface shall be designed so sanitizing solutions circulate throughout fixed system and contact all interior food-contact surfaces, system shall be self-draining and capable of being completely drained of cleaning/sanitizing solutions. Non-disassembled equipment shall be designed with access points to ensure that the interior food-contact surfaces throughout the system are being effectively cleaned (Sec.114130.5).
- _____ M. CIP Equipment Alternative Washing Method: (Sec. 114099.3)
High pressure detergent sprayer, low or line pressure sprayer, task specific cleaning, brushes or other implements, two compartment sink.
- _____ N. Equipment: All new and replacement equipment shall be certified or classified by ANSI. Electrical appliances shall meet applicable U. L. standards as determined by ANSI accredited Cert. Program. (Sec. 114130 ANSI)
- _____ O. Pressurized Cylinders: shall be securely fastened to a rigid surface (Sec.114172)
- _____ P. Open-air Barbecue Facilities: In compliance with Article 9, (Sec.114143).
- _____ Q. Cleaning Equipment and Supplies: stored separately in a room, area or cabinet separated from any food preparation area, storage area or warewashing area so they cannot contaminate foods, equipment, utensils or linens. (Sec. 114281, 114254.2).
1. Drying Mops: mops shall be placed in position that allows them to air-dry without soiling walls, equipment or supplies. (Sec. 114282)
- _____ R. Garment Storage: lockers or other suitable facilities shall be provided and used for the orderly storage of employee clothing and other possessions. Dressing rooms/dressing areas shall be provided and used by employees if the employees regularly change their clothes in facility. Garment storage area shall be located in an area where contamination of food, equipment, utensils, linens and single-use articles cannot occur (Sec. 114256, 114256.1)
- _____ S. Sinks & Dishwashing Machines.(Sec. 114095, 114099.6, 114101, 11401.1, 114101.2, 114103)
Multi-use Eating and Drinking Utensils: (4 options)
1. Warewashing Machine: 2 integral metal drain boards of adequate size, ANSI Cert. ; pre-rinse facility; shall be equipped with self-sealing temperature and pressure test plug. Unit shall be equipped with a temperature measuring device to measure hot water during sanitizing final rinse manifold, or in chemical sanitizing solution tank. Final utensil surface temperature: 160° F. Unit shall have data plate affixed to machine with operating specifications. (Sec. 114101, 114101.1, 114101.2, 114103)
2. Warewashing machine: 2 integral metal drain boards, ANSI Cert., pre-rinse facility, unit shall operate in accordance with manufacturer's specification. All equipment cycled through warewashing machine shall achieve a utensil surface temperature of 160° F [Sec. 114099.7(a), 114101, 114103(a)].
3. Undercounter Warewashing Machine: Chemical or high temperature rinse, ANSI Cert. listed, pre-rinse facility, 2 metal drainboards located adjacent to machine, sloped and drained to an approved waste receptor. [Sec. 114103(b)].
4. Manual warewashing.
- a. Utensil sink / Bar sink: 3 comp. metal sink w/dual integral metal drainboards. (Sec. 114099, 114099.2, 104099.4, 104099.6).
5. Restricted Food Service: must provide heat to the surface of the utensil of a temperature of at least 165° F [Sec. 114101(d)].
- _____ T. Multi-use Kitchen Utensil sink: (pots, pans, cutlery, scoops, mixers, etc.) 3 compartment metal sink w/dual integral metal drainboards, large enough for largest utensil used (Sec.114099).
- _____ U. Preparation Sinks: (Sec. 114163)
1. Prep. sink shall be provided in a permanent food facility for washing, soaking, thawing or similar preparation of foods.

2. Dimension shall be: 18(L)x18(W)X12(D) with 18 inch integral drainboards or adjacent table at least 18 inches in length and width.

Prep. sink shall be designated for the preparation of food and located in the food preparation area.

____ V. Molluscan Shellfish Tanks: Tanks used to store and display Shellfish that are offered for human consumption shall be operated and maintained in accordance with a HACCP Plan and approved by the Enforcement Agency (Sec. 114155).

VIII. PLUMBING PLAN (Liquid Waste) (Sec.114190)

____ A. Floor drains (new construction or extensive remodeling after January 1, 1985) shall be installed as follows: Floor surfaces in these areas shall be sloped 1:50 to the drains.

1. In floors that are water-flushed for cleaning (Sec. 114269).

2. In areas where pressure spray cleaning methods are used (Sec.114269).

____ B. Food Prep./Vegetable Sink: indirect waste (IDW) connection per Plumbing code, separated from any directly connected fixtures [Sec. 114190, 114193(a)].

