

Espresso Stand Plan Review Check List



This checklist has been prepared to assist you in preparing plans for an espresso stand. The types of espresso stands include one or more of the following:

- ☛ Espresso building with no restroom
- ☛ Espresso building that will not be connected to sewer and/or water. (You will be using fresh water and waste water holding tanks)
- ☛ Espresso building will not have a mop sink
- ☛ Espresso building will not have a three-compartment sink
- ☛ Espresso building with restroom, a mop sink, a three-compartment sink, and is connected to sewer and water

I. COMMISSARY REQUIREMENT INFORMATION

A. If your plans include any of the first four buildings listed above, you will need a commissary. A commissary is where you get your fresh water, dump your waste water, store your extra supplies, wash utensils, have restroom access, etc. **Please include the following information:**

1. Name and address of your commissary:

2. What is the water source for your commissary? _____

3. Is the commissary on sewer or a septic system? _____

4. Is your commissary located within 200' of the espresso stand? Yes or No

5. Is there: (yes or no)

_____ A mop sink?

_____ A three compartment sink? (With drain boards)

_____ A restroom with a hand wash sink? (And hot and cold running water)

_____ Storage shelving? (For extra cups, etc.)

_____ Refrigerated storage?

6. **You will need a signed and dated commissary agreement** (unless you own the commissary too.) *A commissary agreement is a written statement that lists the things that the commissary will provide for the espresso workers' use.*

B. If your plans include **holding tanks**:

1. How many gallons of water does the fresh water tank hold? _____

2. How many gallons of water does the wastewater tank hold? _____

3. You will need a food grade hose to fill the fresh water tank (and a way to store it off the floor/ground.)

II. **WATER AND WASTEWATER INFORMATION:** If your espresso building will be hooked up to sewer/water:

- A. What is the name of the water system that will serve your building? _____
- B. Will the building be hooked up to a septic system or city sewers? _____

III. **ALL ESPRESSO STAND PLANS MUST INCLUDE THE FOLLOWING INFORMATION AND COMPLY WITH THE FOLLOWING STANDARDS**

- A. **Submit a menu:** list all items that you want to prepare/serve (i.e. espresso drinks-hot/cold, smoothies, Grenada, pastry, hot dogs, etc.).
- B. **Prepare a plan:** Show all the equipment, sinks, storage areas, etc.
- C. **Include a finish schedule:** All surfaces must be smooth, non-absorbent, durable and easy to clean (i.e. walls are painted sheetrock, floor is vinyl, counters are Formica, etc.).
- D. **Submit a copy of the specification sheet** for all new equipment that is proposed and a list of the make and model number of all used equipment. All equipment must be NSF approved or its equivalent.
- E. **At least one hand wash sink** must be located in the espresso stand (near the espresso machine). **Soap and paper towel dispensers** must be installed near each hand wash sink.
- F. **All lights must be shielded.** Espresso stands must have at least 20 foot-candles of light.
- G. **All floor/wall junctures and floor/cabinet junctures must be covered** per the local building code specifications. The building must be rodent proof.
- H. **All wood and concrete must be sealed.**
- I. **All faucets with threaded hose bibs require vacuum breakers.** (Per the local building code specifications.)
- J. **All electrical boxes must be flush mounted.** There should be no exposed conduit, wiring or ductwork.
- K. All **food, utensils and single service items** must be **stored** a minimum of **6" above the floor.**
- L. If you are building (or remodeling an existing building), no matter what size your building is, **you must apply for a building permit** from your local building department.



IV. **SPECIAL REQUIREMENTS**

- A. If your espresso stand will have an **ice machine**, the drain must be plumbed indirect.
- B. If the espresso building will have a **restroom**, it must have a self-closing door, hand wash sink, mechanical ventilation, a covered refuse container, and washable, durable, non-absorbant floors, walls and ceiling.
- C. If the espresso building will have a **three-compartment sink**, there must be a drain board on each side of the sink unit.