Procedure for any Construction or Remodeling of a Food, Beverage and/or Lodging Establishment

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COUNTRYSIDE PUBLIC HEATLH SERVICE
201 13TH St. So.
Benson, MN 56215
Phone: 320-843-4546

PROCEDURE FOR ANY CONSTRUCTION OR REMODELING OF A FOOD, BEVERAGE AND/OR LODGING ESTABLISHMENT

No license can be issued until plans and specifications have been approved and an inspection is made of the construction. Any expansion or remodeling of existing facilities must have plans and specifications approved prior to any construction.

1. You must obtain a permit or statement granting zoning approval for the use of the land as a food, beverage and/or lodging establishment. This permit or statement must be obtained from the political subdivision having jurisdiction such as county, city or township. Submit a copy of the permit to this office. If the township, city or county does not issue such permits, then obtain a statement indicating that fact and that they have no objection to the intended land use.

2. Submit detailed plans and specifications covering the proposed construction as described below.

3. Upon receipt of plan approval and completion of construction, request a final on-site inspection.

4. The Sanitarian conducting the final inspection will take your application and fee for license at that time.

Complete plans and specifications for new food, beverage and/or lodging establishments, as well as expansions or major remodeling to existing establishments, must be submitted to, and approved by, Countryside Public Health Service before construction is begun. The plans shall be drawn to scale and shall be legible and complete in all details. All plans and specifications shall include, but not limited to the following:

1. **Plumbing:** All plumbing in the permanent buildings must be installed in compliance with the Minnesota Plumbing Code. Plans shall be submitted as outlined in the bulletin, "Information Relative to Preparation and Submission of Plans and Specifications on Plumbing in Public Buildings or Buildings for Public Use." Provide a schedule of all fixtures and appurtenances to be installed in the building. This schedule is to include a complete description as well as manufacturer's catalog number of each of the fixtures.

   Submit plumbing plans to Minnesota Department of Labor and Industry, Plumbing and Engineering, 443 Lafayette Rd. No., St. Paul, MN 55155-4343. Phone 651-284-5067. Fax 651-284-5748. E-mail: DLIplumbing@state.mn.us.

   If your project is within the city of Montevideo, submit your plumbing plans to Building Official Earl Knutson, City of Montevideo, 110 N. 1st St., Montevideo, MN 56265, phone 320-269-6575.

   CPHS 10/05

2. **Water Supply:** Plans must include the detail of construction of well, pump setting, type and capacity of pump, location and capacity of pressure tank, and detail of pump house. All water wells must be constructed by a licensed water well contractor. (If water is obtained from a municipal supply, merely indicate this fact.)

3. **Sewage Treatment and Disposal:** Plans must include complete detail covering all units of the sewage treatment and disposal system including percolation test data and other information concerning soil conditions at the site of all soil absorption systems. Dimensions of all septic tanks and soil absorption systems, whether they be absorption beds or trenches, must be given. Plans for onsite sewage treatment system must also be submitted to the county for approval.

   Any type of sewage system utilizing the disposal of effluent in any manner other than a below ground absorption system, must be approved and permitted by the Minnesota Pollution Control Agency. (If municipal sewer is used, merely indicate this fact.)

4. **Food and Beverage Service Equipment:** Plans must include equipment layout and a list of equipment indicating makes, model numbers or any other identification (Note that all food and beverage service equipment must meet applicable National Sanitation Foundation Standards); finishes of floors, walls and ceilings; lighting (minimum of 20 foot candles on all working surfaces and 10 foot candles on other surfaces); location of handwashing sinks; locations of toilet facilities; ventilation; and hot water generating equipment.

5. **Lodging Establishments:** Plans must include layout of sleeping rooms showing room size, maximum occupancy, exits to hallways or outdoors, fire escapes, window locations, description of ventilation and heating equipment and floor and wall finishes.

Information Relative to
Preparation and Submission of Plans
And Specifications
On
PLUMBING

SUBMISSION OF PLANS FOR PLUMBING SYSTEMS

The purpose of this document is to provide owners, officials, and plumbing system designers with information concerning the procedure to be followed in the submission of plans for examination. The Minnesota Department of Health has the following regulation requiring the approval of plans and specifications on plumbing systems for public use with the view of avoiding those features that endanger the public health.

