



THE OLD STONE HOUSE

# TOWN OF GUILFORD

HEALTH DEPARTMENT

50 BOSTON STREET - TOWN HALL SOUTH

GUILFORD, CONNECTICUT 06437

SETTLED IN 1639

Dennis Johnson, MPH  
Director of Health

TELEPHONE (203) 453-8118  
FAX (203) 453-8034

Dear Food service Operator / Owner:

The Guilford Health Department is concerned about your time and expense in building or remodeling a food service establishment. We would like to make the procedure as quick and trouble free as possible. In order to do so, please observe the following procedures:

1. Planning and Zoning approval is needed for the site and signage.
2. Guilford Health Department approval is needed for the subsurface sewage disposal system. Documentation must be provided to show that the system will accommodate the volume of water to be generated by your business. This is usually done by a Connecticut license engineer of your choosing.
3. Fire Marshal approval is necessary for all food service establishments.
4. Obtain the necessary building permits from the Engineering / Building Department. All contractors must be State Certified and obtain their own permits.

Once approval is received from the above departments the PLAN REVIEW PROCESS begins with the Health Department. To start this process, please observe the following:

- a. A sample menu
- b. Name, seal and signature of architect who did plans, (if applicable), and date of plan
- c. Equipment layout
- d. Equipment list by manufacturer and model number. All equipment must be NSF approved. Use of non-commercial equipment is prohibited.
- e. Manufacturer's specification sheets
- f. Mechanical diagrams, including plumbing, electrical, heating and ventilation. This information will also be reviewed by the Building Inspector and Fire Marshal.
- g. Interior finish schedule, i.e., floors, walls ceilings

## **Food Service Plan Review**

2. Fill out enclosed application for plan review and include non-refundable application fee of \$25.00 made payable to the Town of Guilford.
3. You will be notified in writing after your plans are reviewed and approved.
4. Required inspections:
  - a. After plumbing roughed in;
  - b. After finished walls, floors and ceilings;
  - c. After equipment installed and ready to open.
5. Do not begin any form of renovation / remodeling or construction activity without written consent from this department.
6. A complete water analysis must be submitted by a state certified laboratory if the establishment is served by a well.
7. Final approval from this department is necessary and a Food Service Permit obtained before you open for business. Fee for this Permit is based on your seating capacity.

If you have any questions regarding equipment changes, building modifications, ect., after the plans have been reviewed you must call this office for approval.

Thank you for your cooperation.

Very truly yours,

John T. Sievec, M.S., R.S.  
Sanitarian

**GUILFORD HEALTH DEPARTMENT  
50 BOSTON STREET  
GUILFORD, CT 06437**

**FOOD ESTABLISHMENT PLANS AND SPESIFICATIONS REVIEW APPLICATION AND APPROVAL**

Application No. \_\_\_\_\_  
Date Received \_\_\_\_\_

Name of Establishment: \_\_\_\_\_ Phone: \_\_\_\_\_

Address of Establishment: \_\_\_\_\_

Name of Contractor: Phone: \_\_\_\_\_

Name of Operator (Owner): \_\_\_\_\_ Phone: \_\_\_\_\_

Address of Operator (Owner): \_\_\_\_\_

Date of Planned Opening: \_\_\_\_\_

Proposed Seating Capacity: \_\_\_\_\_

Type of Service \_\_\_\_\_ (indicate appropriate number)

1. Full-Service   2. Seasonal   3. Food Market   4. Fish Market   5. Caterer  
6. Institutional-Private   7. Bakery   8. Deli   9. Snack Bar   10. Itinerant Vendor / Trucks.

Served by:   (   ) Well      (   ) Public Water

**INSTRUCTIONS FOR USE OF THIS FORM;** Please write in the information in blanks where provided.

Check the right hand column, marked "FOR OPERATOR USE" with:

Y-indicates compliance   N- indicates non-compliance

**FOR HEALTH DEPT.  
USE**

**FOR OPERATORS  
USE**

**1.FLOORS**

\_\_\_\_\_ must be smooth, impervious, non-absorbent,  
easily cleanable & commercial grade.

