



Franklin County Public Health
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Plan Review Submittal Packet

Food Safety Program

You must provide the following information in your plans:

General requirements:

1. All plans must be legible and drawn reasonably to scale.
2. A detailed drawing of the area used by the business including all entrances, exits, windows, and doors.
3. A statement indicating the seating capacity and square footage.
4. The plans must contain the exact placement of all equipment within the food facility. This includes sinks, cooking equipment, and refrigeration units.
5. All surfaces must be smooth, easily cleanable, and non-absorbent. A complete list of surface finishes must be submitted along with the plans, or detailed on the plans.
6. A complete list of all food items that will be prepared and served.
7. The number and location of all lighting fixtures. All lighting in the storage, cooking, and preparation areas must be shielded.
8. All restroom doors that open into food preparation/cooking areas must be self-closing.

Plumbing Requirements:

1. The location of all plumbing fixtures. Including the placement of all hand sinks, toilets, food preparation sinks, and the three compartment sink.
2. The three compartment sink must have drain boards on each end, or a moveable cart to be used as a drain board.
3. The location of the mop sink.
4. The size and location of the hot water heater.
5. The size and location of the grease interceptor, if required.
6. An indirectly drained food –preparation sink will be required if food will be thawed in water or if food will be washed.

Equipment Requirements:

1. A list of all food equipment with the manufacturer and model numbers listed. All food equipment should be approved for commercial use by a testing agency such as NSF.
2. All refrigerators must have a working thermometer and must maintain 41 degrees or less.
3. Proper thermometers available for testing food temperatures (stem thermometer).