Minn. Rules p. 4715 & 3130. Prior to the installation by any person, corporation, or public agency, of a system of plumbing that serves the public or that serves any considerable number of persons, or any plumbing system that shall affect the public health in any manner, complete plans and specifications, together with any additional information that the commissioner of health may require, shall be submitted, in duplicate, and approved by the commissioner. The appraisal of the commissioner shall reflect the degree to which these plans and specifications affect the public health and conform to the provisions of the Minnesota Plumbing Code. **NO CONSTRUCTIONS SHALL PROCEED EXCEPT IN ACCORDANCE WITH APPROVED PLANS. ANY MATERIAL ALTERATION OR EXTENSION OF THE EXISTING SYSTEM SHALL BE SUBJECT TO THESE SAME REQUIREMENTS.** This regulation shall not apply to cities of the first class, except those plumbing installations in hospitals or in buildings in these cities owned by the federal or the state government.

PREPARATION OF PLANS AND SPECIFICATIONS FOR PLUMBING SYSTEMS

A. **Plans**

Plans submitted to the State Department of Health should include the following items:

1. **Plot Plan:** The plot plan should show the size and location of the water service pipe, building sewer and storm sewer and should include information as to the source of the water supply and the method of disposal of the sewage and storm water. Where sewer-water service crossings are shown or where the horizontal separation between water and sewer lines is less than 10 feet, the special construction of these lines as required by the Minnesota Plumbing Code, Minn. Rules, p. 4715 & 1710 should be noted on the plot plan.

2. **Floor Plans:** The floor plans should show and identify the plumbing fixtures on every floor. They should also show all horizontal waste, vent and water piping as well as the location of every riser and cleanout.

3. **Roof Plan:** The roof plan should be drawn to scale and should include the size and location of every roof drain and plumbing vent. The location of any fresh air intakes or windows in the vicinity of plumbing vents should be shown on the roof plan.

4. **Soil, Waste, and Vent Piping Riser Diagram:** The soil, waste, and vent piping riser diagram should identify every fixture trap and show the waste and vent piping exactly as it is to be installed. This diagram should show every pipe size. Figure 1 shows a typical soil, waste and vent piping riser diagram.

5. **Water Piping Riser Diagram:** The water piping riser diagram should show the water piping exactly as it is to be installed and should show all pipe sizes as well as all appurtenances such as the water meter, break tanks, valves, etc. A typical water piping riser diagram is shown in Figure 2.

B. **Specifications**

The plumbing specifications should include the following items:

1. The specific materials to be used for waste, vent, and water piping.

2. A statement that the plumbing system is to be installed in accordance with the Minnesota Plumbing Code, as amended.

3. A complete description of every construction feature that cannot be covered by the plans.

4. A schedule of all fixtures and appurtenances to be installed in the building. This schedule should include a complete description as well as the manufacturer's catalog number of each of the fixtures.

5. Specifications of the protective devices necessary to conform to the Minnesota Plumbing Code, Minn. Rules, p. 4715 & 1700.

6. Pressure testing requirements.

7. Disinfection of water piping.

Plans and specifications are frequently submitted which do not provide enough information to verify compliance with the detailed provisions of the Minnesota Plumbing Code. Such plans and specifications require correction, resulting in delay in obtaining final approval.

PROCEDURE FOR SUBMISSION OF PLANS

Plans and specifications for plumbing systems, together with any other information which the Department may require, should be submitted to the Minnesota Department of Labor and Industry, Plumbing and Engineering, 443 Lafayette Road No., St. Paul, MN 55155-4343, as far as possible in advance of the time construction is to begin.

CONSTRUCTION IN ACCORDANCE WITH APPROVED PLANS

It shall be the duty of the submitter to furnish the contractor with a copy of plans and specifications identical with those approved by the State Department of Health for use on the project. Construction shall be performed in accordance with the approved plans and specifications, unless permission for changes has been granted by proper administrative authority. The owner shall retain the approved plans at the site.

Soil & Waste Piping

Vent Piping

Diagram page

Toilet diagram page

COUNTRYSIDE PUBLIC HEALTH
Division of Environmental Health
201 13th St. So.
Benson, MN 56215
320-843-4546

Information Necessary for Review of Individual Sewage Disposal Systems
Also submit copies of this information to the County Planing & Zoning Office.

Submitted with plans and specifications for individual sewage disposal systems serving:

Facility_____ Location_____
(County) (City or Twp.)

Prepared and submitted by_____

Ownership_____ Date_____

Plans required:

The site plans shall show isolation distances from the septic tank and drainfield to wells, surface waters, property lines and buildings.

The drainfield plan shall show overall dimensions, spacing between pipes, location of and connection to drop or distribution boxes.

