



## CO Checklist for New and existing Facilities

City of Plano Municipal Center

Environmental Health Department, 1520 K Avenue, Suite 210, Plano, TX 75074

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### **There is a \$75 re-inspection fee after first inspection**

1. Prior to walk thru facility must be:

- Annual Health fee must be paid with completed application
- Clean
- Free of construction debris
- Hot/cold running water at all fixtures (100° for all sinks)
- Fill 3 compartment sink ¼ full of water in each sink for drain test
- Electricity throughout facility
- All MEP's and backflow finals must be cleared in building inspections department
- All cold equipment holding 40° F with thermometers inside all units; freezer 0° F
- Signage: (no smoking signs on front door) No smoking within 25 feet, Symbol only on back door and restroom doors.
- Trash can with lids in restrooms.

2. Walk thru: Schedule with Health Plans Reviewer

- Facility should be ready to turn on Open sign
- Check all finishes for compliance
- Check equipment specifications (NSF & ANSI) all commercial equipment; no residential allowed.
- Add grease trap size to inspector
- Owner Responsibilities
  - Grease trap cleaning schedule
  - Certified Food Manager on site at all times
  - Food Handler training
  - Pest Control Service