	Material	Finish	Color	
_____ Prep area/s	_____	_____	_____	_____
(plan spec)				

## **Contents and Format of Plans and Specifications**

1. The plans shall be a minimum of 11 x 14 inches in size and the layout of the floor plan accurately drawn to a minimum scale of ¼ inch = 1 foot.
2. Information accompanying the plan shall include: the proposed menu, seating capacity, projected daily meal volume for foodservice operation.
3. The plan shall show the location and when requested elevated drawings of all foodservice equipment. Each piece of equipment shall be clearly labeled on the plan with its common name.
4. Adequate rapid cooling, refrigeration and hot holding facilities for potentially hazardous foods shall be clearly designated on the plan.
5. Separate food preparation sinks shall be labeled and located to preclude contamination and cross-contamination of raw and ready to eat foods.
6. Adequate hand washing facilities used for no other purpose shall be designated for each toilet facility and in the immediate area of food preparation.
7. The plan layout shall contain room size, aisle space, space between and behind equipment and the placement of the equipment on the floor.
8. Auxiliary areas such as storage rooms, garbage rooms, toilets, basements and or cellars used for storage or food preparation shall be represented on the plan and all features of these rooms shown as required by these standards.
9. The plan and specification shall also include:
  - a. Entrances, exits, loading / unloading areas and docks.
  - b. Complete finish schedule for each room includes floors, walls, ceilings and juncture bases.
  - c. Plumbing schedule to include location of floor drains, floor sinks and water supply lines, overhead waste water lines, hot water generating equipment with capacity and recovery rate, backflow prevention, wastewater line connections.
  - d. Lighting schedule with protectors.
  - e. Equipment schedule to include make and model numbers and National Sanitation Foundation (NSF) or accepted equivalent listing (when applicable) of all foodservice equipment.
  - f. Source of water supply and method of sewage disposal. The location of these facilities shall be shown and evidence submitted that state and local regulations are to be complied with.

- g. A color-coded flow chart demonstrating flow patterns for: food (receiving, storage, preparation service); food and dishes (portioning transport, service); dishes (clean, soiled, cleaning, storage); utensil (storage, use, cleaning); trash and garbage (service area, holding, storage).
- h. Ventilation schedule for each room.
- i. A mop sink with facilities for hanging wet mops.
- j. Garage can wash area / facility.
- k. Cabinets for storing toxic chemicals.
- l. Dressing rooms, locker areas and employee rest areas.
- m. Complete checklist.
- n. Site plan.

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**FOOD ESTABLISHMENT PLANS AND SPECIFICATIONS REVIEW**

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**1. Warewashing Areas**

Restrooms

Storage Rooms

**2. WALLS**

Must be smooth, impervious, non-absorbent & easily cleanable.  
 (All food prep, ware washing or other areas subject to abuse must  
 be FRP, ceramic tile or stainless steel).

Prep. area / s

Ware washing area

Restrooms

Exposed waterlines, waste lines, gas lines or conduits are prohibited.

Service areas

Storage areas

4" Covered junction between floor & wall material.

(vinyl or ceramic tile base)

**3. CEILINGS**

Must be smooth, impervious, non-absorbent, & easily cleanable.  
 Painted sheetrock or vinyl faced suspended tiles are acceptable  
 (Porous tiles not acceptable except in seating areas).

Material

Finish

Color

Prep. area / s

Ware washing area

Restrooms

Storage areas

Exposed waterlines, waste lines, gas lines or conduits are prohibited.

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**4. DOORS & WINDOWS**

All outside openings must be tight-fitting to exclude the entrance of insect and rodents.

Operable windows..... Screened \_\_\_\_\_ Air Curtain \_\_\_\_\_

Self-closing \_\_\_\_\_ Other \_\_\_\_\_

Outside Doors..... Screened \_\_\_\_\_ Air Curtain \_\_\_\_\_

Self-closing \_\_\_\_\_ Other \_\_\_\_\_

**5. LIGHTING REQUIREMENTS**

20-foot candles of light on all working surfaces and equipment in food preparation and utensil washing area.

20-foot candles of light at a distance of 30 inches from the floor in utensil and equipment storage areas in lavatory and toilet area.

10-foot candle of light in walk-in refrigeration units, dry food storage areas and all other areas, including dining during operations. (see foot note\*)

Protective shielding for all light fixtures in food preparation utensil and equipment washing, and other areas where food is stored or displayed. (Shatterproof bulbs may be substituted such as "tuff-skin" or "shat-r-shield".

**\*PLEASE NOTE!** The standard light fixtures furnished with most walk-in refrigeration units do not provide the 10-foot candle power of light required.

**6. VENTILATION (Kitchen and Dishwashing)**

Ventilation must be adequate so that all areas including restrooms are kept reasonably free from excessive heat, steam, condensation, vapors, fumes or objectionable odors.

Ventilation system must be exhausted to the outside air and conform to the NFPA Standard 96' and be NSF approved. Hood for cooking equipment should be stainless steel.

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(6. Cont.)

Ventilation hoods and devices must be designed to prevent grease or condensate from dripping out of the hood or device.

Ventilation system filters or baffles must be readily removable for cleaning.

Cubic feet per minute of air exhausted through hood: \_\_\_\_\_

Make-up air systems must be of adequate size, design and located properly.

Cubic feet per minute make-up air: \_\_\_\_\_

Fire prevention or extinguishing equipment must be installed so that it does not create a cleaning problem or compromise the integrity of original design of hood.

