

CITY OF HERMITAGE  
DEPARTMENT OF HEALTH

800 NORTH HERMITAGE ROAD, HERMITAGE, PA 16148  
(724) 981-0800

**APPLICATION FOR FOOD SERVICE FACILITY PLAN REVIEW**

Chapter 151, Food Establishments, of the Rules and Regulations of the Department of Environmental Resources, issued under the Act of May 23, 1945, P.L. 926 (Act 369), requires that properly prepared plans and specifications for construction, remodeling or alteration of an eating and drinking facility must be submitted to and approved by the Hermitage Health Department before food can be prepared and served.

Please complete and submit the following information to the Hermitage Health Department:

Name of Facility: \_\_\_\_\_ County: \_\_\_\_\_  
Address: \_\_\_\_\_ City & Zip \_\_\_\_\_  
Owner's Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Name of Responsible Agent if Other than Owner: \_\_\_\_\_

Manager  Contractor  Designer  Supplier  Other  (Specify) \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Facility Information: New  Remodeled  Conversion

Type of Service: Provide a description of the proposed food and beverage service and nature of operation:  
(also attach a menu if available)

\_\_\_\_\_

Take Out  Sit Down Service

Employee Information: Provide information on number and category of workers anticipated: Total and per shift

\_\_\_\_\_

Projected Service Capacity: Seats \_\_\_\_\_ Patrons Served \_\_\_\_\_

Type of Water Supply:

Community: Yes  No ; Name of Public Water Company: \_\_\_\_\_

Non-Community: Yes  No ; Is Brief Description Form completed: Yes  No  Attached

Non-Community water supply new source sampling requirements include:

1. Organics
2. Inorganics
3. VOC's
4. Turbidity
5. Microbiological
6. Secondaries
7. Radiological

Type of Sewage Disposal:

Public: Yes  No  ; Name of System: \_\_\_\_\_  
Private: Yes  No  ; Has Sewage Disposal Permit been obtained: Yes  No   
Copy of Sewage Permit or SEO approval attached \_\_\_\_\_

Have Zoning Requirements been met? Yes  No

Have Code Requirements (electrical, plumbing, building, etc.) been met? Yes  No

Name of Solid Waste Collector (If Known) \_\_\_\_\_

Refuse Disposal Site (If Known) \_\_\_\_\_

Construction: Anticipated Starting Date \_\_\_\_\_

Anticipated Completion Date \_\_\_\_\_

Signature of Applicant \_\_\_\_\_

Date \_\_\_\_\_

Attach to Plans and Specifications and submit to:



## PLAN REVIEW CHECKLIST

The following items are of importance in the safe and sanitary operation of an eating and drinking place. Review the plan for the inclusion of these items and any others that may be necessary to the operation.

- I. Exterior to the Building
  - a. Free of litter, rodent or insect harborage
  - b. Properly drained
  - c. Dust control measures employed
  - d. Clean, enclosed refuse storage
  
2. Water Supply
  - a. Community \_\_\_\_\_ Non-Community \_\_\_\_\_
    - (1) Adequate supply
    - (2) On-site treatment required: yes \_\_\_\_\_ no \_\_\_\_\_
    - (3) Type of treatment
  - b. Hot and cold water requirements
    - (1) Adequate flow and pressure
    - (2) Cold water usage \_\_\_\_\_ GPH, estimated maximum
    - (3) General purpose hot water usage \_\_\_\_\_ GPH, estimated maximum
      - (a) Temperature
      - (b) Generation capacity and rate
    - (4) 180°F water
      - (a) Requirements \_\_\_\_\_ GPH, estimated maximum
      - (b) Generation capacity and rate
      - (c) Is recirculation required
    - (5) Steam
  - c. Ice
    - (1) Produced on site \_\_\_\_\_ purchased \_\_\_\_\_
      - (a) If purchased, Name of Vendor \_\_\_\_\_
      - (b) Storage of ice
      - (c) Handling methods
  
