



**COUNTY OF SAN LUIS OBISPO HEALTH AGENCY  
ENVIRONMENTAL HEALTH SERVICES DIVISION**

2156 Sierra Way STE. B, San Luis Obispo, CA 93401  
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**PERMANENT FOOD FACILITY CONSTRUCTION PLAN CHECK SHEET**

FACILITY NAME AND ADDRESS:

CONTACT PERSON AND PHONE NUMBER:

The following requirements are based upon the California Retail Food Code (sections cited), San Luis Obispo County (SLOC) policy, and applicable plumbing and mechanical codes.

Use the following checklist to verify that all applicable items requiring review are included in the plan. Include a copy of the checklist with the plan submittal packet. This may help to expedite the inspector's review process.					
✓	General Requirements	pg	section	in	out
	<b>Complete</b> and legible plans, <b>drawn to scale</b> , scale indicated	3	(114380)		
	Floor plans include plumbing, electrical, lighting, equipment placement, and refuse disposal area	3			
	<b>Manufacturer's specification sheets</b> for all new and existing equipment included	3	(114380)		
	Attached form, " <b>Menu Items and Food Operations</b> ", included	15			
	Interior Finish Requirements				
	<b>Floor finish</b> indicated	3	(114268)		
	Floor drains floor slope to drain is indicated, as applicable	4	(114269a)		
	<b>Wall finish</b> indicated; more durable finish provided where applicable	4	(114271)		
	Acoustical paneling, when utilized, installed a minimum 6 feet above the floor	4	(114271)		
	<b>Base coving</b> indicated	3,4	(114268b)		
	<b>Ceiling finish</b> indicated; Drop ceiling indicated when height less than 15', ceiling painted/sealed when height over 15'	4			
	Walk-in unit interior and exterior finish material indicated, as applicable	4	(114268a,71)		
	Water Supply, Plumbing, and Liquid Waste				
	Approved, adequate, pressurized <b>potable water supply</b>	5	(114192)		
	Food fogging devices and/or misters supplied by pressurized water, as applicable	5	(114180)		
	Location and heating capacity of proposed or existing <b>water heater</b> indicated	5	(114195)		
	Specifications provided for plumbing fixtures and <b>backflow protection devices</b>	5			
	Sink faucets are equipped with <b>mixing valves for hot and cold</b> water	5	(113953c) (114163a3)		
	<b>Floor sinks</b> or other receptor (approval required) indicated for the collection of liquid waste discharged from equipment requiring indirect plumbing	5	(114193)		
	Floor sink(s) not located inside walk-in refrigeration units.	5	(114193)		
	Floor sinks ½ exposed or otherwise readily accessible for inspection and cleaning	6	(114193)		
	<b>Grease trap</b> or interceptor details provided and location shown	6			
	Cleaning Facilities and Sink Requirements				
	<b>Handwashing</b> facilities supplied, sufficient, conveniently located	6	(113953b1)		
	Permanently installed single-service hand soap and hand-drying device indicated	6	(113953.2)		
	Splashguards provided, as applicable	6	(113953b1)		
	<b>Manual warewashing</b> 3-compartment sink provided with sufficient compartment size and two integral drainboards	7	(114099)		
	Indirect waste from 3-compartment sink indicated	5,7	(114193)		
	Integral heating device provided for hot water sanitization operation, as applicable	7	(114099.4)		
	<b>Mechanical warewashing</b> system specifications provided as applicable	7	(114101a)		
	Mechanical dish machine provided with dual drainboards, as applicable	7	(114103)		
	Ventilation provided above heat sanitizing warewashing machines, as applicable	11	(114149.2b)		
	<b>Food preparation sink</b> with single drainboard provided, as applicable	7,8	(114163)		
	Food preparation sink meets minimum dimensional requirements	7	(114163)		

