

SANDUSKY COUNTY
FOOD SERVICE OPERATION
AND
RETAIL FOOD ESTABLISHMENT

FACILITY LAYOUT AND EQUIPMENT
SPECIFICATIONS SUBMISSION PACKET

PACKET CONTENTS:

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 - Submission Time Lines
 - Other Agency List
- Brief List of FSO/RFE Requirements
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- Acceptable Surface Finishes Guidelines
 - Plan Review and Licensing Fees

FOOD SERVICE PLAN SUBMISSION TIME LINES	
PROCESS/AGENCY	TIME LINE
Kitchen Layout and Data. {LOCAL HEALTH DEPT.}	1. Plans must be submitted <u>prior to any construction</u> of the facility. Health Department is allotted up to 30 days to review and either approve or disapprove this information. A plan review fee is required.
STRUCTURAL, PLUMBING, ELECTRICAL, FIRE PLANS. {OHIO DEPT. OF COMMERCE}	1. Plans must be submitted prior to any construction of the facility. Please contact the Ohio Dept. of Commerce for their exact time lines and fees.
DURING CONSTRUCTION	1. Keep in periodical yet continuous contact with the local health dept. and Ohio Dept. of Commerce. Notify these agencies immediately of any changes in plans or construction. These agencies must approve all changes prior to them being undertaken
COMPLETION OF CONSTRUCTION AND FINAL INSPECTION OF THE FACILITY	1. Notify the Ohio Dept. of Commerce upon completion of construction. This agency must inspect and grant final approval of the facility prior to licensure by the local Health Dept. Copies of these approvals must be submitted to the local Health Dept. 2. Notify the local Health Dept. at least five (5) days prior to the planned opening date to allow time for any unexpected corrections. For final inspection: The facility must be in complete clean condition, as if the facility were opening that same day. All equipment must be operational and copies of the Dept of Comm. approvals must be provided Licensure will occur upon compliance with this final inspection.

OTHER AGENCY LIST

SANDUSKY COUNTY

REQUIREMENT	CONTACT AGENCY
STRUCTURAL, PLUMBING AND ELECTRICAL	Chuck McLaughlin, Plans examiner Ohio Department of Industrial Relations Division of Factories and Building Inspection 1 Government Center Suite 1540 Toledo, Ohio 43604-2234 1-800-686-1597
SEWAGE DISPOSAL	Ohio EPA Northwest District Office 347 N Dunbridge Rd. P.O. Box 466 Bowling Green, Ohio 43402 Contact: Mary-Beth Cohen 419-373-3014
WATER SUPPLY	Ohio EPA Northwest District Office 347 N Dunbridge Rd. P.O. Box 466 Bowling Green, Ohio 43402 Contact: Jo Ann Sabo 419-373-3108
FIRE AUTHORITY	LOCAL FIRE AUTHORITY
ZONING AUTHORITY	LOCAL ZONING AUTHORITY
OVER	

FOOD SERVICE OPERATION REQUIREMENTS

THREE-COMPARTMENT SINK

A 3-compartment sink must be installed for proper dishwashing. The compartments must be of adequate size to accommodate the largest piece of equipment required to be washed. Sinks shall have self-draining drain boards.

OR

AUTOMATIC DISHWASHER

Chemical or High Temperature Sanitizing. Chemical dishwashers must be equipped with a device to indicate when the sanitizer is low or completely out.

HANDWASH SINK

A hand washing facility is required to allow convenient use by employees in food preparation, food dispensing and warewashing areas; and in toilet rooms. Sink must be equipped with hot and cold water, soap and paper towels.

SURFACE FINISHES (SMOOTH AND EASILY CLEANABLE)

All floors, walls and ceilings must be constructed of smooth, non-absorbent cleanable materials.

(EXAMPLES)

FLOORS: Linoleum, Ceramic Tile, Quarry Tile

WALLS: Marlite, FRP, Ceramic Tile

CEILINGS: Drop tiles (smooth without any pits) and Non-Porous (ie) Vinyl Coated. The ceiling must be of fire-rated construction.

COMMERCIAL-GRADE EQUIPMENT

Food service equipment must be of commercial-grade construction. Commercial equipment is typically NSF and UL approved. Equipment includes: Refrigerators, Freezers, Ovens, Stoves, Deep Fryers, Microwaves, etc.

FOOD PREPARATION SINK

An indirectly connected sink is required if a facility conducts any form of fresh food preparation (for example vegetables, fruits, meat, poultry, or sea food).

LIGHTING

Lighting over all preparation surfaces must be at least 50 Footcandles. Lighting must be properly shielded with covers or shatterproof bulbs.

