



**ANNE
ARUNDEL
COUNTY**

MARYLAND
DEPARTMENT OF HEALTH

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Annapolis, Maryland 21401
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Frances B. Phillips, R.N., M.H.A.
Acting Health Officer

January 30, 2018

Bay Village Assisted Living, LLC
C/O John Degen
839 Bestgate Rd, Suite 400
Annapolis, MD 21401

RE: Bay Village Assisted Living
Permit#: BLD18-0027
FSF#: 0020093373

Dear Mr. Degen,

The Anne Arundel County Department of Health has received a submittal for the proposed Food Service Facility to be located at 979 Bay Village Dr, Annapolis, MD 21401.

A preliminary plan review was conducted and the following information is needed before final review can be concluded and the building permit can be released.

1. Provide a menu of all food items to be prepared and served at the facility.
2. Indicate the opening date of the food service facility. The pre-opening inspection must be scheduled two weeks prior to your expected opening date.
3. Provide the name, address and daytime telephone number of the contact person responsible for the Hazard Analysis Critical Control Point (HACCP) plan review. The Department of Health will schedule a HACCP plan review to evaluate and document the food processes including receiving, storing, thawing and preparing of food and the critical control points of the food service facility operation. The HACCP plan must provide steps to prevent cross contamination of raw foods from ready to eat foods.
4. Provide a scaled floor plan showing the general layout of the food service facility, the location of all food service equipment, hand sinks, three compartment sinks, food preparation sinks, food preparation areas, ware washing areas, bar and beverage preparation areas, food

storage areas, rest rooms, customer seating, walk-in refrigeration and freezer units, toxic storage areas, janitor's or utility closet and outdoor trash storage and disposal areas. Hand sinks are required in each food preparation, processing, utensil washing, bar and beverage preparation and restroom areas. The floor plan must provide adequate barriers to separate raw food preparation, handling and storage from ready to eat foods. The floor plan must show adequate refrigeration, cold holding, ice baths or blast chillers to cool foods within the prescribed time limits. **There is a café shown on the overall plans, but there is not an equipment plan and schedule provided for this location in the facility.**

5. Provide cut sheets including the manufacturer name, model number and item number of all food service equipment. All food service equipment must meet one or more of the following design standards: National Sanitation Foundation (NSF) or an NSF-equivalent certification from: the Etlsemko division of Intertek Group PLC (Intertek ETL SEMKO); Canadian Standards Association (CSA); Underwriters Laboratories (UL); Baking Industry Sanitation Standards Committee; National Automation Merchandizing Association; or International Association of Milk and Food Sanitarian's 3-A Sanitary Standards.
6. Indicate the type of thermometers that will be provided. Thermometers are required in all refrigeration, freezer and hot storage equipment used for potentially hazardous foods. Thermometers must be accurate, easily readable, in proper working condition, calibrated and graduated in plus or minus 2 degrees Fahrenheit.
7. Provide the finish schedules for the floor, wall and ceiling surfaces throughout the food service facility. **FLOORS:** Indicate the type of floor materials that will be used throughout the food service facility. Floor surfaces in food preparation, food processing, food storage, utensil washing, dressing, locker and restroom areas and walk-in refrigerator and freezer units must be constructed of epoxy, sealed concrete, quarry tile, ceramic tile, commercial grade continuous sheet vinyl or similar material that makes the floor smooth, easily cleanable and durable. Carpet tiles are not allowed in areas where liquid food products are served, stored or displayed. **WALLS:** Indicate the type of wall materials that will be used throughout the food service facility. Wall surfaces must be constructed of a material that is smooth, washable and water and grease resistant to the highest level of splash or spray in food preparation, food storage, utensil washing and restroom areas. **CEILINGS:** Indicate the type of ceiling materials that will be used throughout the food service facility. Ceiling materials in food preparation, utensil washing areas, bars and beverage stations must have a smooth, easily cleanable surface, may not contain fiberglass backing and must be non-perforated. Exposed construction, such as exposed floor and ceiling rafters, trusses or beams, utility ducts and lighting must be limited to dry food storage areas or dining areas.
8. Indicate how food will be protected from contamination. Provide a cross section drawing showing of the elevation of the sneeze guard to demonstrate compliance with NSF standards. Sneeze guards are required where open, unwrapped food is placed on display or is exposed during preparation or service. Sneeze guards must be sufficiently designed to provide a physical barrier to protect unwrapped, open food from contamination. **The sneeze guards shown do not provide adequate coverage as shown.**
9. An adequate number of hand sinks must be located within each food preparation and utensil washing areas. An additional hand sink is required in the main kitchen by the soda area. Specify and show on plans.