✓	Cleaning Facilities and Sink Requirements (cont.)	pg	section	in	out
	Indirect waste connection from food preparation sink indicated	7	(114193)		
	Janitorial facilities provided with a cleaning basin or sink, drained to sewer	8	(114279)		
	Janitorial sink faucet includes atmospheric vacuum breaker (AVB) backflow protection, or equivalent	5,8	(114182c) (CUPC 603.4.7)		
	A rack, room, or area for the storage of mops, brooms, and cleaning supplies	8	(114282)		
	<b>General Equipment Standards and Installation</b>				
	Proposed equipment, utensils, etc. meet design and classification standards	8,9	(114130a,b)		
	Cold and hot holding and heating equipment sufficient in number and capacity	8	(114153)		
	Type of refrigeration drainage (self-contained evaporator or floor sink) indicated	5			
	Walk-in refrigeration units open into an approved location	8			
	Vertical Rotisserie specifications accompanied by written operational or HACCP plan	8			
	Not easily movable floor-mounted equipment is sealed to the floor or elevated 6"	9	(114169b)		
	Not easily movable table-mounted equipment is sealed to the table or elevated 4"	9	(114169d)		
	Fixed equipment appropriately spaced to allow for cleaning or sealed	9	(114169)		
	Sneeze guard protection provided, as applicable	9	(114060a) (114063d)		
	Beverage tubing/cold-plate cooling device specifications provided, as applicable	9	(114167)		
	Conduits, flex lines, plumbing, and gas lines to be mounted or enclosed	5			
	<b>Outdoor BBQ</b> located to prevent fire hazard or food contamination, as applicable	9	(114143b)		
	BBQ method of separation from public access indicated	9	(114143c)		
	Flooring at BBQ location indicated, impervious, extends 5-foot radius around BBQ	9	(114143d)		
	<b>General Electrical Requirements</b>				
	Lighting indicated, type and location sufficient	10	(114252)		
	Light bulb shatter protection indicated in all areas required	10	(114252.1)		
	<b>Ventilation</b> details and/or system specifications for all ventilation systems included	10,11			
	Mechanical exhaust ventilation indicated above cooking equipment, as applicable	10,11	(114149.1)		
	Exhaust hoods extend at least 6 inches beyond all sides of the cooking equipment	11			
	<b>Premises</b>				
	Adequate storage space for dry food, single-use articles, linens, etc. is indicated	11,12	(114047)		
	<b>Restroom facilities</b> for employee use provided	12	(114276)		
	Separate restrooms provided for men and for women, as applicable	12	(114276b3)		
	Customer use restrooms indicated and adequately located, as applicable	12	(114276)		
	Permanently installed single-service hand soap or hand-drying device indicated	12	(114276)		
	Tight fitting and self-closing toilet room doors indicated	12	(114276)		
	Type of restroom ventilation indicated	11	(114149)		
	Facility fully enclosed in a permanent building to ensure <b>vermin exclusion</b>	12,13	(114266)		
	Open air dining areas in conjunction with a fully enclosed food preparation and storage area	12	(113984b)		
	Specifications provided for insect control devices, location indicated	13	(114259)		
	Self-closing devices on all doors opening to the outside is indicated, spacing around the base and side does not exceed ¼ inch	13	(114259)		
	Air curtain device specifications provided, locations shown, as applicable	13	(114259)		
	Pass-through window service openings and dimensions indicated, as applicable	13	(114259)		
	<b>Employee space, changing room, storage enclosures</b> indicated	13	(114256)		
	<b>Laundry facilities</b> indicated, as applicable	13	(114185.5)		
	<b>Private home, living or sleeping quarters</b> entrance indicated, as applicable	13	(114285,6)		
	Existing or proposed <b>refuse disposal storage area</b> indicated, details provided	13,14			

## MENU ITEMS AND FOOD OPERATIONS

Facility Name

Facility Address

<input checked="" type="checkbox"/>	<b>TYPE OF FOOD FACILITY OPERATION:</b> Check the box below which best describes your food facility.
<input type="checkbox"/>	<b>Commercially, Prepackaged Food Service:</b> All food (100%) onsite is commercially prepackaged. There is no food or drink preparation or service
<input type="checkbox"/>	<b>Non-Prepackaged Food Service:</b> Unpackaged foods are stored, prepared, and served.
<input type="checkbox"/>	<b>Minimal Food Preparation:</b> Unpackaged beverages and commercially prepackaged foods are sold. There is no cooking, cooling, reheating, or hot holding of perishable food items.
<input type="checkbox"/>	<b>Full Food Preparation:</b> Complete food preparation occurs, including the handling, cooking, and serving of unpackaged foods
<input type="checkbox"/>	<b>Countywide Vending:</b> Mobile Food Facility, Temporary Food Facility, Catering Operation, Dependent Food Service Operation

Check the menu items in the left hand column below which will be prepared and served at your food establishment. Check those food operations in the right hand column below which will occur at your establishment. This information will be used to determine your equipment and refrigeration needs.

<input checked="" type="checkbox"/>	<b>FOOD ITEM</b>	<input checked="" type="checkbox"/>	<b>FOOD OPERATION</b>
<input type="checkbox"/>	Meat or meat dishes	<input type="checkbox"/>	Refrigeration of foods
<input type="checkbox"/>	Fish or fish dishes	<input type="checkbox"/>	Cooling foods which have been heated or cooked
<input type="checkbox"/>	Poultry or poultry dishes	<input type="checkbox"/>	Cooking foods
<input type="checkbox"/>	Shellfish	<input type="checkbox"/>	Holding foods hot for more than 30 minutes
<input type="checkbox"/>	Vegetables	<input type="checkbox"/>	Reheating foods which have been prepared on site
<input type="checkbox"/>	Rice or Beans	<input type="checkbox"/>	Preparing foods one day for service the next day
<input type="checkbox"/>	Pasta	<input type="checkbox"/>	Washing vegetables such as lettuce, tomatoes, onions, etc.
<input type="checkbox"/>	Gravies, Sauces, or Soups	<input type="checkbox"/>	Washing fish
<input type="checkbox"/>	Green salads	<input type="checkbox"/>	Washing poultry
<input type="checkbox"/>	Sandwiches	<input type="checkbox"/>	Other (describe)

Potentially hazardous foods (such as meats, poultry, fish, shellfish, rice, beans, pasta, gravies) must be rapidly cooled after they have been cooked or heated if they are not going to be served immediately or held in a hot holding device. Rapid cooling must be completed by one or more of the following methods listed below based on the type of food being cooled. Check the method(s) below which you plan to use to cool hot food.

<input checked="" type="checkbox"/>	<b>APPROVED COOLING METHODS</b>
<input type="checkbox"/>	Placing foods in shallow heat-conducting pans such as stainless steel with product 2-3 inches deep.
<input type="checkbox"/>	Separating the food into smaller or thinner portions
<input type="checkbox"/>	Using rapid cooling equipment
<input type="checkbox"/>	Using containers that facilitate heat transfer
<input type="checkbox"/>	Adding ice as an ingredient
<input type="checkbox"/>	Inserting appropriately designed containers in an ice bath and stirring
<input type="checkbox"/>	In accordance with a HACCP plan. (HACCP plan must be submitted for review and approval).

