

# RETAIL FOOD ESTABLISHMENT and FOOD SERVICE OPERATION FACILITY REVIEW

## A GUIDE FOR NEW AND RENOVATED FACILITIES

1. If the proposed operation will use a non-municipal sewage or water system, contact the Ohio EPA at (800) 686-6300 for approval. A non-municipal system is one which is **not** supplied by a city or the county.
  
2. Contact the following departments regarding plans, applicable permits, and approvals:
  - ◆ Zoning (local official based on location)
  
  - ◆ Building
    - ◆ Medina City (330) 722-9030
    - ◆ Brunswick City (330) 225-9144
    - ◆ Medina County (330) 722-9223
  
  - ◆ Electrical
    - ◆ Medina City (330) 722-9030
    - ◆ Brunswick City (330) 225-9144
    - ◆ Medina County (330) 722-9223
  
  - ◆ Plumbing (all of Medina County except Brunswick City)
    - ◆ Medina County Health Department (330) 723-9523
    - ◆ Brunswick City (330) 225-9144
  
  - ◆ Fire (local official based on location)
  
3. Submit the following items to the Medina County Health Department's Food Program:
  - ◆ A detailed floor plan drawing of the entire operation which shows the layout, proposed equipment locations, etc.
  - ◆ An equipment list (or specification sheets) with manufacturers' names and model numbers.
  - ◆ A list of surface finishes for the floors, walls, and ceilings throughout the operation.
  - ◆ The proposed menu.
  - ◆ The appropriate plan review fee.

**\*\*See reverse for more detailed information on the above requirements\*\***

**NOTE:** In accordance with Rule 901:3-4-07 or 3701-21-03 of the Ohio Administrative Code, the Medina County Health Department has **30 days** to complete the initial plan review.



Medina County Health Department, 4800 Ledgewood Drive, Medina, Ohio 44256  
(330) 723-9523 • TOLL FREE (888) 723-9688 • FAX (330) 723-9650

[www.medinahhealth.org](http://www.medinahhealth.org)

# RETAIL FOOD ESTABLISHMENT and FOOD SERVICE OPERATION GUIDE FOR FACILITY REVIEW - Minimum Plan Specifications

## 1. LIGHTING (measured at a distance of 30 inches from the floor)

### 50 footcandles

- ◆ At surfaces where a food employee is working with food or equipment where safety is a factor.

### 20 footcandles

- ◆ At surfaces where food is provided for consumer self-service.
- ◆ Where fresh produce or packaged foods are sold or offered for consumption.
- ◆ Inside equipment.
- ◆ Restrooms.
- ◆ 30 inches above the floor in areas used for handwashing, warewashing, equipment and utensil storage.

### 10 footcandles

- ◆ Dry food storage areas.
- ◆ Walk-in units.

## 2. REQUIRED SINKS

- ◆ 3-compartment sink with grease interceptor.
  - ◆ Indirectly drained food preparation sink.\*
  - ◆ Mop sink.
  - ◆ Handsink(s) - number and location(s) will depend on the proposed size of the operation.
- \*May be required based on the proposed menu.

## 3. SURFACE FINISHES

- ◆ Floors - smooth, durable, non-absorbent material (examples - sealed concrete, ceramic tile, durable grades of linoleum, terrazzo). Where water flushing cleaning methods are used, the floor shall be graded to drain and the floor and wall junctures shall be coved and sealed.
- ◆ Walls - smooth, non-absorbent, and easily cleanable (examples - FRP board, painted with semi-gloss or gloss paint).
- ◆ Ceilings - smooth, vinyl-faced, rigid back, painted with semi-gloss or gloss paint.  
**NOTE:** Fissured tile or highly textured ceiling surfaces or panels are unacceptable.
- ◆ Coving - a cleanable coved base no larger than one thirty-second of an inch (one millimeter) is required at the floor and wall junctures.

## 4. EQUIPMENT

All equipment shall be commercial grade and listed with the National Sanitation Foundation International (NSF), ETL Testing Laboratories, Inc., or similar testing agency.

## 5. SHELVING

Wood shelving is not permitted.



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