



# Department of Resource Management

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## PLAN SUBMITTAL SUPPLEMENTAL QUESTIONNAIRE

1. **SQUARE FOOTAGE\***: \_\_\_\_\_ 2. **ASSESSORS PARCEL #**: \_\_\_\_\_

(\*entire facility including dining areas and restrooms)

### 3. **SINKS**

- Handwashing facilities provided in all food preparation and warewashing areas? \_\_\_\_yes \_\_\_\_no \_\_\_\_n/a
- Food prep sink with integral drainboard provided (min. 18"x18"x12" deep required)? \_\_\_\_yes \_\_\_\_no \_\_\_\_n/a
- Three compartment utensil washing sink with dual integral drainboards provided? \_\_\_\_yes \_\_\_\_no \_\_\_\_n/a
- Utensil washing sink compartments and drainboards capable of accommodating the largest utensil?  
\_\_\_\_yes \_\_\_\_no \_\_\_\_n/a
- Hot and cold water available at all sinks? \_\_\_\_yes \_\_\_\_no

### 4. **STORAGE FACILITIES**

- Minimum 96 linear feet of 18 inch deep shelving provided for storage of dry goods? \_\_\_\_ yes \_\_\_\_ no
  - Location shown on plans? \_\_\_\_ yes \_\_\_\_ no **Page #** \_\_\_\_\_
- Designated area, separate from food and food related items, for storage of cleaning chemicals? \_\_\_\_ yes \_\_\_\_ no
- Designated area where employees may change and store clothing and/or personal effects? \_\_\_\_ yes \_\_\_\_ no
  - Location shown on plans? \_\_\_\_ yes \_\_\_\_ no **Page #** \_\_\_\_\_

### 5. **RESTROOMS**

- Toilet room doors self- closing? \_\_\_\_ yes \_\_\_\_ no
- Handwashing sinks provided with hot and cold water through a mixing valve? \_\_\_\_ yes \_\_\_\_ no
- Equipped with exhaust fans or openable windows for general ventilation? \_\_\_\_ yes \_\_\_\_ no
- Space provided for consumption of food on the premises? \_\_\_\_ yes\* \_\_\_\_ no

\*If yes, customer restrooms shall be located such that patrons do not pass through food preparation, food storage, or utensil washing areas.

### 6. **JANITORIAL FACILITIES**

- Mop sink provided? \_\_\_\_ yes \_\_\_\_ no
- Location shown on plans? \_\_\_\_ yes \_\_\_\_ no **Page #** \_\_\_\_\_
- Mop sink faucet equipped with a backflow prevention device? \_\_\_\_ yes \_\_\_\_ no

### 7. **EXTERIOR GARBAGE AREA**

\*PLEASE COMPLETE THE BACK OF THIS FORM\*

- Securable enclosure provided? \_\_\_\_yes \_\_\_\_ no
- Location and details shown on plans? \_\_\_\_yes \_\_\_\_ no **Page #** \_\_\_\_\_
- Ground and enclosure surfaces durable and cleanable? \_\_\_\_yes \_\_\_\_ no
- Hot and cold water provided inside enclosure? \_\_\_\_yes \_\_\_\_ no
- Ground surfaces sloped to a drain connected to a sanitary sewer? \_\_\_\_yes \_\_\_\_ no

**8. PEST CONTROL**

- Exterior doors self-closing? \_\_\_\_yes \_\_\_\_ no
- Windows and vents screened with no less than (16) mesh per square inch? \_\_\_\_yes \_\_\_\_ no
- Pass-through windows? \_\_\_\_yes \_\_\_\_ no \_\_\_\_n/a
  - Dimensions of window(s) \_\_\_\_\_
  - Equipped with a self-closing screen/window? \_\_\_\_ yes \_\_\_\_no
  - Equipped automatic switch-activated air curtain? \_\_\_\_ yes \_\_\_\_no
  - Distance between window openings is greater than 18 inches? \_\_\_\_yes \_\_\_\_ no

**9. MISCELLANEOUS**

- Potable water supplied by (circle one): **city/public water district** or **private well/water system**
  - Name of City/Public Water District: \_\_\_\_\_
- Wastewater will be disposed of into (circle one): **public sewer system** or **onsite septic system**
- Salad bar or buffet service area equipped with a sneezeguard? \_\_\_\_ yes \_\_\_\_no \_\_\_\_n/a
  - Elevations of sneezeguard included in plans? \_\_\_\_yes \_\_\_\_no **Page #** \_\_\_\_\_
- Water heater: **Recovery rate** \_\_\_\_\_GPH **Power rating** \_\_\_\_\_ BTU/kW
  - Specification sheet included? \_\_\_\_yes \_\_\_\_no
- Multi-service utensils (tableware) used? \_\_\_\_ yes \_\_\_\_no
- All food preparation sinks, utensil washing sinks, ice machines, steam tables, and other similar equipment drain by means of indirect waste pipes into a floor sink or other approved receptor? \_\_\_\_yes \_\_\_\_no
- Grease trap/interceptor located separate from food and utensil handling areas? \_\_\_\_ yes \_\_\_\_no \_\_\_\_n/a
- Floor sinks located so that they are readily accessible for inspection, cleaning, and repair? \_\_\_\_yes \_\_\_\_no
- All food and utensil-related equipment commercial grade and certified for sanitation (NSF or equivalent)?  
\_\_\_\_yes \_\_\_\_no
- Light fixtures located where food is prepared, where open food is stored or where utensils are cleaned are constructed of shatterproof materials or protected with shatterproof shields that are easily cleanable?  
\_\_\_\_yes \_\_\_\_no
- HVAC system provided to ensure adequate ventilation throughout facility? \_\_\_\_yes \_\_\_\_no

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_