

## Plan Review for Permanent Restaurant

Jackson County Environmental Health is required by law to conduct a building plan review for all new construction and any remodeling which requires a permit from a local building department. The plan review process is designed to ensure that construction complies with the applicable health codes, and that we are able to license the resultant facility. Failure to apply for a Health Department Plan Review prior to construction may result in work being redone. All applications, fees, etc. will still be required. Many local building departments (including the City of Medford) require a Jackson County Health Department Plan Review prior to issuing building permits.

The plan review process involves two steps. The first step is an evaluation of plans in the Environmental Health office. Second, the on-site pre-opening inspection ensures that the construction is done according to the submitted plans. If construction is in compliance with the Environmental Health codes then we will give our permission to open. All construction must be approved by the appropriate local government agencies prior to opening. Within approximately two weeks of opening, the Environmental Health Specialist will perform an unannounced scored inspection.

### Restaurant Plan Review Requirements

ORS 624.630 requires that plans be submitted for review when a food service establishment is constructed or extensively remodeled. All construction must conform to OAR 333-150-0000 as printed in the "Oregon Food Sanitation Rules" published by the Oregon Health Authority.

The link below will take you to the Oregon Food Sanitation Rules where you can read in more detail the plan review requirements listed below:

<http://public.health.oregon.gov/HealthyEnvironments/Foodsafety/Documents/foodsantiationrulesweb.pdf>

The following information must be submitted to Jackson County Environmental Health for review:

**1. Proposed Menu (be specific)**

**2. Floor Plan to Scale**

- a. Include plans for all facilities including food preparation areas, restrooms, mop-washing areas, storage areas, self-service areas, waiting areas, etc., on the floor plan submitted.
- b. The equipment list must identify the location of equipment on the floor plan.
- c. The plans must show adequate facilities for rapid cooling and cold holding (commercial refrigerator, walk-in or ice bath). (Chapters 3 & 4)
- d. The plans must show adequate facilities for rapid heating (stove and hot-holding microwave). (Chapters 3 & 4)

### 3. Required Plumbing Fixtures

- a. Mop sink or mop washing facilities. (Chapter 5)
- b. Hand sink in each food prep area. (Chapter 5)
- c. Vegetable washing sink with an indirect waste. (Chapter 5)
- d. Dishwashing facilities with an indirect waste. (Chapter 4)
- e. Restrooms. (Chapter 5 & 6)
- f. Show floor sinks and drains for all equipment used to hold food or ice that produces disposable wastewater. (Chapter 4 & 5)

### 4. Seating layout — indicate the maximum number of seats.

### 5. Designate employee break area for eating, drinking and smoking. (Chapter 6)

### 6. List surface finishes for all walls, floors and ceilings. (Chapter 6)

### 7. Ventilation. (Chapter 6)

### 8. Hot water — heater tank size and BTU rating. (Chapter 5)

### 9. Garbage storage area and surfaces. (Chapter 5 & 6)

*\*\*\*Please note that all other applicable local authorities must also approve your plans.*

## General Restaurant Requirements

*The following is not a complete list of the rules. Please see the current Oregon Food Sanitation Rules for complete information.*

### 1. Plumbing, Construction and Equipment:

All new food service establishments, establishments not previously licensed by the Health Department, and those not licensed for the preceding 12 months, must comply with all current rules regarding plumbing, construction and equipment.

Submit plans for review and approval before the construction or remodeling of a food service establishment.

### 2. Hand Washing Sinks:

In establishments constructed or substantially remodeled after July, 1965, hand washing facilities shall be present in the food preparation area and must be easily accessible.

**HAND WASHING SINKS MUST BE SEPARATE FROM OTHER SINKS AND MAY NOT BE USED FOR FOOD PREPARATION OR UTENSIL WASHING.**

### 3. Food Preparation Sink:

Provide a cleanable construction. Hand washing and ware washing is not allowed. Plumb the waste line indirectly.

## 4. **Dishwashing:**

Dishwashing must be accomplished either by means of a three-compartment sink **or** by an approved dishwashing machine. In either case, the dishwashing area shall be equipped with drain boards or sorting tables — one for soiled utensils, and one for clean utensils. These surfaces should be sufficient to handle peak loads in a sanitary manner. One or two-compartment sinks for dishwashing are not allowed.

### a. Three-compartment Sinks:

Each compartment shall be of sufficient size to allow immersion of the largest utensil to be washed. Each compartment of the sink shall be supplied with hot and cold running water. When possible these must have indirect wastes (depending on the other local agencies' plumbing codes).

### b. Mechanical Dishwashing:

The pressure of the final sanitizing rinse water supplied to the machine shall not be less than 15 nor more than 25 pounds per square inch (psi) measured in the water line immediately adjacent to the final rinse control valve. A 1/4 inch Iron Pipe Size (IPS) valve must be provided immediately upstream from the final rinse water. Machine or water line mounted thermometers, accurate to  $\pm 3^{\circ}\text{F}$ , must be provided to indicate the temperature of the final rinse water as it enters the manifold. Plumb the drain lines with an indirect connection. There must be a pre-rinse sink next to the dishwasher.

#### i. Hot Temperature Type:

If the machine sanitizes by means of hot water, it must maintain a minimum wash and rinse temperature as specified by the manufacturer and measured at the dish rack to at least  $160^{\circ}\text{F}$  during the sanitizing cycle.