<input checked="" type="checkbox"/>	<b>DISHES AND UTENSILS</b>
<input type="checkbox"/>	Food will be served with reusable dishes and utensils, to be washed and sanitized on site.
<input type="checkbox"/>	Food will be served with disposable dishes and utensils.



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CONSTRUCTION REQUIREMENTS FOR FOOD ESTABLISHMENTS

I. PLAN SUBMITTAL PROCEDURES

- 1. A person MAY NOT begin any new construction or remodel of a retail food facility until the Environmental Health Services Division department HAS APPROVED THE PLANS for the construction or re-model.
2. Submit one set of plans to the department for review. Two additional sets of plans will be required upon approval.
3. Submit a completed plan check application and fee (payable to "San Luis Obispo County Health Department") due at the time the plans are submitted.
A. Fees are based upon the size of the establishment (excluding office space and customer eating areas). The fee is non-refundable and is separate from the fees that may be charged for services by other government agencies.
B. Incomplete plans or plans requiring excessive corrections will be returned for revision prior to approval.
C. Upon approval of the plans, two sets will be returned to the applicant.
D. A "job set" of plans, bearing the approval stamps of all responsible agencies shall be kept at the job site for reference during all stages of the project. If the applicant wishes to propose any changes to the plans as approved, the affected plan sheets or specifications must be re-submitted to the responsible agencies for approval. Plans must clearly indicate compliance with the following requirements.
E. Additionally, complete plans must be submitted to the local Building Department for permit applications for proposed structural, electrical, plumbing or ventilation work.

II. GENERAL REQUIREMENTS

- 1. Plans must be complete, legible and drawn to scale. The scale must be indicated. Plans must include
A. Complete floor plan with plumbing, electrical, lighting, equipment details and placement, and refuse disposal location.
B. Manufacturer specification sheets for all equipment must be submitted. All new and replacement food-related and utensil-related equipment shall be certified or classified for sanitation by an American National Standards Institute (ANSI) accredited certification program. Equipment not bearing a logo verifying an approved standard will be evaluated for approval by the department.
B. An interior finish schedule must be included. List the floor, wall & ceiling finishes for each room – including storerooms & restrooms.
C. Complete the attached form "Menu Items and Food Operations"



### III. INTERIOR FINISH REQUIREMENTS

#### 1. Floors



- A. Floor surfaces in all areas in which food is stored (including walk-in refrigeration units), prepared, packaged, or portioned, **including customer self-service**, where any utensil is washed, refuse or garbage is stored, janitorial facilities are located in all toilet and handwashing areas must be **commercial grade, smooth, durable, non-absorbent, and easily cleanable\***.
- A. Flooring must continue up the wall four (4) inches, (six (6) inches recommended) in a seamless manner, forming a 3/8-inch minimum radius cove as an integral unit.
- B. **Exception:** Coving is not required in dining and waiting areas, in areas where dry goods are stored only in unopened original containers, or in customer areas of a retail market where there is no open food storage.
- C. Floor drains are required in floors that are water flushed for cleaning and where pressure spray methods for cleaning equipment are used. Where floor drains are proposed, the floor surface shall be sloped 1:50 to the floor drains.
- D. Floor sinks or equivalent devices must be installed to receive discharges of water or other liquid waste from equipment



\*Also see Approved Floorings Materials List, a sample may be required. **Vinyl composition tile (VCT) and rubber top set base coving is not allowed in the previously listed areas.** Anti-slip floor finishes or materials are acceptable when necessary for safety reasons only in high traffic areas and not under equipment.

#### 2. Walls and Ceilings

- A. The walls and ceilings of all rooms shall consist of **durable, smooth, nonabsorbent, and easily cleanable surfaces.**
  - i. Enamel paint must be semi gloss or high gloss finish.
  - ii. A finish **more durable** than semi or high gloss enamel painted wallboard such as fiberglass-reinforced plastic (FRP), vinyl wall paneling, stainless steel, ceramic or quarry tile, etc., must be installed from the top of the base coving to minimum 8-foot height in the following areas:
    - 1. Behind high volume steam generating equipment/appliances, e.g. steam kettles,
    - 2. Behind high temperature mechanical dishwashers,
    - 3. Behind cooks' line equipment (material and finish must meet fire code),
    - 4. Behind hand wash, food preparation, janitorial, and utensil washing sinks and/or pressurized water spray arm assemblies,
    - 5. Walk-in refrigerator and freezer boxes,
    - 6. Behind pizza dough tables, cutting/chopping tables, large mixers, and other machinery that impacts the wall such as a meat slicer.
  - i. Attachments to walls and ceilings, such as light fixtures, mechanical room ventilation system components, vent covers, wall mounted fans, decorative items, and other attachments, shall be easily cleanable.
  - ii. Drop ceilings are required in facilities with ceiling height of 15 feet or less. Exposed wood beam ceilings over 15 feet in height must be painted or sealed if left exposed. Approved acoustical paneling, when utilized may not be installed less than six feet up from the floor.

- v. Conduits, flex lines, exposed plumbing and gas lines of all types must be installed within walls as practicable or otherwise must be mounted or enclosed to facilitate cleaning.