Estimate of Sewage Flow:

_____ Gallons per day, or

_____ Number of people served by the system.

_____ Number of days used per year.

_____ If food service, number of hours of operation per day.

Soil Data:

_____ Percolation rate (minutes per inch).

_____ Depth to restricting layer (indicate if water table, mottled soil or bedrock).

_____ Percent slope of natural grade.

Septic Tank:

_____ Size (gallons)

_____ Construction (such as concrete or fiberglass). Provide: Inlet and outlet tees or baffles, inspection pipe and manhole.

Disposal System:

_____ Type (such as trenches, bed or mounds).

_____ Distribution (gravity or pressure).

_____ Soil treatment area (square feet)

_____ Pipe size(s) (inches).

_____ Pipe material(s).

_____ Lift of pumping station(s) (must be provided with alarm system).

Details for Drainfield Trench or Bed Construction:

_____ Length of trenches or bed (feet) (maximum 100 ft. from distribution point).

_____ Width of trenches (18-36 inches), or bed.

_____ Depth of rock below the drain pipes (6-24 inches).

_____ Depth of rock above the pipes (at least 2 inches).

_____ Provision of a permeable layer above the rock (such as straw or hay with untreated building paper, permeable synthetic fabric).

_____ Depth of earth backfill above rocks (6-36 inches).

_____ Provision of top soil and grass cover.

Details for Mounds Construction:

_____ Filter rock area length (feet).

_____ Filter rock area width (feet) (ten feet or less per bed).

_____ Depth of sand fill (at least 12 inches).

_____ Depth of rock below pipes (at least 9 inches).

_____ Depth of rock above pipes (at least 2 inches).

_____ Provision of permeable layer above the rock (such as straw, hay, untreated building paper).

_____ Slope of sides (3 to 1 maximum).

_____ Provision of topsoil and grass cover.

Instructions and Additional Information for the Submittal of Plumbing Plans

The purpose of a plan review is to ensure that the design complies with the Minnesota Plumbing Code (Minnesota Rules, Chapter 4715) and that no plumbing system is installed that may endanger the public health. The Minnesota Plumbing Code requires plans and specifications to be submitted to the State Plumbing Engineers at the Minnesota Department of Labor and Industry and approved prior to construction for any new plumbing system, or prior to any change to an existing plumbing system serving a public building. Plans and specifications will not be approved without adequate information to verify compliance with the provisions of the Minnesota Plumbing Code.

Plumbing plan submittals must include the following:

***Completed Plumbing Plan Review Application**

***Utility Site Plan:** Show the building, service lines, well and septic system locations on the property. If no new service connections will be installed, include a statement.

***Floor Plan:** Show all fixture locations, all horizontal drainage pipe locations and all pipe sizes for new plumbing.

***Roof Plan:** Show the location of roof drains and the roof area served by each roof drain. If no internally piped roof drain will be installed, include a statement.

***Water Riser Diagrams:** Isometric drawings of the waste and vent system showing pipe sizes and all fixtures.

***Soil, Waste and Vent Riser Diagrams:** Isometric drawings of the waste and vent system showing pipe sizes and fixtures.

***Plumbing Specifications:** Include a list of the manufacturer and model numbers of the plumbing fixtures, a list of pipe materials including the quality standard (ANSI, ASTM, etc.), testing and disinfection procedures.

***Signature:** If the project is located in a city of population over 5,000, the plans must be signed by either an engineer that is registered in the state of Minnesota or by the licensed master plumber that will be installing the plumbing.

***Required Plan Review Fee:** Please calculate the required plan review fee carefully. Overpayment or underpayment will delay your plan review. An interactive fee worksheet can be found at: **www.doli.state.mn.us/pe_feecalculator.htm**.

INCLUDE ALL OF THE REQUESTED INFORMATION
INCOMPLETE OR ILLEGIBLE INFORMATION WILL DELAY YOUR PLAN REVIEW

Additional Information:

- ◊ If the project includes the construction of a **swimming and/or spa pool**, additional plans and fee are required. Please see **www.health.state.mn.us/divs/eh/pools** or call (651) 201-4503 for information.
- ◊ If the project involves a **food service, bar, or lodging facility**, additional plans and fee may be required. Please see **www.health.state.mn.us/divs/eh/food** or call (651) 201-4500 for information. **(Work with Countryside Public Health, Environmental Health if located in Big Stone, Chippewa, Lac qui Parle, Swift or Yellow Medicine counties.)**
- ◊ If the plumbing contractor is different than the designer, please provide their address and phone.
- ◊ If you have any questions regarding the required information for plan review, please see our website at **www.doli.state.mn.us** or call (651) 284-5067.
- ◊ For current plan review turnaround time, please call (651) 284-5067 and press 2.
- ◊ It shall be the duty of the submitter to furnish the contractor with a copy of plans and specifications identical to those approved by the Minnesota Department of Labor and Industry for use on the project. Construction shall be performed in accordance with the approved plans and specifications, unless permission for changes has been approved by the proper administrative authority. Approved plans must be retained at the site.

