

Food Service Establishment Checklist

Items required for opening a Food Service Establishment

- Obtain a Copy of the Plan Review Guide
- Submit the Plan Review Application, Plan Review Fee, Plans, Specifications and Menu

Plan Review Application Submittal Will Include:

Menu

- List all foods to be served
- Provide HACCP for the three highest volume foods

Floor Plan: Locate and Label

- All refrigeration and freezers
- All cooking and hot hold equipment
- All countertop equipment
- All plumbing fixtures and drains
- All work areas, counters, cocktail lounges, storage areas and wait stations
- Handwash sink(s)
- Food preparation sink(s)
- Three compartment sink with drainboard at each end and/or dishwasher with pre-rinse sink(s) with spray attachment
- Slop or dump sink at cocktail lounge (if applicable)
- Mop sink
- Dipper well (if applicable)

- Employee restrooms
- Public restrooms (if customer seating is provided)

Plan Specifications Will Include:

- Manufacturer names and model numbers for each piece of equipment, including countertop equipment
- Include details of sneeze protection for buffet lines, salad bars, bulk food displays
- Finish schedule for floors, walls, ceilings, countertops, and work tables. Include additional back splash behind sinks (including mop sinks), non-movable work tables and food preparation counters per guidelines
- Plumbing schedule or details
- Lighting details, including type of shatterproof light shielding used in kitchen, food preparation, and scullery areas
- Ventilation details
- Garbage/trash disposal details

Inspections and Operating Permit:

- After your plans have been approved and construction completed it is time to schedule a pre-operational inspection
- Submit operating permit application and permit fee anytime between plan submittal and requesting a pre-operational inspection

Opening for Business:

- You may open for business after obtaining final approval from the Snohomish Health District

AND

After obtaining final approvals from other appropriate agencies

Additional Agencies You May Need To Contact:

- Building Department or Snohomish County Planning and Development Services
- Sewer District
- Snohomish Health District Water and Wastewater Section if the proposed food service establishment will be served by an on-site sewage disposal system and/or a well
- Fire Marshal
- Washington State Liquor Control Board
- Local City Hall for Business License Requirements
- Washington State Department of Revenue
- Internal Revenue Service
- Washington State Department of Licensing
- Washington State Department of Labor and Industry

Description of Food Preparation Process (HACCP)

Menu Review

Referring to your proposed menu (**attach a copy**), complete the information on the following page. List three of your anticipated most popular foods and explain how the product is prepared. Attach additional sheets as necessary. Please refer to the examples below of how to complete this information.

EXAMPLES:

Teriyaki chicken with salad

30 pounds of raw chicken delivered frozen 3 times a week → Chicken thawed in refrigerator on bottom shelf → Once thawed, chicken is trimmed (process takes approximately 30 minutes) and rinsed in food prep sink → Marinated in bucket in refrigerator → Cooked on grill to 165°F (temperature is taken using a stem thermometer) → Hot held in steam table at 140°F or higher → Chicken order is grilled quickly prior to serving → Leftover chicken is transferred to a shallow two-inch depth metal pan, level of food not exceeding two inches, uncovered and immediately refrigerated to 41°F or below → Per order, leftover chicken is taken from the refrigerator and reheated on the grill to 165°F and served until fresh product is needed.

4 boxes of lettuce delivered 3 times a week → The lettuce is stored in the refrigerator on top shelf → Food prep sink is cleaned and sanitized → Lettuce is rinsed in food prep sink (gloves worn) → Lettuce is then cut on sanitized cutting board (gloves worn) → Stored in plastic bins in refrigerator on top shelf → Per order, lettuce is dispensed with tongs to serving plate → Served with packaged dressing.

Cheeseburger

40 pounds of beef patties are delivered twice a week. Product is transferred and stored in the walk-in cooler on the bottom shelf at 41°F or below. Small quantities of hamburger patties are transferred to refrigerated drawer located under grill. Per order, hamburger patty is retrieved from drawer with metal tongs and placed on grill. While hamburger is cooking, hamburger buns are toasted (gloves worn). Once the patty has reached a cooking temperature of 155°F or higher (checked with thermometer), cheese is added and melted. Beef patty is then placed on the bun and condiments are added (ketchup, mustard, shredded lettuce, tomatoes and onions). Product is wrapped and served.

Description of Food Preparation Process (HACCP)

List below three of your anticipated most popular foods and explain how each product is prepared.

Product #1

Product #2

Product #3

Plan Review Information and Guidelines

For use in conjunction with SHD Sanitary Code, Chapter 10.3

Table of Contents:

- Plan Review Information and Guidelines
- Plan Review Schedule examples
- Example floor plan
- Description of Food Preparation Process (HACCP)
- Food Service Establishment Checklist
- Examples of Food Service Establishment Sinks and Plumbing Fixtures

The Goal of These Guidelines

It is our goal to help you become familiar with state and local plan review laws and to prepare you for the expectations of this agency. Enclosed you will find the necessary information you need to get started.