**B. Exceptions to wall and ceiling requirement:**

- i. Bar areas in which alcoholic beverages are sold or served directly to the consumers provided there are no adjacent bar sinks or areas where food is prepared,
- ii. Areas where food is stored only in unopened bottles, cans, cartons, sacks, or other original shipping containers,
- iii. Dining and sales areas,
- iv. Offices,
- v. Restrooms that are used exclusively by the patrons, except that the walls and ceilings in the restrooms shall be of a nonabsorbent and washable surface

## **IV. WATER SUPPLY, PLUMBING, AND LIQUID WASTE**

### **1. Potable Water Supply**

- A. Potable water must be supplied from an approved water system.
- B. The approved potable water supply must be adequate, protected, and pressurized and include a supply of hot water.
  - i. The water source and system and hot water generation and distribution system must be of sufficient capacity to meet the peak potable and hot water demands of the food facility.
  - ii. Water under pressure shall be provided at a sufficient level as specified by the Uniform Plumbing Code and manufacturer's specifications for equipment and fixtures.
  - iii. Water under pressure shall be permanently plumbed to all fixtures, equipment, and non-food equipment that are required to use water.
  - iv. Fogging or misting devices intended for use with open foods may not consist of a reservoir for holding water. Only water under pressure may be used for fogging or misting of foods.
- C. Water heater specifications must be provided.
  - i. The location of the proposed or existing hot water heater must be indicated.
  - ii. The heating capacity (in BTU's or Kilowatts) must be indicated and provide a sufficient hot water supply to meet the demands of the food facility.
  - iii. Water heaters must be set to supply hot water at a minimum temperature of 120°F measured from the faucet.
    - 1. **Exception:** *Hand wash sinks may be provided with 100°F warm water.*
- D. The potable water supply shall be protected with a backflow or back siphonage protection device when required by applicable plumbing codes.
  - i. The air gap between the water supply inlet and the flood level rim of the plumbing fixture, equipment, or nonfood equipment must be at least twice the diameter of the water supply inlet and may not be less than one inch.



### **2. Plumbing**

- A. Hot and cold water must be supplied through mixing faucets.
- B. All exposed plumbing and gas lines are to be mounted or enclosed so as to facilitate cleaning. An effort should be made to enclose all plumbing lines within walls unless otherwise approved.

- C. All plumbing and plumbing fixtures must be installed in compliance with applicable local plumbing ordinances.
- D. Exposed piping of a non-potable water system shall be identified so that it is readily distinguishable from piping that carries potable water.

### 3. Liquid Waste



- A. Liquid waste shall be disposed of through the approved plumbing system and shall discharge into the public sewerage or into an approved private sewage disposal system.
- B. All steam tables, ice machines and bins, food preparation and warewashing sinks, display cases, walk-in refrigeration units, reach-in refrigeration units (without installed and functioning evaporators), equipment compartments that are subject to accumulation of moisture, and other similar equipment that discharge liquid waste must be sloped to an outlet that allows for complete draining by means of **indirect waste pipes**, and all wastes drained by them **must discharge through an air gap into a floor sink or other approved type of receptor**.
  - i. The type of existing or proposed refrigeration equipment drainage (i.e., self-contained evaporator or floor sink) must be indicated.
  - ii. Self-contained evaporator units may be acceptable in lieu of floor sink drainage for clear condensate only.
  - iii. Walk-in refrigeration units and ice machines require floor sink drainage due to the large volume of liquid waste generated. Floor sinks may not be installed inside of a walk-in refrigerator unit.

- C. An air gap between the waste drain line and the flood level rim of waste receptor must be at least twice the diameter of the inlet or drainage pipe and may not be less than one inch.
- D. Indirect waste receptors must be installed half exposed or otherwise readily accessible for inspection and cleaning.



- E. Liquid waste drain lines shall not pass through an ice machine or ice storage bin.
- F. Grease trap (requirement is based on local applicable Building and Planning Codes

- i. When installed, grease traps and interceptors must be installed so as to be easily accessible for servicing.
- ii. If provided, a grease trap or grease interceptor may not be located in a food or utensil handling area unless specifically approved by the department.
- iii. Check with the local City or Building and Planning departments, community service districts, or sanitary sewer districts regarding specific requirements for grease trap installation.
- iv. If the facility is located in an area of the county where there is no standard for grease trap installation regulated by a local City or Building and Planning department, community service district, or sanitary sewer district, then the health department will determine the standard for installation with the following requirements:



1. The grease trap shall not be located above ground.
2. If installed in conjunction with a three-compartment sink, the grease trap must be installed downstream from the three-compartment sink indirect drainage waste receptor to allow for an adequate air gap from the three-compartment sink to the waste receptor draining into the grease trap.

3. It is the recommendation of this department to not install a grease trap in close proximity to a hot water source as this lessens the grease trap effectiveness.
  - A. If a grease trap must be installed within 10 feet of a hot water source, it is the recommendation of this department to install a restrictor valve according to manufacture specifications.

## V. CLEANING FACILITIES AND SINK REQUIREMENTS

### 1. Handwashing Facilities

- A. Facilities **exclusively for handwashing** must be provided in food facilities handling non-prepackaged food in food preparation areas and in warewashing areas not located within or immediately adjacent to food preparation areas.



