

Food Establishment Guidelines



Food Service Plan Review

Food service plan review in the City of Grand Prairie begins at the Environmental Services Department at the Development Center, 201 NW 2nd Street in Suite 100.

The City of Grand Prairie Environmental Health Code requires all proposed facilities or remodels of existing facilities submit plans for review. A remodel is an alteration to the structure or equipment of an existing establishment.

Remodeling or Change of Ownership

All equipment and facilities in an existing permitted food or beverage establishment must be upgraded to meet all City codes when there is a change of ownership. Upgrades may also be required if the nature of the operation changes or if the establishment is extensively remodeled. All construction and installation of equipment must be done in a craftsman-like manner.

Plan review allows our department to preview projects and make any necessary corrections to designs before they are completed; possibly saving time and money for the establishment owners. When you submit plans, an Environmental Health Specialist will require a complete floor plan and a list of all equipment to be used in the facility. You may also provide equipment specification sheets for review.



***Please be sure that all food service equipment is included in the equipment layout.**

Food Service Equipment Requirements

Food service equipment must be commercial grade and produced by a manufacturer accredited by the American National Standards Institute (ANSI). More information about accredited food service equipment can be found at www.ansi.org. The equipment must be installed so that it is easily cleaned and easily cleaned around.

- ❖ A three-compartment sink with drain boards that are self draining or a commercial dish machine is required. If a dish machine is used, it must be capable of washing the largest piece of equipment in your establishment; specifically, any food contact equipment that must be washed, rinsed, and sanitized. The dish machine should be equipped with a pre-rinse or scullery sink and have drain boards on either side of the dishwashing area. If you choose to provide only the three-compartment sink, the bins must be large enough to accommodate the largest piece of equipment to be used.
- ❖ Hand sinks are required in all food preparation areas. A good rule of thumb is to have a hand sink close enough so that an employee does not have to walk more than 25 feet to get to the

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sink. Each hand sink must be equipped with soap, disposable towels, and a garbage receptacle.

- ❖ A food prep sink with at least one drain board may be required if raw fruits/vegetables are washed or if meats are thawed. If both occur, you will need a two-compartment sink with drain boards on either side.
- ❖ A mop/service sink is required. The mop sink can only be used for cleaning dirty mops and cannot be used to wash hands or for any other use.
- ❖ A running water dipper well is required for all bulk ice cream served.
- ❖ Bars must have a four-compartment sink; with one of the four sinks designated as a hand sink. The hand sink must have a splashguard that protects against water splashing into the other three compartments.
- ❖ The bar area may also have a three-compartment sink with separate stand alone hand sink. An approved glass washing machine with a pre-rinse may be substituted for the three-compartment sink, but a hand sink will still be required.
- ❖ An “air gap” is required between the sewage system and any drains originating from equipment in which food, portable equipment, or utensils are placed. An “air gap” means that there is no direct connection between the sewage system and the food equipment. For instance, a three-compartment sink will have a floor sink for the drainage system, and the drain line from the sink bins will not be connected directly to the sewer drain line. Technically speaking, the vertical physical separation must be at least two times the inside diameter of the water inlet pipe above the flood rim level but cannot be less than one inch.
- ❖ Enough refrigeration and hot holding units must be provided to maintain the required temperature of potentially hazardous foods. Provide thermometers in all hot and cold food holding units.
- ❖ Rooms with floor drains must have floors that slope to the drains.
- ❖ All sinks must be provided with a combination faucet and with hot and cold water under pressure. Hot water (at least 110° F) must be provided.



A pre-operational inspection by an Environmental Health Specialist is required prior to opening a food service establishment. Contact the division at least 24 hours before you plan to open. After your first inspection and if the facility is approved for opening, someone must pick up your health permit from our office and post it prior to opening.