Intake air ducts must be designed and located to prevent the entrance of dust, dirt, insects, exhausted air, ect.

Remarks: \_\_\_\_\_

**7. TOILET FACILITIES**

Separate facilities for each sex, available to public if seating capacity is more than 15.

Facilities must be available to patrons without passing through the Food preparation area.

Must be located within 200 feet by normal pedestrian route if food facility is located in multi-purpose building.

Number of water closets for women: \_\_\_\_\_ Men: \_\_\_\_\_

Number of lavatories for women: \_\_\_\_\_ Men: \_\_\_\_\_

Number of Urinals \_\_\_\_\_

Toilet facilities must be acceptable all times establishment is open.



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- \_\_\_\_\_ (7.cont.)  
Toilet rooms must be completely enclosed. \_\_\_\_\_
- \_\_\_\_\_ Sanitary napkin receptacles must be provided in female  
restrooms. (Covered waste containers) \_\_\_\_\_
- \_\_\_\_\_ Where will lockers be located if dressing rooms are not provided? \_\_\_\_\_
- \_\_\_\_\_ Toilet rooms must be vented to outside air. \_\_\_\_\_
- \_\_\_\_\_ Toilet rooms must have self-closing door. (must be solid door) \_\_\_\_\_

**8. WATER**

Source: \_\_\_\_\_ If well, give depth: \_\_\_\_\_  
and method of water treatment: \_\_\_\_\_

\_\_\_\_\_ Hot and cold water under pressure must be supplied to all fixtures \_\_\_\_\_  
and equipment requiring water.

\_\_\_\_\_ Backflow prevention devices installed on sinks, hose outlets, \_\_\_\_\_  
Carbonators, slop sinks, dishwasher, ice machine and spray  
Equipment. (see appendix A)

**9. HANDWASHING FACILITIES**

\_\_\_\_\_ Handwashing facilities in all toilet rooms. \_\_\_\_\_

\_\_\_\_\_ Handwashing facilities in all food preparation and utensil washing \_\_\_\_\_  
area (s).

Type of faucets to be used: \_\_\_\_\_

\_\_\_\_\_ Each handwashing facility provided with hot and cold or \_\_\_\_\_  
tempered water under pressure.

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**10. DESIGN, CONSTRUCTION AND INSTALLATION OF EQUIPMENT**

\_\_\_\_\_ All equipment and utensils meet National Sanitation  
Foundation Standards (NSF) or equivalent. \_\_\_\_\_

\_\_\_\_\_ Equipment used for food preparation or storage installed  
so as to facilitate cleaning around and beneath each unit. \_\_\_\_\_

\_\_\_\_\_ Equipment which is placed on tables or counters either readily  
movable, sealed thereto or mounted on legs or feet at least four  
inches high to facilitate easy cleaning. \_\_\_\_\_

\_\_\_\_\_ Floor mounted cooking equipment, unless readily movable on  
castors and having flexible reinforced AGA rated gas connections,  
must be sealed and installed on a concrete pad having a minimum  
thickness of six inches. \_\_\_\_\_

\_\_\_\_\_ All floor mounted equipment and the space between adjoining units,  
and between a unit and an adjacent wall, must be either closed or  
sealed if exposed to seepage, or sufficient space to facilitate easy  
cleaning between, behind and beside equipment. \_\_\_\_\_

**11. HOT WATER SUPPLY:**

\_\_\_\_\_ Hot Water Heater: Make \_\_\_\_\_ Model # \_\_\_\_\_

Recovery Rate: \_\_\_\_\_ gal per hr at: \_\_\_\_\_ deg. F \_\_\_\_\_

Storage Tank Capacity: \_\_\_\_\_ gallons

Hot water requirement of establishment is: \_\_\_\_\_ per hr

Based on usage requirements of all fixtures.

**12. STORAGE AND HANDLING OF EQUIPMENT AND UTENCILS**

\_\_\_\_\_ All utensils and equipment must be stored at least 6 inches off the floor;  
Clean, dry, and protected from splash and dust. No exposed wood shelving. \_\_\_\_\_

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**13. HOT AND COLD FOOD STORAGE**

\_\_\_\_\_ Hot and / or cold food storage units must be provided which are large enough to accommodate maximum food storage or holding during peak periods. \_\_\_\_\_

\_\_\_\_\_ **WALK – REFRIGERATOR AND FREEZER UNITS**

\_\_\_\_\_ Interior finishes must be smooth, non- absorbent, cleanable. \_\_\_\_\_

	Refrigerators			Freezers	
	#1	#2	#3	#4	
Floors	_____	_____	_____	_____	_____
Walls	_____	_____	_____	_____	_____
Ceiling	_____	_____	_____	_____	_____
Size	_____	_____	_____	_____	_____

