



DAVIDSON COUNTY HEALTH DEPARTMENT

Protecting, Caring, Serving Our County

Lillian Koontz, MPA, REHS
HEALTH DIRECTOR

Rebecca Daley, RN, MHA
CHAIR, BOARD OF HEALTH

Michael Garrison, MD
MEDICAL DIRECTOR

Davidson County Health Department
Food, Lodging, and Institutional Sanitation Division
Food, Lodging and Institutional Plan Review Application

Applications must be filled out completely or plans will not be processed.

Is this facility applying for a new permit (yes)____ (no) ____; or a transitional permit (a transitional permit may be issued when a food service facility is sold from one owner to another) yes____ (no) ____.

Name of the proposed facility:_____.

Address of the proposed facility:_____.

Contact person name:_____ Phone number (H)_____.

Contact person address:_____ (C)_____.

Name of facility operator:_____ Phone number (H)_____.

Facility operator address:_____ (C)_____.

Type of food service: (restaurant) ____ yes ____ no (restaurants have seating)
(food stand) ____ yes ____ no (food stands do not have seating)
(meat markets) ____ yes ____ no (meat markets cut meat & poultry)
(other) explain:_____

Days of operation:_____ Hours per day of operation_____.

Number of seats:_____ Number of shifts:_____.

Number of employees:_____

Type of meals that will be served (breakfast)_____(lunch)_____(dinner)_____.

What is your water source? Municipal supply (city or county water) ____ yes ____ no

Private supply (private well) ____ yes ____ no

Will sewage disposal be connected to municipal supply (city or county) ____ yes ____ no or to a private sewage disposal system (septic system, etc.) ____ yes ____ no

Please attach a copy of the Davidson County Health Department Waste Water Improvement Permit and a copy of the Authorization to Construct Waste Water System

The plans submitted for review shall contain the following:

A plan drawn to scale (1/4 inches = 1 foot) showing the location of equipment, an equipment list, plumbing lines including floor drains and floor sinks, electric service and location of electric panels, mechanical ventilation (exhaust hood and make up air), can wash, and important outside equipment such as dumpster and grease containers.

The plans shall be on paper of a minimum size of 11 inches X 14 inches in size. The plans shall include the finish schedule for floors, walls, and ceilings. As stated above, the layout of the floor plan shall be accurately drawn to a minimum scale of 1/4 inches = 1 foot.

The plans shall include a proposed menu.

Food Sources

All food sources and supplies shall be obtained from an inspected and approved source. Please list food suppliers: _____

_____.

Handwashing Procedures

There shall be an appropriate handwashing lavatory (sink) in all food preparation areas, service areas, and dish washing areas. These lavatories shall be supplied with hot and cold running water with adequate pressure, a mixing faucet, anti-bacterial soap, hand drying devices (disposable paper towels or hot air blowers), and a trash can.

Food Preparation

- 1) Will raw meat or pork require cutting into smaller portions, thawing, washing, rinsing, etc. prior to cooking? ____ yes ____ no.
- 2) Will raw poultry require cutting into smaller portions, skewering, thawing, washing, rinsing, etc. prior to cooking? ____ yes ____ no.
- 3) Will raw seafood or fish require scaling, cutting into smaller portions or pieces, thawing, washing, rinsing, etc. prior to cooking? ____ yes ____ no.
- 4) Will raw vegetables require cutting into smaller pieces, thawing, washing, rinsing, etc. prior to cooking? ____ yes ____ no.

Cooking processes

Potentially hazardous foods requiring cooking shall be cooked to heat all parts of the food to a temperature of at least 140 F except as follows:

- (1) Poultry, poultry stuffings, stuffed meats, and stuffings containing meat shall be cooked to heat all parts of the food to at least 165 F with no interruption of the cooking process.
- (2) Pork and any food containing pork shall be cooked to heat all parts of the food to at least 150 F.
- (3) Ground beef and foods containing ground beef shall be cooked to an internal temperature of at least 155 F.

- (4) Roast beef shall be cooked to an internal temperature of at least 135 F.
- (5) Beef steak shall be cooked to temperature of 130 F unless otherwise ordered by the immediate consumer.

