



Brazoria County Environmental Health Department
111 E. Locust, Bldg A-29, Suite 270; Angleton, TX 77515
Phone: 979-864-1600 Fax: 979-864-1904

Environmental Food Establishment Packet

All required documents must be submitted prior to the preliminary inspection. Incomplete packets will not be scheduled for a preliminary inspection.

Permit Cost \$200 / \$300 depending on size

Permit good for 1 year ***(Permit NON-Transferrable)***

Date: _____

Establishment Owner/ Manager: _____

Proposed Business Name: _____

Proposed Business Site Address: _____

Contact No: _____ Email Address _____

Required Documents

- 1. Food Permit Application
- 2. Sanitation Application only if required
- 3. Floor plan
- 4. New Construction Establishments required to submit Site Plan, Floor Plan, Equipment Schedule, Finish Schedule, Plumbing Schedule, and Grease Trap Specifications (FRP must be **smooth** No pebbled, texture or embossed)
- 5. Water Utility Service Agreement completely filled out and signed by the MUD representative or approved well and septic information.
OSSF Permit No: _____ Grease trap installed Y / N
Public Water System ID: _____
- 6. Certified Food Manager Certificate
- 7. Fire Marshal Inspection
- 8. State of Texas Sales Tax Permit Taxpayer ID number
This can be obtained at www.window.state.tx.us or 1-800-252-5555
- 9. Copy of the Menu

*All Documents must be submitted together in person or by mail. Preliminary plan review documents (Site Plan, Floor Plan, Equipment Schedule, Finish Schedule, Plumbing Schedule, and Grease Trap Specifications) will be received electronically for New Construction Establishments Only.

Brazoria County Health Inspector Schedules

Inspectors are only available in the office on Monday, Tuesday, and Wednesday.

8:00am – 12:00 pm 1:00pm – 4:00pm

979-864-1600

Monday: Dina Catalan

Tuesday: Adam Keen

Wednesday: Yvonne Pate



Send all Email Correspondence to: EHfood@brazoriacountytx.gov

Fire Marshal Contacts for Brazoria County and Cities

Brazoria County Fire Marshal

Martin Vela

(979) 864-1121

martinv@brazoria-county.com

City of Brazoria

Contact Devin (979) 482-4617
of Sweeny

City of Manvel

City Hall (281) 489-0630 ext. 0

City of Oyster Creek

Contact City of Freeport (979) 233-3526

City of Surfside Beach

Building Official

Kay (979) 233-1531 ext. 102

City of Sweeny Fire Marshal

Devin (979) 482-4617

City Hall (979) 548-3321

City of West Columbia Fire Marshal

Marvin Kilsby (979) 292-5301

BRAZORIA COUNTY HEALTH DEPARTMENT

WATER LABORATORY

The Brazoria County Water Laboratory tests water for Total Coliform and E.Coli bacteria only.

The Laboratory is a nationally accredited (NELAC certified) laboratory for the detection of Total Coliform and E.Coli bacteria in drinking water supplies. Coliform and specifically E.Coli bacteria are commonly found in sewage which could include other disease producing bacteria.

MISSION STATEMENT

The Brazoria County Water Lab is committed to providing consistent, timely and accurate data of known and documented quality to its customers. The laboratory ensures that personnel are free from any commercial, financial and other undue pressures, which might adversely affect the quality of work. All employees are trained annually on ethical principles and procedures surrounding the data generated from lab analyses.

Purpose: To provide testing of Public Drinking Water Supplies for monthly compliance with EPA “Coliform Rule” and also for private domestic water wells with respect to potential harmful bacteria.

The Lab does **not** test for **minerals, metals, pH or hardness**. For information on these and other tests the Ag Extension Agency can be contacted at (979)-864-1558, or Texas A&M at (979)-845-4816.

Call for current testing schedules and other pertinent lab information.