Our offices are open Monday through Friday from 8:00 A.M. to 5:00 P.M., except legal holidays. You can reach the Snohomish Health District (SHD) plan reviewer by phone at 425.339.5250 or e-mail at foodquestions@shd.snohomish.wa.gov. A copy of this document as well as application forms for plan review are available at the SHD web site www.snohd.org.

Frequently Asked Questions

What is plan review?

Plan review is the process by which we ensure that your plans and equipment meet the state and local health requirements before you begin construction of your project. By communicating with you early in your endeavor, we hope to prevent costly mistakes, while ensuring that your food service establishment is built in compliance with the minimum standards and in the best interest of the public's health. The process of opening, remodeling or repairing a food service establishment may also require the approval of other departments such as the Department of Labor and Industries, the Liquor Control Board, and local building, planning and fire departments.

When is plan review required?

Plan review is required under the following circumstances:

- when a food service establishment is newly constructed
- when an existing structure is converted for use as a food service establishment
- when an existing food service establishment undergoes an extensive remodel or repair
- when significant changes to the menu items occurs or when there is a significant increase in the number of menu items
- when there are significant changes in the methods of food preparation, volume of foods produced or operation of the food service establishment

Can my home kitchen be licensed as a Food Service Establishment?

Home kitchens cannot qualify for a Permit to Operate from SHD.

What is the procedure for beginning the plan review process?

To begin the plan review process, you will need to submit the following information to SHD:

1. A completed plan review application form.
2. The appropriate plan review fee (see current fee schedule).
3. One completed copy of the construction plans. Plans do not have to be professionally drawn. Plans are required to be drawn 1/4" per foot and be clearly legible.
4. Specific equipment and operations information including:
 - a. A complete menu submitted with your plans will expedite SHD plan review.
 - b. Food service establishments serving potentially hazardous food may also be required to submit a description of the preparation processes for some menu items. This description is part of a Hazard Analysis Critical Control Point (HACCP) review providing documentation of the food handling steps used in preparing potentially hazardous foods. SHD uses this information to evaluate adequacy of proposed equipment and allotted space. Submittal of a required HACCP at the time of initial application will speed up plan review.
 - c. An equipment list for all food service equipment which includes manufacturers names and model numbers.
 - d. A finish schedule.
 - e. Plumbing details.
 - f. Lighting details.

Plan for success!

As you prepare your plans, think about the future of your business. Now is the time to allow space for that additional refrigerator, walk-in refrigerator, food preparation sink, handwash sink, or other equipment you may need as your business grows. Planning now for future changes and up-grades will make the future remodel easier.

How long does the plan review process take?

Frequently, small projects can be turned around in a few days, while larger projects may take up to three weeks. The clarity and completeness of your submitted plans will also affect plan review time. You may get an idea of your project timeline by contacting the food service establishment plan reviewer.

What will happen if SHD requires plan revisions?

The person listed as the contact person on the plan review application will be notified in writing if revisions are required. Revised plans indicating all of the required changes must be submitted to SHD. An additional plan review fee will not be assessed if SHD requires the revision.

What will happen if I revise my plans after the original plans have been approved?

Plan resubmittal is required if changes are made after SHD has approved the original plans. An additional plan review fee will be assessed for this service. Failing to resubmit plans when changes have been made, after original plan approval, will delay final approval for the facility.

How will I be notified of my project status?

A letter will be sent to the contact person listed on the plan review application form indicating approval, disapproval or a need for additional plan review information. A copy of the letter will also be sent to the facility owner if the owner is not the designated contact person. Additional copies are sent to other agencies such as building and planning departments and the Liquor Control Board.

Can I Stay Open During A Remodel?

Food service establishments, such as grocery stores with multiple food service operations, wanting to continue operation during a remodel must submit written documentation detailing what procedures will be used to ensure food safety during the remodel. The documentation must include the following:

1. Where and how handwashing facilities will be set up
2. What methods will be used for maintaining proper temperatures for all potentially hazardous foods
3. Where produce and raw poultry or meats will be prepared (if applicable to menu)
4. Where ware washing will occur
5. What procedures will be followed if interruptions in water, power or sewage disposal occur
6. A floor plan of any temporary food preparation areas

Can I open for business immediately after construction is completed?

Avoid lengthy delays! After construction is complete there are still three important steps to complete prior to opening for business.

1. A preoperational inspection is required before the food service establishment may open. Call at least seven days in advance to schedule this inspection to help avoid delays in opening.
2. Ensure the application for a food service establishment permit has been submitted to SHD with the appropriate fee (see current fee schedule).
3. Obtain final approvals from other city, county and state agencies as required.

What will the inspector be looking for during the preoperational inspection?

The inspector will be ensuring the following items have been satisfactorily completed during the preoperational inspection:

1. The facility was constructed as indicated on the last set of SHD approved plans.
2. The facility has obtained final approval for all other applicable agencies, such as the Department of Labor and Industries, the Liquor Control Board and the local building, planning and fire departments.
3. The utilities such as water, gas, electric and wastewater disposal are provided.
4. All equipment is in working order.