FOOD SERVICE CONSTRUCTION GUIDE

PURPOSE

The purposes of this guide are to provide assistance to owners, contractors, and architects in designing food service establishments which meet the minimum construction requirements, and to answer some of the most commonly asked questions. This is **NOT** a complete plan review. Additional requirements may be stipulated after review of the proposed facility, menu, layout, equipment, and site.

SUBMITTALS

The following items are **REQUIRED** to be submitted to Countryside Public Health Service:

- One (1) complete set of plans (drawn to scale) including site, building, floor, plumbing, mechanical, electrical, fire protection systems, and finish schedules. Seating capacity must be identified.

- One (1) equipment layout plan including complete equipment identification. All food service equipment must meet NSF International Standards, and shall be certified by NSF, Edison Testing Laboratories (ETL), or UL Classified.

- One (1) complete set of elevations and shop drawings for all custom equipment by an NSF-listed fabricator.

- One (1) complete set of equipment specifications indicating manufacturer name and model number. Used equipment must be evaluated and approved prior to installation and must still be NSF or the equivalent.

- Proposed menu.

- A complete plan review application with required fee. (All plan review and application fees must be received by Countryside at least 10 days prior to any licenses being issued, to avoid late penalties).

INSPECTIONS

NO FOOD WILL BE PERMITTED ON THE PREMISES UNTIL FINAL INSPECTION, APPROVAL AND LICENSURE BY COUNTRYSIDE PUBLIC HEALTH SERVICE.

ROOM AND AREA FINISHES

(Includes food preparation, warewashing, ice making, wait station, bar and bar service, and salad bar/buffet areas).

FLOORS

Approved flooring, such as quarry tile floor with ¼ inch radius base coving and water resistant grouting is required throughout the entire kitchen and all prep, warewashing, bar and bar service areas, and toilet rooms. Abrasive and non-skid quarry tile is only permitted in walkways and is not permitted beneath equipment. Other materials such as ceramic tile, sealed terrazzo, and commercial grade vinyl floor tile is also acceptable. A 4 inch base cove, or equivalent, is also required at all wall, floor junctures.

1. Floors in walk-in coolers constructed on-site may be stainless steel, terrazzo, or quarry tile. The base coving must either be stainless steel, vinyl screed, or a material matching the finish of the cooler floor. Vinyl base covings are not acceptable. A quarry tile base may be used only when placed against a rigid foam filled cooler wall. Base coving must provide a ¼-inch radius at the floor juncture and be sealed to the floor. In liquor coolers, diamond plate aluminum is the minimum acceptable finish using ¼-radius and welded seams.

2. Floors in walk-in freezers may be galvanized or one of the above listed finishes.

3. In dry storage areas, a minimum or 1/8-inch vinyl composition tile is acceptable with a vinyl base coving.

WALLS

In kitchen food preparation, wait station, bars and warewashing areas the walls must be non-absorbent and light colored and made from materials such as ceramic tile, stainless steel, glazed fire brick or fiberglass reinforced panels (FRP), or equivalent. FRP must be tightly applied to the walls with no voids present. Insulated stainless steel or approved fire rated materials are required behind cooking lines – see local building official for thickness requirement. Finish must be applied from floor to ceiling or not less than 8 feet in height, except toilet rooms where 4 feet in height is acceptable.

In dry storage rooms in which there is only wrapped food and paper product storage, a smooth, washable painted drywall may be utilized.

CEILINGS

All ceilings in food preparation, cooking, warewashing, bars, wait stations, storage, and food service areas must be a smooth, non-absorbent, washable, light colored finish such as vinyl clad sheetrock. Fissured, perforated, or rough acoustical tile is not permitted.

FOOD SERVICE EQUIPMENT

ALL FOOD SERVICE EQUIPMENT MUST MEET THE APPLICABLE STANDARDS AND BE INSTALLED IN ACCORDANCE WITH NSF STANDARDS.

MECHANICAL REFRIGERATION IS REQUIRED TO MAINTAIN ALL POTENTIALLY HAZARDOUS FOODS AT 41 DEGREES F. AND BELOW, AND MEET NSF STANDARDS.

