



NORTHEAST TRI COUNTY HEALTH DISTRICT

ENVIRONMENTAL HEALTH DIVISION

FOOD ESTABLISHMENT PLAN REVIEW SUBMITTAL REQUIREMENTS

The purpose of this plan review is to identify any problems at the planning stage of the project, thereby eliminating complications and delays during the opening inspection. Chapter 246-215 of the Washington Administrative Code (WAC) requires that plans be submitted for review when a food service establishment is constructed or extensively remodeled. **This plan review is for public health purposes only. Please be aware that there maybe other plan reviews required by other agencies, such as Planning, Building, Fire Department, or the city of jurisdiction.**

All construction must conform to the requirements of Chapter 246-215 WAC as printed in the Washington State Retail Food Code “Working Document.” A copy of the “Working Document” is available upon request and is available via the Internet at <http://www.doh.wa.gov/ehp/sf/food/FoodRuleMain.htm>. It is highly recommended that you read the rules **before** developing your restaurant plans. The reference numbers listed below are from the “Working Document.”

PROVIDE ALL OF THE FOLLOWING INFORMATION ON OR WITH YOUR PLANS (THAT APPLY YOUR FOOD ESTABLISHMENT.) This information can be presented in the form of drawings, tables, OR as written explanations. Please be thorough and complete with explanations.

Proposed Menu. Be very specific. Include seasonal, off-site and banquet menus. List any animal foods or unpasteurized juices that may be served. Provide an example of the consumer advisory required for these foods. Reference 3-404.11, 3-603.11, 8-201.12.

Manufacturers Specification Sheets (Cut Sheets) for all food equipment, food sinks, and dishwashing equipment, which show that these items are National Sanitation Foundation (NSF), approved or are food grade equivalent. Reference 4-205.10, 8-201.12

Floor Plans to Scale (1:30, 1:40, other) and **Equipment Schedule**

Include all ***new and existing*** facilities and equipment in:

- food preparation and cooking areas
- food service areas
- customer and employee restrooms
- food storage areas
- janitorial areas
- self-service areas (include sneeze shield)
- wait stations
- outdoor refuse storage areas

Adequate Facilities. The plans must show adequate facilities for rapid cooling, rapid reheating, and cold holding. If the restaurant will prepare food ahead of the time of service and cool the food for future reheating, you will need to explain how the food will be rapidly cooled. Reference 3-403.11 through 3-501.16.

Equipment & Finishes. All equipment is to be easily cleanable and in good repair. All wood (including the undersides of counters, shelves, etc.) must be painted or otherwise sealed to be non-absorbent, smooth, and easily cleanable. Other than hardwood for cutting boards or wooden paddles used in baking operations, wood cannot be used as a food contact surface. Surfaces and finishes of equipment, cabinets, counter, and shelving shall be smooth, light colored and easily cleanable. Indicate finish of all cabinets, counters, shelving etc. All stationary floor and counter mounted equipment that is not easily movable (including storage shelving) is to be installed in a manner that allows easy cleaning beneath and behind the equipment. This will require 4 inch legs on counter mounted equipment and 6 inch legs on floor mounted equipment. NOTHING will be allowed to be stored on the floor. It is recommended that wheels be installed on all floor-mounted equipment. Show or explain how these requirements will be met. Reference 4-101, 4-201, 4-202, 4-402.

Water, Sewage, Plumbing & Related Physical Facilities. Water for the establishment must come from a source approved by the Washington State Department of Health. Submit verification that the establishment is connected to an approved system and include the public water system identification number or water system name. All wastewater must be disposed of into a public sewer system or into an on-site sewage system that is sized and constructed according to the requirements of the Health District or the Washington State Department of Health. The plumbing system must be constructed to prevent backflow or back-siphonage. Piping is not to run on the floor but rather within walls, or along the walls at least four inches above floors, for ease of cleaning. Overhead fire sprinklers, soda, water or sewer lines that may leak or drip in any food preparation area are to be enclosed in conduit. Show or explain how this requirement will be met. Reference 5-1, 5-2, 5-4.