OK, I have completed everything listed so far in this outline. Now can I open for business?

Congratulations! You have successfully completed plan review and are now ready to begin serving your first customers. The food service establishment will receive its first operational inspection by SHD soon after opening for business.

What if I have questions after I open?

You may have questions regarding food safety after you begin operations. You can contact us at 425.339.5250 by phone or e-mail us at foodquestions@shd.snohomish.wa.gov with any food safety concerns. You may also visit us in person at our office located at 3020 Rucker Ave, Suite 104, Everett. We have inspectors available during all regular business hours who can assist you.

FOOD SERVICE ESTABLISHMENT PLAN REVIEW SCHEDULE EXAMPLES

Example Equipment Schedule

The following table is for example purposes only. Equipment lists will vary depending on the needs of each individual food service facility. Manufacturer names and model numbers shown are fictitious and for example purposes only.

Item	Equipment	Manufacturer/ Model #	Notes
#1	Handwash sink	Clean Hands Inc #HS1	
#2	Food prep sink	Sinks for Veggies #VS1	With one drainboard
#3	Dish sink	Clean Products Ltd. #DS1	3-compartment, 2 drainboards
#4	Mop sink	Clean Products Ltd. #MS1	
#5	Prep refrigerator	Keep It Cold Co. #PR1	
#6	Walk-in	Keep It Cold Co. #WI2	Prefab stainless panels
#7	Oven/Range	Hot Stuff Now #O-R2	Combination unit

Example Plumbing Schedule

The following table is for example purposes only. Plumbing schedules will vary depending on the needs of each individual food service facility.

Item	Fixture	Drain	Cold Water	Hot Water	Notes
#1	Handsink	Direct	Yes	Yes	
#2	Prep sink	Indirect	Yes	No	To floor sink
#3	Dish sink	Indirect	Yes	Yes	To floor sink
#4	Dishwasher	Indirect	Yes	No	To floor sink
#5	Mop sink	Direct	Yes	Yes	
#6	Walk-in condensate line	Indirect			To floor drain
#7	Steam table	Indirect	No	Yes	To bell drain

Examples of Plumbing Fixtures Requiring Indirect Drain

- Food preparation sinks
- Warewashing sinks and dishwashers
- Refrigerators and freezers including walk-in refrigerators
- Ice machines and ice storage bins
- Steam tables and kettles
- Dipper wells
- Espresso machines and fountain beverage machines
- Any other equipment which holds food and requires a drain.

FOOD SERVICE ESTABLISHMENT PLAN REVIEW SCHEDULE EXAMPLES

Finish Schedule

The following table provides examples of some of the acceptable finish materials for floors, walls and ceilings by area. Note that this is not an all-inclusive list; after being reviewed finish materials not included in this table may also be acceptable

AREA	FLOOR	WALL	CEILING
Kitchen	Quarry tile, poured seamless sealed concrete, sheet vinyl	Stainless steel, tile with sealed grout, FRP board	Vinyl clad, non-perforated tiles, plastic laminate panels, drywall with gloss enamel finish
Food prep and Ware-washing	Quarry tile, poured seamless sealed concrete, sheet vinyl	Stainless steel, tile with sealed grout, FRP board	Vinyl clad, non-perforated tiles, plastic laminate panels, drywall with gloss enamel finish
Dry Storage	Quarry tile, poured seamless sealed concrete, sheet vinyl	Stainless steel, tile with sealed grout, FRP board, drywall with gloss enamel finish	Vinyl clad tiles, plastic laminate panels, drywall with gloss enamel finish
Wait and Serving stations	Quarry tile, poured seamless sealed concrete, sheet vinyl	Stainless steel, tile with sealed grout, FRP board, drywall with gloss enamel finish	Vinyl clad tiles, plastic laminate panels, drywall with gloss enamel finish
Toilet room	Quarry tile, poured seamless sealed concrete, sheet vinyl	Stainless steel, tile with sealed grout, FRP board, drywall with gloss enamel finish	Vinyl clad tiles, plastic laminate panels, drywall with gloss enamel finish
Janitor closet	Quarry tile, poured seamless sealed concrete, sheet vinyl	Stainless steel, tile with sealed grout, FRP board	Vinyl clad tiles, plastic laminate panels, drywall with gloss enamel finish
Walk-ins	Quarry tile, poured seamless sealed concrete, aluminum, stainless steel	Aluminum, stainless steel, FRP board	Aluminum, stainless steel, FRP board

Examples of Food Service Establishment Sinks and Plumbing Fixtures

Handwash Sinks



Food Preparation Sinks



Examples of Food Service Establishment Sinks and Plumbing Fixtures

Dishwasher with pre-rinse sink and spray arm and with clean dish-drying table.