\_\_\_\_\_ Drain (pitch floor to outside drain or provide drain inside) \_\_\_\_\_

**REACH – IN REFRIGERATOR AND FREEZER UNITS**

\_\_\_\_\_ Domestic type units are not acceptable. \_\_\_\_\_

Refrigerator Units, No. \_\_\_\_\_ cu. ft each \_\_\_\_\_

Freezer Units, No. \_\_\_\_\_ cu. ft each \_\_\_\_\_

**HOT FOOD HOLDING UNITS**

Must be capable of holding foods at least 140° deg. F

\_\_\_\_\_ List number and type: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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13. HOT AND COLD FOOD STORAGE (Cont.)

\_\_\_\_\_ All hot and cold holding and / or storage units must be provided  
\_\_\_\_\_ with accurate, numerically – scaled thermometer.

\_\_\_\_\_ When unwrapped food is placed on display (smorgasbord, buffet, ect.)  
\_\_\_\_\_ it shall be protected against contamination from customer by easily  
\_\_\_\_\_ cleanable counter protector devices, cabinets, display cases or other  
\_\_\_\_\_ effective protective equipment. Sufficient hot or cold food facilities  
\_\_\_\_\_ shall be available to maintain the required temperature of potentially  
\_\_\_\_\_ hazardous food on display.

\_\_\_\_\_ If food is transported to another location, food must be protected from  
\_\_\_\_\_ contamination and held at proper holding temperature. List equipment,  
\_\_\_\_\_ if applicable:  
\_\_\_\_\_  
\_\_\_\_\_

14. DRY STORAGE FOOD AND FOOD PRODUCTS

\_\_\_\_\_ Food and food products must be stored at least six (6) inches off the  
\_\_\_\_\_ floor, dry, splash free and not exposed to water or sewer lines.

15. CHEMICAL STORAGE

\_\_\_\_\_ All toxic and poisonous material, including cleaning chemicals and  
\_\_\_\_\_ sanitizers must be stored physically separate from food and utensils.  
\_\_\_\_\_ Insecticides and rodenticides must be stored separate, locked cabinet.

16. CLEANING EQUIPMENT

\_\_\_\_\_ Cleaning equipment, mops, brooms, and buckets, ect. Shall be stored  
\_\_\_\_\_ in a separate room completely separate from food storage, food  
\_\_\_\_\_ preparation, utensil washing and utensil storage area.

\_\_\_\_\_ Slopsink with backflow preventer installed.  
\_\_\_\_\_

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\_\_\_\_\_ 17. BAR

Floor must be smooth, non-absorbent and easily cleanable  
(material): \_\_\_\_\_

\_\_\_\_\_ 18. GARBAGE / TRASH STORAGE AREAS

Sufficient cans or dumpsters to completely hold trash and garbage  
generated.

\_\_\_\_\_ Tightly fitting covers, doors.

\_\_\_\_\_ Storage area easily cleanable and on concrete or asphalt pad.

\_\_\_\_\_ Adequate collection schedule.

Total storage volume, cu. yd. \_\_\_\_\_

Collection interval, days \_\_\_\_\_

\_\_\_\_\_ 19. GREASE TRAPS

All new food service establishments having fryerlators or which in  
the opinion of the Engineering Department will produce significant  
volumes of grease, shall be required to install an exterior grease trap  
to be sized by that Department. In no case shall an exterior grease trap  
be less than 1000 gallons in capacity.

A maintenance contract shall be signed with a grease-pumping contractor  
prior to obtaining a foods service license. Copies of all receipts for  
cleaning and pumping of these grease traps must be submitted to the  
Health Department within 48 hours of pumping.

All new exterior grease traps shall be provided with manhole covers to  
grade, shall be easily accessible, and shall be placarded with notification  
as to the danger of entering the chamber due to the presence of noxious  
gases.

\_\_\_\_\_ Covered juncture between floor and wall. (material): \_\_\_\_\_

GUILFORD HEALTH DEPARTMENT

FOOD ESTABLISHMENT PLANS AND SPECIFICATIONS REVIEW

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20. (cont.)

Inside of bar must be smooth, non-absorbent and easily cleanable.  
(material) \_\_\_\_\_

Back bar and / or wall must be smooth, non-absorbent and easily  
cleanable. (material) \_\_\_\_\_

Ceiling must be smooth, non-absorbent and easily cleanable.  
(material) \_\_\_\_\_

Duckboards removable, easily cleanable.

**Lighting:**

Must have at least 20-foot candles of light over ware washing facilities.  
Light over ware washing and work area shielded.

Hand washing facilities

Hand washing facilities must be available behind bar.

