



**Community Services Department • Services communautaires**

*Community Bylaw Enforcement Services • Services d'hygiène du milieu*

*18-30 Fort Street • 30 rue Fort • Winnipeg • R3E 3L6*

*Tel./Tel. (204)986-2234 • Fax/Telec. (204)986-4094 • [311](#)*

## **CONSTRUCTION & DESIGN CRITERIA**

### **FOOD SERVICE ESTABLISHMENT BY-LAW 5160/89**

*September 2010*

## PURPOSE

This guide is meant to assist applicants in understanding the criteria, to construct or renovate a Food Service Establishment (e.g. restaurant, caterer, bakery, retail food store...).

*“Whenever a food service establishment is constructed or remodeled, and whenever an existing structure is converted for use as a food service establishment, properly prepared plans and specifications for such construction, alteration, remodeling, or conversion shall be submitted to One Stop Plan Approval located at Unit 31 – 30 Fort Street. The plans and specifications shall indicate the proposed layout, equipment arrangement, mechanical plans and construction materials and finishes to be used, and the type, model and location of proposed equipment and facilities.”*

## CONSTRUCTION REQUIREMENTS:

### FLOORS

- ❖ Floor and floor-coverings of all food preparation areas, equipment and utensil washing areas, walk-in-refrigeration units and washrooms shall be constructed of smooth, durable material which is either seamless or with seams that are heat-sealed or chemically bonded. All floors and floor coverings shall be maintained in a clean condition and in good repair. An approved anti-slip covering may be used where necessary for safety.
- ❖ The floor covering in food preparation areas, utensil washing areas and washrooms shall be covered up the wall to a height of not less than 10 centimeters (4 inches) and sealed. (Rubber baseboards are not permitted)

### Floor Finishing (X – required)

EXAMPLES OF APPROVED FLOOR COVERINGS	VINYL TILES	QUARRY TILE	SEALED CONCRETE	POURED SEAMLESS	COMMERCIAL SHEET VINYL (SEAMLESS)
Kitchen		X	X	X	X
Dishwashing		X	X	X	X
Dry Storage	X	X	X	X	X
Serving	X	X	X	X	X
Washroom		X	X	X	X
Change Room	X	X	X	X	X
Bar		X	X	X	X
Janitor Closet	X	X	X	X	X
Walk-In Refrigerator Unit		X	X	X	X

## Coving



## WALL & CEILING FINISHES

Walls, partitions and ceilings of walk-in refrigerating units, food preparation areas, equipment and utensil washing areas and toilet rooms shall be primarily light coloured, smooth, non-absorbent and easily cleanable (acoustic ceiling tiles are not permitted). Concrete blocks used for interior wall construction shall be finished and sealed to provide an easily cleanable surface. All wall and ceiling surfaces shall be maintained in a clean condition and in good repair and finished to the satisfaction of the Public Health Inspector.

WALL FINISHES	GLAZED SURFACE	CONCRETE FILLED EPOXY PAINT	DRYWALL TAPED EPOXY PAINT	PLASTIC/FIBREGLASS WALL PANELS	STAINLESS STEEL OR ALUMINUM
Kitchen a) Cooking b) Food Preparation	X	X	X	X	X
Dishwashing	X	X	X	X	X
Dry Storage	X	X	X	X	X
Serving Area	X	X	X	X	X
Washroom	X	X	X	X	X
Change Room	X	X	X	X	X
Janitor Closet	X	X	X	X	X
Walk-In Refrigerator Unit (enamelized steel)	X			X	X

Ceilings	Fibre Board Plastic Coated Non-Perforated	Metal Clad	Drywall Epoxy Painted	Glazed Surface	Plastic Laminate Panels
All Areas	X	X	X	X	X
Walk-In Refrigeration Unit		X		X	X

**NOTE: A SOLID CEILING SURFACE IS REQUIRED IN PRODUCTION AREAS OF BAKERIES.**

## EQUIPMENT DESIGN AND INSTALLATION

- ❖ All kitchen equipment must be of commercial quality, preferably with the National Sanitation Foundation (N.S.F.) approval or equivalent, and comply with all sections of the By-Law regarding clean ability and durability.
- ❖ All floor mounted equipment, unless it is sealed directly to the floor, or weighs more than 23 Kg. (50 lbs.) and is not readily moveable, must be mounted on legs a minimum of 15 centimeters (6 inches) in height.

**NOTE:** It is recommended that wherever possible, large pieces of equipment should be mounted on wheels to improve access for cleaning purposes. Gas lines on portable units should have approved flex tubing with safety chains to ensure portability. ***Under no circumstances should gas lines, drain lines or other permanent attachments be mounted beneath equipment unless the height off the floor for these appurtenances is at least 15 centimeters (6 inches).***

- ❖ All pieces of equipment that are not readily moveable and are located adjacent to a wall, must be installed in a manner that permits easy cleaning beside/behind the unit (ie. enough unobstructed space for access by cleaning personnel and their cleaning equipment) and also to provide accessibility when working.
- ❖ All table mounted equipment that is not readily moveable (in excess of 23 kg. or 50 lbs.) and is not sealed to the table must be installed on legs not less than 10 cm. (4 inches) in height.

## KITCHEN PLUMBING FACILITIES

### Hand basin

A hand wash basin provided with hot and cold running water under pressure tempered by means of a mixing valve or combination faucet and a wall mounted soap dispenser and single use towel dispenser is required, conveniently located in the food preparation area.