Typical Three-compartment Sink



Mop Sinks

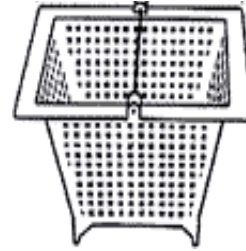


Examples of Food Service Establishment Sinks and Plumbing Fixtures

Floor Sink (used for indirect drains)



Strainer Baskets used in Floor Sinks

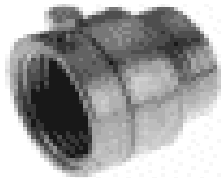


Typical Grates over Floor Sinks



Back-flow Prevention Devices

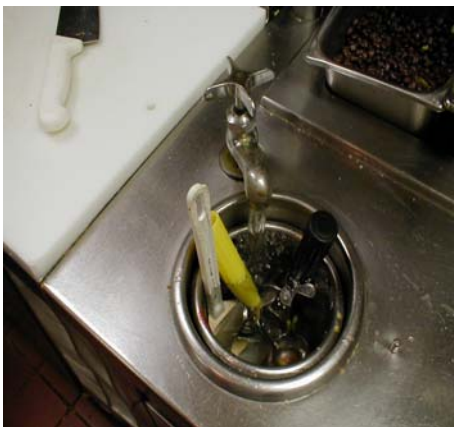
Anti-siphon Valve



Check Valves



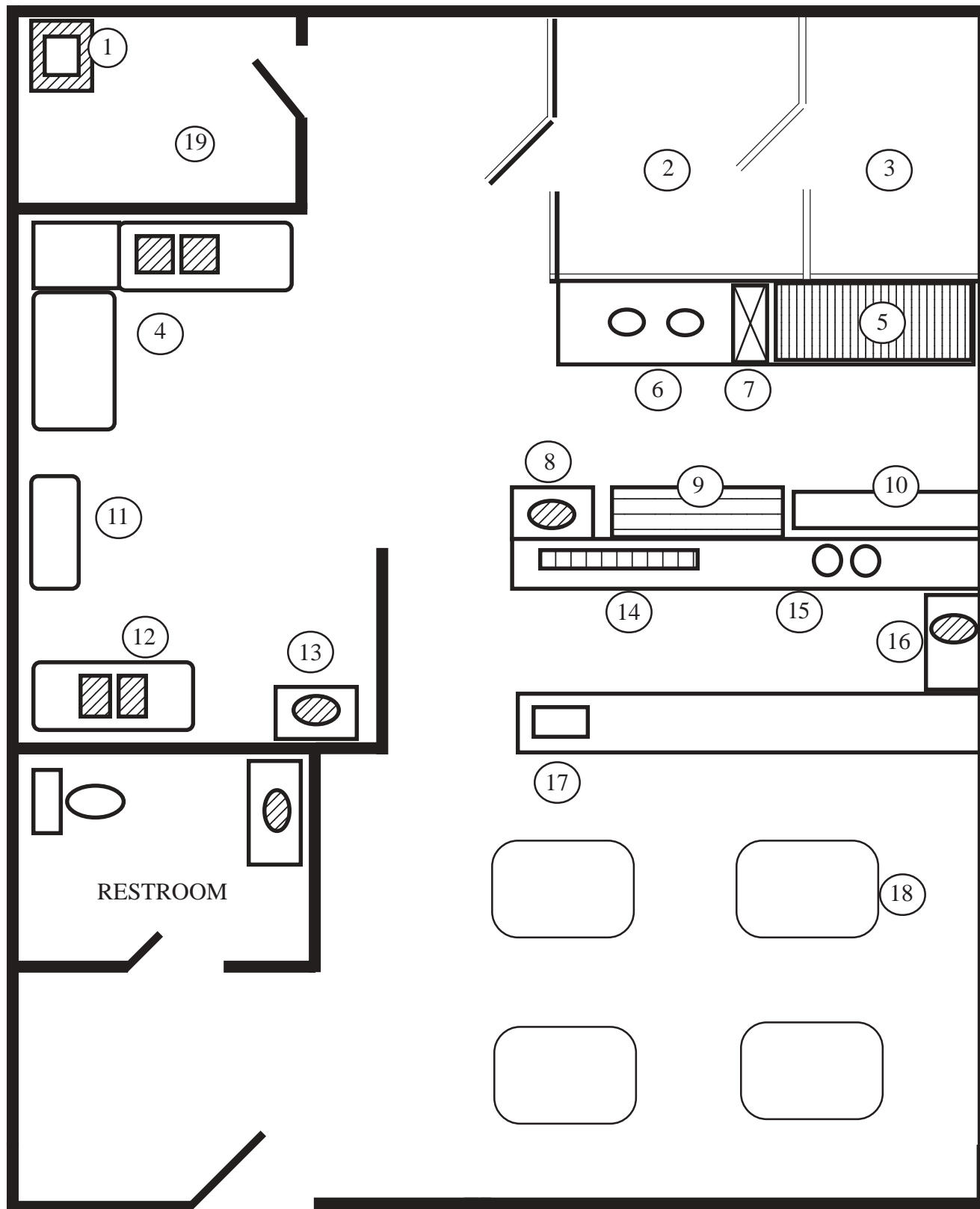
Dipper Well



EXAMPLE FLOOR PLAN

Note: This plan is meant to illustrate health requirements only. 1/4 inch = 1 foot

