

Fayette County Health Department

Plan Content Requirements

Note: A full set of plans must be submitted to the Fayette County Health Department prior to construction of a new establishment or a remodeling of an existing establishment/building. The contractor must take plans to the Area Planning office in order to obtain all necessary Building permits. **Failure to submit plans before construction commences will result in the issuance of an immediate STOP WORK ORDER and assessment of a fine. Work will not be allowed to resume until plans have been submitted and a fine paid.**

Plans should include the following specifications:

1. The entire layout of the floor plan.

- ✓ The plan should be accurately drawn to a minimum scale of 1/4 inch - 1 foot. This allows for ease in reading plans.

2. Entrances, exits, load/unloading areas, docks and interior doors.

- ✓ All doors and windows leading to the outside must be protected against the entry of insects and rodents. Windows shall be closed and tight-fitting. If they are open, a proper screen must be in place (16 mesh to 1 inch screen). Doors shall be solid, self-closing, and tight-fitting. External emergency exit doors that are restricted from non-emergency use do not need to have self-closing device installed. If a solid door is left open for ventilation, a proper screen door must be in place. The screen door must have a self-closing device installed and the screen must be 16 mesh to 1 inch.
- ✓ Employee restroom doors must be self-closing.

3. Complete finish schedules for each room.

- ✓ Ceilings must be constructed with materials that are smooth, durable, non-absorbent and easily-cleanable in food preparation areas, food storage areas, ware-washing areas, walk-in refrigeration and freezer units, employee restrooms, wait stations (if more than beverages are dispensed), and in areas subject to flushing or spray cleaning methods.
- ✓ Studs, joists, and rafters may not be exposed in areas subject to moisture.
- ✓ The ceiling surfaces in a bar area or waitress area in which the only open food prepared are beverages and the only ware-washing taking place is of glasses and small utensils will not be required to be non-absorbent. The surfaces, however, must be smooth and easily-cleanable.
- ✓ The ceiling surfaces in the employee restrooms of Annual Food Market Establishments that only sell pre-packaged, non-potentially hazardous foods will not be required to be non-absorbent. The surfaces, however, must be smooth and easily-cleanable.
- ✓ Walls must be constructed of materials that are smooth, durable, non-absorbent, and easily-cleanable in food preparation areas, food storage areas, ware-washing areas, walk-in refrigeration and freezer units, employee restrooms, and in areas subject to moisture.
- ✓ Floors must be constructed of materials that are smooth, non-absorbent, durable, and easily-cleanable in food preparation areas, ware-washing areas, walk-in refrigeration and freezer units, employee restrooms, and areas subject to moisture.

4. Complete plumbing schedule

- ✓ Source of water supply and method of sewage disposal designated.
- ✓ A properly designed dipperwell must be provided for frozen desserts, if applicable.
- ✓ A three-compartment sink with adequate drainboards must be provided for the manual washing, rinsing and sanitizing fo kitchenware and/or
- ✓ Adequate mechanical ware-washing facilities with properly designed drainboards or movable dish-tables provided. Readable data plate, pressure gauge, temperature gauge, and sanitizer level indicator provided as required.
- ✓ Proper installation of a grease trap.
- ✓ Provision of hot and cold water (with adequate pressure) at all fixtures and equipment that use water.

- ✓ Installation of exposed pipes, lines, and conduits so as not to obstruct or prevent cleaning of floors, walls, and ceilings is required.
- ✓ Floor drains provided where floors are subject to flushing, or spray cleaning methods.
- ✓ Provide properly designed faucets on hand-washing lavatories providing tempered water by means of a mixing valve or combination faucet.
- ✓ Sufficient number of and conveniently located hand-washing lavatories for use by employees in food preparation, ware-washing areas, and bar areas with no physical barriers between the hand-sink and workstations. **NOTE:** *The Food and Drug Administration and the Conference for Food Protection suggest that a hand-washing sink be located within 25 feet of all food activity/workstations.*
- ✓ Sufficient number of and conveniently located toilet facilities provided for employee use.
- ✓ An adequate and properly located utility (mop) sink or curbed cleaning facility must be provided.
- ✓ Properly designed devices installed at all fixtures and equipment (when required) to protect against back-flow and back-siphonage.

5. Complete lighting/electrical schedule.

- ✓ At least 70 foot-candles of lighting must be provided on all food preparation surfaces, equipment and ware-washing work levels.
- ✓ At least 20 foot-candles of lighting must be provided (at a distance of 30 inches above the floor) in walk-in refrigeration/freezer units, utensil and equipment storage areas, lavatory and toilet areas.
- ✓ Light bulbs must be shielded coated or otherwise shatter-resistant in areas where there is exposed food, clean equipment, utensils, linens, or unwrapped single-service and single-use items. **Note:** Infrared/heat lamps must be protected against breakage by a shield surrounding and extending beyond the bulb so that only the face of the bulb is exposed.

6. Complete equipment schedule.

- ✓ Food equipment must be designed and constructed to be durable. Materials used in the construction of food-contact surfaces may not allow the migration of deleterious substances or impart colors, odors, or tastes to food and shall be safe, durable, corrosion-resistant, and non-absorbent. They must be finished to have a smooth, easily-cleanable surface, and be resistant to pitting, chipping, crazing, scratching, scoring, distortion and decomposition. Only hard maple or an equivalently hard, closed-grained wood may be used as a food contact surface.
- ✓ All equipment must be properly placed. Food service equipment may not be located in the following areas: locker rooms, toilet rooms, garbage rooms, mechanical rooms (when contamination is likely), under sewer lines that are not shielded to intercept potential drips, under any leaking water lines (condensation included), under open stairwells, or under other sources of contamination. Equipment that is fixed (not easily moveable), must be placed so that it is spaced to allow access for cleaning along the sides, behind, under and above, or sealed to adjoining equipment and walls to prevent soilage from collecting in gaps.
- ✓ Non-food contact surfaces of equipment that are exposed to splash, spillage, or other food soiling or that require frequent cleaning shall be constructed of corrosion-resistant non-absorbent and smooth material.
- ✓ Use properly designed display cases and food shields where required.

7. Complete ventilation schedule.

- ✓ Properly designed and approved ventilation for food service equipment (cooking equipment and hot water sanitizing dish-machines) as required by the Fire and Building Departments.
- ✓ Mechanical exhaust ventilation must be provided in employee restrooms.

8. Site plan (plot plan).

- ✓ Exterior walking and driving surfaces graded to drain.
- ✓ Exterior walking and driving surfaces constructed of concrete, asphalt or gravel or other materials that have been effectively treated to minimize dust, facilitate maintenance, and prevent muddy conditions.
- ✓ Outdoor dumpster pads constructed of concrete or asphalt and sloped to drain.

9. Miscellaneous plan content requirements

- ✓ Designation of adequate facilities for the storage of employees' personal items.
- ✓ Designation of adequate facilities for the storage of maintenance and cleaning tools.
- ✓ Adequate and properly located laundry facilities if used.