

Adams County Health Department

330 Vermont Street • Quincy, Illinois • 62301
Division of Health Protection

Requirements for Food Service Establishments

Plans and Specifications

Prior to any new construction or major modeling of a retail food establishment or food store, a set of plans and equipment specifications are required to be submitted for review and approval. With good planning every food service operation can have “build-in sanitary design” that benefits the business and meets current public health regulations. Plans shall include the proposed layout, designation of the following areas: serving, food preparation, ware washing, dry storage, toilet, seating arrangement, employee break areas, and garbage disposal. Location of all equipment fixtures and the type of construction materials shall also be included in the plans.

Equipment and Construction

Walls, Floors and Ceilings: Walls, floors, and ceilings in food preparation areas, ware-washing areas, restrooms, walk-in refrigeration units, walk-in freezer units, locker rooms, and storerooms shall be constructed of durable, non-absorbent, light-colored and easily-cleanable materials. The junctures, between walls and floors shall be coved and sealed. In all other cases, the junctures between the walls and floors shall not present an open seam. Acoustical ceiling material should not be used in these areas.

Lighting: Lighting from permanently – fixed artificial light sources shall provide at least 20 foot-candles of light on all food preparation surfaces, at equipment or utensil-washing work levels. At least 10 foot-candles of light are required in all other areas. Shielding of fixtures and bulbs to protect against broken glass falling into foods or onto food-contact surfaces is required.

Food Contact Surfaces: All food-contact surfaces shall be constructed of easily cleanable, smooth materials and free of breaks, open seams, cracks, chips, pits, or similar imperfections. Utensils and storage containers shall be constructed of food-grade materials. Avoid enamel-plated materials.

Dry Food Storage Areas: All foods shall be stored above the floor on clean surfaces in a way that permits cleaning of the storage areas without contamination of food by splash, dust, or other means. A minimum, unobstructed storage height of six inches is required. Foods or food equipment shall not be located below exposed sewer lines. Food storage shelves or shelving units shall be constructed of smooth, easily cleanable materials. Materials, such as contact paper, or newspaper, shall not be used.

Refrigeration: Adequate mechanical refrigeration for the proposed operation shall be provided to maintain potentially hazardous foods at 41° F. or below. Thermometers shall be provided and located in all refrigeration and freezer units.

Dishwashing Facilities: A three-compartment sink shall be used if cleaning and sanitizing of equipment and utensils will be done manually. Sink compartments shall be large enough to permit the complete immersion of the equipment. Sinks shall be provided with **two drain boards**. Each compartment shall be provided with hot and cold water under pressure. If mechanical dishwashing machines are installed, they must comply with design standards set forth in the Rules and Regulations for Retail Food Establishments. State plumbing code requires the use of grease traps for most dishwashing applications.

Equipment Installation: Table-mounted equipment that is placed on tables or counter tops, less portable, shall be sealed to the table or counter, otherwise mounted on legs at least 4 inches high.

Lavatory Facilities: Lavatories (hand-washing) stations) must be conveniently located and accessible in or immediately adjacent to toilet rooms, food preparation areas, and ware-washing areas.

Restrooms: Toilet facilities for employees shall be provided and constructed according to law, shall be conveniently located, and shall be accessible to employees at all times. If restrooms are to be provided to the public they shall meet all applicable state plumbing codes.

Utility or mop sinks: In new or remodeled facilities, a utility or mop sink shall be provided for the cleaning of floors or other general facility cleaning needs.

Ventilation: All rooms shall have sufficient ventilation to keep them free of excessive heat, steam, condensation, vapors, obnoxious odors, smoke, and fumes. Ventilation systems shall be installed, and operated according to law, and, when vented to the outside air shall not create an unsightly or unlawful discharge. Some equipment may require mechanical ventilation. Check local fire codes for additional requirements.

Cross-Connection and Backflow: The potable water system shall be installed to preclude the possibility of backflow. Devices to protect against backflow and back-siphonage shall be installed at all fixtures and equipment where an air gap at least twice the diameter of the water inlet is not provided between water outlet and the flood-level rim, and, wherever else backflow or back-siphonage may occur.

Indirect Waste: Commercial dishwashing machines, dishwashing sinks, pot washing sinks, bar sinks, soda fountain sinks, vegetable sinks, ice machines, steam tables, dipper well sinks, and other similar fixtures shall be provided with indirect waste connections as required under state plumbing codes.

Employee Locker or Dressing Room Facilities: Provisions for storage of employee clothing and personal items may be required. Designated employee break areas away from food preparation, processing, and equipment-washing areas may also be required.

Garbage and Refuse: Garbage and refuse shall be disposed of in a sanitary manner at an approved frequency. Storage containers shall be cleanable, insect-proof, rodent-proof, and large enough to store all garbage and refuse. Garbage and refuse containers and compactor systems shall be stored on or above a smooth surface or non-absorbent materials such as concrete or machine-laid asphalt.

Insect and rodent control: All openings to the building shall be protected against the entrance of insects and rodents. Doors and windows shall be tight fitting, self-closing and have adequate screening.

Certificate of Compliance

Prior to opening, a completed Application for Food Establishment shall be submitted to the health department. Upon receipt of the application and appropriate fees, sanitarians will schedule pre-operational inspection(s) of the facility.

Clean Indoor Air Act

On July 1, 1990 the Illinois Clean Indoor Air Act took effect making all public building smoke -free. The Adams County Health Department encourages you to comply with this important law. If you have any questions about this Act as it applies to your business, please feel free to give us a call at (217) 222-8440.

Americans with Disabilities Act

Title III of the Act requires public accommodations to provide goods and services to people with disabilities on an equal basis with the rest of the general public. The Act covers such issues as accessibility to buildings and public restrooms. A checklist outlining the technical requirements needed to comply with the Act can be obtained from your regional Disability and Business Technical Center by calling 1-800-949-4ADA.