The following requirements must be met:

1. Demonstrate that there is adequate refrigeration for both cooling and holding foods.

2. Special provisions must be provided to cool potentially hazardous foods to 41 degrees F. in less than six hours.

3. All refrigerated prep table and salad bar units must have an approved wrapped rail design. A wrapped rail must have a separate temperature control device. Insert pans must be located 3" below the top of the unit.

4. Salad bars require a floor drain, mechanical refrigeration, wrapped rails (described above), approved food shields, and located on a quarry tile floor (or equivalent) which extends three feet beyond or around the edge of the salad bar.

    ♦Adequate cross ventilation must be provided for the refrigeration compressor.
    ♦Appropriate signs requiring a new clean plate when returning to the salad bar must be posted.
    ♦Salad bars, espresso bars, steam tables, etc., must be NSF-listed (ETL and UL classified also accepted). Provisions for storage and cleaning must be provided.

5. Each refrigeration and freezer unit must have thermometers provided <u>inside</u> units (integral mounted thermometers are required by NSF).

6. Refrigeration equipment condensate must be drained to a floor drain located outside the unit, or the unit must be equipped with an evaporator pan.

7. Walk-in refrigerators/freezers – interior finish to be NSF-listed except that galvanized and chrome finishes are not acceptable for walk-in refrigerators. Walk in must be NSF approved or equivalent and shelving must be approved for cold storage use and be rust resistant. Enclose any space above the walk-in units to prohibit storage on top of the units.

8. Appropriate cooling procedures for batch food processing must be submitted.

9. Water cooled equipment is not recommended with on-site septic systems.

10. Refrigeration equipment must be installed on NSF-listed legs or castors.

11. Identify location and installation of refrigeration compressors, if any.

SINKS

A food preparation sink is required consisting of a minimum of a one compartment sink with drainboard. If both vegetables and meat, fish, or poultry are prepared, a two compartment sink with two integral drainboards may be required (or an approved stainless steel table with an integral 1 or 2 compartment sink).

DIPPER WELLS

A running water dipper well is required at ice cream dipping freezers. A dipper well is also required for other in-use food scoops if not appropriately stored in the food product. The dipper well must be located adjacent to the proposed area of use. The water line must have an air gap and be indirectly wasted to a floor drain.

AISLE SPACE

A minimum width of 36 inches of aisle space must be provided in kitchen and wait station design. When there are two opposing work stations a space of 42 inches is recommended.

WAIT STATIONS/SERVICE COUNTERS/CABINETRY WITHIN THE FOOD SERVICE AREA

All service counters and other millwork surfaces must be protected with stainless steel, plastic laminate or equivalent, covering all exposed wood. Finished wood is acceptable, on a limited basis for decorative purposes on service and display area equipment. In all areas where food equipment involves heat or moisture, or where food comes in contact with the surface, a stainless steel finish is required.

Cut outs must be sealed by the fabricator in an approved method.

All counters must be on six-inch stainless steel legs or on solid masonry base. **ENCLOSED HOLLOW BASES ARE NOT PERMITTED.**

Ice bins must be equipped with protective covers and must be self draining into an indirect waste.

No handsinks, water glass filling sinks, food prep sinks, or three compartment sinks shall be dropped into plastic laminated counters.

BAR REQUIREMENTS

The following requirements must be met in all bar facilities:

1. At least one handwashing sink is required and must be equipped with fingernail brush, soap, and single service paper towels.

2. A splash shield may be required to protect warewashing, glass storage, ice bins or food preparation areas. The splash shield must be constructed of stainless steel, or other approved nonabsorbent materials, and be a minimum of 12 inches high, or be spaced 18 inches from a protected area.

3. Coolers must be NSF-listed. Storage of open food containers is not acceptable in coolers meeting NSF standard #2. Food storage is NOT acceptable in liquor, wine or beer coolers unless all foods are pre-packaged or raw produce. Kegs cannot be stored in a walk-in cooler where open, prepared food is stored. All coolers under the bar must be on castors or six-inch sanitary legs.

4. A glass washer or three compartment sink with two integral drain boards is required. Separate dump sinks are also mandatory. In addition, if a four compartment sink is used, the 4th compartment can be used as the dump sink.

5. Under counter shielded lighting must be provided at (70) seventy foot-candles on food contact surfaces. If only 30 foot-candles lighting is provided in other areas, there must be a rheostat to adjust the level of light to provide adequate light for cleaning.