Contacts:

Lab Manager: Mayra Oyervides
Email: MayraO@brazoriacountytx.gov

The Brazoria County Health Department Water Lab is located at:

409 East Orange
Angleton, Tx 77515
(979) 864-1628



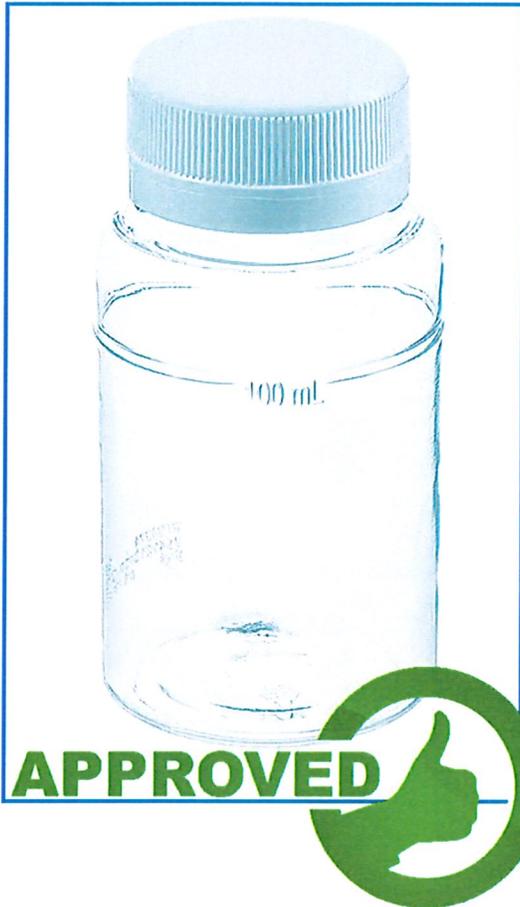


BRAZORIA COUNTY HEALTH DEPARTMENT WATER LAB

409 E. ORANGE ST., ANGLETON, TX. 77515

979-864-1628

SAMPLE ACCEPTANCE POLICY



ALL samples submitted to this laboratory must meet the following criteria in order to be accepted for analysis:

1. Samples must be in appropriate sterile containers provided by us and/or our partners along with the following:

- ✓ Samples must contain 100 mL of sample water NOT LESS.
- ✓ MUST be ICED
- ✓ MUST contain identifying information on the bottle
- ✓ MUST have plastic seal completely removed
- ✓ MUST be submitted within 24 hours of collection
- ✓ \$15 per sample CASH/CHECK ONLY
- ✓ Include Chlorine Residual

2. MUST be submitted with properly filled out and LEGIBLE TCEQ Form 10525 and have

- ✓ All necessary Signatures (Sampler/Couriers) and
- ✓ Current Contact Info

Samples **WILL BE REJECTED** if:

- ✗ Volume is less than 100 mL
- ✗ Sample bottle is broken or leaking
- ✗ Sample is frozen
- ✗ Sample temperature is too high
- ✗ Sample bottle is expired





TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

Submit Public Water System Plans for Review

Information about submitting your plans to TCEQ to be reviewed before construction begins. List of plans under review and estimated review timelines.

No person may begin construction of a public drinking water supply system until the TCEQ determines that the system is financially stable and technically sound and can supply adequate quantities of safe drinking water. Public Water Systems must notify the TCEQ about any proposed new system or significant changes to existing systems.

Submit Your Plans and Specifications

Plans, specifications, and related documents must be prepared under the direction of a licensed professional engineer. All engineering documents must have engineering seals, signatures, and dates affixed in accordance with the rules of the [Texas Board of Professional Engineers](#).

Please submit **ONE** each of the following items on paper.

- Cover letter with engineering report
- Submittal form
- TCEQ [Core Data Form](#) (for new systems)
- Well completion data
- Sealed engineering plans and specifications

NOTE: You may submit sealed plans and specs on CD for waterlines, pumps and tanks.

- If submitting a CD, please provide these documents in Acrobat PDF, with one folder for plans and another folder for specifications.
- If submitting on paper, 11 x 17 is the smallest format that allows for sufficient detail.

