

# General Information on Starting a Food Service Business in Montgomery County

These guidelines contain general information for individuals considering building, remodeling, or equipping a food service business. This information is basic and does not satisfy all the rules of the State Board of Health in Alabama for such businesses. **It is illegal to operate a food service establishment without obtaining a food permit from the County Health Department.** It is also illegal to operate a food service establishment from private living quarters.

Operations from a location that is or was previously permitted as a food service establishment can be initiated by contacting the Supervisor, Food and Lodging Division, Montgomery County Health Department to schedule an appointment for a preliminary site inspection. An inspector from this section will then provide the specific information needed to proceed with the permitting process.

Operations from a site to be built or from a location that has never been a permitted food service establishment must be preceded by the submission of plans. Plan review will protect you from buying equipment or installing an item that does not meet health department requirements. It is easy to correct problems on paper but can be very expensive to correct problems after construction and installation.

## Plumbing and Water Supply

- All plumbing must be installed in accordance with applicable codes and standards.
- Each hose connection must be protected by a backflow preventer (vacuum breaker).
- The hot water supply must be sufficient for intended operations (check water heater size).
- Tempered water from hot and cold water sources must be provided through mixing valve faucets.
- Provide indirect drains for all equipment requiring drainage (ice machine, dishwashers, etc.).
- Water supply must be from a health department approved source.

## Sewage Disposal

- All sewage, including used grease, mop water, condensation drainage, and other waste water must be disposed of into sanitary sewer systems or a health department approved septic tank system (onsite sewage disposal system).
- No waste water or sewage shall be deposited onto the ground or to any area accessible to insects or vermin.
- A grease trap may be required to satisfy requirements of Montgomery Water Works or onsite sewage regulations. *(Please complete attached forms and submit to Montgomery Water Works for approval)*

## Construction

The following finish schedules apply to all food and utensil handling areas, food storage areas, and toilet rooms:

### Floors

- The floors must be constructed of durable, smooth, easily cleanable material such as sealed concrete, quarry tile, terrazzo or ceramic tile, or a commercial grade of vinyl tile.

- If flood cleaning (water flushing/hose down) is to be used, the floor must be constructed of a masonry or tile material, graded to a 3 inch minimum floor drain and coved and sealed at the floor-wall juncture. Exposed horizontal utility lines and pipes on the floor are prohibited.

### **Walls and Ceilings**

- The walls and ceilings must be constructed of a smooth, durable, non-permeable material finished in a light color. Approved materials include, fiberglass reinforced panels (FRP) or painted sheetrock.
- All paints used must be washable.
- There should be no exposed studs, joists or rafters, and no exposed utility service lines or pipes except.
- No bare wood and no contact paper (including shelves) is allowed.

### **Doors**

- All doors leading to the outside and those at the toilet rooms shall be tight fitting and equipped with self-closing mechanisms. Frames are to be smooth, durable, and sealed

### **Toilets**

- Toilet rooms must comply with the above floors, walls, and ceiling finish and door schedules.
- Toilet doors, as well as vestibule doors if provided, must be self-closing. The toilets must be provided with mechanical ventilation (exhaust fan) to the outside.
- The ladies' toilet must be provided with a trash can with a lid.
- The number of toilets required and the number and placement of fixtures therein will be determined by the applicable plumbing codes.

### **Garbage**

- Garbage must be stored in durable, easily cleanable, insect and rodent proof containers. The number and size of these containers must be sufficient to store all refuse generated between scheduled pick-ups. Containers and their storage area must be cleaned frequently enough to prevent insect and rodent attraction.
- If cans are used, a can wash must be provided either inside the establishment or in an enclosed area protected from rainwater if it is located outside. If a garbage dumpster/compactor is used, it should be located on a hard, non-absorbent surface. If the dumpster/compactor is drained to the sanitary sewer, it must be located in an enclosed area protected from rainwater. If the dumpster is not enclosed you must contract with the dumpster company for cleaning off site.

### **Lighting**

- At least fifty foot-candles of light must be provided at all food preparation and utensil handling areas.
- At least twenty foot-candles of light in all other areas.
- The lights in food handling, food storage, and equipment cleaning/storage areas are to be shielded.