3. Liquid Wastes
  - a. Public Sewers: yes \_\_\_\_\_ no \_\_\_\_\_ Name of Authority \_\_\_\_\_
    - (1) Adequate
  - b. On-Site system: yes \_\_\_\_\_ no \_\_\_\_\_
    - (1) Type \_\_\_\_\_
    - (2) Effluent discharge
    - (3) Sewage system approved
  
4. Garbage and Refuse
  - a. Can or container storage area
  - b. Can or container cleaning
  - c. Garbage grinding
  - d. Incineration
  - e. Compactor

5. Insect and Rodent Control
  - a. Outer openings screened or other controls provided
  - b. Outer doors self-closing
  - c. Building rodent proof
  - d. Harborage eliminated
6. Ventilation (other than food preparation)
  - a. Toilet facilities
  - b. Dressing rooms
  - c. Storage rooms
  - d. Janitors closets
  - e. Serving and dining areas
7. Plumbing
  - a. Complies with state or local laws or national plumbing code
  - b. Location of utility service lines
    - (1) Enclosed
    - (2) Space for cleaning
    - (3) Sealed through doors, walls and ceilings
  - c. Potable water
    - (1) No cross connections
    - (2) Back flow protection
  - d. Waste water drains
    - (1) Provision for indirect waste
    - (2) Overhead protections
    - (3) Grease traps
8. Toilet and Handwashing Facilities
  - a. Adequate number
  - b. Proper location
  - c. Sanitary design
    - (1) Fully enclosed room
    - (2) Self-closing doors
    - (3) Covered waste receptacles
9. Lavatories in or near rest rooms and in food preparation area
  - a. Adequate number
  - b. Conveniently located
  - c. Tempered water
  - d. Hand drying (paper towel or hot air)
  - e. Soap dispenser
  - f. Waste receptacles
10. Dressing and locker rooms
  - a. Separate dressing rooms (not in food preparation area)
  - b. Secure storage for employee's personal effects

11. Storage
  - a. Dry
    - (1) Food stuffs
    - (2) Single service items
    - (3) Linens — clean and soiled
    - (4) Cleaning Supplies
    - (5) Toxic items
    - (6) Medication and first aid supplies
  - b. Refrigeration and frozen
    - (1) Walk-ins
    - (2) Reach-ins
    - (3) Freezers
  - c. Hot foods (140°F) or above
    - (1) Serving lines or self serve buffet
  - d. Cold foods (45°F) or below
    - (1) Salad bars or serving lines
  - e. Utensils and kitchenware
  - f. Tableware
    - (1) Clean
    - (2) Soiled
12. Equipment
  - a. Food preparation equipment installation
    - (1) Mounting (space/seal)
      - (a) Floor
      - (b) Masonry base
      - (c) Wall mounted
      - (d) Counter Equipment
      - (e) Wheeled or portable
13. Ware washing
  - a. Procedural flow
    - (1) Waste
    - (2) Wash (include pre-rinse and/or pre-soak)
    - (3) Rinse
    - (4) Sanitize
    - (5) Drainboards
  - b. Pots, pans, utensils, tableware
    - (1) Manual
    - (2) Mechanical (machine)
  - c. Carts, mobile equipment and portable items
  - d. Fire protection system (strongly recommended; a must for insurance coverage)
15. Cooking and heating (reheating)
  - a. Ranges, stoves
  - b. Steamers, ovens
  - c. No crock pots (trade name) used as cooking equipment in public eating and drinking places
16. Food display
  - a. Sneeze guards

17. Dispensing
  - a. Scoops, tongs, dippers
18. Waitress stations
  - a. Covered ice storage
  - b. Flatware storage
  - c. Wiping rag — storage
19. Living area
  - a. Complete separation from food preparation, storage, display and serving
20. Laundry facilities
  - a. Location
  - b. Vented