ROCKDALE			Environmental Health Services 55 Grayson Highway - Suite 600 Lawrenceville, GA 30046
COUNTY HEALTH			Phone: 770.963.5132 Fax: 770.339.4282 www.gnrhealth.com
DEPARTMENTS			<u>www.gnmearm.com</u>
	FOOD SERV	ICE APPLICATION	
Application Date:	<mark>Is</mark>	S This Facility In a Food Court	t or Mall? YES NO
FOOD SERVICE TYPE	Permanent	Mobile School	Catering Institutional
NUMBER OF SEATS		Free Designated Smoking*	
	FACILITY	Y INFORMATION	selection)
Facility Name			
City,State,Zip			
Phone ()			strict-Land Lot-Parcel)
Name	OWNER	INFORMATION CORPORATION NAME O	R LLC IF APPLICABLE
City,State,Zip			
Phone ()	Work ()	FAX ()	Other ()
E-mail			
Facility Name		Attention:	
City,State,Zip			
Effective November 13, 2007, all completed an approved food saf County Environmental Health r available by contacting this office	I newly permitted food service Tety certification course and ex- egularly conducts training mo- e. Applications with no activity	SERVICE PERMIT APPLICA e establishments are required to emp cam within <u>ninety (90) days</u> from the ceting this requirement. Scheduled will be void after one year and a new a	loy a manager who has successfully e date of permit issuance. Gwinnett dates of training opportunities are application and fees will be required.
PERMITS AR	WILL REQUIRE A NEW PL E NOT TRANSFERABLE FR WITHOUT A VALID PERMIT	IANGE IN OWNERSHIP. ANY CHA AN REVIEW AND PERMITTING F ROM OWNER-TO-OWNER OR PL IS A VIOLATION OF FOOD SERV IN LEGAL ACTION	EE. ACE-TO-PLACE.
		NER/AGENT INFORMATION	
Print Name		Phone ()	
Sign Name:		an Architect Other	
Affiliation with facility (check o	ne): Owner Contract	tor Architect Other	
FOR PLAN REVIEW: Main hours of food prep: 4am – 2pm 10am – 10pm 4pm – 4am Open 24 hours	Dperation Offered: Plan Take Out/Fast Food	ning to serve any of the following?] Raw seafood] Molluscan shellfish (oysters, clams] Meat/eggs cooked-to-order] Dressings/sauces prepared on-site	Primary Service Type: China/metal flatware Disposable containers/flatware Dishwasher on premises

Food Service Plan Review Requirements

Note that the Gwinnett County Environmental Health Office will keep <u>one set</u> of site/construction plans and specifications provided during the plan review process. If additional, identical copies with a final approval stamp are needed for other departments, provide the number of copies necessary for your project. <u>***Once plans are approved it will be necessary to call and make an appointment with your inspector to have additional copies of the plans stamped and signed.***</u>

The following is a list of the <u>minimum</u> information we will need to review your plans for a food service establishment. These are in addition to the usual construction drawings.

- 1. Submit a completed application and plan review fee. Make sure that the contact information submitted with the application is accurate and legible.
- 2. Provide a copy of the proposed menu. (If products served are not the typical cuisine, please provide a list of ingredients and any unique forms of preparation that may be required during the cooking process.)
- 3. For all food prep areas, provide an equipment layout and identification schedule, drawn to scale. Specify whether the equipment will be new (or if used, reconditioned). All equipment in food prep areas must be commercial grade and NSF-approved.
- 4. Provide manufacturer's specification sheets with the make and model of the following:
 - a. Commercial water heater
 - i. Include information about the storage capacity.
 - ii. Include the recovery rate in gallons per hour at a 100°F rise.
 - b. Commercial dishwasher (if applicable)
 - i. Include the flow rate in gallons per hour at maximum capacity.
 - ii. Include whether the sanitization will be based on temperature or chemicals.
 - iii. NOTE: If a facility with a commercial dishwasher plans to use TANKLESS water heaters, it is often required that <u>more than one heating unit</u> is provided.
 - c. All refrigeration equipment (include food preparation units with under-the-counter cooling capacity).
- 5. Be advised that the Gwinnett County Department of Public Utilities (Water Resources) has approved an ordinance requiring a 1500-gallon minimum grease trap for all new food service facilities, pending a review of the equipment list and menu for the food service establishment. You must get a form indicating that you have met the requirements for the correct grease trap from Planning and Development at 466 West Crogan Street Suite 105 Lawrenceville, GA 30046.