### **Ventilation**

- All rooms, including storage rooms, are to have sufficient ventilation to keep them free of excessive heat, steam, obnoxious odors, smoke, and fumes.

- If greasy fumes or a water condensate problem are inherent in the cooking operation, the cooking equipment must be installed under a ventilation hood, with removable filters, power-vented to the outside. If a water condensate problem will be created with a mechanical dishwasher, it must be vented to the outside.
- Pipes and conduits must be concealed within the hood structure except vertical pipes for fire extinguisher nozzles. The hood, its installation and its suppression system must be approved by the local building and fire officials.

### **Lockers and Dressing Rooms**

- Enough lockers or suitable facilities to store employee clothing and personal belongings must be provided in designated areas that are separate from all food preparation and storage.

### **Storage**

- Provide enough dry storage area for the intended operation. Only approved storage cabinets or shelving will be allowed.

### **Premises**

- The exterior area surfaces used for walking, driving, and parking must be surfaced with concrete, asphalt, gravel, or similar materials effectively treated to minimize dust.
- These surfaces must be graded to prevent water pooling.
- Vegetation must be kept under control.

## **Equipment**

### **Cold Food Holding**

- Provide refrigeration adequate for the intended operation; capable of maintaining a product temperature of about 41°F or below.
- Refrigerators should be commercial-type with an air-flow fan. Freezers must be capable of maintaining food frozen and should hold the product at an air temperature of 0°F or below.
- Each cooler/freezer must have a conspicuous thermometer for periodic (at least daily) temperature checks.

### **Hot Food Holding**

- If food is intended to be held hot for an extended period of time, then the hot holding equipment must be capable of maintaining a product temperature of 135°F or above.

### **Equipment Design and Installation**

- All equipment must be approved commercial equipment designed for its appropriate function (NSF – National Sanitation Foundation –approved is recommended). Home type equipment and appliances are generally not approved for commercial operations.
- Each piece of equipment that is not sealed to surrounding surfaces must have enough space allowed to provide for easy cleaning underneath, on all sides, and on top. (Generally six inches from the floor for floor-mounted equipment and four inches from the countertop for countertop-mounted equipment).
- Equipment that can be easily lifted by one person or on wheels and not bound by utility connections is exempt from this requirement.

- Equipment must not be designed or installed so that unreachable or uncleanable cracks and crevices are created.

### **Sinks**

- A three compartment sink, adequate size for the intended operation, commercial type with drainboards (so that utensils, pots, pans, etc. can be air-dried) must be provided. Hot and cold water tempered through a mixing valve must be provided to all sink compartments.
- Sanitation capabilities must be provided. Approved chemical sanitizers include chlorine bleach, quaternary ammonia and iodine. Appropriate test strips must be provided to test sanitizer concentrations.
- Hand sinks must be provided in or immediately adjacent to all toilet rooms, and hand sinks must be convenient to each work area. Hand washing signs must be provided at all hand sinks, including those located in the restrooms.
- An approved can wash area must be provided.

### **Menu**

- A list of all foods prepared or served must be provided.

### **Other Agencies**

Other agencies that should be contacted **BEFORE** construction begins or any lease is signed:

- 1) Montgomery Fire Department – (334)241-2916
- 2) State Fire Marshal’s Office - (334)241-4166
- 3) City of Montgomery Plumbing & Mechanical Department - (334)241-2088
- 4) City of Montgomery Building Department – (334)241-2072
- 5) Montgomery Water Works – (334)206-1627
- 6) City of Montgomery Planning – (334)241-2722
- 7) Town of Pike Road Building and Planning Department – (334)272-9883
- 8) Montgomery County Engineering Department – (334)832-2551
- 9) State Building Commission – (334)242-4082
- 10) Your insurance company
- 11) The Alabama Development Office, Small Business Advocate - (334) 242-0485 or (800) 248-0033. This office provides assistance and guidance on starting small businesses.