Equipment, finish and plumbing schedules, and menu with HACCP are in the attached pages



- | | | | |
|-------------------------|-----------------------|-----------------------------|-------------------|
| 1. Mop sink | 6. Wok | 11. Work table | 16. Handsink |
| 2. Walk-in refrigerator | 7. Deep fryer | 12. Prep sink | 17. Pop dispenser |
| 3. Walk-in freezer | 8. Handsink | 13. Handsink | 18. Table |
| 4. Dishwasher | 9. Steam table | 14. Salad prep refrigerator | 19. Storage |
| 5. Grill | 10. Prep refrigerator | 15. Soup wells | |

SNOHOMISH HEALTH DISTRICT SANITARY CODE

Chapter 10.3

FOOD SERVICE ESTABLISHMENT CONSTRUCTION REQUIREMENTS AND GUIDELINES

Revised 2/17/91; Retitled 11/9/93, Resolution 93-32, Resolution 02-18



**SNOHOMISH
HEALTH
DISTRICT**

I. FOOD SERVICE ESTABLISHMENTS

ENVIRONMENTAL HEALTH DIVISION
Food Section
3020 Rucker Avenue, Suite 104
Everett, WA 98201-3900
425.339.5250

SNOHOMISH HEALTH DISTRICT SANITARY CODE

CHAPTER 10.3

FOOD SERVICE ESTABLISHMENT CONSTRUCTION REQUIREMENTS AND GUIDELINES

All food service equipment shall meet National Sanitation Foundation (NSF) or equivalent for the applicable food equipment standard.

Accredited equipment can be described as commercial grade and designed to meet the demands of the retail food industry. This equipment is more durable, easier to clean and meets a higher standard of performance.

A. General Equipment Installation Requirements

1. All food service equipment shall be installed to facilitate easy and thorough cleaning. Whenever possible equipment should be mounted on casters or wheels.
2. No food service equipment, storage areas or food preparation may be located under sewer lines.
3. Walk-in refrigeration units installed with spacing less than 12 inches between the wall and the unit shall be flashed or sealed to the wall.
4. Floor mounted equipment shall:
 - a) be elevated 6" from or directly sealed to the floor
 - b) be positioned so spacing between and behind equipment shall be sufficient to facilitate easy cleaning, with a minimum spacing of 6 inches
5. Table mounted equipment shall be portable, elevated 4" above or sealed flush to the table.

B. Refrigeration Requirements

Refrigeration facilities shall be adequate to provide for the proper storage, transportation, display, service and rapid cooling of potentially hazardous foods. Specific refrigeration needs will be based upon the menu, number of meals per day, frequency of delivery and time of preparation in advance of service.

Reach-in refrigerators should be provided at workstations for operations requiring preparation and handling of potentially hazardous foods. Refrigeration units, unless designed for such use, should not be located directly adjacent to cooking equipment or other high heat producing equipment which may tax the cooling system's operation.

Additional requirements for refrigeration units:

1. Wire rack shelving, or similar type shelving that promotes air movement, shall be used in refrigeration units that are used to rapidly cool potentially hazardous foods.
2. Refrigeration units used for storage or cooling of potentially hazardous foods shall be listed under NSF standard #7 and approved for its intended use.
3. NSF standard #7 blast chillers and walk-in refrigerators are acceptable for cooling potentially hazardous foods. All other methods of cooling will be evaluated by the Snohomish Health District (SHD) for suitability.

SNOHOMISH HEALTH DISTRICT SANITARY CODE

CHAPTER 10.3

FOOD SERVICE ESTABLISHMENT CONSTRUCTION REQUIREMENTS AND GUIDELINES

4. Used refrigeration equipment shall meet the same NSF standards as new equipment. Servicing or reconditioning of a unit may be required prior to approval.
5. Walk-in units should discharge condensate waste into a sanitary sewer via an air gap (e.g., indirect drain) outside the unit. All methods of condensate discharge shall comply with local plumbing codes.
6. Approved temperature monitoring instruments, such as stem thermometers or thermocouples, accurate to $\pm 2^{\circ}\text{F}$ are required to monitor temperatures.

C. Hot Holding and Reheating Equipment

1. Hot holding equipment shall be capable of maintaining internal temperature of potentially hazardous foods in compliance with current regulations during service, display or holding periods.
2. Reheating equipment shall be capable of raising the internal temperature of potentially hazardous foods in compliance with current regulations.
3. Approved temperature monitoring instruments, such as stem thermometers or thermocouples, accurate to $\pm 2^{\circ}\text{F}$ are required to monitor temperatures.

