

Newly constructed, new owners and extensively remodeled food establishments

Follow these steps

1. Submit plans to Building Safety
2. Comply with all the regulations per the site plan and the laws
3. Ask questions for clarification
4. Request inspections before taking action
5. Pass pre-opening inspections

Know what the laws require

This handout is provided for persons interested in opening a food establishment within the city limits of Amarillo. These requirements are in conjunction with City requirements enforced by other City Departments. All applications are processed with Building Safety to ensure building codes have been met. You cannot open until all inspections are passed by Building Safety and the Environmental Health Department. A permit to operate will be issued after all requirements have been met and you pass a pre-opening inspection.



If you remodel, you must submit plans, obtain proper permits and pass all inspections. Obtain a Final Building Inspection and a Certificate of Occupancy from Building Safety

INSIDE THIS ISSUE:

Floors	2
Walls	2
Ceilings	2
Outer Openings	3
Utensil sinks	4
Hot/Cold Holding	5
Equipment	6
Sneeze shields	8
Certificate of occupancy	9

For additional information or questions, please contact our office

Environmental Health Department

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CONSTRUCTION

Floors

Floors and floor coverings

Food preparation, food storage and utensil-washing areas

Walk-in refrigerating units, dressing rooms, locker rooms

Toilet rooms, refuse storage rooms or any other area where the floor is subject to moisture:

No carpet is allowed in any of the above areas.

The floors must be constructed of smooth, durable materials that are impervious to liquids.

Floors continued

If you plan to water flush floors for cleaning, then properly installed and plumbed floor drains must be included. Floor drains are also required in areas where pressure spray is used to clean equipment. The floors must be graded to drain properly.

In food establishments in which cleaning methods other than pressurized water flushing are used, the floor and wall junctures must be covered and closed to no larger than 1 mm (one thirty-second inch).

Easy to clean is the rule. Exposed utility service lines and pipes must be installed so they do not obstruct or prevent cleaning of the floors, walls or ceilings. Exposed horizontal utility service lines and pipes cannot be installed on the floor.

**The rule of thumb:
Can the surface be cleaned, and can anything attached be cleaned? This includes equipment or decorative items attached to the walls or ceilings.**

Walls and Ceilings

Smooth, nonabsorbent and easily cleanable.

The walls and ceilings of walk-in refrigerating units, food preparation areas, food storage areas, equipment-washing and utensil-washing areas, toilet rooms and vestibules must be covered with rigid, high density, non-absorbent, smooth light in color and easily cleanable material.

Concrete, porous blocks or bricks used for indoor wall construction shall be finished and sealed to provide a smooth, nonabsorbent easy to clean surface.

Attachments to walls and ceilings must also be easy to clean and kept clean.

Stud, joists and rafters may not be exposed in areas subject to moisture.

Finished to a smooth easy to clean surface

If studs, joists and rafters are exposed in other rooms or areas, they must be finished to provide an easily cleanable surface.

Utility service lines and pipes shall not be unnecessarily exposed on walls and ceilings.

All lines must be installed in a way that does not obstruct or prevent cleaning of the walls and ceilings.

Walls in dry storage areas only may be painted with oil-based enamel or epoxy paint.



Framing cannot remain exposed in areas where food is prepared or stored. This includes dish washing areas and toilet rooms

Toilets and Hand Wash Sinks

Toilet facilities shall be conveniently located and must be accessible to employees at all times. If you have a separated dish wash area, another hand sink must be present. The law requires a hand sink in each food prep and utensil washing area. A restroom in a food establishment, must be completely enclosed and provided with a tight-fitting and self-closing door.

Hand wash sinks are required for convenient use by employees **in food preparation areas, food dispensing areas, ware (utensil) washing areas and toilet rooms.**



The water temperature must be at least 100 degrees

A hand sink must be plumbed with a mixing valve or combination faucet.

Each lavatory must be provided with a supply of hand cleaning liquid, powder or bar soap.

Each hand washing lavatory must be supplied with:

- Individual, disposable towels or
- A continuous towel system or
- A heated-air drying device.

A rule of thumb :

Plan to have a hand sink within 25 feet of every food prep area. This may mean two or more are required if your preparation area is longer or wider than 25 feet

Signs must be placed at all lavatories reminding employees to wash their hands. The signs must be in English and Spanish.

Metered faucets must provide a flow of water for at least fifteen seconds without reactivation.

