

CHECK LIST FOR NEW FOOD SERVICE FACILITIES

DATE _____
NAME _____ PHONE _____
(OWNER, BUILDER OR AGENT)
ADDRESS _____
CITY _____ STATE _____ ZIP _____
FACILITY TYPE _____ WASTE DISPOSAL _____
LOCATION OF FACILITY _____
TYPE OF FOOD SERVED _____

- I. PLAN REVIEW_– An appointment must be made with the Environmental Supervisor to review plans.
- II. **PLANS** – Floor plans must be neat and drawn to scale. Plumbing must be indicated on floor plans. Example: 3 compartment sink, dishwasher, hand wash sinks, mop sinks, curbed washing units, bathroom sinks, and commodes.
- III. **RESTROOMS** – FAC 64E-11 governs the number of receptacles according to the capacity of the facility.
 - _____ 1. Self Closing Doors
 - _____ 2. Properly vented-vent fan/window
 - _____ 3. Hot & cold water under pressure
 - _____ 4. Soap & paper towels/hand drying machine
 - _____ 5. Covered waste container in women's restroom

IV. FOOD PREPARATION, STORAGE AND DINING AREA

- _____ 1. Dishwasher/3 compartment sink
- _____ 2. Hot & cold water under pressure
- _____ 3. Vented hood system needed for frying/grease laden vapors
- _____ 4. Hand wash sink in food preparation area
- _____ 5. Mop sink or curbed facility required
- _____ 6. Vacuum breaker required on all threaded hose bibs
- _____ 7. Grease trap, if required, shall not be located in food prep or food storage and shall connect to sewer or septic tank.
- _____ 8. Lighting in food prep & food storage shielded.
- _____ 9. Floor drains required where flush type floor cleaning occurs and carpet not allowed in food prep or food storage areas.
- _____ 10. A 20 BC or greater portable fire extinguisher in cooking area and a 2A 10BC or greater required in the dining area.
- _____ 11. Sneeze guards required on salad bars and buffet lines.
- _____ 12. Floors, walls and ceilings in food prep/storage smooth and easily cleanable
- _____ 13. Utensils, cooking equipment and single service items stored correctly
- _____ 14. All rooms well ventilated.

V. OUTSIDE AREA

- _____ 1. Facility on community sewer or an approved septic tank
- _____ 2. Storage for garbage cans and dumpsters located properly on pavement or concrete pad which is sloped to drain properly and not create a sanitary nuisance.
- _____ 3. Water from a community water system or and approved well

FINAL APPROVAL

- _____ 1. Completed sign off sheet
- _____ 2. Completed application
- _____ 3. Trip to the Health department to pay fee and finalize paperwork.