THERMOMETER

A metal-stem, dial thermometer (Range: 0°F - 220°F) must be provided for proper testing of hot and cold foods.

SANITIZER

A proper sanitizer must be provided for the third compartment of the 3 compartment sink and for sanitizing food contact surfaces.

Acceptable sanitizers and concentrations are as follows:

Chlorine (Bleach): [50-100 ppm]

Quaternary Ammonia: [200ppm]

Iodine : [12-24] ppm

Counter wiping cloths should be stored in sanitizer between uses also.

WINDOWS AND DOORS

All doors and windows, which open to the outside and are opened for ventilation, must be equipped with screens to protect against insect and rodent infestations.

OUTSIDE DUMPSTERS

Outside dumpsters must possess lids and must be placed on smooth, cleanable surfaces (asphalt, concrete, etc.) The dumpsters must be emptied on a regular basis and the lids must be closed between uses.

NOTE: this is only a partial list of food service requirements. For a more complete outline of requirements please request a copy of the Ohio Uniform Food Safety Code.

SINK AND DRAINAGE REQUIREMENTS

SINK	DRAINAGE INTO SEWAGE SYSTEM
THREE-COMPARTMENT	DIRECT
HANDWASH	DIRECT
MOP WATER DISPOSAL	DIRECT
FOOD PREPARATION (Note: A food preparation sink is required if a facility conducts any form of fresh food preparation. (e.g. meats, vegetables, fruits, etc.)	INDIRECT

LIGHT SHIELDING OPTIONS


FIXTURE TYPE	PLASTIC TUBES WITH ENDCAPS SHATTERPROOF BULBS COMPLETE COVER OVER ENTIRE FIXTURE
FLUORESCENT	COMPLETE COVER OVER ENTIRE FIXTURE. SHATTERPROOF BULBS CAGE SHIELD WITH INTERIOR GLOBE
INCANDESCENT	COMPLETE COVER OVER ENTIRE FIXTURE. SHATTERPROOF BULBS CAGE SHIELD WITH INTERIOR GLOBE

NOTE: All lighting throughout the facility must be properly shielded. This includes the following areas: Preparation, cooking, dry storage, dishwashing, serving, interiors of coolers and freezers, over ice machines, etc.

VENTILATION REQUIREMENTS

EQUIPMENT TYPE	REQUIREMENT
STOVES, OVENS, DEEP FRYERS, BROILERS, GRILLS, GRIDDLES, ETC.	EXHAUST HOOD EQUIPPED WITH FIRE SUPPRESSION SYSTEM.
AUTOMATIC DISHWASHERS	EXHAUST HOOD
MICROWAVES, STEAM TABLES, TOASTERS, HEATED CABINETS, ETC.	NO HOOD SYSTEM IS REQUIRED.

NOTE: This list is not all inclusive. Please contact our department with any questions concerning proper ventilation for equipment not listed above.

ACCEPTABLE FOOD SERVICE SURFACE FINISHES	
FLOORS	
FOOD SERVICE LOCATION	ACCEPTABLE FINISHES
FOOD PREPARATION AND COOKING	1. QUARRY TILE 2. SOLID VINYL 3. VINYL TILES
DRY STORAGE	1. QUARRY TILE 2. SOLID VINYL 3. VINYL TILES 4. SEALED CONCRETE
DISHWASHING	1. QUARRY TILE 2. SOLID VINYL 3. VINYL TILES
WALLS	
FOOD PREPARATION	1. FIBERGLASS REINFORCED PLASTIC PANELS (FRP) 2. CERAMIC TILE 3. CONCRETE BLOCK FILLED AND EPOXY PAINT 4. STAINLESS STEEL
COOKING	1. STAINLESS STEEL
DRY STORAGE	1. FIBERGLASS REINFORCED PLASTIC PANELS (FRP) 2. CERAMIC TILE 3. CONCRETE BLOCK FILLED AND EPOXY PAINT 4. DRYWALL PAINTED WITH HIGH EPOXY PAINT
DISHWASHING	1. FIBERGLASS REINFORCED PLASTIC PANELS (FRP) 2. CERAMIC TILE 3. STAINLESS STEEL
CEILINGS	
ALL AREAS (PREPARATION, COOKING, STORAGE, DISHWASHING, ETC.)	1. DROP CEILING (SMOOTH VINYL COATED TILES WITH NO PITS OR CREVICES) 2. DRYWALL PAINTED WITH HIGH EPOXY PAINT. 3. MARLITE PANELS
<p> NOTE: This list is a guideline and not all inclusive of possible acceptable finishes. Please contact our department with any questions on new and acceptable surface finishes.</p>	