D. Transporting Foods

Food service establishments transporting prepared foods shall use easily cleanable containers. **Containers shall be capable of maintaining proper hot or cold temperatures at all times during transport.**

II. FACILITIES TO PROTECT FOOD

A. Bulk Food Dispensing

1. Customer self-service bulk food dispensers shall be of a design so as to protect the foods from contamination and discourage direct hand contact of the product by the customer. All bulk food dispensing units shall have properly designed sneeze protection. Gravity dispensing units are preferable. The display units may also be containers with covers or lids.
2. Utensils are required for dispensing of food when non-gravity dispensing units are used. Utensils shall be stored in a protective enclosure or utensil holder. Scoops, tongs or similar devices are required for all non-gravity dispensing units.
3. The height of all non-gravity bulk dispensers containing ready to eat foods shall be at least thirty inches from the floor to the lowest access point of the dispenser.
4. All bulk food dispensers shall be constructed of food grade materials and designed to be easily cleanable.

SNOHOMISH HEALTH DISTRICT SANITARY CODE

CHAPTER 10.3

FOOD SERVICE ESTABLISHMENT CONSTRUCTION REQUIREMENTS AND GUIDELINES

B. Buffets and Salad Bars

1. Customer self-service buffets and salad bars shall be of a design so as to protect the foods from contamination and prevent direct hand contact of the food by the customer. Scoops, tongs, spatulas or similar utensils are required for dispensing of food at buffets and salad bars.
2. Raw meats, poultry or seafood are not permitted at customer self-service buffets and salad bars.

C. Sneeze Protection

All foods being displayed, served or held shall be adequately protected from contamination. Sneeze guards shall be constructed in accordance with current NSF standards. Proposed sneeze guard specifications must be included with the plans. The food shield shall intercept the direct line between the customer's mouth and the food on display. The average vertical distance from the customer's mouth to the floor is 4'6" to 5'. This average must be adjusted for children in educational facilities and for installations designed for persons with disabilities.

III. WATER AND WASTEWATER REQUIREMENTS

A. Water Supply Requirements

Water shall be supplied from an approved source.

B. Wastewater Disposal Requirements

Wastewater disposal shall be to a municipal sewer or a SHD approved on-site sewage disposal system. On-site systems shall be maintained in accordance with SHD requirements.

C. Grease Trap Requirements

Grease traps for food service establishments connected to sewers shall be installed and maintained according to local municipal sewer requirements.

D. Hot Water Supply Requirements

The hot water supply must be a minimum of 100°F and sufficient to satisfy the continuous and peak hot water demands of the establishment, except as provided in section IV. B.2.c) and IV. F.5.b) of this code.

SNOHOMISH HEALTH DISTRICT SANITARY CODE

CHAPTER 10.3

FOOD SERVICE ESTABLISHMENT CONSTRUCTION REQUIREMENTS AND GUIDELINES

IV. PLUMBING AND SINK REQUIREMENT

Plumbing shall be sized and installed according to state and local codes. There shall be no cross connections between the potable water supply and any non-potable or questionable water supply. There shall be no direct connection between the sewage system and any drains originating from equipment in which food or food utensils are placed.

A. Restroom Requirements

The restroom shall be conveniently located for employees. Customer restrooms are required when seating is provided in the food service establishment. Customers are not allowed to enter into any food preparation or storage area of the food service establishment to access a restroom facility. All restroom facilities shall be in compliance with local building and plumbing codes.

B. Ware Washing Facilities

Ware washing facilities shall be adequate and properly sized to provide effective cleaning and sanitizing of all dishes, equipment and utensils used by the food service establishment. Accurate test strips or temperature gauges must be available to monitor effective sanitizing cycles.

1. Manual Dishwashing

- a) Manual dishwashing facilities shall consist of a minimum of a three-compartment sink with sloped integral drainboards at each end, hot and cold running water, faucet(s) which are capable of reaching all compartments, and an indirect drain.
- b) Taverns and bars shall provide a sink for disposing of liquid waste in addition to providing a three-compartment sink.
- c) Manual dishwashing facilities shall not be used for handwashing.

2. Mechanical Dishwashing

- a) Minimal mechanical dishwashing facilities shall consist of a mechanical dishwasher, at least one pre-rinse sink with a spray arm attachment and integral sloped drainboards on each side of the dishwasher.
- b) Mechanical dishwashers that sanitize by means of chemicals shall meet the minimum concentration on the final rinse cycle as described in current regulations.
- c) Mechanical dishwashers that sanitize by means of water temperature shall provide sanitizing by a high temperature final rinse that reaches a minimum temperature of 160°F measured on the surface of the utensil.

SNOHOMISH HEALTH DISTRICT SANITARY CODE

CHAPTER 10.3

FOOD SERVICE ESTABLISHMENT CONSTRUCTION REQUIREMENTS AND GUIDELINES

3. Alternative Cleaning Methods for Oversized Equipment

If washing in sink compartments or a mechanical dishwasher is impractical, such as when the equipment is fixed or the utensils are too large, washing and sanitizing shall be done by using alternative methods approved by the SHD.