For further information, please contact:

**Montgomery County Health Department**  
**Food and Lodging Division**  
 3060 Mobile Highway  
 Montgomery, AL 36108  
 (334) 293-6452 office; (334) 293-6410 fax  
<http://www.adph.org/montgomery/>

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**WATER WORKS and SANITARY SEWER BOARD  
Of the City of Montgomery  
Environmental Services  
6000 Richard E. Hanan Drive  
Montgomery, AL 36108**

**PRETREATMENT QUESTIONNAIRE**

1. COMPANY NAME:

\_\_\_\_\_

2. MAILING ADDRESS:

\_\_\_\_\_

\_\_\_\_\_

3. BILLING ADDRESS:

\_\_\_\_\_

\_\_\_\_\_

4. LOCATION OF BUSINESS:

\_\_\_\_\_

\_\_\_\_\_

5. OFFICIAL CONTACT:

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

6. DESCRIPTION OF BUSINESS ACTIVITIES:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

7. DESCRIBE IN AS MUCH DETAIL AS POSSIBLE WHAT IS TO BE DISCHARGED TO THE SANITARY SEWER (EXCLUDE NORMAL SANITARY WASTEWATER):

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8. ESTIMATE THE QUANTITY IN GALLONS PER DAY OF WASTEWATER TO BE DISCHARGED (EXCLUDING NORMAL SANITARY WASTEWATER):

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9. LIST ANY PRETREATMENT FACILITIES TO BE USED AT THIS LOCATION:

EMBALMING SINK	YES or NO
GARBAGE DISPOSAL	YES or NO IF YES NUMBER OF HOUSING UNITS: _____
GREASE DRUM	YES or NO
GREASE INTERCEPTOR	YES or NO IF YES SIZE OF DEVICE: _____
GREASE TRAP	YES or NO IF YES GPM OF DEVICE: _____
HOLDING TANK(S)	YES or NO
OIL/WATER SEPARATOR	YES or NO
SAND TRAP	YES or NO
SILVER RECOVERY UNIT	YES or NO

OTHER: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**10. REVIEW THE LIST OF PARAMETERS AND CIRCLE THE ONE(S) CONTAINED IN YOUR PRODUCTION/SERVICE ACTIVITY:**

- |                            |                                    |
|----------------------------|------------------------------------|
| Acenaphthene               | Endrin and metabolites             |
| Acrolein                   | Ethylbenzene                       |
| Acrylonitrile              | Fluoranthene                       |
| Aldrin/Dieldrin            | Halo ethers                        |
| Antimony and compounds     | Halomethanes                       |
| Arsenic and compounds      | Heptachlor and metabolites         |
| Asbestos                   | Hexachloroutadiene                 |
| Benzene                    | Hexachlorocyclopentadiene          |
| Benzidine                  | Hexachlorocyclohexane              |
| Beryllium and compounds    | Isophorone                         |
| Cadmium and compounds      | Lead and compounds                 |
| Carbon tetrachloride       | Mercury and compounds              |
| Chlordane                  | Molybdenum and compounds           |
| Chlorinated benzenes       | Naphthalene                        |
| Chlorinated ethanes        | Nickel and compounds               |
| Chlorinalkyl ethers        | Nitrobenzene                       |
| Chlorinated naphthalene    | Nitrophenols                       |
| Chlorinated phenols        | Nitrosamines                       |
| Chloroform                 | Phentachlorophenol                 |
| 2-chlorophenol             | Phenol                             |
| Chromium and compounds     | Phthalate esters                   |
| Copper and compounds       | Polychlorinated byphenyls (PCB)    |
| Cyanides                   | Polynuclear aromatics hydrocarbons |
| DDT and metabolites        | Selenium and compounds             |
| Dichlorobenzenes           | Silver and compounds               |
| Dichlorobenzidine          | 2,3,7,8,-Tetrachlorodibenzopdioxin |
| 2,4-dichlorophenol         | Tetrachloroethylene                |
| Dichloropropane            | Thallium and compounds             |
| Dichloropropene            | Toluene                            |
| 2,4-dimethylphenol         | Toxaphene                          |
| Dinitrotoluene             | Trichloroethylene                  |
| Diphenylhydrazine          | Vinyl chloride                     |
| Endosulfan and metabolites | Zinc and compounds                 |