#### ii. Cold Temperature Type:

If the machine sanitizes by means of chemical injection, it must maintain a minimum wash temperature of  $120^{\circ}\text{F}$  and a minimum rinse temperature of  $75^{\circ}\text{F}$  or higher if specified by the manufacturer. The concentration of the chemical sanitizer injected during the final rinse must be at least 50 ppm for chlorine types, 12.5 ppm for iodine types. An approved test kit to accurately measure the concentration of the chemical sanitizer must be provided and used on a regular basis.

## 5. **Mop Sinks:**

Installation of a utility sink or curbed cleaning facility is required. Any hose bibs require installation of vacuum breakers.

## 6. **Cold Holding:**

Enough conveniently located refrigeration facilities or effectively insulated facilities shall be provided to assure the maintenance of potentially hazardous food at required temperatures during storage. Each mechanically refrigerated facility storing potentially hazardous food shall be provided with a numerically scaled spirit stem thermometer accurate to  $+ 3^{\circ}\text{F}$ , located to measure the air temperature in the warmest part of the facility and located to be easily readable.

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Recording thermometers, accurate to  $\pm 3^{\circ}\text{F}$  may be used in lieu of indicating thermometers. Refrigerators equipped with a temperature gauge visible from the exterior are acceptable.

### 7. **Rapid Cooling:**

If perishable food will be cooled, then a method to cool this food must be provided. Commercial air-cooled refrigerators or ice baths are recommended for this purpose.

### 8. **Hot Holding:**

Steam tables must maintain hot stored food at a temperature of  $135^{\circ}\text{F}$  or more. If hot holding units do not come equipped with thermometers, obtain metal stem product thermometers and keep them available to check internal food temperatures.

### 9. **Rapid Reheating:**

If perishable food will be reheated, then it must be reheated to  $165^{\circ}\text{F}$  within two hours. Home style crock pots and steam tables are not designed for this purpose.

### 10. **Equipment:**

All equipment should be easily cleanable and in good repair. All metal equipment should be free of rust and corrosion. Rusty/corroded metal equipment should be replaced or refinished in an approved manner. Chipped, painted wooden surfaces must be refinished. All stationary equipment should be installed in a manner providing ease of cleaning beneath or behind the equipment.

### 11. **Indirect Waste:**

Any piece of equipment utilized to hold food, ice, or dishware that is equipped with a drain must waste indirectly to floor drains or floor sinks. The distance between the bottom of the waste pipe and top of drain must be at least one inch or two waste pipe diameters.

### 12. **Hoods:**

As per building and fire regulations.

### 13. **Wall, Floor and Ceiling Constructions:**

Floors, walls and ceilings must be finished, smooth and easily cleanable. The use of smooth non-absorbent, hard materials such as Formica, stainless steel, FRP (fiber glass reinforced polyethylene), etc. on the walls behind the dishwashing areas, pot and pan washing areas, mop washing, and in any other areas where damage may be done to the walls is highly recommended. Wall/floor, wall/wall and wall/ceiling junctions should be tightly joined and sealed. Coving is recommended for all non-carpeted floors. Carpets may be installed in dining areas only. All gaps, cracks, crevices and holes shall be repaired, filled, sealed, and made smooth. Walls and ceiling shall be finished in a light color in food preparation and service areas. Enclose or eliminate utility service lines that prevent easy cleaning of walls or floors.

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### 14. **Lighting:**

Adequate shield lighting must be provided.

### 15. **Doors and Windows:**

Restroom doors shall be self-closing. Exterior doors shall be rodent proof (clearance should not exceed 1/4 inch and should be as tight fitting as possible). All openings to the outer area should be screened to prevent fly access (includes ventilation ports).

### 16. **Storage Devices:**

All storage shall be at least 6 inches off the floor to permit cleaning of the floor, except where storage is on a wheeled platform or sealed base.

### 17. **Locker, Dressing Rooms and Break Areas:**

Adequate storage areas should be provided for employee clothing and personal items. A designated employee break area for eating, drinking and smoking is required.

### 18. **Garbage Areas:**

Provide hard, cleanable surfaces of adequate size in these areas. Outside containers must be covered and adequately sized.

### 19. **Toxic Items:**

Toxic items must be stored, labeled and used as to ensure proper use and to prevent contamination of food and food preparation surfaces.

### 20. **Smoke free Workplace:**

Per Oregon's Smoke Free Workplace Law, ORS 433.835 through 433.990 and OAR 333-015-0090, smoking is not allowed indoors.

<http://public.health.oregon.gov/PreventionWellnessTobaccoPrevention/SmokefreeWorkplaceLaw/Pages/index.aspx>

In June 2007, the Oregon Legislature strengthened the Oregon's Smoke Free Workplace Law by requiring more indoor workplaces to be smoke free and prohibiting smoking within 10 feet of entrances, exits, windows that open, and ventilation intakes of workplaces or public places. The new restrictions went into effect on January 1, 2009.

### 21. **Self-serve:**

Be aware that all food or food items in the facility which are within customer reach and are not pre-packaged must be protected from customer contamination by a sneeze shield or other approved means.

### 22. **Operation:**

DO NOT OPEN FOR BUSINESS UNTIL APPROVED BY JACKSON COUNTY ENVIRONMENTAL HEALTH. CALL (541) 774-8206 FOR A PRE-OPENING INSPECTION.