____ C. Water Reservoir: used to supply water to device such as produce fogger, shall be maintained and cleaned in accordance with manufacturer's specifications (Sec. 114180).

____ D. Garbage Disposal: direct waste (DW) connection per Plumbing Code (Sec.114193).

____ E. Steam Kettle: indirect waste (IDW) connection via 'air gap' per Plumbing Code. (Sec. 114193).

____ F. Steam Table: indirect waste (IDW) connection per Plumbing Code [Sec. 114193(a)].

____ G. Dishwash Sink: indirect waste (IDW) connection or direct connection to the drainage system. A floor drain shall be provided adjacent to the fixture, and the fixture shall be connected on the sewer side of the drain trap per Plumbing Code (Sec. 114193)

____ H. Warewashing Machine: direct waste (DW) connection directly to the sewer immediately downstream from floor drain (FD) or floor sink (FS) or may be drained through an indirect connection per Plumbing code (Sec. 114193(a)(d)).

____ I. Salad / Salsa Bar: indirect waste (IDW) per Plumbing Code. Portable types are exempt from waste connection which can be easily removed for cleaning and disposal of ice or water (Sec. 114193).

____ J. Refrigeration Equipment: indirect waste (IDW) connection with an air gap into floor sink or self-contained evaporator unit per Plumbing Code (Sec. 114193).

____ K. Ice machine or Bin: indirect waste (IDW) connection with an air gap into floor sink per Plumbing Code (Sec. 114193).

____ L. Indirect Waste (IDW)/ Additional equipment requiring IDW:

a. Drink dispensers, dipper wells, etc., (IDW) connection with an air gap into floor sink per Plumbing Code (Sec. 114193, 114193.1).

b. Equipment compartments that are subject to accumulation of moisture due to condensation of food or beverage drippage shall slope to outlet that slows for IDW drainage to floor sink (Sec.114199).

____ M. General Cleaning Area: food establishment constructed or extensively remodeled after January 1, 1985, shall be equipped with one of the following:

1. One-compartment nonporous janitorial sink with anti-siphon device (Sec. 114279, 114192(c)).

2. Concrete slab, curbed and sloped to drain, connected to sewer; hot and cold water w/anti-siphon device [Sec. 114190, 114279, 114192(c)].

- _____ N. Grease trap/interceptor: if provided must be readily accessible for cleaning and shall not be located in a food or utensil handling area. This does not apply to food facilities in operation before 07/01/2007. (Sec.114201)
- _____ O. Floor sinks shall be installed flush w/floor and must be readily accessible for cleaning [Sec. 114193(c)].
- _____ P. Private Septic Tank system: septic tank system design submitted and approved by Environmental Health Division (Sec. 114197).
- _____ Q. Public Sewer System: establishment to be connected to public sewer system when available (Sec. 114197).

IX. PLUMBING PLAN (Water Supply).

- _____ A. Water Heater: adequate supply of hot water, at least 47°C (120°)[Sec. 114192(a), 114195)].
BTU / KW Proposed: _____ Require: _____ Instant W/H: _____ GPM
- _____ B. Hot and Cold Water under pressure: to all sinks, w/mixing valve (Sec.114192 (a), 114192.1).
- _____ C. Dishwashing Machines: approved machine, installed and used in accordance with the manufacturer's specifications.
 1. Chemical Machines: used in accordance with manufacturer's specs., Sanitizer concentration must satisfy manufacture's directions as specified on product label. (Sec. 114099.6).
 2. Hot Water rinse Machine: used in accordance with manufacturer's specs. and must achieve a utensil surface temp. of 160 F with an irreversible registering temp. indicator (Sec. 114099.6).
- _____ D. Private Water Well: water system design to be submitted and approved by Environmental Health Division. (Refer to Water Program Specialist for small water system permit) (Sec. 114192, 114189).
- _____ E. Public Water System: establishment to be connected to an approved public water system, when available (Sec. 114192, 114189).

X. REFUSE STORAGE AREA.

- _____ A. Adequate facilities to store or dispose of all waste material. Constructed with non-absorbent material such as concrete or asphalt that is easily cleanable, durable and sloped to drain (Sec. 114244, 114245.4, 114245.5)
- _____ B. Separate rendering containers are required when animal by-products and inedible kitchen grease are disposed (Sec. 114245.8) .

Y. BABY CHANGING AREA.

- _____ A. Required changing station in each restroom if occupancy of 60 persons or greater.

REFERENCES : California Retail Food Code, California Health & Safety Code Chapter 4, California Plan Check Guide for Retail Food Facilities, Uniform Mechanical Code, and Uniform Plumbing Code.