Outer openings must be protected

Windows, doorways, porches, and all outer openings of a food establishment must be protected against the entry of insects and rodents. The law provides three ways:

- Filling or closing holes and other gaps along floors, walls and ceilings
- Closed, tight-fitting windows
- Solid, self-closing, tight fitting doors

If windows or doors are kept open for ventilation or other purposes, the openings must be protected against the entry of insects and rodents by:

- 16 mesh to 25.4 mm (16 mesh to 1 inch) screens
- Properly designed and installed air curtains to control flying insects

A food establishment must prevent rodents and insects from entering the building. All outer openings must be protected.

Lighting Intensity

Above the floor, at least 110 lux at a distance of 75 cm (30 inches) applies to walk-in refrigeration units, dry storage areas and rooms during periods of cleaning

220 lux required in areas used for hand washing, ware washing and equipment and utensil storage and in toilet rooms at a distance of 75 cm above the floors

At a surface where food is provided for consumer self-service, at least 220 lux
Inside equipment like reach in refrigerators, 220 lux

540 lux (at least) in areas at a surface where a food employee is working with food or utensils



Shielding such as plastic shields, plastic sleeves with end caps, shatterproof bulbs and/or other approved devices shall be provided for all artificial lighting fixtures located in areas where there is exposed food; clean equipment and other areas

Utensil Sinks and plumbing and backflow prevention

Three Compartment Sink With Drain Boards



The sink must be large enough to permit the complete immersion of utensils and equipment

Sink requirements:

A sink with at least three compartments must be present, properly plumbed with hot and cold running water to each compartment of the sink.

Self-draining

drain boards must be present at each end unless utensil racks or tables are present to accommodate all soiled and cleaned items.

At least one utility sink or curbed floor facility with a floor drain must be installed and used for the cleaning of

mops and other floor cleaning tools.

There shall be no cross-connection between the fresh water supply and any waste water source.

Hose bibs are required on all threaded faucets.

Carbonators require a double check valve with an intermediate vent preceded with a screen of not less than 100 mesh to 25.4mm upstream from a carbonating device and downstream from any copper in the water supply line. If an air gap is provided then the check valve may not need to be vented.

A grease trap may be required by the utilities

division. Building Safety and their plan reviewers will determine the size and will inspect the installation of the grease trap.



Floor drains must be plumbed with an air gap to prevent a cross connection between waste water and fresh water.

Private Homes

Private home, a room used as living or sleeping quarters or an area directly opening into a room used as living or sleeping quarters

may not be used for conducting food-establishment operations.

A private home cannot be permitted as a food establishment.



Building Safety can tell you the requirements for vent hoods. The fire marshal will inspect your fire suppression system

Vent hoods Dish Machines and Equipment in General

Anytime grease-laden vapors are created a vent hood will be required. The Building Safety Department will address the size and the fire suppression system requirements after a review by the Fire Marshal.

Commercial dish machines may be utilized in addition to three compartment utensil sinks.

Dish machines must have

templates attached and working gauges. Residential type dish washers do not meet adequate specifications and cannot be utilized in food establishments.

“Acceptable food equipment” means food equipment that is deemed to be conforming with Food Code provisions. An example is equipment that is

certified or classified for sanitation by an American National Standards Institute (ANSI)-accredited certification program.

Plan adequate space for hot/cold holding cooling and reheating

Food must be cooked to proper temperatures and then if you plan to hot hold cooked food, it must be kept to an internal temperature of at least 135°F.

If you cook food and plan to hold it before it is reheated, the cooked food must be held at 41°F or below for no more than 7 days.

COLD STORAGE:

Must be adequate
refrigerated foods at 41°F
Frozen foods at 0°F

If raw meats, poultry and seafood be stored in the same refrigerators and freezers with cooked/ready-to-eat foods, then you need to plan to prevent cross-contamination.

Each refrigerator/freezer must have a thermometer.

COOLING:

Please plan for how potentially hazardous foods will be cooled to

41°F within 6 hours :

135°F to 70°F in 2 hours

and 70°F to 41°F in 4



Plan for adequate cooling capacity so you control food costs and store food properly.

Then the cooked food must be reheated rapidly to 165°F within 2 hours.

Equipment must meet National Sanitation Foundation Design Standards

Equipment and utensils must be designed and fabricated for durability under conditions of normal use and must be resistant to denting, pitting and chipping.

Domestic refrigerators, dishwashers, freezers or ranges are not approved for use in commercial food establishments

Food contact surfaces must be impervious to liquids, must not be painted, must be of non-corrosive materials and be accessible for cleaning and inspections.

Dressing rooms, lockers, toxic cleaners and grease

If employees routinely change clothes within the establishment, rooms or areas must be designed and used for that purpose.