6. Store ice for consumption separate from ice used for cooling of bottles and condiments. Provide properly constructed bin lids or covers for the ice at all cocktail stations. Drain lines must be plumbed correctly and air-gapped.

7. Separate drop-in cold plates in ice bins for cooling of beverage lines are **NOT** permitted. All cold plates must be integrally formed into the unit.

8. A liquor store room will be required. Storage requirements are the same for dry food storage rooms, if detached from the kitchen. At a minimum, floors must be 1/8 inch vinyl composition tile with a matching vinyl base coving and walls must be capable of being scrubbed; painted sheetrock is approved. If bar dispensing equipment is installed in the liquor storeroom, a quarry tile floor with matching base coving and FRP walls will be required. Provide approved shelving.

9. All overhead glass storage must be shielded from or separated from customers.

10. The interior of the bar area must be covered with a minimum covering of FRP board or factory applied plastic laminate.

11. Bar construction must enclose all utilities. A minimum of 4 inch vinyl coved baseboard is required at all wall-floor junctures.

BEVERAGE EQUIPMENT

The following requirements must be met for beverage dispensing equipment:

1. Beverage lines extending through a floor or wall must be installed through a conduit which must extend at least six inches above the floor. The conduit must be sealed with a smooth, cleanable material.

2. Helium, CO2 and other pressurized cylinders must be chained or secured to prevent tipping. Fixed tanks must be lifted off the floor on legs.

3. Provide a syrup container storage area. Syrup containers must be stored on a metal rack six inches off the floor.

4. Approved stainless steel backflow preventers must be installed on post-mix carbonated beverage systems. Please specify which of the following units will be installed:
   --Watts Regulator Model No. 9BD
   --Carmun Industries Model No. 77-6050-00
   --Chudnow Model No. 5470 D-VV
   A backflow preventer is to be located in the water line to the carbonator, preferably between the pump and the carbonator. However, in units which have the pump within an enclosure along with the carbonator, the backflow preventer should be located in an accessible and visible location outside the enclosure. There must be no copper tubing used after the backflow preventer.

Pressurized cylinders and utility syrup lines shall be installed so that all parts are at least six inches off the floor at all times. Horizontal runs shall be minimized.

5. Beverage dispensing guns and drains must not be installed directly over food contact surfaces or ice. Beverage dispensing guns and drains must be properly plumbed.

UTENSIL WASHING/SANITIZING EQUIPMENT AND FACILITIES

MECHANICAL DISHWASHING

1. A dishwashing machine is recommended for reusable dishes, flatware or glassware (based on volume). It may be required for a large operation.

2. Provide a scraping area. Examples include a garbage can, scraping block or a scraping sink with a spray arm (properly mounted) and either a strainer or disposer.

3. A minimum of NSF approved or equivalent Type II exhaust ventilation is required over both low temperature and high temperature above counter dish machines. Under counter dish machines and bar glass washers are exempted from this requirement.

4. Hot water sanitizing machines, except under counter machines, require a drying space for a minimum of three (3) dish racks.

5. Low temperature machines require a drying space for five (5) dish racks. A visual or audible warning device for monitoring sanitizing agents is required.

MANUAL DISHWASHING

A warewashing (NSF approved or equivalent) three compartment sink with two integral drainboards is required. Sinks should be sized to accommodate the largest piece of equipment. Disposers are not allowed to be mounted on drainboards or tub of three compartment sink. However, a fourth sink compartment with a disposer is recommended for scraping dishes/utensils.

1. A three compartment sink with integral drainboards on each side is required. Sinks must be sized to accommodate the largest piece of equipment. For sanitizing utensils, either utilize a booster heater, within 5 feet of the sink for hot water sanitizing, or approved chemical sanitizer. If utensils are sanitized with hot water, an under-sink heater must be installed, capable of maintaining sanitizing rinse water at 170 degrees F.

2. Provide test papers or testing kit equipment for chemical sanitizers. Provide a thermometer for measuring the temperature for hot water sanitizing. (Note: Test papers can be obtained through a chemical supplier, or through Countryside Public Health Service for a small fee).

3. A disposal is not allowed on a drain board or tub or a three compartment sink.

4. Hot water is a safety concern. Dish baskets, dish gloves, hooks or other items must be provided to retrieve utensils.

FOOD SERVICE PLUMBING

WATER SUPPLY

If municipal water is not available, a potable water well must be installed by the State Health Department (MDH) licensed well driller in accordance with State Code Chapter 4725. Submit plans for evaluation to the Minnesota Department of Labor and Industry, Plumbing and Engineering, 443 Lafayette Road No., St. Paul, MN 55155-4343, Phone 651-284-5067. A well construction permit is required. Annual water tests will be required once licensed by Countryside Public Health.