### Manual Dishwashing

A stainless steel, three (3) compartment sink, conveniently located, shall be provided.

The sink compartments must be large enough to permit the accommodation and total submersion of the equipment or utensils to be washed and sanitized.

In addition, a drain board/wall drip rack of adequate size must be installed to allow air drying.

### Mechanical Dishwashing

A commercial type dishwasher/glass washer with "N.S.F." certification or equivalent is required.

**NOTE:** Mechanical dishwashers are required in restaurants with seating capacities of fifty (50) or more, and where re-useable utensils are used.

## **WASHROOM FIXTURE REQUIREMENTS** – refer to the Manitoba Building Code.

Each toilet room or compartment shall:

- Have privacy of approach
- Have signs posted designating user gender
- Not open directly into any room where food or utensils are handled or stored
- Be easily accessible to the persons using them and so located that patrons will not have to pass through any area where food and utensils are prepared, handled or stored in order to gain access to the room or compartment.

Adequate ventilation shall be provided. Where openable windows are not available, mechanical ventilation systems are required. Self-closing doors shall be provided.

## **MISCELLANEOUS REQUIREMENTS**

### **Changing Rooms**

Changing rooms are required for staff. Where more than five (5) employees are on duty at any one time, two changing rooms are required – one for female employees and one for male employees. Changing rooms shall not be used for food preparation, or food and utensil storage.

### **Ventilation & Exhaust Systems**

Must be installed in accordance with the regulations of the Mechanical Branch of the City of Winnipeg or other applicable Provincial regulations. A commercial hood and extractor fan are required over all deep fat fryers, broilers, ranges, griddles, steam cookers, steam-jacketed kettles and similar equipment that give off grease, oil, excessive heat, steam or obnoxious odours.

### **Lighting**

All lighting fixtures must be properly shielded in kitchens, dishwashing areas, storage areas and display units to protect against broken glass falling into food.

**NOTE:** Approved plastic coated bulbs or covered fluorescent tubes are acceptable:

- 50 foot candles (540Lx) for food/drink preparation areas and equipment and utensil washing areas.
- 20 foot candles (216Lx) for storage areas and in handwashing and toilet areas.

### **Insects and Rodent Control**

- 1) All outer openings are to be screened or have other adequate controls ie. proper application of air current devices.
- 2) All outer doors must be self closing and tight fitting.

### Below Grade Occupancy

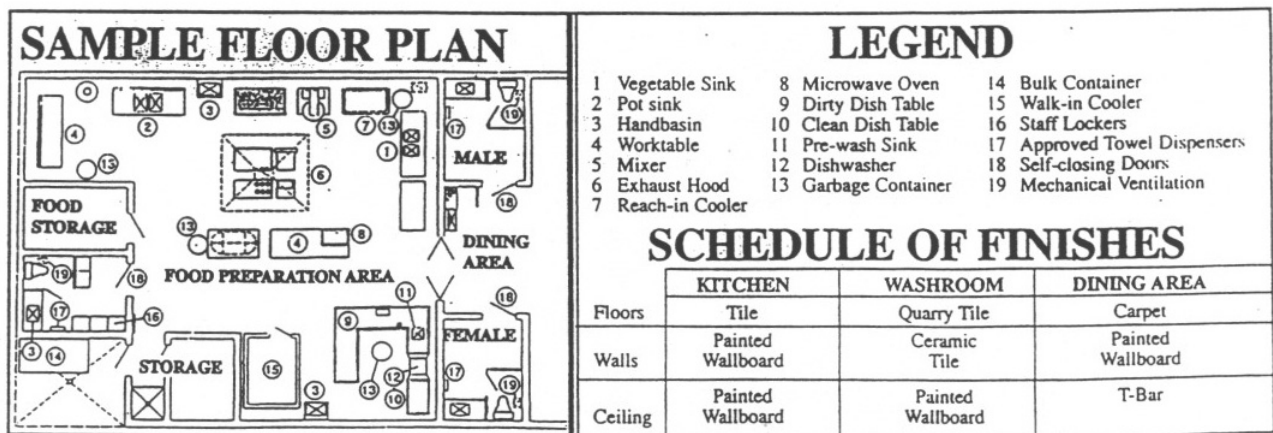
- 1) Have equipment installed to prevent the back up of water from any source, which shall be approved by the City of Winnipeg.
- 2) Finished ceiling height shall be at least 2.13 metres (7 feet).

### Garbage and Refuse

- 1) A sufficient number of covered containers to hold all the garbage and refuse are required.
- 2) Garbage containers stored outside the establishment shall be easily cleanable and provided with tight fitting covers.

### Outdoor Patios

- 1) Food and drink preparation is **not** permitted.



## **USEFUL TELEPHONE NUMBERS:**

### **CITY ENVIRONMENTAL HEALTH SERVICES:**

Environmental Health Officers  
18-30 Fort Street

Phone: 986-2234  
Fax: 986-4094

### **PROVINCIAL HEALTH INSPECTION SERVICES/ MANITOBA HEALTH:**

Environmental Health Officers

Phone: 945-3181

### **ONE STOP SHOP:**

Phone: 986-7007

### **Contact 311 for the following City Departments:**

Building  
Electrical  
Fire Prevention  
License Branch  
Occupancy  
Plan Examination  
Plumbing/Mechanical  
Zoning Information

### **OTHER NUMBERS:**

Liquor Control & Licensing

New Premises  
Renovations

474-5630  
474-5585