- i. Handwashing facilities shall be sufficient in number and conveniently located so as to be accessible at all times for use by food employees.
- ii. Permanently installed, single-service detergent or soap and single-service hand towel or hot air blower dispensers must be provided at all hand wash basins.
- iii. The handwashing facility must be separated from the warewashing sink by a metal splashguard with a height of at least **6 inches**, extending from the back edge of the drainboard to the front edge of the drainboard, with rounded corners. No splashguard is required if the distance between the handwashing sink and the warewashing sink drainboards is **24 inches or more**.
- iv. Handwashing facilities must provide warm water (at least 100°F.) under pressure for a minimum of 15 seconds through a mixing valve or combination faucet. An automatic handwashing facility may be installed and used in accordance with the manufacturer's instructions.

### 2. Warewashing Facilities

#### A. Manual Warewashing



- i. Each food facility is required to provide a three-compartment sink\*\*\* for manually washing, rinsing, and sanitizing equipment and utensils.
- ii. Three-compartment sinks must be equipped with dual integral metal drainboards. One drainboard shall be attached at the point of entry for soiled equipment and utensils and one shall be attached at the point of exit for cleaned and sanitized equipment and utensils.
- iii. Drainage must be indirectly plumbed to a floor sink.
- iv. Sink compartments must be large enough to accommodate immersion of the largest equipment and utensils.
- v. If hot water is used for sanitization in manual warewashing operations, the sanitizing compartment of the sink shall be designed with an integral heating device that is capable of maintaining water at a temperature not less than 171°F and provided with a rack or basket to allow complete immersion of equipment and utensils into the hot water
- vi. A warewashing sink shall not be used for handwashing.

If equipment or utensils are not designed to be washed in a warewashing sink, alternate approved methods must be followed as mandated by the department.



\*\*\*A two-compartment sink that is in use on January 1, 1996, need not be replaced when used as required. The enforcement officer may approve the continued use of a two-compartment sink even upon replacement if the installation of a three-compartment sink would not be readily achievable and where other approved sanitation methods are used. Department approval must be granted.

## B. Mechanical Warewashing



- i. When installed, a warewashing machine system provided **in addition to a three compartment sink** must be approved and meet applicable sanitation standards, for washing customer multi-use and drinking utensils.
- ii. Dual Integral metal drainboards must be provided.
  1. **Exception:** Dual integral drainboards are not required with undercounter warewashing machines. However, two separate areas adjacent to the undercounter warewashing machine for soiled equipment and utensils and for clean equipment and utensils are required. Undercounter machines installed adjacent to a three-compartment sink with dual integral metal drainboards satisfies this requirement.
- iii. Warewashing machines must be provided with an easily accessible and readable data plate affixed to the machine by the manufacturer that indicates the machine's design and operating specifications and a water temperature measuring device.

- **Alternative manual warewashing** equipment may be used when there are special cleaning needs or constraints, such as when equipment is fixed or the utensils are large, and the enforcement agency has approved the use of the alternative equipment.
- **CIP equipment** must meet the characteristics of a food contact surface and must be designed and constructed so that cleaning and sanitizing solutions circulate throughout a fixed system and contact all interior food-contact surfaces and the system is self-draining or capable of being completely drained of cleaning and sanitizing solutions. CIP equipment not designed to be disassembled for cleaning must contain inspection access points to ensure that all interior food-contact surfaces throughout the fixed system are being effectively cleaned.

## 3. Food Preparation Sink



- A. When the menu demands, a food facility must provide a food preparation sink located in the food preparation area with indirect plumbing to a floor sink for the washing, rinsing, soaking, thawing, or similar preparation of foods\*\*\*\*.
- B. The food preparation sink shall have a minimum dimension of 18 inches by 18 inches in length and width and 12 inches in depth.
- C. Each food preparation sink must be equipped with an integral drainboard or adjacent table at least 18 inches by 18 inches in length and width.
- D. The food preparation sink shall be used exclusively for food.

\*\*\*\*The enforcement officer may approve other methods where the installation of a food preparation sink would not be readily feasible.

## 4. Janitorial Facilities

- A. At least one curbed cleaning facility or non-porous janitorial sink equipped with a drain to sewer must be provided and conveniently located for the cleaning of mops or similar wet floor cleaning tools and for the disposal of mop water and similar liquid waste. The faucet must be equipped with backflow protection.



- B. A room, area, or cabinet separated from any food preparation or storage area, or warewashing or storage area must be provided for the storage of cleaning equipment, clean linens, and supplies.
- C. A rack or other form of approved storage must be provided to ensure that mops are placed in a position that allows them to air-dry without soiling walls, equipment, or supplies.

