

PLAN PREPARATION GUIDE
FOR
FOOD SERVICE ESTABLISHMENTS

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INTRODUCTION

This guide has been prepared for use by Professional Engineers, Registered Architects and Food Service Consultants who submit food service establishment plans to the Orange County Department of Health for review. Its purpose is to serve as a uniform guide in constructing new and renovated food service facilities in compliance with the provisions of Subpart 14-1 of the New York State Sanitary Code and with applicable provisions of the Public Health Law and Orange County Local Laws.

A permit to operate a new or renovated food service establishment is not issued by the Department until construction plans and specifications have been accepted and a preoperational inspection indicates that the facility has been constructed in accordance with the accepted plan.

PLAN PREPARATION GUIDE FOR FOOD SERVICE ESTABLISHMENTS was prepared by the staff of the Bureau of Sanitary Control, Division of Environmental Health, Orange County Department of Health.

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REQUIRED DRAWINGS AND SPECIFICATIONS

Each page of the plan submission must include a Title Block consisting of :

- Name of the establishment
- Address, and City, Village or Town
- Name of the individual preparing the plans
- Date

1. LOCATION MAP

- Diagram the location of the property and distance to the nearest main road intersection and other significant landmarks.

2. SITE PLAN

- REQUIRED ONLY if the facility is served by a private water supply and/or private sewage disposal system.
- This diagram should detail: the property boundaries, location of existing and proposed buildings, driveways and parking areas, important natural features of the land, grading, surface drainage, water supply and sewage disposal system.

3. FLOOR PLAN

This diagram (minimum scale $\frac{1}{4}'' = 1$ foot) should include:

- Location of food preparation equipment, all other kitchen equipment, storage areas, garbage storage areas, toilet facilities, ware-washing areas, and dining areas.
- A list of equipment to include names, manufacturer and model number. Include specification sheets where possible.
- A list of the materials that will be used to finish the floor, walls and ceiling of each room.

4. LIGHTING AND VENTILATION

- Show the location, type, wattage and shielding of all lighting fixtures.
- Show the location of ventilation equipment, exhaust fan capacity in CFM's (cubic feet per minute), and dimensions.

5. PLUMBING

- List all equipment and fixtures that will be provide with hot and/or cold running water.
- List all equipment that will be provided with indirect drains.

GENERAL REQUIREMENTS

WATER SUPPLY- (Sec. 14-1.120)*

Either a public water supply or a private water supply (e.g. drilled well) acceptable to this Department is required. Private water supplies must be treated by an approved disinfection treatment system. SUBMISSION OF A PLAN FOR THE APPROVAL OF A TREATMENT SYSTEM IS REQUIRED PRIOR TO INSTALLATION.

SEWAGE DISPOSAL-(Sec. 14-1.130)*

Either a public sewage or a private sewage disposal system acceptable to this Department is required. Any new or modified private system must be designed by a licensed professional engineer and be approved by this Department. An engineering evaluation may be requested and accepted for existing private systems.

TOILET FACILITIES-(Sec. 14-1.142)*

All facilities are required to provide toilet facilities for employees that are reasonably accessible to the work area. Establishments with a seating capacity of 20 or more must provide toilet facilities for patrons

PLUMBING-(Sec. 14-1.173)*

SINK REQUIREMENTS

Dish/tableware washing:

-A commercial dishwasher or a 3-compartment sink with double drainboards is required in food service operations utilizing multi-use tableware, dishes and/or glasses.

Pot/utensil washing:

-A minimum of a 2-compartment sink with double drainboards is required for cleaning pots, pans and utensils, AND in establishments using exclusively single service items (e.g. plastic forks, knives, spoons, paper/styro foam cups plates etc.).

Hand-washing:

-Sinks equipped with hot and cold running water or tempered water are required in all food preparation areas, as well as in toilet facilities (Sec. 14-1.143)*.

*Refers to the New York State Sanitary Code Subpart 14-1