These rooms cannot be used for food preparation, storage food service, utensil-washing or food storage.

Have a designated area for personal belongings that is away from food and utensils.

Some of the chemicals used to clean equipment are toxic and must be stored away from food and utensils. Read the labels and know the proper concentration and how to use each chemical.

Plan for grease disposal in containers designed for grease storage. Grease cannot be poured down the drain. It must be recycled by a licensed company or individual.

Ice Bins and Ice Machines and air gaps

Ice storage bins must be drained through an air gap and cannot be directly plumbed



Ice is food and must be protected from contamination.

into a sanitary sewer.

Tubes for beverages and cold plate beverage cooling devices cannot be installed in contact with ice used for drinks.

This section does not apply to cold plates that are constructed

integrally with an ice storage bin.

If customers serve ice to themselves it must be dispensed from an automatic ice dispensing equipment.

The dispensing equipment must be designed to prevent contact with the lip-surface of glasses or cups that are refilled.

Table Mounted Equipment

Equipment that is placed on tables or counters must be sealed to the table or counter if it is not portable. The clearance space between the table and table-mounted equipment must be **4 inches unless any of the following is true:**

3 inches if the horizontal distance of

the table top under the equipment is no more than 20 inches from the point of access for cleaning; or

2 inches if the horizontal distance

of the table top under the equipment is no more than 3 inches from the point of access for cleaning

Floor Mounted Equipment

When equipment is installed, be sure you can clean behind it around it and underneath!

All equipment must be:

Easy to move **or**

Sealed to the floor **or**

Elevated on legs that provide at least a 6 inch clearance between the floor and the equipment.

Or If no part of the floor under the floor-mounted equipment is more than 6 inches from the point of cleaning access, the clearance space may be only 4 inches.

This does not apply to display shelving units, display refrigeration units, and display freezer units located in the consumer shopping areas of a retail food store, if the floor under the units is maintained clean

Location of equipment

Equipment including ice machines and ice storage bins, food containers, single service and single use items cannot be placed under exposed sewer lines, open stairwells, or other areas where contamination might occur.

Utensils and equipment that involve food or drinks must be stored 6 inches above the floor in a clean, dry location and in a way that protects them from contamination by splash, dust or other means.

Cased food packaged in cans and glass can be stored on the floor.



Anything that comes in contact with food must be stored properly.

Garbage and liquid wastes

Garbage and refuse must be kept in durable, easy to clean, insect-proof and rodent proof containers that do not leak.

Liquid wastes from all operations including cleaning must be disposed of **down a sanitary sewer and not outside down a curb.**

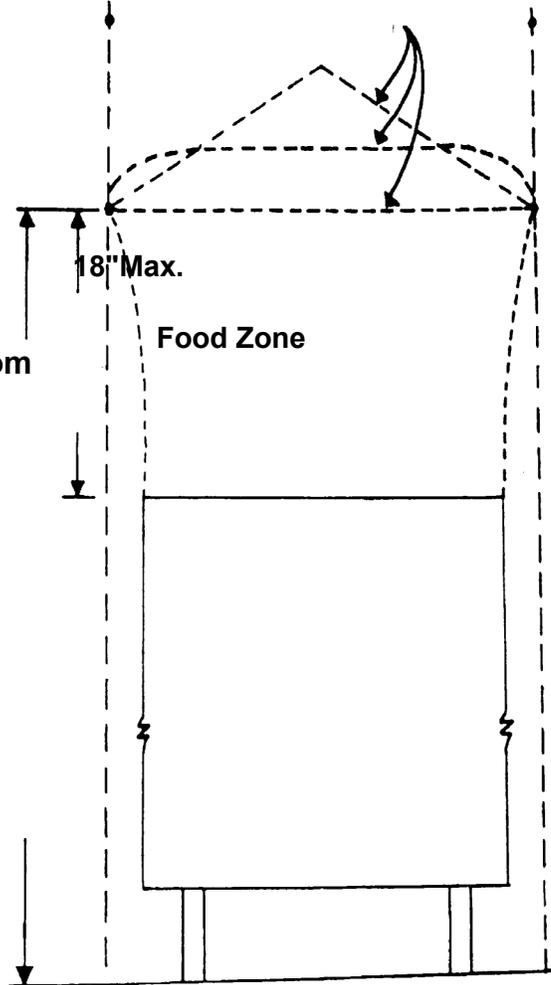
Sneeze guards

Average height of customer's mouth is 54" to 60"