**11. LIST ANY TOXICANTS KNOWN OR ANTICIPATED TO BE PRESENT IN THE DISCHARGE. IT IS A GOOD IDEA TO CONSULT MATERIALS SAFETY DATA SHEETS (MSDS) FOR THE ABOVE LISTED PARAMETERS. THE WATER WORKS BOARD HAS AN AWARD WINNING BIOSOLIDS PROGRAM AND ASKS THAT METALS BE PARTICULARLY LOOKED AT FOR THIS QUESTIONNAIRE:**

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Form Completed by: \_\_\_\_\_ Date: \_\_\_\_\_



# GREASE INTERCEPTOR SIZING WORKSHEET

PROJECT \_\_\_\_\_  
 LOCATION \_\_\_\_\_  
 ENGINEER \_\_\_\_\_

DATE \_\_\_\_\_

NUMBER OF MEALS PER PEAK HOUR	X	WASTE FLOW RATE	X	RETENTION TIME	X	STORAGE FACTOR	=	INTERCEPTOR SIZE (GALLONS)	INTERCEPTOR SIZE (Rounded)
<input type="text"/>		<input type="text"/>		<input type="text"/>		<input type="text"/>		<input type="text"/>	<input type="text"/>
A		B		C		D			E

\*The Grease Interceptor Sizing Formula adopted by the MWWSSB is as defined by the Uniform Plumbing Code (UPC) - Appendix H

A	<b>NUMBER OF MEALS PER PEAK HOUR</b> SEATING CAPACITY <input type="text"/> X MEAL FACTOR <input type="text"/> = NO. OF MEALS PER PEAK HOUR <input type="text"/> ESTABLISHMENT TYPE <input type="checkbox"/> Fast Food 45 1.33 <input type="checkbox"/> Restaurant 60 1	NOTES:
	<b>WASTE FLOW RATE</b> CONDITION <input type="checkbox"/> With a Dishwasher 6 <input type="checkbox"/> Without a Dishwasher 5 <input type="checkbox"/> Single Service Kitchen 2 <input type="checkbox"/> Food Waste Disposer Only 1 <small>* Single Service Kitchen is defined as a kitchen where there is no meal preparation on site...heat and serve only.</small>	NOTES:
C	<b>RETENTION TIME</b> KITCHEN TYPE <input type="checkbox"/> Commercial Kitchen 2.5 HOURS <input type="checkbox"/> Single Service Kitchen 1.5 HOURS	NOTES:
D	<b>STORAGE FACTOR</b> COMMERCIAL KITCHEN HOURS OF OPERATION (INCLUDING PREP TIME) <input type="checkbox"/> 8 1 <input type="checkbox"/> 12 1.5 <input type="checkbox"/> 16 2 <input type="checkbox"/> 24 3 SINGLE SERVICE KITCHEN <input type="checkbox"/> 1.5	NOTES:
E	<b>INTERCEPTOR SIZE</b> Factor the values obtained from steps A, B, C, and D. The result, rounded up to the nearest 500 gallon increment, is the approximate Grease Interceptor size for this application. Minimum acceptable interceptor shall have 1,000 gallon capacity. At this time, the MWWSSB is not requiring interceptor installations exceeding 3,000 gallons (two 1,500 gallon interceptors in series).	NOTES:

**EXAMPLE:** A restaurant open from 10:00 AM to 10:00 PM with a maximum seating capacity of 60.

NUMBER OF MEALS PER PEAK HOUR	X	WASTE FLOW RATE	X	RETENTION TIME	X	STORAGE FACTOR	=	INTERCEPTOR SIZE (GALLONS)	INTERCEPTOR SIZE (Rounded)
<input type="text" value="60"/>		<input type="text" value="6"/>		<input type="text" value="2.5"/>		<input type="text" value="1.5"/>		<input type="text" value="1350"/>	<input type="text" value="1500"/>
A		B		C		D			E

Completed forms should be submitted by email to [pretreatment@mwwssb.com](mailto:pretreatment@mwwssb.com) or fax to 334-261-1242.