Post-Mix Soda Fountains. Such fountains are to have a reduced pressure (RP) backflow prevention device installed on the waterline to the carbonator. RP backflow prevention devices are to be located as close as possible to the pump-carbonator setup in a location easily accessible for testing and maintenance. Provide cut sheets for RP backflow prevention devices and denote installation location. Reference 5-203.15

Food Preparation Sinks (Culinary Sinks). Food establishments must have a designated food preparation sink if the processing of any food requires placement in a sink. The sink must be constructed to be easily cleanable. It is highly recommended that one sink be installed for use with only animal meats and that a second sink be installed for use with only ready to eat foods such as produce. This sink may also be used as an ice bath to cool foods. Show all food sinks with indirect drain connections. Reference 4-301.16, 5-402.1

Food sinks, Icemakers, Ice Bins, Condenser Drains, Steam Tables, Dipper Wells and Dishwashing Equipment. All must have an indirect waste drain connection. Denote all indirect waste drain connections. Reference 5-402.11

Water Faucets, R.P. Valves, and the Dishwasher Rinse Hoses. Are to be air-gapped. An air-gapped connection is one in which the bottom of the faucet is twice the pipe diameter or one inch, whichever is greatest, above the top of the fixtures flood rim. Reference 5-202.13

Floor Sinks. Are to be installed with the top of the sink flush or slightly below the floor grade. Floor sinks located under or within floor mounted equipment (i.e. under an ice machine or below a floor cabinet) should be located towards the front of the equipment for ease of cleaning, or the equipment placed on wheels. Indicate or show how this will be met for all floor sinks. Reference 5-202.11

Grease Traps. If the establishment is connected to a public sewer system, contact the building department of jurisdiction regarding this requirement. If the establishment is connected to an on-site sewage system and generates grease laden wastewater, a grease trap is required. A food particle trap before the grease trap will help eliminate the odor of a grease trap and is strongly recommended. Locate the grease trap so that it is easily accessible for cleaning. Show side and/or a top view of the grease trap to demonstrate that no adjacent equipment blocks access to the grease trap. Provide cut sheets for grease traps. Denote all equipment to be connected to the grease trap. Reference 5-402.12, 5-403.11

Hand Washing Sinks. These sinks must be present and easily accessible in each food preparation area, food cooking area, food dispensing area, dishwashing area, service bars and large wait stations. Hand washing sinks should be centrally located in each of these areas. Hand wash sinks must be separate from other sinks and may NOT be used for ANY other purpose other than hand washing. Show soap and hand drying device or single use towels for all hand wash sinks. Install splashguards on hand wash sinks when these sinks are installed adjacent to food preparation surfaces and food sinks. Reference 5-202.13, 5-204.11, 5-205.11

Dishwashing Requirements. Dishwashing may be accomplished by either a 3-compartment sink or by an approved commercial dishwashing machine. Even if a commercial dishwashing machine will be used, a 3-compartment sink is still required to wash, rinse and sanitize dishware. Denote where soiled dishware is to be held on a 'soiled side' drain board or held within bus tubs contained on a mobile cart. Denote where clean dishware will be air-dried on a 'clean side' drain board or on adjacent wire rack shelving. Show adequate separation between the 'clean side' and 'dirty side' to prevent cross contamination. Show how all the above noted separations and requirements will be met. Three-compartment sinks shall be of sufficient size to allow immersion of the largest equipment to be washed. Each compartment shall be supplied with hot and cold running water. Mechanical dishwashing facility must be large enough to hold the largest piece of equipment used in the restaurant. High temperature machines that sanitize by means of hot water must maintain a minimum wash and rinse temperature as specified by the manufacturer. Minimum sanitizing temperature is 160° F as measured at the dish surface. Low temperature machines that sanitize by means of chemical injection must maintain a minimum wash temperature of 120° F and a minimum rinse temperature of 75° F, or as specified by the manufacturer. The concentration of the chemical sanitizer injected during final rinse must be equivalent to 50-200 ppm chlorine. An audible or visual device is required to be built into the dishwashing unit to indicate when the chemical sanitizer reservoir is low. There must exist a way to SEE the sanitizer as it is dosed into the dishwashing machine, or an alarm must be installed to indicate low sanitizing solution. An approved test kit to accurately measure the concentration of the chemical sanitizer must be provided on site and used on a regular basis. Reference 4-204.113-4-204.119, 4-301.12, 4-301.13, 4-501, 4-603.11-4-603.16.

