



TO: Development Services Customers

SUBJECT: **INFORMATION BULLETIN 139**  
Health Department Plan Review Submittal Requirements and  
Information

DATE: February 23, 2012/*Revised August 1, 2014*

CREATED BY: Plan Review Division/Health Department

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**Purpose:**

As a customer service initiative, the Development Services Department (DSD) created this **revised** bulletin to update Information Bulletin (IB) 139 for health department plan review submittal requirements and information.

This bulletin has been updated to incorporate the department's new format for Information Bulletins.

**Scope:**

A health review is conducted for projects where food is served and for other types of establishments. Health requirements and information may be obtained from San Antonio Metropolitan Health District, 332 W. Commerce, San Antonio, Texas 78205 (210) 207-8853. . See also the following website for additional information: <http://www.sanantonio.gov/health/Food-InspectionReqs.html>

**Health reviews and inspections are required for any of the following types of establishments:**

Any business that sells or serves food and drink (including)

- Restaurant/bakery/fruit stand
- Bar
- School
- Day Care Center
- Nursing Home/Assisted Living
- Hospitals
- Convenience Stores
- Dollar Stores
- Vitamin/Nutrition stores/Weight loss Centers
- Bed and Breakfast
- Food manufacturers and Distributors

Swimming Pools excluding single family residences

Mobile Home Parks

Fitness Clubs with swimming pools

Spas and Hot tubs excluding single family

**Health inspections are required for the following (No health review of plans are required):**

Tattoo Parlors  
Beauty Salons/Barber shops  
Nail Salons  
Auto body/Pint/Repair shops  
Funeral Homes  
Massage Parlors

**The following information should be taken into account in the design of projects related to Health and in preparation for plan submittal prior to obtaining building permit:**

Utensil Washing Sink: All food establishments in which food is prepared (including coffee or beverages) or in which multi-service kitchen utensils are used shall have a minimum three-compartment sink with two integral drainboards, on each side. The sink compartments and drainboards shall be large enough to accommodate the largest utensil used.

Dishwashing Machines: All automatic dish machines shall be installed and operated in accordance with code. All spray type dish machines, which are designed, for a hot water sanitizing rinse shall be provided with a booster heater, or be connected to an approved recirculation water system which is capable of maintaining the rinse water at not less than 180° Fahrenheit.

Lavatories and Handwashing sinks: Handwashing facilities shall be provided within or adjacent to toilet rooms and shall be equipped with an adequate supply of hot and cold running water delivered under pressure through a mixing valve. An adequate number of handwashing cleanser and single-use sanitary towels, or hot-air blowers, shall be provided in wall-mounted dispensers at all handwashing facilities. Handwashing facilities shall be provided within each food preparation area, waitress station, and warewashing areas.

Janitorial Sink (Mop Sink): A room, area, or cabinet shall be provided for the storage of cleaning equipment and supplies, such as mops, buckets, brooms, cleaners and waxes; and shall be equipped with at least one of the following, to be used for general cleaning purposes and for the disposal of mop bucket wastes and other liquid wastes:

1. A one-compartment, non-porous janitorial sink/mop sink (stainless steel, porcelain or fiberglass), or
2. A slab, basin, or floor constructed of concrete or equivalent material, curbed and sloped to a drain. Such facilities shall be connected to approved sewerage, and provided with hot and cold running water, and protected with a backflow device.

Dumpster Enclosure: If an enclosure for trash cans and /or dumpster is to be utilized as a cleaning facility, it must be provided with hot and cold water. It must be curbed and sloped to drain into a sanitary sewer through a grease trap.

**Summary:**

This Information Bulletin is for informational purposes only.

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