Get the forms you need at <https://www.tceq.texas.gov/drinkingwater/udpubs.html>

Please mail your completed package to:

Plan and Technical Review Section
Water Supply Division MC -159
TCEQ
P.O. Box 13087
Austin, Texas 78711-3087

Contact Us:

TCEQ Planning & Review
(512) 239-4691

Certified Food Manager/ Certified Food Handler's

Brazoria County Ordinance Article 5 Certified Food Manager Section A. Requirements

Each Food Establishment in which food is prepared on-site, for sale to the public that holds a permit issued by the County shall have a Certified Food Manager on duty at all times during operating hours.

Food establishments handling, preparing, or serving exposed time/temperature control for safety foods, must employ a certified food manager. *The manager's original certificate is required to be posted in the establishment in a location conspicuous to consumers.* The manager certification requirement was authorized by §437.0076 of the Texas Health and Safety Code and 25 TAC §229.177(b).

Food Safety Classes Online

<http://www.learn2serve.com/>

<http://www.servsafe.com/foodguard/>

<http://foodsafety.tamu.edu>

<http://www.dshs.texas.gov/food-managers/certification>

[http://www: responsibletraining.com](http://www.responsibletraining.com)

Texas A&M Agrilife Extension- Brazoria

979-864-1558



ENVIRONMENTAL HEALTH DEPARTMENT

1111 E. LOCUST, ANGLETON, TEXAS 77515
Brazoria County, Texas

979-864-1600

FAX: 979-864-1904

WATER UTILITY SERVICE AGREEMENT

This form is to be signed by the water utility district representative at the end of the construction of the facility or upon a change of ownership of the facility. Submit the signed form to the Brazoria County Environmental Health Department prior to the final inspection.

NAME OF ESTABLISHMENT: _____

STREET ADDRESS: _____

CITY, STATE, ZIP CODE: _____

----- (TO BE COMPLETED BY UTILITY OFFICIAL ONLY)-----

Water and wastewater service will be provided to the above establishment by:

NAME OF UTILITY: _____

PHONE NUMBER OF UTILITY: _____

An inspection made on _____ found the establishment to be in compliance
(DATE)
with the plumbing code of this district.

SIZE OF GREASE TRAP: _____ gallons

NAME OF UTILITY OFFICIAL: _____

SIGNATURE: _____

TITLE: _____

DATE: _____

****THIS FORM MUST BE COMPLETED AND RETURNED TO THE BRAZORIA COUNTY ENVIRONMENTAL HEALTH DEPARTMENT **BEFORE** THE FINAL INSPECTION CAN BE MADE.****



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 Phone: 979-864-1600 Fax: 979-864-1904

Jodie Vice, BA, DR, RS
 Director

Denise Turner, BS, RS, DR, CE
 Health Inspector

Food Establishment Checklist

Preliminary Checklist (rules that will be confirmed prior to opening and throughout operation)
 This list does not include all rules by which food establishments must abide. Owners and managers are strongly recommended to print a copy of the Texas Food Establishment rules which may be found on the Brazoria County Environmental Health website.

You are responsible for all rules

Verified/ Dated	Requirement	FDA Food Code Reference	Inspection Form Reference
<input type="checkbox"/>	Submit scaled floor plans showing the establishment's food preparation, storage and dining areas.	County Ordinance Section C.	Other
<input type="checkbox"/>	Water must be obtained from an approved source – a public water system or a TCEQ approved nonpublic water system. A copy of a recent water bill which includes the address of the establishment or provide proof of a TCEQ approved well (must have state ID). Water lab results may be requested at initial permitting and as needed. Water wells must have a chlorinator and be monthly tested.	228.142 5-101.11	#19
<input type="checkbox"/>	Windows must be screened & doors must be closed unless screened. Installed screening must be at least 16 mesh to the inch.	6-202.15	#34
<input type="checkbox"/>	Must have an approved sewage disposal system (if not city service, OSSF permit must be reviewed and approved by a Department DR using current documentation form) ALL ESTABLISHMENTS MUST HAVE A GREASE TRAP.	5-403.11	#20
<input type="checkbox"/>	At least one toilet and not fewer than the number required by law shall be provided and accessible to employees during all hours of operation	6-402.11	#46
<input type="checkbox"/>	Toilets shall have a supply of toilet tissue available.	6-302.11	#46
<input type="checkbox"/>	A hand washing sink shall be located in or immediately adjacent to toilet rooms	5-204-11	#31
<input type="checkbox"/>	All toilets or restrooms must have operational ventilation systems to minimize objectionable odors.	6-304.11	#43
<input type="checkbox"/>	At least one service sink (mop sink) or one curbed cleaning facility shall be provided for disposal of mop water and similar liquid waste.	5-203.13	#33
<input type="checkbox"/>	Hot and cold running water under pressure is provided to sinks	5-103.12	#23
<input type="checkbox"/>	Hot water at hand washing sink shall be at least 100 degrees Fahrenheit	5-202.12	#23 & 31
<input type="checkbox"/>	Three Compartment Sink required. (cannot be used for hand washing or dumping mop water). Must include a minimum 3 inch backsplash that is sealed at joints.	4-501.16	#33