## VI. GENERAL EQUIPMENT STANDARDS AND INSTALLATION

### 1. Equipment standards

- A. **All equipment, utensils, display cases, windows, counters, shelves, tables, refrigeration units, sinks, dishwashing machines, and other equipment or utensils used in the preparation, sale, service, and display of food is made of nontoxic, noncorrosive materials and is designed and constructed to be durable and to retain their characteristic qualities under normal use conditions.**
- B. Multiuse food-contact surfaces shall be all of the following:
  - i. Smooth
  - ii. Free of breaks, open seams, cracks, chips, pits, and similar imperfections
  - iii. Free of sharp internal angles, corners, and crevices
  - iv. Finished to have smooth welds and joints
  - v. Accessible for cleaning and inspection by one of the following methods (does not apply to cooking oil storage tanks distribution lines for cooking oils, or beverage syrup lines)
    - 1. Without being disassembled
    - 2. By disassembling without the use of tools
    - 3. By easy disassembling with the use of handheld tools commonly available to maintenance and cleaning personnel such as screwdrivers, pliers, open-end wrenches, and Allen wrenches.
- C. Equipment for cooling and heating food and for holding cold and hot food shall be **sufficient in number and capacity** to ensure proper food temperature control during transportation and operation.
  - i. Cold or hot holding equipment used for potentially hazardous food must be equipped with at least one integral or permanently affixed temperature measuring device that is located to allow easy viewing of the device's temperature display. Inside cold holding equipment, the thermometer must be located in the warmest part of the unit.
  - ii. Walk-in refrigeration units must open into an approved location.
- D. If used, product specifications for a **vertical rotisserie** used for both cooking and hot holding of potentially hazardous food products (such as al pastor or gyros) must be accompanied by a health department approved written operational procedures or HACCP plan.
- E. Nonfood-contact surfaces of equipment that are exposed to splash, spillage, or other food soiling or that require frequent cleaning shall be constructed of a corrosion-resistant, nonabsorbent, and smooth material free of unnecessary ledges, projections, and crevices that allows for easy cleaning and facilitates maintenance. Except for hot oil cooking or filtering equipment, "V" type threads shall not be used on food-contact surfaces.
- F. Wood and wood wicker may not be used as a food-contact surface.
  - **Exception:** Hard maple or an equivalently hard, close-grained wood may be used for cutting boards, cutting blocks, bakers' tables, utensils (rolling pins, doughnut dowels, salad bowls, chopsticks, etc.), cedar planks used for grilling or baking seafood, and wooden paddles used in confectionery operations.

- G. Copper and copper alloys such as brass may not be used in contact with a food that has a pH below six, such as vinegar, fruit juice, or wine, or for a fitting or tubing installed between a backflow prevention device and a carbonator. Copper and copper alloys may be used in contact with beer brewing ingredients that have a pH below six in the pre-fermentation and fermentation steps of a beer brewing operation, such as a brewpub or microbrewery.

## 2. Equipment Installation

- A. **Floor-mounted equipment** that is not easily movable must be sealed to the floor or elevated on legs that provide at least a six-inch clearance between the floor and the equipment.
- **Exception:** display shelving units, display refrigeration units, and display freezer units located in the consumer shopping areas of a food facility provided that the floor under the units is maintained clean.
- B. **Table-mounted equipment** that is not easily movable must be installed to allow cleaning of the equipment and areas underneath and around the equipment by being sealed to the table or elevated on legs that provide at least a four-inch clearance between the table and the equipment.
- C. Equipment that is fixed because it is not easily movable must be installed:
- Spaced to allow access for cleaning along the sides, behind, and above the equipment,
  - Spaced less than one millimeter from adjoining equipment, walls, and ceilings,
  - Sealed to adjoining equipment or walls, if the equipment is exposed to spillage or seepage.
- D. Sneeze guard protection is required to protect food on display from contamination. Detailed elevations of sneeze guards and the related equipment must be provided as applicable.
- E. Beverage tubing and cold-plate beverage cooling devices may not be installed in contact with stored ice intended for consumption in food or beverages.
- F. All pressurized cylinders shall be securely fastened to a rigid structure

## 3. Open-Air Barbecue Facilities

- A. An enclosure of an open-air barbecue or outdoor wood-burning oven is not required if the enforcement officer determines that the barbecue or wood-burning oven meets all of the following requirements:
- The open-air barbecue or outdoor wood-burning oven is operated on the same premises as, in reasonable proximity to, and in conjunction with, a permanent food facility that is approved for food preparation.
  - The open-air barbecue or outdoor wood-burning oven is not operated in any area or location that may constitute a food contamination or fire hazard.
  - The open-air barbecue or outdoor wood-burning oven is separated from public access to prevent food contamination or injury to the public by using ropes or other approved methods.
  - If the open-air barbecue or outdoor wood-burning oven is a permanent structure, it shall be equipped with an impervious and easily cleanable floor surface that extends a minimum of five feet from the open-air barbecue or outdoor wood-burning oven facility on all open sides.
  - Sanitary facilities, including, but not limited to, toilet facilities and handwashing facilities shall be available for use within 200 feet in travel distance of the open-air barbecue or outdoor wood-burning oven and shall comply with all provisions listed.



## VII. GENERAL ELECTRICAL REQUIREMENTS

All new and replacement electrical appliances shall meet applicable Underwriters Laboratories standards for electrical equipment as determined by an ANSI accredited certification program.

### 1. Lighting



A. In every room and area in which any food is prepared, manufactured, processed, or prepackaged, or in which equipment or utensils are cleaned, sufficient natural or artificial lighting shall be provided to produce the following light intensity measured at a distance of 30 inches above the floor, while the area is in use:

i. At least 10-foot candles in:

- Walk-in refrigeration units
- Dry food storage areas.

ii. At least 20-foot candles:

- In areas where food is provided for consumer self-service or where fresh produce or prepackaged foods are sold or offered for consumption,
- Inside equipment such as reach-in and under-counter refrigerators.
- In areas used for handwashing, warewashing, and equipment and utensil storage, and in toilet rooms.



iii. At least 50-foot candles in areas where a food employee is working with food, utensils or equipment such as knives, slicers, grinders, or saws where employee safety is a factor and in other areas and rooms during periods of cleaning.