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PLANS CHECK LIST

1. A health permit application must be completed and fees paid prior to issuance of building permits
2. All equipment, preparation sinks and tables, walk-in boxes, refrigerators, freezers, ice machines and other equipment in food preparation areas, should meet standards for commercial use. **NO RESIDENTIAL EQUIPMENT IS ALLOWED.**
3. Three-compartments sinks with drain boards or commercial dishwasher, must be stainless steel.
4. Hand washing lavatories in food preparation and utensil washing areas. **Hand sinks may not be installed inside of cabinets – they must be free standing for ease of cleaning.**
5. Mop sink faucet must have a back flow prevention device as an integral part of the water supply fixture.
6. A dry food storage room is required. Washable paint may be used on walls in this room.
7. Debris and grease trap/interceptor will be sized by this department after review of the plumbing plan. All fixture and floor drain pee-trap sizes must be shown. All drains except floor drains, toilets, and lavatories in restrooms must be routed through the trap/interceptor. **NO** floor drains allowed in walk-in refrigerators or freezers. City ordinance requires that the grease trap/interceptor be located outside of the building.
8. A note on the plans must state that restrooms have exhaust fans and floor drains.
9. Finish materials must be listed for all floors, walls and ceilings in food preparation, ware washing, and restroom areas.
10. Vent hoods - See Mechanical Code and Fire Department.
11. A trash dumpster with standard seven (7) foot screening fence is required. If you have further questions or for approval of dumpster location, contact Grand Prairie Disposal Company at 817-261-8812.

Water Quality Issues for Food Service Establishments

12. New facilities or facilities that are installing new grease traps must show the location of the city-approved sampling point.
 - Plans must include a detail of the City's standard sampling structure.
 - The location of the sample point must be down stream of the last branch of the wastewater disposal plumbing so that the discharge from the entire facility can be sampled.
 - The sample point must be placed in a grassy area, where there is no vehicle traffic, the top of the sample point should be three inches above grade.

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- The detail is available on the internet in PDF and AutoCAD formats at <http://www.gptx.org/envsrvcs/waterqual/business.asp>.
13. New food service facilities must have a backflow preventer on the main water line entering the building, and a separate backflow preventer is required on the irrigation system.
- The backflow preventer must be directly after the water meter.
 - A standard detail for proper installation must be included in the plans. The standard detail for a backflow preventer can be found in PDF and AutoCAD formats at <http://www.gptx.org/envsrvcs/waterqual/business.asp>.
 - The plans must include the make, model, and location of all backflow preventer assemblies to be used.
14. If carbonated drink dispensers are used, a cross connection device is required on the water line to the drink dispenser.
- The water supply line to each soft drink dispenser must be equipped with a Reverse Pressure Backflow Assembly (RPBA also known as RPZ) type backflow prevention device.
 - The RPZ must be installed in a location that will allow for easy testing of the device each year.
 - No copper or brass tubing is allowed downstream of the device.



Approved Finish Materials for Food Service Facilities

Materials for indoor floor, wall, and ceiling surfaces must be smooth, durable, easily cleanable, and light in color. Approved materials include:

Floors Quarry or ceramic tile, poured epoxy, and sealed concrete are preferred flooring because of their durability. Vinyl composite tile (VCT) is acceptable but not recommended due to deterioration over time. The use of diamond-plate steel or corrosion-resistant aluminum as flooring under beer kegs or where durability is essential, should be considered.

Walls Fiberglass reinforced panels (FRP), ceramic tiles, or stainless steel. Wood or 'masonite' is not allowed in food preparation areas, bathrooms, or dishwashing areas. Walls in dry storage area may be gypsum board with epoxy or washable enamel paint.

Ceilings Nonabsorbent or plastic coated lay-in ceiling tiles, suspended in a T-type metal grid or gypsum board with epoxy or washable enamel paint.



Helpful Numbers for Food Service Establishments:

Grand Prairie Environmental Services Department

972-237-8055

Grand Prairie Planning & Zoning Department

972-237-8255

Grand Prairie Building Inspection Division

972-237-8230

Grand Prairie Fire Department

972-237-8300

Grand Prairie Water Department

972-237-8200

TXU Electric and Gas

800-460-3030

Comptroller (Tax ID)

800-252-5555

Assumed name or doing business as (dba):

Dallas County

214-653-7177

Tarrant County

817-884-1064

Texas Alcoholic Beverage Commission:

Dallas County

214-678-4000

Tarrant County

817-451-9466

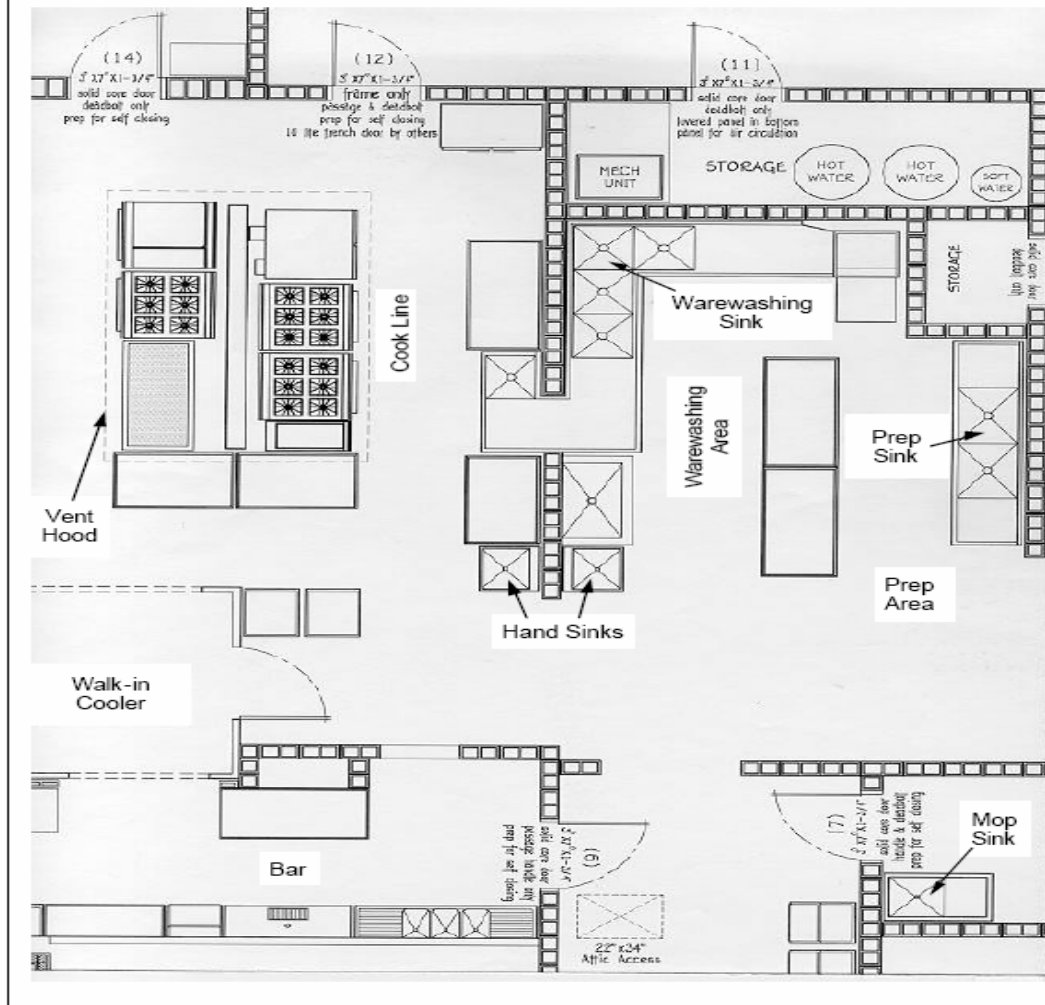
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Design for Smoking and Non Smoking Areas in Restaurants

1. A food establishment with indoor or enclosed dining areas must provide separate indoor or enclosed dining areas for smoking and non smoking patrons
 - a. Any food establishment seating 50 or more persons must designate a portion of the dining area as non-smoking. There is no specific percentage of seating requirement as non-smoking.
 - b. The non smoking area and the smoking area must be separated by at least four (4) feet of bordering floor space
 - c. The non-smoking area must be ventilated and situated so that air from the smoking area is not drawn into or across the non-smoking area
 - d. Ash trays or other containers for extinguishing smoking materials must be located at the perimeter of the non-smoking area.
2. Smoking is prohibited in food order and cashier/customer service areas, restrooms, and elevators. Facilities should be designed to discourage smoking in these areas. Posting of signs may be considered for these areas.
3. Signs must be posted at entrance of the facility stating that non-smoking seating is available.
4. The food service facility must have a written policy that explains that their smoking policy and made available upon request.
5. Signs for non-smoking areas are required and may contain the universal symbol for nonsmoking or state “NO SMOKING CITY ORDINANCE NO. 3934, VIOLATORS FINED UP TO \$200.00” with lettering that must be at least one inch in height.
6. There must be ashtrays for putting out of cigarettes within twenty feet of the entrance where smoking is allowed.



Figure 1. Kitchen Floor Plan Sample



Don't Forget!

For all new establishments and any that have been closed for more than a month, a floor plan similar to this one must be submitted with your health permit application.

Before construction or extensive remodeling of a food or drinking establishment is begun, operators must submit an application for health permits, including fees, and a copy of plans and specifications of the job. Drawings must show a floor plan, fixture layout, room finish schedule, and plumbing riser diagram. **All plans must be approved and the Environmental Services Department must receive all health permit fees before building permits can be issued.**