C. Food Preparation Sinks

1. When food service procedures include rinsing, thawing, cooling, soaking, or draining foods, a food preparation sink will be required.
2. Food preparation sinks shall have an integral drainboard, be indirectly drained and sized to adequately meet the needs of the facility.
3. When food service procedures include rinsing, thawing, soaking and/or draining of produce as well as raw meats, poultry or seafood then a separate food preparation sink will be required. (A two-compartment food preparation sink does not replace the requirement for separate sinks.)

D. Mop Sink

Food service establishments shall have at least one mop sink or basin available to adequately meet the needs of the establishment. A properly sized mop and broom rack along with a storage area for mop buckets and other cleaning equipment shall be provided.

E. Floor Drains

Properly installed, trapped floor drains shall be provided in floors that are water-flushed for cleaning or that receive discharges of water or other fluid waste from equipment or in areas where pressure spray methods for cleaning equipment are used. Floors should be sloped to drain at least 1/8 inch per foot.

F. Handwashing Facilities

1. Handwashing sinks shall be of sufficient number and conveniently located for use by all food handlers. Handwashing sinks shall be easily accessible and may not be used for purposes other than handwashing. Sinks used for food preparation or for washing equipment or utensils shall not be used for handwashing.
2. Handsinks are required within a 20-foot radius of all food service, preparation and dishwashing areas. Additional handwashing sinks may be required depending on establishment floor plan and operations. Handsinks are also required in all restroom facilities.
3. Splash from a handwashing sink shall not contaminate food, equipment or utensils. Splashguard protection is required if handsink location is less than 16" to food storage, food preparation, food contact surfaces and utensil washing areas. The splashguard shall have a minimum height of 16" and extend the full width of the sink.

SNOHOMISH HEALTH DISTRICT SANITARY CODE

CHAPTER 10.3

FOOD SERVICE ESTABLISHMENT CONSTRUCTION REQUIREMENTS AND GUIDELINES

4. Handwashing stations shall include a minimum of a designated handwashing sink, paper towel or mechanical drying devices, supply of dispensed hand soap and a waste receptacle.
5. Handwashing sinks shall:
 - a) Have hot and cold running water. Hot water provided to handwashing sinks shall be a minimum of 100°F and be available to the handwashing sink within 15 seconds, or
 - b) Have tempered water provided through a mixing valve. Hot water adjustments at tempering valves or faucets shall provide water from the tap in the range of 100°F-120°F and be available to the handwashing sink within 15 seconds.

V. FINISH SCHEDULES AND PHYSICAL FACILITIES

A. Food Contact Surfaces

Food service establishment owners shall ensure food contact surfaces of counter tops, equipment and utensils are made of food grade material, smooth, easily accessible for cleaning, corrosion resistant and nonabsorbent. Cutting boards and butcher blocks shall be made of hard maple or an NSF listed synthetic product.

B. Nonfood Contact Surfaces

Cabinets, shelving, tables and other structures used to store items, shall be smooth, easily cleanable, durable, in good repair and in conformance with NSF standards or equivalent. Wood used for nonfood contact surfaces shall be sealed with a material that will result in a light colored, smooth, easily cleanable and nonabsorbent finish.

C. Floors, Walls and Ceiling Surfacing

1. Floors
 - a) All floor coverings in food preparation, food service, food storage, ware washing areas, walk-in refrigeration units and restrooms shall be smooth, durable, nonabsorbent and easily cleanable.
 - b) Floor/wall junctures shall be covered with a base coving.
 - c) Grouting shall be nonabsorbent and easily cleanable. Examples are grouting mixed with epoxy, silicone or polyurethane.
2. Walls
 - a) All walls and wall coverings in food preparation, food service, food storage, ware washing areas, walk-in refrigeration units and restrooms shall be smooth, light-colored, durable, nonabsorbent and easily cleanable.
 - b) Tiles, bricks, grouting, concrete blocks and any other wall material shall be properly sealed so they are smooth and easily cleanable. Unfinished wall construction, such as drywall and bare wood, is not acceptable

SNOHOMISH HEALTH DISTRICT SANITARY CODE

CHAPTER 10.3

FOOD SERVICE ESTABLISHMENT CONSTRUCTION REQUIREMENTS AND GUIDELINES

- c) Paint used on walls shall be enamel-based gloss or semi-gloss finish.
- d) All wall joints, seams and corners shall be sealed.
- e) Backsplash requirements:
 - i) All sinks shall have a minimum of 16 inches of backsplash of durable waterproof material as measured from the top of the sink basin.
 - ii) Mop sinks shall have a backsplash adequate to cover potential affected areas of wall.
 - iii) Floor to ceiling backsplash is required behind all mechanical dishwashers.