B. Light bulbs must be shielded, coated, or otherwise shatter-resistant in areas where there is non-prepackaged ready-to-eat food, clean equipment, utensils, and linens, or unwrapped single-use articles, including exhaust hoods and walk-in refrigeration units.

i. Infrared and other heat lamps shall be protected against breakage by a shield surrounding and extending beyond the bulb so that only the face of the bulb is exposed, or by using approved coated shatter resistant bulbs.

ii. **Exception:** Shielded, coated, or otherwise shatter-resistant bulbs need not be used in areas used only for storing prepackaged food in unopened packages, if the integrity of the packages cannot be affected by broken glass falling onto them and the packages can be cleaned of debris from broken bulbs before the packages are opened.

### 2. Ventilation

A. All areas of a food facility shall have sufficient ventilation to facilitate proper food storage and to provide a reasonable condition of comfort for each employee, consistent with the job performed by the employee.

i. Heating, ventilating, and air conditioning systems shall be designed and installed so that make-up air intake and exhaust vents do not cause contamination of food, food-contact surfaces, equipment, or utensils and do not create air currents that cause difficulty in maintaining the required temperatures of potentially hazardous foods.



Mechanical exhaust ventilation equipment shall be provided over all cooking equipment to effectively remove cooking odors, smoke, steam, grease, heat, and vapors unless the cooking equipment that has been submitted to the local enforcement agency for evaluation and has been determined to not produce toxic gases, smoke, grease, vapors, or heat when operated under conditions recommended by the manufacturer.



- i. Canopy hoods must extend at least six (6) inches beyond all sides of the cooking equipment, as measured from the inside edge of the grease trough, if provided.
- ii. Every hood shall be installed to provide for thorough cleaning of all interior and exterior surfaces, including, but not limited to, the hood, filters, piping, lights, troughs, hangers, flanges, and exhaust ducts.
- iii. Exhaust ventilation hood systems in food preparation and warewashing areas, including components such as hoods, fans, guards, and ducting, shall be designed to prevent grease or condensation from draining or dripping onto food, equipment, utensils, linens, and single-use articles.
- iv. Filters or other grease extracting equipment shall be designed to be readily removable for cleaning and replacement or designed to be cleaned in place.
- v. Every joint and seam shall be substantially tight. No solder shall be used, except for sealing a joint or seam.
- vi. When grease gutters are provided they shall drain to a collecting receptacle fabricated, designed, and installed to be readily accessible for cleaning.
- vii. Exhaust hood ducting shall meet the following requirements:
  1. All seams in the duct shall be completely tight to prevent the accumulation of grease.
  2. The ducts shall have sufficient clean-outs to make the ducts readily accessible for cleaning.
  3. All ducts in the exhaust system shall be properly sloped.
  4. Intake and exhaust air ducts shall be cleaned and filters changed so they are not a source of contamination by dust, dirt, and other materials.

C. Ventilation above heat sanitizing dish-machines may be required to remove all steam and designed to prevent grease or condensation from draining or dripping onto food, equipment, utensils, linens, and single-use articles.

- Exception: Undercounter dishmachines

D. All mechanical exhaust ventilation equipment shall be installed and maintained in accordance with the California Mechanical Code.

E. Makeup air shall be provided at the rate of that exhausted.

F. Toilet rooms shall be vented to the outside air by means of an openable, screened window, an airshaft, or a light-switch-activated exhaust fan, consistent with the requirements of local building codes.

## VIII. PREMISES

### 1. Dry Food, Equipment, Linens, and Single-Use Article Storage

A. Adequate space must be provided for the storage of food, clean equipment, utensils, linens, and single-use articles. Typically, 25% of the food preparation area with 96 linear feet of 18" deep shelving constitutes adequate space.



- i. Space provided must ensure protection from contamination by storing the food, clean equipment, utensils, linens, and single-use articles in a clean, dry location, where it is not exposed to splash, dust, vermin, or other forms of contamination or adulteration, and at least six inches above the floor.
- ii. Food, equipment, a cabinet used for the storage of food, or a cabinet that is used to store cleaned and sanitized equipment, utensils, laundered linens, and single-use articles shall not be in any of the following locations:

1. In locker rooms,
  2. In toilet rooms,
  3. In refuse rooms.
  4. In mechanical rooms,
  5. Under sewer lines that are not shielded to intercept potential drips,
  6. Under leaking water lines, including leaking automatic fire sprinkler heads, or under lines on which water has condensed,
  7. Under open stairwells,
  8. Under other sources of contamination.
- B. Soiled linens shall be kept in clean, nonabsorbent receptacles or clean, washable laundry bags and stored and transported to prevent contamination of food, clean equipment, clean utensils, and single-use articles.

## 2. Restroom Facilities

- A. Clean toilet rooms with handwashing facilities in good repair must be provided, conveniently located and accessible for use by employees during all hours of operation.
- i. Two (2) separate restrooms shall be provided when there are five (5) or more employees of different sex.
  - ii. Food facilities are not required to provide toilet facilities for employee use within the food facility if approved toilet facilities are located within 200 feet in travel distance of each food facility and are readily available for use by employees.
- B. Clean toilet facilities in good repair must be provided for use by consumers, guests, or invitees:
- i. When there is onsite consumption of foods,
  - ii. When the food facility has more than 20,000 square feet of floor space (at least one separate toilet facility for men and for women is required).
- C. Toilet facilities that are provided for use by consumers, guests, or invitees shall be in a location where consumers, guests, and invitees do not pass through food preparation, food storage, or utensil washing areas to reach the toilet facilities.
- **Exception:** Consumer access through the food preparation area is permissible, at the discretion of the permit holder, if:
    1. Ready-to-eat foods are prepared in approved areas **separated from sources of contamination by a minimum space of three feet from the consumer and** in areas that are **separate from raw or undercooked foods**
    2. The route of access is separated by a rail or wall at least three feet high or otherwise clearly delineated.
- D. Handwashing facilities consisting of permanently installed hand soap and paper towel dispensers, in good repair, shall be provided.
- E. Toilet tissue shall be provided in a permanently installed dispenser at each toilet.
- F. Toilet room doors must be well fitted and self-closing. Toilet room doors must be kept closed except during cleaning and maintenance operations.
- G. The number of toilet facilities required shall be in accordance with applicable local building and plumbing ordinances.