Verified/ Dated	Requirement	Statute Reference	Inspection Form Reference
<input type="checkbox"/>	At least one hand washing sink shall be conveniently located to employees in food preparation, food dispensing & dishwashing areas. It must not be used for any purpose other than hand washing. Must include a minimum 3 inch backsplash that is sealed at joints.	5-204.11 6-301.13	#31
<input type="checkbox"/>	Hand washing sinks shall have pump dispenser, soap and paper towels (to clean & dry hands). These supplies must be located at the handwashing sink.	6-301.11 6-301.12	#31
<input type="checkbox"/>	An air gap shall be provided between the water supply inlet and the flood level rim of a plumbing fixture, equipment, or non-food equipment that is at least twice the diameter of the water supply inlet and not less than 1 inch.	5-202.13 5-202.14	#19
<input type="checkbox"/>	Food contact surfaces must be smooth and easily cleanable – No textured FRP or other textured materials allowed.	4-101.11	#45
<input type="checkbox"/>	Floor, wall and ceiling surfaces shall be smooth, durable and easily cleanable in areas where food establishment operations are conducted. No textured FRP or other textured materials allowed.	6-201.11	#45
<input type="checkbox"/>	Ventilation hood systems and devices shall be sufficient in number and capacity to prevent grease or condensation from collecting on walls and ceilings. A copy of the Fire Marshal's inspection must be received.	4-301.14	#43
<input type="checkbox"/>	Heating, ventilating and air conditioning equipment shall not contaminate food, food contact surfaces or equipment	6-501.14	#43
<input type="checkbox"/>	Toxic Items properly labeled, stored, & used	7-101.11 7-201.11 7-202.12 7-102.11	#18
<input type="checkbox"/>	Food Certified Personnel on Duty - Operation without a Certified Food Manager present is UNLAWFUL!	2-101.11 228.31	#21
<input type="checkbox"/>	Food Manager Certificates and Notice Regarding Required Food Manager on Duty must be posted together and in public view.	County Ordinance Section D 228.31 a	#21
<input type="checkbox"/>	Food Handler Certificate is required for all food employees.	228.31d	#47
<input type="checkbox"/>	Buffet and salad bar sign posted	228.63	#26
<input type="checkbox"/>	Shellfish & meat disclosure statements (if needed) must be in public view, such as on menus.	3-603.11	#26
<input type="checkbox"/>	Handwashing signs required and clearly visible at all handwashing sinks used by employees.	6-301.14 228.32	#47
<input type="checkbox"/>	Food temperature measuring devices (thermometers) must be available and accessible to ensure food temperatures – including thermometers in plain sight in all cooling devices (such as refrigerators & freezers).	4-203.11 4-203.12 4-204.112 4-302.12	#29
<input type="checkbox"/>	Must have a valid permit to operate. Must post permit and inspection report in public view.	8-301.11.1 8-304.11	#30 #47

Verified/ Dated	Requirement	Statute Reference	Inspection Form Reference
<input type="checkbox"/>	Food contact equipment must be properly cleaned and sanitized	4-601.11 a&b 4-602.11	#10
<input type="checkbox"/>	Insects, rodents and other pests must be controlled and records of pest control services must be maintained.	6-501.111 6-202.13	#34 #18
<input type="checkbox"/>	Remove trash & refuse to minimize odors or conditions that encourage insects or rodents	5-501.16b	#44
<input type="checkbox"/>	Outdoor waste receptacles shall be kept covered.	5-501.15	#44
<input type="checkbox"/>	Must maintain waste disposal services at all times.	5-502.11	#47
<input type="checkbox"/>	Single service and single use articles are required in some establishments	4-502.12	#10

Additional Inspection Items (these along with above list are required throughout operation)
This list does not include all rules by which food establishments must abide. Owners and managers are strongly recommended to print a copy of the Texas Food Establishment rules which may be found on the Brazoria County Environmental Health website. You are responsible for all rules.