NO APPLICATIONS WILL BE ACCEPTED UNLESS ALL OF THE ABOVE ITEMS ARE INCLUDED.

NOTES: Stamp of approval on final plans will not be given if an application has not been submitted and the plan review fee has not been paid.

A copy of the newly-updated State Food Service Code and no smoking signs are available online at: <u>www.gnrhealth.com</u>. For a comprehensive list of NSF-approved commercial restaurant equipment, visit the NSF website at <u>www.nsf.org</u>.

If you have questions or concerns regarding these requirements, please call (770) 963-5132 for further clarification.

Food Service Opening Requirements Checklist for Restaurant Owners

- □ Make sure that the facility's water heater is sized appropriately and approved by your health inspector.
- Set aside a small area for food containers that are delivered as bent or broken (example: dented cans). These foods are not to be used for public consumption.
- **Obtain NSF-approved food-safe containers with tight-fitting lids for storage in all coolers and dry storage areas.**
- □ Make sure that all gaskets on refrigerators and freezers are clean, attached securely to the frame of the doors, and in good repair.
- **D** Place hanging thermometers in all refrigeration equipment.
- Choose a chemical sanitizer for the manual dishwashing procedure, the dish machine, and all wiping cloth buckets. Provide test strips for this sanitizer. (If the dish machine uses a high temperature as a sanitation method, you must provide a testing device, either test strips or an approved thermometer, to pass through the dish machine during a normal wash cycle.)
- □ Have a thermometer on site that is appropriate to your menu.
- **Provide drain stoppers for all compartments of the manual dish sink.**
- Confirm that the following types of equipment (if applicable) are installed with approved indirect connections (air gaps) to sewerage/floor drains:
 - All food prep sinks
 - Three-compartment dish sink
 - Four-compartment dish sink
 - Ice machine
 - Dish washing machine
- **C** Replace any missing floor or ceiling tiles. Eliminate ALL carpet in the food prep areas.
- □ Thoroughly clean all floors, walls, and ceilings.
- All shelving must be clean and at least 6 inches above the floor for all food and clean dish storage.
- Use NSF-approved scoops with handles for all dry products and ice. It is recommended that the scoops are stored outside of the product on a clean, sanitized surface.
- **Provide paper towels and soap at all hand sinks, including the restrooms.**
- □ Provide a covered waste receptacle for the female restrooms. If only one unisex restroom is provided, a covered waste receptacle is required.
- □ All entrance/exit doors and restrooms doors must have adequate self-closing devices.
- □ Make sure that lights are shielded or shatterproof.
- **Provide a small area for the storage of employee personal belongings away from food prep.**
- □ Provide a small area for chemical storage.
- □ If necessary, identify a certified pest control operator. Permits may not be issued if a pest problem exists in the facility. There is no tolerance for roaches, rats, flies, or anything else crawling around in your kitchen.

- □ Eliminate all exposed wood in the facility. If wood cannot be eliminated, cover with a heavy-duty semi-gloss paint of white/light-colored finish.
- Contact the Gwinnett County Department of Water Resources (Public Utilities) to ensure that the facility's grease trap is sufficient and get a form indicating that you have met the requirements for the correct grease trap.
- Eliminate all residential-grade equipment in the prep areas, and if necessary, replace with commercial-grade equipment.
- □ Thoroughly clean all interiors and exteriors of equipment.
- □ Make sure the facility's dumpster is installed with an adequate drain plug and tight-fitting lids/doors.
- □ Register for a Certified Food Safety Manager's Training Course. If you do not have the certification already, registration is available at the Gwinnett County Environmental Health Office.
- □ If the requirements listed before this one have not been addressed, do not schedule your opening inspection with your inspector. If addressed, call to schedule an appointment with your inspector.

Once final inspection is scheduled with your health inspector:

- □ Make sure that hot water is provided to all sinks.
- □ All refrigeration equipment must be at or below 41°F.
- □ You must have an Employee Health policy
- □ Products must be date marked as required
- □ You must have a CFSM or be able to demonstrate knowledge
- □ Appropriate no smoking signs must be posted on all entry doors
- □ You cannot have any foodborne illness risk factor or public health interventions on your inspection if so you will not be allowed to operate

FEES FOR RE-INSPECTIONS AND REQUIRED ADDITIONAL ROUTINES

A yearly food service inspection fee is collected and provides for the routine inspections as required by the Food Code. If a routine inspection score requires by code a re-inspection, an informal re-inspection or a required additional routine inspection, additional fees will be charged for these inspections. It is the responsibility of the food service permit holder to pay these fees. Below is a breakdown of the fee schedule:

Follow up Inspection: A fee of \$200.00 will be charged for this inspection.

