



CONSTRUCTION GUIDELINES FOR WHOLESALE PREPACKAGED *WAREHOUSES*



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Introduction

This construction guide is for any person wanting to construct or remodel a prepackaged wholesale warehouse in Orange County. This guide provides an overview of the plan check process, a checklist, and an outline of all the structural details that this Agency requires for a prepackaged wholesale warehouse. A separate guide is available for wholesale food facilities which process or repackage foods. Please contact us if you are unsure about your particular type of facility.

First, let's take an overview of the Environmental Health Plan Check process from the beginning to your grand opening:

Plan Check Process Overview

Plan Submittal

Before beginning any construction or remodeling work, you must submit three (3) copies of detailed plans/blueprints and specifications to the Environmental Health office (see below for plan specifics). The plans may be prepared by an architect, draftsman, contractor or owner. All plans must be drawn in a professional manner encompassing all applicable requirements of this construction guide. In addition, you must obtain all approvals from your local building and fire authorities prior to construction.

Plan Check Fee

A plan check fee must be paid at the time of submittal. The fee is based upon square footage and whether it is new construction or a remodel. Current fee schedules are available on our website www.ocfoodinfo.com and by request.

Remodels of prepackaged wholesale warehouse also require plan review and submittal of the associated fee. A remodel is any construction or alteration to an existing prepackaged wholesale warehouse. Remodeling also includes the installation of equipment or repairs to a facility which alters its configuration or method of operation. Installing a warehouse in a new structure or in an empty building is new construction. Also, installing a prepackaged wholesale warehouse in a former non-food related facility, such as a shoe store, falls under the new construction category. If you are starting from a former prepackaged wholesale warehouse where all the equipment and interior structures have been removed, that also is considered new construction.

Initial Plan Review

Plans that are submitted will be reviewed and approved as submitted, approved with corrections, or denied. In order for plans to be approved, they must include all the information regarding structural requirements that are listed in this guide, and the plans themselves must be drawn to scale (e.g., $\frac{1}{4}'' = 1'$), using non-erasable ink or print (no pencil). Your plans must include:

- ✓ Complete floor plan with plumbing, electrical outlets and electrical panels.
- ✓ Complete equipment layout, including elevations of equipment and equipment specifications.
- ✓ Finish schedule for walls, ceilings and floors that indicates the type of material, surface finish and color. Samples of proposed finish materials should be submitted with the plans.
- ✓ Remodel plans must identify all proposed changes to existing structures, spaces and equipment.
- ✓ A site plan showing the proposed rubbish and food waste storage receptacle location.

Approval or Denial

If the plans you submit do not contain all the information regarding meeting the requirements, additional information will be required and the plans may have to be revised before approval is granted. If your plans meet all the requirements, your plans will be marked with approval stamps and you will be given back two sets of the originals that you submitted. One of these copies must be kept at the jobsite up until the end of the construction/remodel project. It is only *after* you receive the approval of your plans that you can begin construction/work at your facility.

Modification of Plans

If any changes are proposed to the plans *after* approval, they must be reviewed and re-approved by this Agency prior to being implemented.

Preliminary Inspection

When construction is approximately 75% to 80% completed with plumbing, and rough equipment installed, you must call your Plan Checker (the person indicated on your approved plans) for a ***preliminary construction inspection***. Requests should be made at least two (2) working days prior to the date of inspection requested. The preliminary inspection is usually scheduled at least two weeks prior to the proposed opening of the food facility. Note that approved materials and approved workmanship are significant factors in the evaluation and field approval of food facility construction and equipment installation.

Final Inspection

Upon completion of 100% of the construction, including all finishing work, you must call your Plan Checker to arrange for a ***final construction inspection***. Contact your Plan Checker at least two (2) working days in advance for an appointment for the final inspection.

Issuance of Permit

Once your facility has passed the final inspection, you will be issued a Health Permit. You are then able to open for business or begin using the newly remodeled areas of your business.

CHECKLIST GENERAL CONSTRUCTION & EQUIPMENT REQUIREMENTS

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PREPACKAGED WHOLESALE WAREHOUSE GENERAL STRUCTURAL REQUIREMENTS

1. FLOORS

- a. Floors in prepackaged warehouses shall be smooth and impervious to water, grease and acid, and be made of easily cleanable construction.
- b. Concrete floors are to be sealed with approved, *clear*, penetrating, grease, oil and acid resistant sealer.

2. WALLS / CEILINGS

Walls and ceilings in restrooms and around janitorial facilities shall be smooth and nonabsorbent with washable finish such as: gloss or semi gloss enamel, epoxy, varnish or other equivalent washable finish.

3. RESTROOMS

Toilet facilities are required within each warehouse for use by the employees.

NOTE: If there are five (5) or more employees, separate toilet facilities for each sex may be required by the local building department.

4. LIGHTING

Food storage areas, janitorial facilities, refrigeration storage rooms and toilet rooms shall be provided with light.

5. VERMIN CONTROL

- a. All buildings shall be insect and rodent proof. Compliance will be determined at the time of the field inspection but generally, no gaps or spaces large enough for insect or rodent entrance are permitted. Weather-stripping and adding self closing devices to entrance doors and sealing gaps around piping will prevent vermin entrance from the outside.
- b. All operable windows must be screened with not greater than 14 mesh screening.

6. WATER AND SEWAGE DISPOSAL

All liquid waste including sewage, generated by a warehouse shall be disposed of in an approved manner into either a public sewer system or to an approved private onsite disposal system.

SUPPLEMENTAL INFORMATION FOR PREPACKAGED WHOLESALE WAREHOUSES

The information below contains specifications required by the State Department of Health, local building departments, and local fire departments. The following are excerpts from Building, Fire or Mechanical Codes or are part of the Good Manufacturing Practices. This information is being provided to assist you in obtaining registration or permits from these other agencies. Please contact each respective department to confirm current requirements and to ensure that you will be in compliance with all applicable codes.

1. REFRIGERATION

- a. All refrigeration units shall be adequate in capacity to the needs of the proposed operation and shall comply with the following requirements:
 - (1) Be capable of operating so as to maintain the refrigerated foods at or below 41° Fahrenheit at all times.
 - (2) Be specifically constructed for commercial use. Domestic model refrigeration units are not constructed for commercial use and do not meet the ANSI certified sanitation standards, such as NSF International Food Service Equipment.
 - (3) Be provided with an accurate, readily visible thermometer.
 - (4) Have smooth, nonabsorbent and easily cleanable interior and exterior surfaces. If cement, plywood, or other similar absorbent materials are used, the surfaces must be sealed. All joints must be sealed.
 - (5) Condensate waste from reach-in refrigeration units may be drained into a floor sink or an approved evaporator unit.
 - (6) Cooling coils and related electrical, drainage and refrigerant lines shall be installed in a safe and easily cleanable manner. Drainage and refrigerant lines shall be constructed of nontoxic materials or properly insulated and covered with an approved, easily cleanable and nontoxic material.

- b. Walk-in refrigeration units shall also:
 - (1) Have a coved base with a radius of at least 3/8 inch at the floor/wall juncture; the floor material shall extend up to a height of at least four (4) inches on the walls. Four (4) inch approved metal topset coving with a minimum 3/8 inch radius is acceptable against metal wall surfaces of walk-in refrigeration units.
 - (2) Open into an area with approved finishes within the facility. Refrigeration units may not open to the customer area or directly outside, with the exception of customer self-serve, prepackaged refrigeration units.
 - (3) Have condensate waste drained into a floor sink. The floor sink is not to be located inside the walk-in refrigeration unit.
 - (4) If cement, plywood or other similar absorbent materials are used, the surfaces and joints must be sealed.

2. FLOOR SINKS

- a. All condensate and similar liquid waste shall be drained by means of indirect waste pipes into an open floor sink or approved receptacle.
- b. Drain lines must be installed, constructed and maintained to be easily cleanable and prevent the harborage of insects. Installing horizontal runs of drain lines at least 1/2 inch from the wall and six (6) inches off the floor will accomplish this task. All drain lines must terminate at least one (1) inch above the overflow rim of the floor sink to provide an air gap.
- c. Floor sinks shall be located so that they are readily accessible for inspection, cleaning and repair. The floor sink must be located close enough to the equipment being drained to facilitate proper drainage. Typically, this distance is within 15 feet.
- d. Waste lines may not cross any aisle, traffic area or door opening.
- e. Floor sinks or floor drains are not permitted inside walk-in refrigeration units.

3. JANITORIAL SINK

- a. A one-compartment, non-porous janitorial sink or mop basin with hot and cold running water shall be installed for general cleanup activities.
- b. A curbed area properly sloped to a drain that is provided with hot and cold running water, a mixing faucet, and an approved backflow prevention device, is also acceptable. All curbed area surfaces shall be non-porous.

4. GENERAL PURPOSE HOT WATER

Provide a water heater which is capable of constantly supplying hot water at a temperature of at least 120°F to all sinks and other cleanup facilities. A 10-gallon water heater is typically suited to meet this demand in a prepackaged food facility.