Hot Holding Process

How will the potentially hazardous foods prepared and cooked in your facility be held hot at the required temperature of 140 F or above during service or while waiting to be served? Please explain:

Cold or Refrigerated Holding Process

There must be adequate refrigeration and freezer space in order to maintain food temperatures at the required refrigerated temperature of 45 F or below and the required freezer temperature of 0 to 10 F. These refrigeration and freezer units shall include walk-in units, reach-in units (designed for storage needs) as well as units that you will work directly out of such as waist high work top units and flip top preparation units.

- 1) Provide the total amount of space given for walk-in storage units: Freezer_____sq. ft. and Refrigerator_____sq. ft.
- 2) Provide the total amount of space given for reach-in storage units: Freezer_____sq. ft. and Refrigerator_____sq. ft.
- 3) Provide the total amount of space given for units that you will work directly from: Freezer_____sq. ft. and Refrigerator_____sq. ft.

How many times per week will refrigerated and frozen foods be delivered?_____

_____.

Cooling Process

How will foods that have been cooked to a high temperature or foods that have been cooked and then held hot at 140 F or above be rapidly cooled to 45 F or less? This is especially important for thick foods such as chili, gravies, re-fried beans and rice, large pieces of meat, thick stews and soups, etc.

When food in large amounts or containers are placed in the refrigerator, the center portions cool very slowly because of the insulating effect of the food itself. Chilling food with ice baths, frequent stirring using ice, and the substitution of placing food in shallow containers with the food layer not over 4 inches in thickness are some of the measures that can be taken to promote rapid cooling.

Explain your process:

Re-Heating Process

How will the foods that have been cooled and refrigerated be re-heated to the required internal temperature of 165 F **within 2 hours** before being served again? Hot holding cabinets shall not be used to re-heat food(s). These units are meant to hold hot food hot not to re-heat. Remember, re-heating, even large portions of food must now be done within 2 hours. Foods can only be re-heated one time and then must be discarded. Please explain including equipment to be used.

Dish Washing and Utensil Washing Facilities

Will multi-use utensils be used for food service (multi-use utensils include hard plates, cups, glassware, and silverware)? ____ yes ____ no.

Will single service utensils be used for food service (single service utensils include paper or Styrofoam plates, cups, and plastic eating utensils)? ____ yes ____no.

Multi-use utensils require a minimum of a 3-compartment sink in order to wash, rinse, and sanitize the utensils. The sink wells must be large enough to submerge wash, rinse, and sanitize your largest piece of equipment. This sink must have drainboards on each end of the sink and these drainboards shall be at least 24 inches in length.

A facility with 50 seats or more will also be required to have a mechanical dish machine including the utensil washing sink due to the increased volume of meals and the number of utensils that need washing.

The dishmachine can sanitize with hot water or chemicals. Please explain which dishmachine type you will use.

All dishmachines are now required to have an exhaust hood overhead. This is a North Carolina Building Code.

Single-service utensils require a minimum of a 2-compartment sink. The sink wells must be large enough in order to submerge wash, rinse, and sanitize your largest piece of equipment.

There will also be pieces of equipment that are too large to be washed, rinsed, and sanitized in the utensil sink (ex. slicers, mixers, table tops, etc.). Equipment such as this will have to be “cleaned in place”. Please describe the process for cleaning and sanitizing these pieces of equipment.

Plumbing

All food service equipment that requires a water source must be supplied with a potable water supply.

All equipment that will come into contact with food, food preparation duties, food storage, utensil washing, condensation drains, etc. shall be indirectly drained.

All hose bibs or connections shall be equipped with an anti-siphon device.

Insect and Rodent Control

All outside doors and windows (this includes the drive through windows) must have a self closing mechanism installed so that they will automatically close when opened.

Garbage and Refuse

Will a dumpster be used ____ yes ____ no?

Will the dumpster be cleaned on site ____ yes ____ no? If yes, then hot and cold water will have to be supplied to the dumpster pad, the pad will have to be curbed to hold wash water in, and be sloped to a center drain. This drain will have to be plumbed into the grease trap.

Will the dumpster be cleaned by and off site contract cleaning service ____ yes ____ no? Please explain who will do the cleaning and where:

Canwash

A canwash shall be provided. The canwash is used for cleaning mops, mop buckets, trash cans, hanging and drying mops, etc. the canwash shall consist of an impervious curbed pad, sloped to a center drain, supplied with hot and cold running water, a combination faucet, and a threaded nozzle.

The canwash basin shall be a minimum of 3 feet X 3 feet