- A follow up inspection will be conducted when an establishment earns a "C' or "U" on a routine inspection. A new score will be posted on an inspection report.
- A follow up inspection will be conducted when an establishment does not earn a "C" grade or higher from a previous follow up inspection. A new score will be posted on an inspection report.
- A follow up inspection will be conducted when a food service permit is suspended. A new score will be posted on an inspection report.

Informal Follow up Inspection: A fee of \$50.00 will be charged for this inspection

• An informal follow up inspection will be conducted when an establishment has earned an "A" or "B" on a routine inspection and violations were not corrected on site. This inspection will be to confirm corrections of violations cited on the inspection report. An inspection report addendum will be completed and added to the file and the establishment will keep the score earned on the previous routine inspection.

<u>Required Additional Routine Inspections</u>: A fee of \$300.00 (for restaurants with 30 seats or more) or a fee of \$200.00 (for restaurants with less than 30 seats) will be charged for this inspection.

• Establishments that earn a "C" or "U" grade will have **at least one** additional routine inspection added and may have more inspections at the discretion of the Health Authority

If a food service permit is suspended, payment must be made at time of compliance conference and prior to reopening. If a follow-up inspection is completed and the permit has not been suspended, a bill will be forwarded to the food service establishments.

Plan Review Checklist

General Information

- 1. It is the responsibility of the owner or his/her representative to submit all of the required information to the Environmental Health Department. DO NOT assume that other departments will submit this information for you.
- 2. According to Georgia's Food Service Code Chapter §290-5-14-.02(3a), the application for a permit must be submitted to the County Environmental Health Office <u>at least</u> 10 business days prior to the anticipated date of opening and commencement of food service operation.
- 3. According to Georgia's Food Service Code Chapter §290-5-14-.02(4b), plans for the food service establishment must be submitted to the County Environmental Health Office <u>at least</u> 14 business days prior to beginning construction.
- 4. Georgia's Food Service Code Chapter §290-5-14-.02(6), the permit will not be issued to the food service facility until the following requirements are met:
 - a. Completed application
 - b. Fees submitted
 - c. Plans and specifications approved
 - d. Pre-opening inspection

□ Application completed

Contact Person and Information identified

Plans (prior to submission) must include:

- □ Copy of the proposed menu
- □ Primary service type offered:
 - China/metal flatware
 - Disposable containers/flatware
- Projected # of meals prepared between deliveries: _____
- □ Number of seats: _____
- □ Finish schedule for floors, cove bases, walls, and ceilings
- □ Type of sewage disposal used by facility
- □ Grease trap location and size
- □ Plumbing schedule
- □ Equipment layout/schedule drawn to scale □ Required sinks included
 - Adequate # of hand sinks
 - Vegetable Prep Sink
 - Four-compartment dishwashing sink
 - Mop sink/can wash

□ Specification sheet for Commercial Water

Heater

□ Specification sheet for Commercial

Dishwasherlease allow sufficient time for the Plan Review Committee to complete the review. If you have further questions, please contact a member of the Food Service Plan Review Committee.

□ Plan review fee paid

I have completed and submitted all the above requirements for the Food Service Plan Review. I understand that any deviation from what I have submitted without prior permission from this regulatory office may nullify the approval of these plans.

Signature:

	Food Service Plan Review	7	
Plan Review Fee Paid	New Remodel	Change of ownership	
Name of Facility:			
Address:			
Contact Person: Contractor Architect Owner Contact Method: Phone/FAX #:		Main hours of food prep: # of seats:	
Type of Operation: Take Out/Fast Food Dine-In Delivery Catering Cafeteria Buffet/self-service Bar 	Projected # meals prepared between deliveries: Less than 100 Less than 150 Less than 200 Less than 300 More than 300	Primary Service Type Offered: China/metal flatware Disposable containers/flatware Dishwasher on premises 	
Any of the following foods on the menu? Raw seafood (sushi, ceviche, etc.) Molluscan shellfish (oysters, clams, scallops, etc) Meat/eggs cooked-to-order Dressings/sauces prepared on-site	According to 2005 Food Code, facility needs to apply for a variance for: Use of food additives as a method of food preservation (ex. Sushi rice with vinegar) Reduced oxygen packaging Smoking food as a method of food preservation Curing food Operation of molluscan shellfish life-support system, when shellfish are intended for human consumption Sprouting seeds or beans Preparing/storing food by another method that is determined by GCEH to require a variance		
Comments:			