3. Ceilings

- a) Finishes shall be light-colored, smooth, nonabsorbent and easily cleanable. Drop-in ceiling tiles in food preparation and dishwashing areas shall be vinyl clad or equivalent, nonabsorbent and non-perforated to facilitate easy cleaning
- b) Paint used on ceilings shall be enamel-based gloss or semi-gloss finish.

D. **Ventilation**

All establishments shall be adequately ventilated to prevent excess heat, steam, condensation, vapors, odors, smoke and fumes.

- 1. Ventilation to the outside air shall be designed, installed and maintained in compliance with state and local mechanical and fire codes.
- 2. Intake and exhaust ducts shall be constructed and maintained to prevent dust, dirt or other contaminants from entering the establishment.
- 3. Ventilation hoods and filters shall be designed with easily removable filters for cleaning.
- 4. Mechanical ventilation shall be installed in rooms where odors, vapors, steam or fumes originate.
- 5. Ventilation hoods and devices shall be constructed and installed to prevent grease or condensation from collecting on walls and ceilings and from dripping into food or onto food-contact surfaces.

E. **Lighting.**

- 1. Lighting of at least 10 foot candles (110 lux) at a distance of 30 inches above the floor shall be provided in walk-in refrigeration units and dry storage areas.
- 2. Lighting of at least 20 foot candles (220 lux) at the surface shall be provided where food is provided for customer self-service areas, and at a distance of 30

SNOHOMISH HEALTH DISTRICT SANITARY CODE

CHAPTER 10.3

FOOD SERVICE ESTABLISHMENT CONSTRUCTION REQUIREMENTS AND GUIDELINES

inches above the floor in areas used for handwashing and warewashing, and in restrooms.

3. Lighting of at least 50 foot candles (540 lux) shall be provided at the surfaces where a food service employee is working with food, utensils or equipment such as knives, slicers or saws.
4. Light shielding such as plastic shields, plastic sleeves with end caps, shatterproof bulbs or other approved shielding shall be provided for all light fixtures, including heat lamps, in food preparation areas, food storage areas, utensil storage and warewashing areas and where unwrapped single service and single use items are stored.

F. Garbage and Refuse Storage

1. Garbage or refuse storage rooms shall be constructed of easily cleanable, nonabsorbent, washable materials and shall be insect proof and rodent proof.
2. Garbage and refuse containers, dumpsters and compactor systems located outside shall be stored on or above a smooth surface of nonabsorbent material, such as 4" sealed concrete or sealed road grade asphalt, that is designed to contain liquid waste (leachate) and spills.
3. Garbage and refuse containers shall be designed to prevent access by pests.

G. Insect and Rodent Control

1. Openings to the outside shall be effectively protected against the entrance of insects and rodents. Outside openings shall be protected by the installation of tight-fitting, self-closing doors, closed windows, screening, controlled air currents, vestibules or other means approved in advance by SHD. Screen doors shall be self-closing and screens for windows, doors, skylights, transoms, intake air ducts and other openings to the outside shall be tight-fitting and free of openings. Screening material shall not be less than sixteen mesh to the inch. Openings around pipes, conduit or wiring entering the building from the outside shall be sealed. Electronic flytraps and similar devices shall not be located in the food service or food preparation areas without SHD approval.
2. Loading docks and delivery doors shall be provided with effective air curtains, vestibules with self-closing doors, or other SHD approved method, to preclude the entrance of insects. It is recommended that the outside lighting around loading areas and entrances be sodium vapor rather than mercury vapor to decrease insect attraction.
3. All foundations shall be rodent-proof. Openings between the floor and bottom of outer doors shall be adequately flashed with rodent proof material to eliminate any opening.

SNOHOMISH HEALTH DISTRICT SANITARY CODE

CHAPTER 10.3

FOOD SERVICE ESTABLISHMENT CONSTRUCTION REQUIREMENTS AND GUIDELINES

H. Dressing Room and Lockers

1. Rooms or areas separate from food preparation, storage or service areas, and separate from utensil washing or storage areas shall be provided for employees to routinely change clothes within the establishment.
2. Lockers or other suitable storage facilities should be located in dressing areas for employees to store their personal belongings.

I. Food Storage Areas

1. Storerooms shall be located adjacent to food preparation areas and convenient to receiving. The storeroom should be free of uninsulated steam and water pipes, water heaters, transformers, refrigeration condensing units, steam generators or other heat producing equipment.
2. Shelving may be constructed of suitably finished wood but preferably of non-corrosive metal or plastic. Items shall be spaced from walls sufficiently and raised at least 6 inches above the floor to allow adequate maintenance and inspection of the facility.
3. Storage facilities shall be provided for cleaned and sanitized utensils and equipment at adequate heights above the floor, protected from splash, dust, overhead plumbing or other contamination, on fixed shelves or in enclosed cabinets.
4. Toxic materials including cleaning compounds, pesticides, sanitizers, etc. shall be stored away from food preparation, storage, equipment and utensil areas. Sanitizers and cleaning compounds should be stored separately from insecticides, rodenticides or other poisonous materials.