Verified/ Dated	Requirement	Statute Reference	Inspection Form Reference
<input type="checkbox"/>	Employees shall have clean hands/arms and must properly wash hands at designated times	2-301.11 2-301.14	#14
<input type="checkbox"/>	Fingernail maintenance required- must be clean, no polish or artificial nails allowed.	2-302.11	#35
<input type="checkbox"/>	Jewelry prohibition – only simple bands	2-303.11	#35
<input type="checkbox"/>	Hair restraints required – hats, nets	2-402.11	#35
<input type="checkbox"/>	Employee restrictions on eating, drinking & tobacco use	2-401.11 3-301.12	#35
<input type="checkbox"/>	Reporting of certain employee illnesses	228.32	#12
<input type="checkbox"/>	Restriction of employees with discharges from eyes, nose, mouth	2-401.12	#13
<input type="checkbox"/>	Restrictions of employees in caring for animals	2-403.11	#22 #35
<input type="checkbox"/>	Food shall be safe, unadulterated & honestly presented	3-101.11	#7
<input type="checkbox"/>	Food shall be obtained from licensed sources – PRIVATE HOMES NOT ALLOWED	3-201.11 6-202.111	#7
<input type="checkbox"/>	Food shall be protected from cross contamination	3-302.11 3-304.11	#9 #37
<input type="checkbox"/>	Food packages must be in good condition and protect the food from contamination. All packages must be clearly labeled with name of food and date packaged.	3-302.15	#32
<input type="checkbox"/>	Cold holding - Potentially hazardous food shall be held at or below 41 degrees Fahrenheit	3-501.16 a 2	#2
<input type="checkbox"/>	Hot holding - Potentially hazardous food must be maintained at or above 135 degrees Fahrenheit. Maximum holding period is 4 hours.	3-501.16 a 1	#3
<input type="checkbox"/>	Food must be properly defrosted – either under cold running water or refrigerated overnight.	3-501.12 3-501.13	#38
<input type="checkbox"/>	Potentially hazardous foods must be properly cooled	3-501.15	#1

Verified/ Dated	Requirement	Statute Reference	Inspection Form Reference
<input type="checkbox"/>	Potentially hazardous foods must be properly reheated for hot holding	3-403.11	#5
<input type="checkbox"/>	Ice used for food or a used as a cooling medium must be from drinking water	3-202.16	#7
<input type="checkbox"/>	Ice used as exterior coolant shall not be later used as food	3-303.11	#9
<input type="checkbox"/>	Equipment and food contact surfaces shall be clean to sight and touch	4-601.11 a&b	#9
<input type="checkbox"/>	Wet cloths shall be kept in a sanitizing solution for not more than 2 hours.	3-304.14	#36
<input type="checkbox"/>	Sanitizing solution must be easily accessible for storing wet cloths. Solution can be commercially obtained or made with 1 tablespoon of Clorox per gallon of water.		
<input type="checkbox"/>	Dry cloths must be stored in plastic containers to avoid contamination.		
<input type="checkbox"/>	If a re-inspection of the establishment is required, the fee must be paid before the re-inspection.		

Copy of food establishment checklist received by: _____ on _____.

Health Inspector _____ provided this copy of food establishment checklist to above named individual following thorough review.

You are responsible for all rules – See the Texas Food Establishment Rules at:

[http://texreg.sos.state.tx.us/public/readtac\\$ext.ViewTAC?tac_view=4&ti=25&pt=1&ch=228](http://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac_view=4&ti=25&pt=1&ch=228)