Gwinnett County Environmental Health:

Finish Schedule:			Plumbing:					
Area	Floor	Cove Base	Wall	Ceiling	All plumbing adequately sized and typed according to Standard Plumbing Code			
Food prep					Insulating connections must exist between pipes of dissimilar metals			
Mop sink					Specifications call for adequate system disinfection and sampling by local			
Restrooms					health department			
Wait station					All plastic pipe must bear the NSF seal.			
Other								
Other					Install back-siphonage protection devices on:			
All surfaces a	are smooth, non	absorbent, and e	asily-cleanable		Urinals			
Floor mats an	nd duckboards r	nust be removab	e and easily cle	anable	Dishwashers			
Studs joists	and rafters not	exposed in areas	subject to mois	ture	Sinks			
		enposed in areas	subject to mois					
Insect and Roder	<u>it Control:</u>							
All outside d	oors equipped v	vith self-closers			Steam tables			
Building rod	ent-proofed				Mop sink			
All vents and	l duct openings	for heating and a	ir conditioning	should be	Other			
		arded with an ex-						
Metal kick p	lates and gnaw-	proof edge guard	s on doors		Install air gaps at:			
_ `	C A				Dish machine			
Sewage system:					3-compartment sinks			
Sewage disposal	1				4-compartment sinks All food prep sinks			
I		7						
Connect to public sewer only Individual sewage system approved								
		1			Other			
Grease trap mus		y the Department	ıt of Water Res	ources				
Size:	Loca	tion:			Hot/cold water mixing faucets required for:			
Water Supply Sy	stoms.				All sinks in food prep area			
					All lavatories			
		m a municipal w		61				
Hot and cold	water under pre	essure must be ap	plied to all nec	essary fixtures	Separate hot water system must be provided for kitchen			
Ice:								
Commercial					At least one hose bibb with a mixing faucet and vacuum breaker in the			
Made on Pre	mises				kitchen area if water flushing is planned			
					Liquid waste drain lines do not pass through an ice machine or ice storage			
					bin			
Comments:								

Hand Sinks: Provide at least one hand sink per work area, as listed below: Any/all prep areas Cook Line Dishwashing area Bar area Total # hand sinks in food prep area:	 Four-Compartment Sink: Compartments sized so that largest utensil is accommodated for proper dishwashing procedure Drain boards large enough to separately accommodate all soiled and cleaned items that may accumulate during hours of operations Sanitizing method to be used: Chemical High-temp
Restrooms/Lavatories:Employee restroom(s)Patron restroom(s)Adequately and conveniently locatedFully-enclosed roomDoor is self-closingAdequate ventilationHot/cold water mixing faucetSanitary towel and soap dispensersCovered waste receptacle	 Mop sink: Floor drain properly located Floor sloped to drain Can wash drain discharges through grease trap if effluent to septic tank or if required by plumbing code Hot and cold water provided Vacuum breaker (or other backflow prevention device) provided
Vegetable Prep Sink: # compartments: Protected from contamination Size and number of drain boards adequate Meat Prep Sink provided (if necessary)	Splash guards, as required:

Comments:

Commercial Dish Machine:	Commercial Water Heater:			
Check if applicable for facility				
	Calculation of Hot Water Demand:			
Manufacturer: Model:	Item	GPH per	# on	Total GPH
Flow rate at maximum usage = gph at 100°F rise	Item	Item	Plans	Total GF H
	1-Compartment Prep Sink	25		
Sanitation method:	2-Compartment Prep Sink	45		
	4-Compartment Dish Sink (full)	120		
High temp	4-Compartment Dish Sink (paper)	80		
	4-Compartment Dish Sink (bar)	40		
Final rinse temperature:°F	Single Sink	30		
	Pre-rinse Basin	45		
Accessories properly installed:	Lavatory/Hand sinks	5		
Pressure-reducing valve	Service Sink	20		
Pressure-temperature gauge	Mop/Can Wash	20		
Shock absorber	Sink Total			
Gauge cock				
Drain boards must be self-draining				
Dram obards must be sen-draming	Sink Total GPH $\div 2 = _$ +			
**Approval of commercial dish machine by GCEH is required prior to opening		DW Flow		
inspection.**		Rate (GPH)		and
inspection.	<i>Peak hour demand required</i> : gph at 100°F rise			
Commercial Glass Washer:				
Check if applicable for facility	Manufacturer:	Model:		
	Storage Capacity: gallons			
Manufacturer: Model:	Recovery Rate at 100°F rise:	gpn		
Flow rate at maximum usage = gph at 100°F rise	#KWs = #BTUs/hr =			
8 <u> </u>	$\#\mathbf{K} \mathbf{W} \mathbf{S} = $	#D108	s/III =	······
	**Approval of commercial water heat	er by GCEH is	s required p	rior to opening
	inspection.**	2		1 0