10. Indicate how hand sinks will be separated from food service equipment, food preparation areas, or ware washing areas or provided with splash guards to protect food from contamination.
11. Provide a plumbing floor plan and riser diagram that shows the supply and waste lines for three compartment sinks, dishwashing machines, food prep sinks, hand sinks, food preparation tables or counters containing sinks, steam tables, condensate lines, steam kettles, ice machines, drink stations, beverage dispensers, dipper wells, and similar types of equipment in which food, utensils, or food portable equipment are placed. All food service equipment must be designed as an individual waste line; may not be manifold or interconnected; and may not be directly connected to the drainage system. Each waste pipe must discharge into an open floor sink (12 inch x 12 inch) that is flush with the floor; accessible for cleaning and inspection; properly trapped, vented and provided with a one-inch air gap. **THESE REQUIREMENTS ARE IN ADDITION TO THE GENERAL PLUMBING REQUIREMENTS OF THE ANNE ARUNDEL COUNTY PLUMBING CODE. The kitchen plumbing plans show several funnel floor drains, while the plumbing plans show floor sinks in the areas of the in-counter sinks and beverage stations. Clarify what is proposed and note that the funnel floor drains do not meet the above requirements.**
12. Confirm that all waste lines for three compartment sinks, dishwashing machines, food prep sinks, hand sinks, food preparation tables or counters containing sinks, steam tables, condensate lines, steam kettles, ice machines, drink stations, beverage dispensers, dipper wells, and similar types of equipment in which food, utensils, or food portable equipment must be designed as an individual waste line; may not be manifold or interconnected; and may not be directly connected to the drainage system. Each waste pipe must discharge into an open floor sink (12 inch x 12 inch) that is flush with the floor; accessible for cleaning and inspection; properly trapped, vented and provided with a one-inch air gap.
13. Indicate the design of the three compartment sink. The three compartment sink must have two integral drain boards. **Disposers attached to three part sinks are not approvable.**
14. Indicate if the three compartment sink will be used for tasks other than ware washing such as washing produce or thawing food. If these tasks are anticipated, indicate that the three compartment sink will not be equipped with an automatic chemical dispenser.
15. Indicate that all floor sinks and waste receptacles under case work will be placed at the leading edge of the food service equipment and will be accessible for cleaning and inspection.
16. Indicate how the water supply will be protected from contamination. All indoor and outdoor threaded hose bibs must be equipped with a proper backflow prevention device. All food service equipment that is directly connected to the potable water supply system must be equipped with an appropriate backflow prevention device to prevent contamination of the water supply.
17. Indicate the location of the mop sink, mop/broom rack, and mop bucket storage.
18. Indicate how toxic chemicals, cleaners and poisonous materials will be stored. Toxic and poisonous materials must be maintained separately from food storage, food preparation, food

equipment, utensil washing and utensil storage to prevent contamination of food and food equipment or from posing a hazard to employees or customers. Toxic and poisonous materials must be prominently and distinctly marked or labeled for identification purposes.

19. Food waste grinders or garbage disposals must will not be connected to a sink drain that is used for food or ware washing. Food waste grinders shall be connected and trapped separately from other fixtures or sink compartments/drainboards. Food waste grinders must also be constructed to meet City of Annapolis Pretreatment Program's requirements. Contact Cindy Tait, City of Annapolis Pretreatment coordinator at (410) 263-7946 for more information.
20. Provide drawings and specifications of ventilation hoods over cooking, steaming and dishwashing equipment. Ventilation hoods must have a 12 inch overhang on all open sides or an 18 inch overhang if equipment has a pull out drawer like a charbroiler. Ventilation hoods must be designed to meet 20 cubic feet per minute as measured at the cooking surface. A field test using a smoke candle will be performed during the pre-opening inspection to determine whether the ventilation hood is capable of meeting this standard. **There are induction cookers shown on plans without the proper hood/ventilation system overhead. Specify and show on plans the proposed hood over the induction burners.**
21. Indicate whether over-shelves will be located over cooking equipment. Equipment or over-shelves may only be located above cooking equipment when deflectors or the design of the over-shelf prevents grease from condensing on the bottom of the over-shelf and contaminating the food below and the hood's ability to capture grease vapors and smoke is not impaired. Deflectors must meet NSF or equivalent standards.
22. Indicate how counters/cabinets will be installed at your food service facility. All counters and cabinets must be, a. elevated on 6 inch legs, b. open on the business side, c. on casters, or d. completely sealed to 1/32 inches. Indicate how sewage drains will be configured beneath counters and cabinets. All sewage drain lines must be exposed if sewage drain lines are located under boxed cabinetry and the cabinetry must be sealed from other cabinetry to prevent the overflow of sewage.
23. Indicate the materials that will be used in trash and grease storage areas and dumpster areas. Trash and grease storage areas used for trash containers, grease barrels and dumpsters must be located on a grease-resistant, durable surface such as sealed asphalt or a sealed concrete pad.
24. Indicate how lighting will be shielded in food preparation, food storage, food service and utensil/dishwashing areas. All lighting must be shielded, rough-skin coated or shatterproof to protect food from contamination. This includes track and recess lights.
25. Indicate the amount of lighting that will be provided inside of the food service facility. A minimum of 50 foot-candles must be provided on all work surfaces, in food processing/food preparation areas; 20 foot -candles in walk-in refrigerators and freezer units, ware washing bar and storage areas at 30 inches above the floor surface and 20 foot-candles in restrooms, locker rooms and garbage storage areas.

26. Indicate how food will be stored. Containers are required for the storage of all food items such as bulk bins or food storage containers and made of a food contact material. Containers of food and exposed food must be elevated to a height of 18 inches or higher above floor surfaces. The bottom shelf of a shelving unit intended for storing open foods or utensils must be at least 18 inches from the floor. Metal beverage containers, cased food packaged in cans, glass or other waterproof containers are exempt from this requirement.
27. Indicate the type of materials proposed for all food preparation and food contact surfaces. Food preparation and food contact surfaces must be non-porous, non-absorbent, non-toxic and constructed of a food contact approved material such as stainless steel.
28. Indicate the type of shelving that will be provided in the walk-in refrigeration and freezer units and in storage areas.
29. Indicate how stationary food equipment will be installed to allow ease of cleaning on all sides. Stationary food equipment including walk-in coolers, proofers, rack ovens, floor mixers and floor-mounted equipment must have sufficient space to allow for cleaning or must be sealed with an acceptable sealant such as caulk or flashing to the wall, floor and other food service equipment surfaces to a gap no greater than 1/32 of an inch. Counter or tabletop equipment that weighs greater than 80 pounds must be sealed in place or placed on 4 inch legs to facilitate cleaning. All custom millwork must be sealed to 1/32 of an inch.
30. Openings into the building are effectively protected against the entrance of insects and rodents by:
 - a) Doors that are:
 - i) Tight; and
 - ii) Self-closing;
 - b) Screening on windows, doors, skylights, transoms, and other openings, which is:
 - i) Tight-fitting;
 - ii) In good repair; and
 - iii) Made of material that is not less than 16-mesh to the inch or equivalent.
31. This facility is located in the City of Annapolis. You must pay a plan review fee of \$750.00 directly to the Anne Arundel County Health Department.
32. Except when required by building design, waste pipes and fixtures are:
 - a) Not located over food storage, preparation, or serving areas; and
 - b) Where installed over food storage, preparation, or serving areas, food is protected by one or more of the following:
 - i) Pipe joining methods that will preclude leakage;
 - ii) Using wall-mounted fixtures;
 - iii) Limiting the number of pipe joints;
 - iv) Pressure testing the piping;
 - v) Thermally insulating pipes to prevent condensation; and
 - vi) Installing integral seepage pans or pipe sleeves.
33. What activity will take place in the kitchen support area by the employee break room?

NOTE: 1. Further comments may be made contingent upon answers to these comments.

Please submit this information as soon as possible so a final review can be made. This information must be submitted to the City of Annapolis Planning and Zoning and the Anne Arundel County Health Department.

For more information regarding plan review requirements and step by step instructions for food service facilities undergoing new construction, remodeling or alterations, please visit our website at <http://www.ahealth.org/programs/env-hlth/food/food-const-plan-review-steps>.

If you should have any questions regarding this matter, please contact me at 410-222-7036 or hdwhit44@aacounty.org.

Sincerely,

Julianna White, R.E.H.S.
Housing & Food Protection Services
Bureau of Environmental Health

Cc: Grant Architects