



# HOUSTON HEALTH DEPARTMENT

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# Houston Health Department:

# Plan Review Process For Food Establishments and Pools

HPC Annual Workshop 2024

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**HOUSTON HEALTH**  
DEPARTMENT

- **Complete and submit plans to the Houston Permitting Center before beginning construction or remodeling.**
- **Include:**
  - **Detailed facility designs**
  - **Proposed menu**
  - **Floor Plan and elevation drawings showing arrangement of equipment**
  - **Equipment schedule (manufacturer and model)**
  - **Finish Schedule**

- **Provide a detailed menu that lists all food and beverage items.**
- **Describe the flow of food through the establishment, including:**
  - **Receiving**
  - **Storage**
  - **Preparation**
  - **Cooking (if applicable)**
  - **Serving**
- **Identify potential food safety hazards at each stage and outline procedures to mitigate these risks.**

- **Submit a scaled floor plan showing all areas of the facility, including:**

- **Food preparation areas**
- **Food storage areas**
- **Service areas**
- **Employee and customer restrooms (if applicable)**
- **Janitorial areas**

**Provide specifications for all equipment, including:**

- **Type and model of each piece of equipment**
- **Equipment certifications (NSF, UL, or equivalent for food safety)**
- **Manufacturer installation guidelines to ensure safe use.**

- **Include a plumbing plan that outlines:**
  - **Water supply sources**
  - **Handwashing stations in food prep areas and restrooms**
  - **Mop sinks, floor drains, and waste disposal systems**
  - **Grease traps or interceptors if required**
- **Provide a mechanical plan for ventilation and temperature control, covering:**
  - **Hood systems above cooking equipment**
  - **VAC systems to maintain indoor air quality**
  - **Cold storage units (e.g., walk-in coolers, freezers)**

- **Construction requirements are in accordance with International Swimming Pool and Spa Code (ISPSC)**
- **Residential Pools**
  - **Basic dimensions, filtration systems, and safety barriers**
  - **Few accessibility Requirements**
  - **No required emergency equipment requirements**
- **Commercial Pools**
  - **Higher Safety Standards**
  - **Detailed Circulation, Filtration, Sanitation, and Disinfection**
  - **Bather Loads**
  - **Accessibility**
  - **Drainage and Wastewater Systems**

- **Begin construction or remodeling based on approved plans.**
- **Contact Health Plan Review if changes become necessary (may require a revision to be submitted and approved)**
- **Once construction is completed, schedule a pre-operational inspection with the Health Department. 832-393-5100.**
  - **Ensure that all equipment is installed and functioning properly.**
  - **Verify that the facility is clean, meets sanitation standards, and is ready for operation.**
  - **Receive final approval to open and operate if all standards are met.**



# Questions & Answers