Mop Sink. At least one service sink with a floor drain must be provided and conveniently located for the cleaning of mops, disposal of mop water, or similar liquid. Any hose bib or faucet requires the installation of a vacuum breaker. This area should be separate from food preparation. Show hangers for all mops, so that they can air dry, and store all other floor cleaning equipment in an orderly manner. Reference 5-203.13, 6-501.16

Toxic Items. These items must be stored separately from all food, food equipment and food contact surfaces. All toxic items must be kept in properly labeled containers. All toxic items must be used in a manner to prevent the contamination of foods and food contact surfaces. NOTE: sanitizing towels and ‘bleach buckets’ are required to be used when wiping up food spills, and when sanitizing food contact surfaces or cleaned-in-place equipment. Wiping cloth sanitizing solutions and wiping cloths used with animal meats are not to be used for any other purpose. Please plan for their placement in the kitchen area, food prep area, and wait station. Denote storage location of toxic items. Reference 7-1, 7-2, 7-3.

Exhaust Hoods & Fans. Cooking equipment hoods, if required by the Building Department or the Fire Marshal, are to be designed to prevent grease and condensation from collecting on walls and ceilings, and from dripping into food or food contact surfaces. Hoods are to be smooth, easily cleanable stainless steel and meet NSF standards. Exhaust hoods are required for high temperature dishwashing machines. A mechanical exhaust fan is required in all restrooms. Denote all hoods and fans. Reference 4-204.11, 4-301.14, 6-304.11.

Self Service. All food or food items in the facility, which are within customer reach and are not prepackaged, must be protected from customer contamination by a sneeze shield or other approved means. Sneeze shields should be designed to shield between the heights of 54” and 60”. Submit detailed drawings of all sneeze shields, buffet lines, salad bars, etc. Reference 3-306.11-3-306.13.

Lighting. Adequate shielded or shatter proof lighting shall be provided in the kitchen, food preparation areas, food storage areas, food equipment storage areas, dishwashing, and bar areas. Explain how you will comply with this requirement. Reference 6-202.11, 6-303.11.

Linens. Soiled linens, aprons and used sanitizing wiping cloths shall be stored separately from sinks, food preparation, food storage, and equipment storage areas. Denote separate ‘clean’ and ‘dirty’ linen storage areas. Reference 4-803.11, 4-903.1

Doors and Windows. Outer openings used for ventilation shall have tight fitting screens or self-closing screen doors. Outside doors shall be self-closing (excluding doors signed as “emergency exits only” by the Fire Marshal) and equipped with sweeps to make a tight-fitting seal. Restroom outer doors shall be self-closing. Explain how you will comply with the above requirements. Reference 6-202.14, 6-202.15.

Walls, Floors, and Ceiling Construction & Maintenance. These surfaces must be smooth finished and easily cleanable. The use of smooth, nonabsorbent, durable materials (Formica, stainless steel, FRP) on walls behind the dishwashing area, pot and pan washing areas, mop sink and any other area where damage may occur is highly recommended. Wall/wall, wall/floor, and wall/ceiling junctions are to be tightly joined and sealed. Drop ceilings with acoustical tile in the kitchen and prep area are not considered to be cleanable. Coving is to be installed in all areas where wet floor cleaning may occur. Carpet may be installed in dining area only. All walls, floors and ceilings shall be non-absorbent, smooth and light colored in food

preparation, cooking, dishwashing, food storage, equipment storage, food display areas and in restrooms. All gaps, cracks, and holes shall be filled and made smooth and easily cleanable. Provide an explanation detailing the finish and the color of all walls, ceilings, coving and floors. For assistance in documenting this information, please see the attached "Finish Schedule Form." Reference 6-101.11, 6-201.11, 6-201.12, 6-201.13, 6-201.14, 6-201.16, 6-201.18.