Comments:

Storage facilities:	Chemical Storage Area:
 All shelving units are 6 inches above the floor No exposed wood in the facility Storage room flats and over-sized bulk bins are on casters Aisles between equipment measure at least 3 feet in width 	 Location Not above food, equipment, utensils, linens, or single-service articles Pesticides/paints stored separate from detergents and sanitizers
 Storage of Food-Contact Items and Linens Not stored in/underneath any one of the following: Locker rooms/employee break rooms Restroom facilities 	Employee Temporary Personal Belongings Storage Area:
 Mechanical rooms Under sewer lines Under open stairwells Stored on clean, dry surfaces Not exposed to: Splash Dust Other possible sources of contamination Stored in a self-draining position that allows for air-drying Kept in original protective packaging that affords protection from contamination until used Linens Washing machine Manufacturer:	Equipment and Dry Storage Space: Allow a minimum 25% of total geometric area of the food prep/work area for equipment and dry storage space.
 Food Protection: Adequate space for separation of raw animal foods during storage, preparation, holding, and display from all ready-to-eat foods Adequate space for protection of all foods from potential sources of contamination 	 Dispenser(s) provided for unpackaged condiments Public notice informing self-service consumers to use clean tableware is posted in a conspicuous place in the self-service area Self-service counter areas, buffet lines, and/or food bars have adequate and approved shielding

Comments:_____

Kitchen Facilities:	Testing Equipment Required:
 Adequate space for all equipment in facility Existing equipment is in good repair, capable of being maintained in a sanitary condition, and the food-contact surfaces are non-toxic All commercial equipment All equipment must meet NSF Standard 2 Installation Floor-mounted equipment is on 6-inch legs, on casters, on raised platforms, or sealed to the floor Counter-mounted equipment is on 4-inch legs, sealed to the counter, or portable Designed and constructed to be durable, and to retain their characteristic qualities under normal use conditions All equipment is easily cleanable and easily movable so that all surrounding floor/wall surfaces are easily cleanable Multiuse food-contact surfaces shall be: Smooth Free of breaks, open seams, cracks, chips, inclusions, pits, and similar imperfections Free of sharp internal angles, corners, and crevices Finished to have smooth welds and joints Non food-contact surfaces shall be: Free of unnecessary ledges, projections, and crevices Designed and constructed to allow easy cleaning and to facilitate maintenance Located at sufficient distance from potential sources of contamination Approved location for storage of ice scoop 	Testing device for temperatures (choose at least one of the following) □
Refrigeration Units: Meet NSF Standard 7 In good repair and calibration Doors and hinges are in good repair and are tight-fitting to the frame Gaskets are in good repair and free of contaminants	 All cooler units maintain temperatures below 41°F All freezer units maintain temperatures that keep the frozen foods solidly frozen Adequate and approved storage shelving Approved cove basing around the interior and exterior of walk-in units

Ventilation: Hoods must be sized and approved by Fire Marshall Adequate dishwasher hood used Adequate ventilation system for toilet facilities Lighting: Light bulbs must be shielded, coated, or otherwise shatterproof in areas where there is/are: - Exposed Food - Clean Equipment, utensils, and linens	STATEMENT: I hereby certify that the above information is correct, and I fully understand that any deviation from the above without prior permission from this regulatory office may nullify this approval. Signature:
- Unwrapped single-service/single-use articles	Date:
Garbage Disposal Areas: Type of Receptacle Used: Dumpster New Compactor Existing Number of receptacles available for facility use:	Approval of these plans and specifications does not indicate compliance with any other code, law or regulation that may be required – federal, state, or local; furthermore, plan approval does not constitute endorsement or acceptance of the completed establishment. A final inspection of each completed establishment with the necessary equipment will be necessary to determine if it complies with the Rules and Regulations Governing Food Service Establishments. A permit from the <u>Gwinnett County Environmental Health Department</u> must be secured before this establishment can operate as a food service establishment. Plans Approved Need revision; did not meet all GCEH requirements Inspector Signature:

Comments: