

must be provided with easily accessible quick-disconnects, or the utility lines shall be flexible and of sufficient length to permit movement for cleaning, and supplied with keeper chains.

19. All refrigerators and freezers shall have indicating thermometers.

20. All counters and food display areas shall be adequately protected by use of sneeze guard devices, protective cases, or other approved displays (in retail sales area).

21. Contracting of services by a licensed pest control operator is required.

#### Lavatory

- Easily cleanable, covered waste paper receptacles shall be provided.
- Ventilation fans or similar devices shall be installed to eliminate obnoxious odors.
- Doors must be self-closing.
- Signage must be provided stating "Employees must wash hands before returning to work," (or similar).

**\*\*\*EQUIPMENT SPECIFICATION SHEET MUST BE SUBMITTED\*\*\***

**PLAN REVIEW IS REQUIRED. THIS DEPARTMENT HAS UP TO 30 DAYS TO REVIEW PLANS PURSUANT TO LAW.**

**PLEASE DELIVER TWO (2) SETS OF PLANS, SEALED BY ARCHITECT WITH COPY OF ZONING APPROVAL LETTER TO THE HOBOKEN HEALTH DEPARTMENT, 3<sup>RD</sup> FLOOR, CITY HALL, 94 WASHINGTON STREET, HOBOKEN, NJ.**

#### Include the following:

- Intended menu, anticipated amount of food to be stored, prepared, and sold or served;

- Proposed layout, mechanical schematics, construction materials, and finish schedules;
- Proposed equipment types, manufacturers, model numbers, locations, dimensions, performance capacities, and installation specifications;
- Proposed program of training for the persons in charge and food employees pertaining to protecting public health and the safety and integrity of food; and
- Other information that may be required by the health authority for the proper review of the proposed construction, conversion, or modification, and procedures for operating a retail food establishment.

▶◀▶◀→IMPORTANT!←▶◀▶◀◀

**ZONING APPROVAL MUST BE OBTAINED FIRST. FOLLOWING HEALTH DEPARTMENT PLAN REVIEW, PLAN REVIEW AND PERMITS MUST BE ACCOMPLISHED IN THE BUILDING DEPARTMENT AS WELL. ALL OTHER REQUIRED APPROVALS MUST BE MET PRIOR TO OPENING (All Code Inspections, Zoning Inspection, Health Inspection and license, Certificate of Occupancy, etc.)**

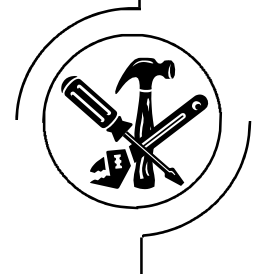
Hoboken Health Department  
Health Officer Frank S. Sasso

124 Grand Street  
Hoboken, NJ 07030

Phone: 201-420-2375  
Fax: 201-420-7862



## Guide to Retail Food Establishment Construction and Remodeling in the City of Hoboken



**Mayor Dawn Zimmer**

Leo Pellegrini, Director of Health and Human Services  
Hoboken Health Department  
Frank S. Sasso, Health Officer

**Tel: 201-420-2375**

## GUIDE TO RETAIL FOOD ESTABLISHMENT CONSTRUCTION AND REMODELING IN THE CITY OF HOBOKEN

1. Floor surfaces in kitchen, in all other rooms and areas in which food is stored or prepared, in which utensils are washed, and in locker rooms and toilet rooms, shall be of smooth, non-absorbent, easily cleanable materials.



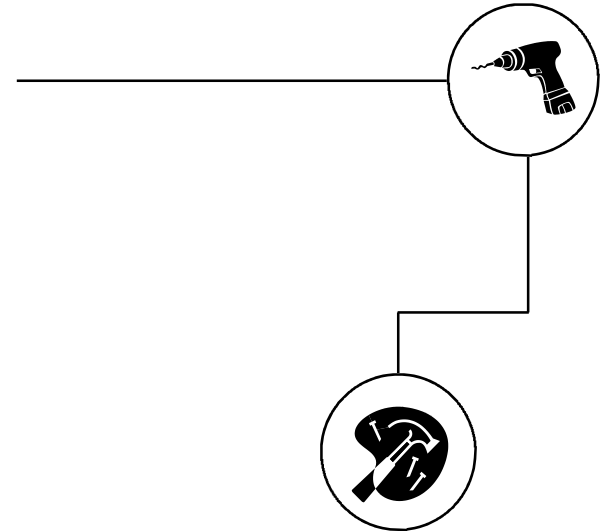
*Two sets of plans must be submitted to the Health Department. Be sure to include plumbing and ventilation risers.*

2. Sidewalls of all food preparation, utensil washing and hand washing rooms or areas shall have light colored, smooth, easily cleanable surfaces. Behind cooking equipment, grills, stoves, sinks, surfaces shall be

washable up to at least the highest level reached by splash or spray.

3. Floor/wall bases shall have cove molding to prevent open spaces or cracks.
4. Ceiling in food preparation areas shall be of smooth, non-absorbent material. Use of laminated, non-fissured lay in panels is acceptable.
5. Refrigerator units condensate shall discharge into an open, accessible waste sink or floor drain which is properly trapped and vented.
6. Permanently fixed light sources shall provide at least 50 foot-candles of light on all preparation surfaces, utensil washing levels and cooking equipment.
7. Bulbs of lighting fixtures shall be protected through the use of effective devices such as shields, guards, sleeves, coatings or covers.

8. Under the counter shelving shall be of a smooth, non-absorbent material. Contact paper and/or foil are prohibited.
9. Counter tops intended for cutting upon must be of smooth, non-absorbent material which is free of crevices and cracks. Hard maple wood and non-toxic plastic material are acceptable.
10. A three compartment sink is required even if a dishwasher is to be installed. Each individual compartment must be large enough to totally submerge the largest piece of movable equipment to be washed.
11. For cleaned kitchenware, an air drying rack is to be provided.
12. A hand washing sink must be provided in all food preparation areas. Sinks must be conveniently located to allow for expeditious hand washing by all employees. Hand washing sink locations must include soap and paper towel dispensers.
13. At least one utility sink or curbed cleaning facility with a floor drain shall be provided. This shall not be located in a food preparation, storage or dish washing area.
14. A grease trap (interceptor) must be provided.
15. An exhaust hood is required above cooking equipment, which is properly vented to the roof. All hood areas must have a fire suppression system as required by code.
16. Shelving for dry storage must be installed so that easy access is available for floor cleaning.
17. Cleaning equipment, brooms, mops, etc. must be stored above the floor.
18. Fixed/stationary equipment will be tight to the floor and wall, or elevated and separated to permit easy cleaning. Other equipment must be mounted on approved casters or wheels to facilitate moving, cleaning, etc. Wheeled equipment



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