## 3. Vermin Exclusion

- A. Each food establishment, except approved outdoor BBQs, outdoor dining areas and produce stands, shall be fully enclosed in a building consisting of floors, walls, and overhead structure.

- Exception allowed for open air dining areas **only** when in conjunction with a fully enclosed food preparation area. The area must possess tight fitting doors and screened pass-through windows.
- A. Insect control devices that are used to electrocute or stun flying insects must be designed to retain the insect within the device.
  - B. Insect control devices may not be installed over a food or utensil handling area and dead insects and insect fragments must be prevented from being impelled onto or falling on non-prepackaged food, clean equipment, utensils, linens, and unwrapped single-use articles.
  - C. All doors opening to the outside must have self-closing devices installed. Openings at the base and side of exterior doors may not exceed ¼ inch.
  - D. If used, air curtain device locations must be shown and manufacturer specifications must be provided.
  - E. Exterior wall pipes, vents or other openings must be properly sealed or screened as applicable.
  - F. Pass-through window service openings:
    - i. Must be limited to 216 square inches each. Pass-through windows of up to 432 square inches are approved if equipped with an air curtain device.
    - ii. May not be closer together than 18 inches.
    - iii. Must be provided with a solid or screened window, equipped with a self-closing device. Screening shall be at least 16 mesh per square inch.

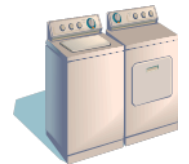
#### 4. Employee Space and Clothing Change/Storage Enclosures



- A. Lockers or other suitable facilities must be provided for the orderly storage of employee clothing and other possessions. Dressing rooms or dressing areas must be provided for use by employees if the employees are to regularly change their clothes in the facility.
  - i. Lockers or other suitable facilities shall be located in a designated room or area where contamination of food, equipment, utensils, linens, and single-use articles cannot occur.
- B. Areas designated for employees to eat and drink shall be located so that food, equipment, linens, and single-use articles are protected from contamination.

#### 5. Onsite Laundry Facilities

- A. If work clothes or linens are laundered on the premises, a mechanical clothes washer and dryer must be provided and used.
- B. The location must secure protection from contamination and may only be located where there is no exposed food, clean equipment, utensils, and linens, or unwrapped single-use articles.



#### 6. Private Homes and Living or Sleeping Quarters

- A. No sleeping accommodations may be provided in any room where food is prepared, stored, or sold.
- B. A private home, a room used as living or sleeping quarters, or an area **directly opening** into a room used as living or sleeping quarters, may not be used for conducting food facility operations.
- C. Living or sleeping quarters located on the premises of a food facility shall be separated from rooms and areas used for food facility operations by separate complete partitioning and solid self-closing doors.



## IX. REFUSE DISPOSAL

1. Each food facility must be provided with facilities and equipment necessary to store and dispose of all waste material.
2. The area designated for refuse, recyclables, returnables, and a redeeming machine for recyclables or returnables must be located so that it:
  - A. Is separate from food, equipment, utensils, linens, and single-service and single-use articles
  - B. Will not interfere with the cleaning of adjacent space,
  - C. Will not create a public health hazard or nuisance.
3. Receptacles and waste handling units for refuse and recyclables must be installed so that accumulation of debris and insect and rodent attraction and harborage are minimized and effective cleaning is facilitated around and under the unit, unless the unit is installed flush with the base pad.
  - A. Storage areas for refuse, recyclables, and returnables located within the food facility must meet the requirements for floors, walls, ceilings, and vermin exclusion as specified above.
  - B. Outdoor storage areas and enclosures used for refuse, recyclables, and returnables must be constructed of nonabsorbent material such as concrete or asphalt and must be easily cleanable, durable, and sloped to drain. Local storm water regulations apply.

## X. ADDITIONAL INFORMATION

- **Plans may be submitted to Environmental Health Services, Monday through Friday, 8:00 a.m. to 5:00 p.m. at the address indicated below:**

2156 Sierra Way, San Luis Obispo

**Or by mail to:**

Environmental Health Services

P.O. Box 1489

San Luis Obispo, CA 93406

**Plan check fees must be paid at the time of plan submittal.**

Please contact (805) 781-5544 with questions or for additional information not provided in this handout.

### **WARNING**

**IT IS A MISDEMEANOR VIOLATION TO BEGIN OPERATING WITHOUT A FINAL INSPECTION AND OBTAINING A VALID PUBLIC HEALTH PERMIT. IF A FOOD FACILITY IS FOUND TO BE OPEN FOR BUSINESS PRIOR TO OBTAINING A PUBLIC HEALTH PERMIT, THE FACILITY WILL BE SUBJECT TO CLOSURE AND POSSIBLE FURTHER LEGAL ACTION.**