48" Max. Height from Shield to Floor

- 36" Counter Height = 12" Food Zone
- 34" Counter Height = 14" Food Zone
- *30" Counter Height = 18" Food Zone

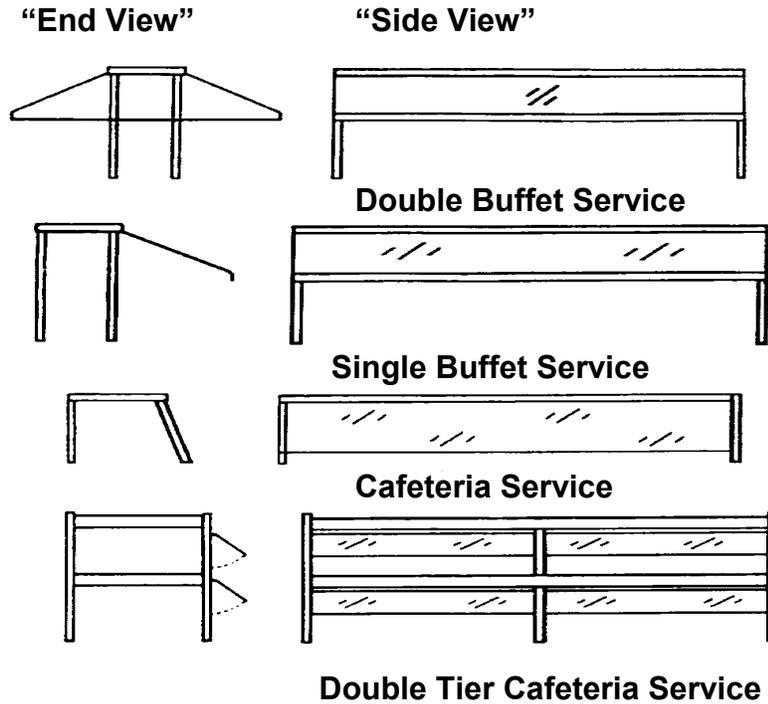
Shield Design Variable



Counter Height may be less than 30" to accommodate chafing dishes, etc., but food must be contained within the food zone.

Food on display must be protected from contamination

Views of sneeze shields



Buffet or Smorgasbord Shielding

What Does a Certificate of Occupancy mean to me?

Certificate of Occupancy is to ensure that all necessary provisions have been taken to provide for life safety, safeguarding property and protecting the public welfare by setting "minimum standards" for building construction and use of property.

A certificate of Occupancy is needed for all buildings and structures, because it serves as an official

document stating compliance with all applicable building codes and zoning regulations. When a building or structure has been unoccupied for one (1) year or longer, such building or structure must receive a new Certificate of Occupancy prior to re-occupancy.

Any change in the use of an existing building (example:

office to restaurant, Church to day-care facility or additions and alterations to existing buildings require a new Certificate of Occupancy. Restaurants with an assembly occupancy, with an area accommodating more than 50 persons are required to have the "Occupant Load" posted in a conspicuous place near the primary entrance/exit.



Building Safety issues the Certificate of Occupancy

City of Amarillo
Environmental Health Department
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This is only a summary. If you want the complete Texas Food Establishment rules, they can be found at this link:
[http://info.sos.state.tx.us/pls/pub/readtac\\$ext.ViewTAC?tac_view=5&ti=25&pt=1&ch=229&sch=K&rl=Y](http://info.sos.state.tx.us/pls/pub/readtac$ext.ViewTAC?tac_view=5&ti=25&pt=1&ch=229&sch=K&rl=Y)

Link to City Municipal Code: http://library7.municode.com/default-test/home.htm?infobase=11818&doc_action=whatsnew

Signs

Laws require them at each lavatory reminding employees to wash their hands and they must be in English and Spanish.

A choking poster must be posted showing the correct steps to take in the event someone is choking.

At a buffet line you must post a sign reminding customers to use only clean plates.

A sign issued by Building Safety that posts the correct occupant load.

Outdoor signs must be permitted by Building Safety.



Enforcement Policy

Imminent Health Hazards

The person in charge of the food establishment must take steps to immediately protect the public whenever a situation occurs that is a direct threat to the health of their customers and employees. The person in charge must cease food operations under any of the following situations. **The food establishment cannot reopen until authorized by the Department of Environmental Health.**

Examples include:

- Fire
- Flood
- Extended power outage (4 hours or more)
- Extended interruption of water service
- Sewage backup
- Association with food borne outbreak
- Gross unsanitary conditions



Tornados can lead to imminent health hazards inside the food establishment.