**Equipment:**

All equipment must be NSF approved or equivalent. NOTE: drop-in  
cold plates in ice machine or jockey boxes are not

Ice storage bins. Protected with splash shields.

Proper installation of mixes and liquor guns.

**Ware Washing:**

3- compartment sink with adequate drain boards.

Mechanical glass washer: Make: \_\_\_\_\_ Model: \_\_\_\_\_

Hot water requirements: \_\_\_\_\_

Indirect waste: \_\_\_\_\_

Clean glass storage (Where): \_\_\_\_\_

**Waste Disposal:**

All equipment requiring indirect waste lines properly drained into the  
floor drains or sinks.

Floor drains or sinks accessible for cleaning and maintenance.

Chemical Storage (Where): \_\_\_\_\_

**APPENDIX A**  
**POTENTIAL PLUMBING VIOLATIONS IN FOOD SERVICE ESTABLISHMENTS**  
**Backflow, Back Pressure, Back Siphonage (Water Supply)**

Problem Area	Violation	Correction
Toilet tank	Submerged inlet or valve.	Install anti-siphon ball cock 1" above spill rim of overflow pipe.
Hose bib (inside or outside)	Hose connected to bibb.	Install hose bib breaker and eliminate Terminal valves on hoses.
Garbage disposal.	Submerged inlet.	Install atmospheric vacuum breaker 6" above spill rim of drain board and insure all (manual and solenoid) valves are upstream from vacuum breaker.
Pre-rinse hose	Spray hose terminates	Replace spring to insure air gap is maintained between hose termination and drain board spill rim or install rigid pipe with a swivel and short piece of flex hose, or install pressure type vacuum breaker on hose.
Sink Faucets.	Submerged inlets.	Maintain air gap between faucet and sink Overflow rim equal to 2x the diameter of Inlet (minimum 1")
Boiler treated with Chemical additives /	Direct connection of water distribution system to boiler.	Provide a reduced pressure zone backflow preventor on inlet boiler.
Lawn sprinkler / irrigation.	Submerged inlet.	Provide atmospheric vacuum breaker 14" Above highest level of irrigation outlet or provide pressure vacuum breaker if zone valves are used.
Pressure toilet / urinal.	Submerged inlet.	Provide atmospheric vacuum breaker downstream from valve and 6" above closest source of contamination.
Trough urinal.	Cross connection.	Provide atmospheric vacuum breaker downstream from all valves and 30" above spray pipe.
Automatic detergent feeder on dishmachine.	Submerged inlet.	Provide connection to water distribution System at a point downstream from dish-Machine vacuum breaker or provide breaker 6" above feeder.

APPENDIX A  
 POTENTIAL PLUMBING VIOLATIONS IN FOOD SERVICE ESTABLISHMENTS  
 Backflow, Back Pressure, Back Siphonage (Water Supply)

Problem Area	Violation	Correction
Unapproved water supply distribution system served by approved source.	Cross connection.	Provide reduced pressure zone back flow preventer on approved source supply line into building.
Janitor sink	Cross connection.	Provide hose bib vacuum breaker on threaded faucet and eliminate any valves on hose termination.
Detergent feeder on faucet Serving 3 compartment sink.	Cross connection.	Install an approved detergent feeder; or hose bibb vacuum breaker upstream of the detergent feeder.
Water inlet into baine marie.	Submerge inlet.	Provide an air gap by means of a faucet Above overflow rim of baine marie.
Garbage can washer.	Submerge inlet.	Install atmospheric vacuum 30" above base of can cleaner and downstream from all valves.
Retractable hose located on wall or at ceiling level with hand control shut off valve.	Submerge inlet.	Install pressure vacuum breaker or install atmospheric vacuum breaker with intermediate weep hole to draw line between shut-off and atmospheric vacuum breaker.
Water cooled refrigeration or air conditioning equipment.	Submerge inlet	Provide an air gap at the water cooling discharge line.
Chinese range. (water cooled)	Submerge inlet	Install atmospheric vacuum breaker downstream of control / shut-off valve.
<b><u>BACKFLOW (DRAINAGE)</u></b>		
Manual dishwashing sink and All other sink except lavatory and janitor sink.	Direct connection to sewer.	Provide air break between connection of 2 <sup>nd</sup> and 3 <sup>rd</sup> compartment of sink to sewer.
Manual glass washing sink.	Direct connection to sewer.	Provide air break between connections of all sinks to sewer.



