



Food Service Plan Review

March 2002

PLEASE NOTE: Informational Bulletins should not be used as substitutes for actual codes and regulations. Detailed information regarding codes and regulations can be obtained by calling the Code Administration Division at (307) 721-5271.

GENERAL

Food service plan review in the City of Laramie begins at the Code Administration Division. We are located in the Carnegie Building at 405 Grand Avenue.

The Environmental Health Specialist will require a complete, drawn to scale floor plan and a complete set of equipment specification sheets for review. Please be sure that all food service equipment is included in this set of specifications.

Please note that a pre-operational inspection by the Environmental Health Specialist is required prior to opening a food service establishment. Contact the division at least 24 hours before you plan to open. After the pre-operational inspection and the establishment is approved for opening, you must obtain a *Food Service License*. The license fee for a new establishment is \$100.00. The renewal fee for each subsequent year is \$50.00.

FOOD SERVICE EQUIPMENT REQUIREMENTS

- A three-compartment sink with drainboards on each side, or a commercial dishmachine is required. If the dishmachine is provided, it must be capable of washing the largest piece of equipment in your establishment (any food contact equipment that must be washed, rinsed, and sanitized). The dishmachine must be equipped with a pre-rinse or scullery sink and have drainboards on either side of the dishwashing area. If you choose to provide only the three-compartment sink, the bins must be large enough to accommodate 75% of the largest piece of equipment.
- Hand sinks are required in all food preparation areas. A good rule of thumb is to have a hand sink close enough that an employee does not have to walk any further than 25' to get to the sink. Each handsink must be equipped with soap, disposable towels, and a garbage receptacle.

- A food prep sink with at least one drainboard may be required if raw fruits/vegetables are washed or if meats are thawed. If both occur, you will need a two-compartment sink with drainboards on either side.
- A mop/service sink is required. Sink usage is not interchangeable.
- A running water dipper well is required for all bulk ice cream served.
- Liquor service bars or taverns must have a four-compartment, with one sink as a designated hand sink. An approved glass washing machine with a pre-rinse sink may be substituted for the four-compartment sink.
- Show the location of all floor drains in areas where floors are subject to wetting.
- An “air gap” is required between the sewerage system and any drains originating from equipment in which food, portable equipment, or utensils are placed. An “air gap” means that there is no direct connection between the sewerage system and the food equipment. For instance, a three-compartment sink will have a floor sink for the drainage system, and the drain line from the sink bins will not be connected directly to the sewer drain line. Technically speaking, the vertical physical separation shall be at least two times the inside diameter of the water inlet pipe above the flood rim level but shall not be less than one inch.
- Provide finish, equipment, and plumbing schedules for the kitchen area.

Refer to the *Wyoming Food Safety Rule, 2002*, for any information not provided in this bulletin. A copy can be obtained at 405 Grand Avenue, or call 721-5283.