SEWAGE DISPOSAL

If a municipal sewer is not available, an onsite sewage treatment system must be installed in accordance with State Code MPCA 7080. Prior to establishing the building site, soil borings and percolation tests shall be conducted by an MPCA certified designer/installer and the most suitable site will be marked off to eliminate soil compaction of the treatment area and allow it to remain undisturbed. Submit plans for evaluation to the County Planning and Zoning Office in the county where your facility is located.

CUSTODIAL SINK

A custodial sink in a separate location from food preparation is required. The floor level, curb style sink is recommended as opposed to a wall mounted sink. Commercial vinyl flooring, or equivalent, must be installed on the floor, extending three feet in all directions. FRP or equivalent, properly installed, is the minimum requirement on the wall behind the sink must extend up eight feet . A rack or hooks must be provided above the custodial sink to allow mops to be hung over the sink to dry.

WATER HEATER

If using a dish washer, must provide an NSF-listed water heater appropriately installed and sized for operation. The unit must be installed on either six-inch legs, a solid masonry base or elevated platform. For those establishments with manual dishwashing, the water heater must be appropriately sized and installed (NSF water heater not required).

Hot water must be recirculated if the primary water heater is remotely located.

OTHER

Install gutters under overhead sewer lines in food production and storage areas.

Grease traps, if required by the local building official, must be located within five feet of the fixture, flush with the floor, and easily accessible for cleaning.

Enclose all utility lines or pipes such as electrical, gas, water or waste lines. Exposed utility lines must be at least one inch off the wall and six (6) inches above the floor, or attached to the bottom of the equipment. Where lines go through walls, the openings must be sealed.

Please direct all questions to the Environmental Health Director at (320) 843-4546 or 1-800-657-3291.

REQUIREMENTS FOR NEW WALK-IN COOLERS AND FREEZERS

A. Requirements for new walk-in coolers and freezers must comply with Standard #7 of the National Sanitation Foundation covering walk-in coolers and freezers.

1. Approved construction materials for walls and ceilings.
   Properly designed and fabricated stainless steel panels, or
   Properly designed and fabricated aluminum clad panels, or
   Properly designed and fabricated baked on enamel over steel panels.

(The above panels must prefabricated by a manufacturer capable of producing equipment to meet NSF Standard #7.)

2. Approved floors for walk-in coolers and freezers.
   Properly fabricated and installed stainless steel, or
   Properly installed quarry tile, or
   For liquor coolers only, proper application of epoxy-resin coating over smooth concrete to produce a finish of at least 250 mls thickness. Please note that proper application is critical and if not applied correctly there will be numerous problems with bonding.

NOTE: VINYL ASBESTOS TILE IS NOT AN APPROVED MATERIAL FOR FLOORS IN WALK-IN COOLERS AND FREEZERS.

B. Plumbing specifically relating to walk-in coolers and freezers.

1. Floor drains are prohibited in food storage walk-in coolers and freezers except when required by the inspecting authority and meeting special plumbing requirements. Minnesota Department of Agriculture and U.S.D.A. may require floor drains for special cleaning procedures within walk-in's in processing plants under their jurisdiction.

2. The condensate drain must empty outside the cooler, either into a floor drain or into an evaporator pan mounted outside the unit. Please note that the method of using a bucket or pail to collect condensate waste within the cooler is not approved.

Please note that the use of cement blocks, gypsum board, particle board, plaster, plywood, pine lumber, and other such materials are not approved for walk-in coolers and freezers.

For your information the following are local manufacturers of coolers and freezers listed in the October 2000 N.S.F. Listing Book:

Crown Tonka – Plymouth, Minnesota
Leer Manufacturing Company, Inc. – New Lisbon, Wisconsin
Nor-Lake, Inc. – Hudson, Wisconsin
Perlick Company, Inc. – Milwaukee, Wisconsin
Superior Products Company – New Brighton, Minnesota
Vollrath Company – Sheboygan, Wisconsin

MINNESOTA CLEAN INDOOR AIR ACT

Rules for Restaurants/Bars
Taken from 7 MCAR 1.441-1.445

I. Definitions

A. "Acceptable Smoke Free Area" means:
   1. A contiguous portion of the public place including seating arrangements, measuring a minimum of 200 square feet, where smoking is prohibited, and
   2. At least one of the following conditions exists:
      a. There is a partition at least 56 inches in height between smoking-permitted and no-smoking areas.
      b. There is a four-foot separation between smoking-permitted and no-smoking areas. This may be unoccupied area or seating which acts as a buffer zone.
      c. The ventilation system circulates air at a rate of not less than six air changes per hour including supply of tempered outside air.
   3. A restaurant shall be deemed in compliance with area requirements of these rules if 30% of the seats in the eating area are designed as "No Smoking".