APPENDIX A  
 POTENTIAL PLUMBING VIOLATIONS IN FOOD SERVICE ESTABLISHMENTS  
 Backflow, Back Pressure, Back Siphonage (Water Supply)

Problem Area	Violation	Correction
<b><u>BACKFLOW (DRAINAGE)</u></b>		
Dishing washing machines.	Direct connection to sewer.	Provide air break between connection of machine drain. When a dishwashing machine is located within 5 ft. of a trapped floor drain, the dishwasher waste outlet may be connected directly to a properly vented floor drain trap.
Ice machine or ice bin.	Direct connection.	Provide an air gap between connection of ice machine or ice bin to sewer (twice the diameter of the inlet - minimum 1").
Walk-in refrigerator condenser drain.	Direct connection to sewer.	Provide an air gap between connection to discharge line to sewers.
Floor drain in walk-in cooler.	Direct connection to sewer.	Provide air break between drain and sewer.
Soda carbonator.	Cross connection.	Install a backflow preventor consisting of a double check with an atmospheric vent on the portable water supply line at the point it enters the soda carbonator. (watts 9 BD or equivalent).
Fire sprinkler system.	Cross connection.	A reduced pressure principle backflow preventor (RPD) must be installed on a line to any new fire sprinkler system with a Siamese connection and within 1700 feet of an auxiliary non-portable water source.
Water Wash System for Exhaust Hood.	Cross connection.	A air vent type backflow preventor must be installed.