Garbage Area. Provide a hard, cleanable, sloped-to-drain surface under all outside garbage cans, grease cans, and dumpsters. These refuse containers are to be non-absorbent, covered and of sufficient size to handle the entire restaurant's waste. Exterior hose bibs in garbage area are to be equipped with permanent backflow prevention device. Please note or explain how you will comply with the above requirements. Reference 5-501.11, 5-501.12, 5-501.13, 5-501.15.

Heating, Ventilation and Air conditioning systems. Must be installed such that make-up air does not exhaust directly onto food or food equipment. Explain how this requirement will be met. Reference 6-202.12

Employee Break Areas. Adequate storage areas shall be provided for employee street clothing, coats and other personal items. This area is to be separated from all food storage and food preparation areas. A designated employee break area for eating and drinking is required. Explain how the above requirements will be met. Reference 6-403.11, 6-501.110.

Bathroom Fixtures & Accessories. Restrooms must be conveniently located and accessible to employees at all times. If seating is provided for on-premises consumption of food, restrooms must be provided for patron use. Customers are not permitted to pass through the food preparation, dishwashing or storage areas to access the restrooms. Hand washing stations must be located in or immediately adjacent to restrooms. Self-closing, slow closing or metering faucets shall be designed to provide a flow of water for at least 15 seconds without the need to reactivate the faucet. Soap and sanitary towels or hand drying devices are also required. Locate a soap dispenser at each hand sink or centrally located between each set of adjacent sinks. A covered wastebasket or sanitary napkin disposal boxes are required in women's restrooms. All restroom doors must have a self-closing device. Please show or explain how all the above requirements will be met within your facility. Reference 5-202.12, 5-203.12, 5-204.11, 6-301, 6-302.

If there are questions about the plan review procedure or requirements for food establishments, talk to food program staff at 509-684-2262 or 1-800-776-6207.

Interior Finishes/Surfaces

Use the following chart to indicate all interior finishes (quarry tile, stainless steel, 4" plastic molding, smooth FRP, etc.)

	Floors	Cove Base	Walls	Ceilings	Food Contact Surfaces	Shelving
Kitchen						
Bar						
Dishwashing Area						
Walk-in Refrigerators and Freezers						
Toilet Rooms						
Storage Rooms						

Food Service Equipment Certification

The Washington State Retail Food Code requires that Food Equipment is certified for sanitation by an American National Standards Institute (ANSI) accredited certification program (Working Document 4-205.10). Currently there are four organizations which certify Food Equipment to ANSI standards. The following certification marks can be used to determine if Food Equipment meets ANSI standards. Each organization's web site has product listings available.

NSF International

www.nsf.org



The presence of the NSF mark on food service equipment means that the equipment has been evaluated, tested, and certified by NSF International as meeting international commercial food equipment standards.

Intertek ETL Semko

www.intertek-etlsemko.com



The presence of the ETL Sanitation mark on food service equipment means the equipment was tested and complies with the applicable ANSI/NSF sanitation requirements.

Canadian Standards Association – CSA

www.csa.ca



The CSA mark and Sanitation indicator on food service equipment means that the equipment is certified to ANSI/NSF standards. The Sanitation indicator specifies which ANSI/NSF standard the equipment is certified to meet.

Underwriters Laboratories Inc.

www.ul.com



The UL EPH mark appears on products that have been evaluated to Environmental and Public Health Standards. The "Classified" version is used for products complying with ANSI/NSF Standards and other food equipment hygiene codes and requirements.



The "Blue Sanitation Mark" is a supplemental mark and can be in addition to the Classification Mark.