B. "Bar" means any establishment where one can purchase and consume alcoholic beverages, but excluding establishments or portions of establishment serving meals to more than 50 people at one time.

C. "Restaurant" means building or area where meals are served, excluding those hours of operation during which an establishment or portion of an establishment meets the definition of a bar.

D. "Meals" shall mean any foods made available to be consumed on the premises except foods which are prepackages when served to the patron and foods which are served as snacks or appetizers.

II. General Provisions

A. Smoking shall be prohibited in all sections of public places or public meetings except in areas designated as smoking-permitted areas. The location of smoking-permitted areas must minimize the toxic effects in adjacent no-smoking areas.

B. Ashtrays are banned in no-smoking areas.

C. Signs – required wording.
   1. **"Smoking is prohibited except in designated areas"** shall be conspicuously posted at entrances of all restaurants.
      a. **"Smoking Permitted"** and/or the international symbol shall be posted at smoking-permitted areas.

b. **"No Smoking"** and/or the international symbol shall be posted at no-smoking areas.

2. **"This establishment is a smoking area in its entirety"** or similar shall be conspicuously posted at the entrance of all bars designated entirely as smoking areas.

3. **"Host/Hostess will ask if you prefer smoking or no smoking"** or similar shall be conspicuously posted at entrances to facilities where controlled seating is utilized. Signs at smoking-permitted and no-smoking areas are not required.

D. Sign Requirements.

1. Size of Signs:
   Table signs must have letters at least 0.5 inches high or the diameter of the outer circle of the international symbol must be 3 inches minimum. Wall signs read from 150 feet or less must have letters at least 1.5 inches high or a symbol with a diameter of at least 4 inches.

2. Location of Signs:
   The boundary between a no-smoking and smoking-permitted area shall be clearly designated. If table signs are used at least one "no smoking" and "smoking permitted" sign shall be posted at the boundary or on walls adjacent to respective areas.

FOOD, BEVERAGE, OR LODGING FACILITY
PLANS AND SPECIFICATIONS
REQUIRED INVENTORY

_____FLOOR PLANS/BLUEPRINTS
Equipment location

_____ROOM FINISH SCHEDULE
Walls, floors, ceiling

_____EQUIPMENT LISTING
Manufacturer and model numbers

_____PLAN REVIEW APPLICATION FORM

Submit all the above items to:

Countryside Public Health Service
201 13th St. So.
Benson, MN 56215
320-843-4546

Additional plumbing plans must also be submitted to:

Minnesota Department of Labor and Industry
Plumbing and Engineering
443 Lafayette Road No.
St. Paul, MN 55155-4343

All plans and specifications must be submitted to this office at least one month prior to starting construction.

APPLICATION FOR FOOD, BEVERAGE, OR LODGING FACILITY

PLAN REVIEW

Please complete and return this application along with the required plans, specifications and appropriate fee to Countryside Public Health Service, for review and approval at least thirty (30) days prior to start of construction.

A. FACILITY

Name of Facility:_____
(Corporate and Outlet Name Where Appropriate)

Address of Facility:_____
City, State, Zip:_____ Telephone:(___)_____
Name of responsible agent, if other than owner:_____

1. Check the most appropriate: ___Operators ___Contractor ___Designer
___Supplier ___Other

2. Mailing Address:_____
City, State, Zip:_____ Telephone:(___)_____

C. Basic Facility Information: ___New ___Remodeled ___Conversion

1. Type Service (Description of Basic Type of Operation)

_____

_____

D. Water Supply System: ___Municipal If private ___well ___surface

E. Sewage System: ___Municipal If private ___well ___surface

F. Construction: Anticipated start_____ Anticipated completion_____
(Date) (Date)

G. Plan Review Fee: Mailed_____ Hand Delivered_____

H. Applicant's Signature_____ Date:_____

Finish Schedule

EQUIPMENT SCHEDULE FORM

ITEM	QUANTITY	EQUIPMENT NAME	MANUFACTURER AND MODEL NUMBER

NOTE: All equipment must comply with the applicable standards of the National Sanitation Foundation (NSF).