PROPOSED RESTAURANT  
GUIDELINES TO APPLICATION

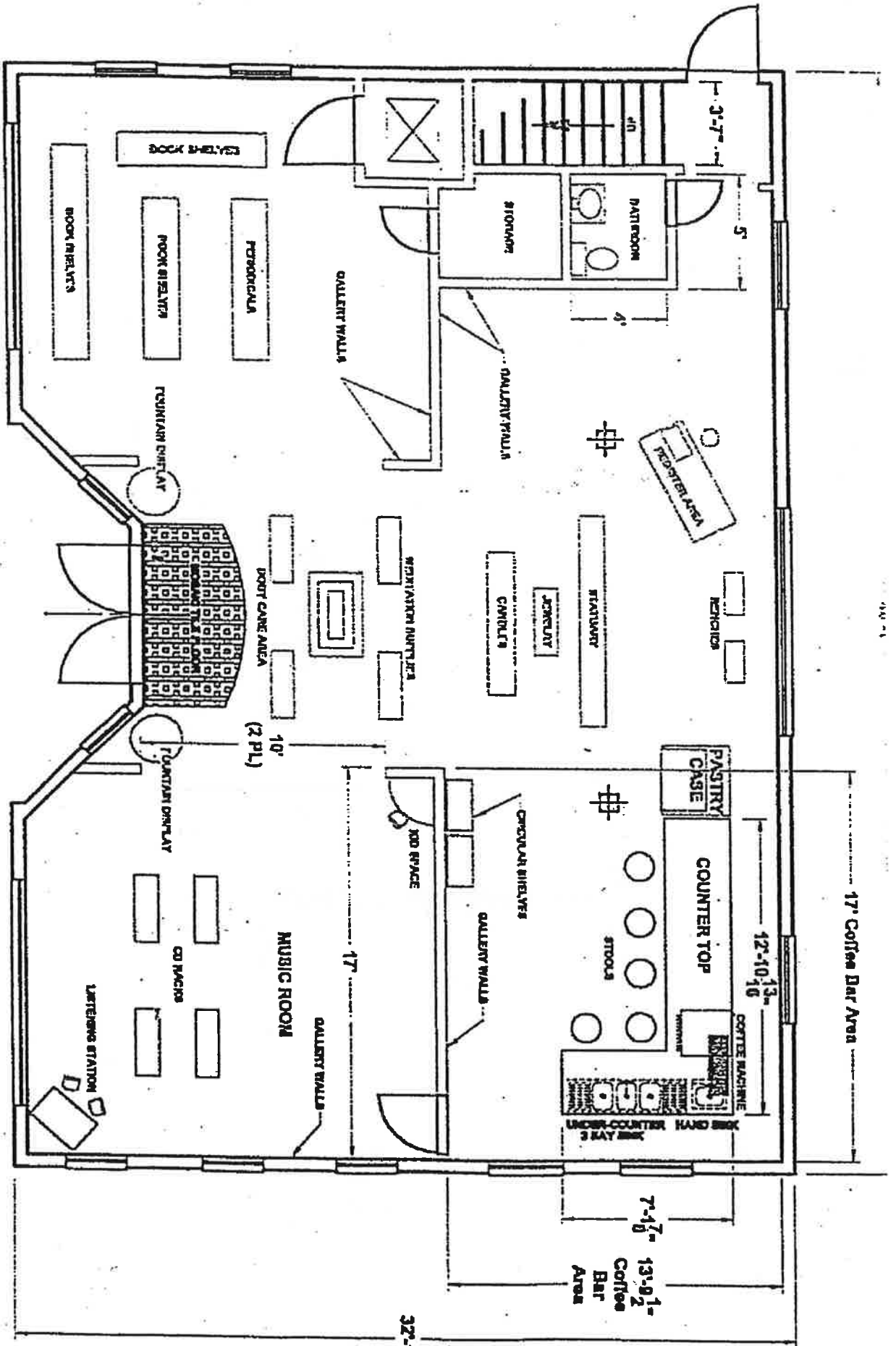
J. Sieviec  
12-19-01  
Sheet 1 of 1

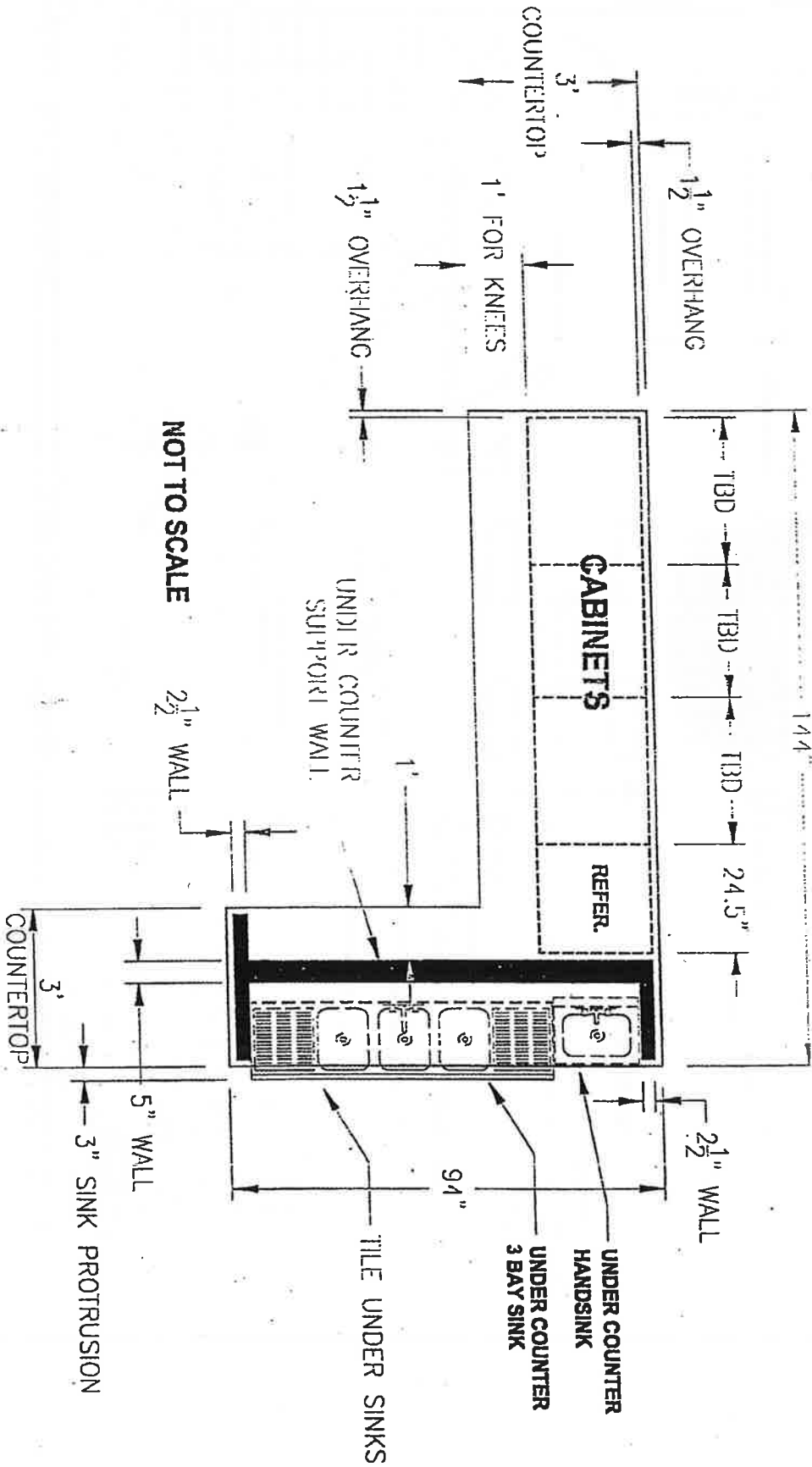
- 1) Check with Planning and Zoning Officer to be sure your proposed operation comply with zoning regulation.
- 2) Select a property in a business area.
- 3) Have or obtain a Qualified Food Operator Certificate. This is now required by State of Connecticut Public Health Department as of August 2001 before a food license is issued. Qualified Food Operator Certificate is required for class 3 and class 4 facilities.
- 4) Plan review fee of \$25.00 and is not refundable.
- 5) Plans may be submitted if 80 % complete at a scale of 1/4" = 1 foot.
- 6) General outline of plans will include:
  - A. Equipment locations
  - B. Restroom location and handicap facilities
  - C. Check plumbing connections.
  - D. Check refuse container location.

See application for more specific details.

# TYPICAL FLOOR PLAN

## DOWNSTAIRS FLOOR PLAN





# TYPICAL DETAIL PLAN

Below is a brief description of the major changes in requirements for public toilet facilities in food establishments:

New Requirements Effective June 1994

Previous Requirements  
April 15, 1987 – June 1994

- |   |  |
|---|--|
| 1. All restaurants within which food or beverages are served for consumption within the building or tenant space regardless of occupants load must have toilet facilities for the public. If total occupancy (employee plus customer) is 15 or less the facilities need not be separate by sex. | Restaurants with a customer occupant load of less than 15-not required to provided public toilet facilities. |
| 2. Restaurants within which food or beverages are served for consumption within the building or tenant space with a total occupant (employee plus customer) load greater than 15 must have public toilet facilities separated by sex.   | Restaurants with a customer occupants load greater than 15 must have public toilets separated by sex.        |
| 3. Small restaurants (occupant load of less than 150) with only take-out service or only outside dining (without a canopy) not required to provide public toilet.   |  |

\*\* For additional clarification about handicap, employee or other toilet facility requirements please contact your local building inspector or the State Building Official's Office. For questions relative to Public Health Code requirements for the sanitary maintenance of toilet facilities in food establishments please contact the Food Protection Program at 203-240-9214.

Food establishment facility plan review is an important component of a food protection program. We urge your continued cooperation with your Local Building Code Official in reviewing plans for the construction or renovation of food establishments.

\*\* Regarding handicap bathroom facilities:

1. For new restaurants - with a total occupant load greater than 15 facilities for both sexes must be handicap accessible.

For renovated restaurants – If only one bathroom is required, it must be handicap accessible and be considered unisex.

For renovated restaurants – already having 2 bathrooms separated by sex, one of these must be made handicap accessible or if this is not structurally feasible, an additional unisex handicap bathroom must be added so that you would have a total of 3 bathrooms.

(For larger restaurant facilities, i.e. , banquet facilities, ect., please consult the Building Inspector re the number of toilets required)

RM/cw(toilets.cir)

EXAMPLE TYPICAL WATER USE  
FLOW CALCULATIONS

J. Sievec  
12/19/01  
Sheet 1 of

- 1.) Proposed 22 seat Restaurant with 2 seating = 44 people
- 2.) 10 gallons per meal per person  $44 \times 10 = 440$  gallons/day
- 3.) For a soil percolation rate of 20 – 30 min
- 4.) To determine Square feet of leaching area:  
$$440 \text{ gallons/ day} / 0.6 / \text{s.f.} = 733.3 \text{ s.f.}$$

Square feet of leaching area required.
- 5.) To operate a Restaurant with 22 people as customers the minimum size leaching area required will be 733.3 s. f.
- 6.) If leaching system is less than calculated capacity you will be required to add onto existing sanitary disposal system.
- 7.) If leaching system is greater than calculated capacity of your operation no addition to existing sanitary disposal system will be required.
- 8.) If no grease trap is present it will be required to add on to sanitary disposal system.

NOTICE

NEW ANNUAL PERMIT FEES ADOPTED BY THE BOARD OF SELECTMAN  
06/11/2003

Annual Fee and reinspection Fee:

- |    |  |          |
|----|--|----------|
| A. | 1. Food Service Establishments Seating – 0-50 patrons  | \$75.00  |
|    | Food Service Establishments Seating – 51-99 patrons  | \$100.00 |
|    | Food Service Establishments Seating – 100+ patrons   | \$125.00 |
|    | 2. Retail Stores with food preparation   | \$100.00 |
|    | 3. Convenience Store / Deli with Food Prep.  | \$ 75.00 |
|    | 3. Stores / Bakeries   | \$50.00  |
|    | 4. Temporary Vendors (not to exceed 14 days)   | \$45.00  |
|    | 5. Day Care / Nursery School / YMCA Programs   | \$50.00  |
|    | 6. Fraternal Organizations / Clubs   | \$50.00  |
|    | 7. Extended Care Facility / Boarding Homes   | \$75.00  |
|    |  |          |
| B. | In addition to original inspection upon issuance of a permit, the fee includes an inspection every quarter (except for item 5). Reinspections to correct violations and meet the requirements of the Public Health Code of the State of Connecticut will have a fee of \$25.00 per inspection. |          |
|    |  |          |
| C. | Application for a license to open a new food service establishment or to substantially remodel an existing food service establishment - \$10.00 (not refundable).  |          |

