

PROCEDURE

1. Submit one set of plans along with the Plan Review Application to the Health District Food Program at the above address. Include the plan review fee. An additional fee may be charged if this is a High Risk establishment. The establishment risk category (low or high) will be determined during the plan review process. If requested, these plans will be returned.
 - The plans should include the mobile unit, the commissary and the servicing area.
 - The plans must include: the name of mobile unit; a plumbing plan; a floor plan; a wall, floor and ceiling finish schedule; an equipment layout, and a schedule of equipment.
 - A menu must accompany the plans, as well as a proposed itinerary or sites to be served and availability of restrooms for employees.
 - Include the location and size of the freshwater tank; a permission letter may be needed if obtaining the water from a location different than your commissary. Indicate the size of the wastewater tank and the site used for sewage disposal.
 - Name a contact person to answer questions about the plans, menu items and food preparation procedures. Plan modifications may be necessary to meet code requirements.
2. After you receive a plan approval letter you may proceed with construction. When all construction is complete and all equipment is installed and operating, contact this office to schedule a pre-operational inspection. Allow at least a 5 workday flexibility for scheduling this meeting.
3. Contact your local Building, Business, Fire, and Sewer Departments for additional requirements. Labor & Industries (L & I) must approve trailers or other vehicles used as food service establishments if food service employees work inside the vehicle. Contact John Harvey with L & I at (360) 902-5218 for further information.

GENERAL FACILITY REQUIREMENTS

Approved Water Source

- Source must be a water system approved by the Health District. A permission letter may be required.
- Water holding system in the unit is to be made of food-grade sanitizable materials, and sanitized daily.
- Freshwater tanks are to be filled using a food-grade hose.
- Potable water must be used for handwashing, food preparation, utensil cleaning, sanitizing and facility cleaning.

Approved Wastewater Disposal System

- Wastewater holding system on the mobile unit must be constructed of durable, leak-proof materials and be 15% larger than the clean water tank in size.
- The dumping site for the holding tank must be approved. A permission letter may be required.
- NO dumping down storm sewers or at a private residence is allowed.

Handwashing Facilities

- A sink for handwashing only must be provided. It may not be used for any other purpose.
- Soap and paper towels are required for handwashing.
- A minimum water capacity of 5 gallons must be available for handwashing.
- Running hot & cold water or warm water 100F - 120F must be supplied

Restrooms

- A restroom must be available within 200 feet of the mobile unit for employees and must be equipped with handwashing facilities. The restroom must be available for use during all hours of business operation.

Dishwashing Facilities

- Dishwashing must be conducted on the mobile unit or at an approved commissary. Home-use kitchens are NOT approved. An approved commissary must contain the following minimum requirements:

A three-compartment sink with drainboards and potable hot and cold water for washing, rinsing and sanitizing equipment and utensils.

OR

A commercial dishwasher with a heat or chemical sanitizing cycle plus a three-compartment sink.

Miscellaneous Items

1. Mobile unit storage, cleaning area and storage facilities for back-up supplies must be approved.
2. All food contact equipment requiring drainage, such as refrigerators (non-evaporator style), ice, pop, and espresso machines must be plumbed to the holding tank.
3. All surfaces on the cart are to be smooth, sealed, non-toxic, non-corrosive, and easily cleanable. Equipment and utensils are to be National Sanitation Foundation approved or equivalent.
4. Only single-service articles are used for customers.
5. Have a backup supply of clean utensils to last during all hours of operation or properly clean and sanitize utensils every four hours.

Miscellaneous Items (continued)

6. Condiments must be in individual packages or dispenser bottles or containers that are protected from contamination.
7. Business name must be posted on mobile unit during business hours. Food establishment permit must be posted on mobile unit for customers to see.
8. Overhead protection must be provided for all food preparation activities.

GENERAL CATEGORIES OF MOBILE FOOD VENDORS

Listed below are the **general categories of mobile food vendors** and the additional requirements needed to be a permitted food establishment.

Prepackaged, Non-Potentially Hazardous Foods prepared in a commercial facility.
Does not require a permit from the Health District.

Prepackaged Potentially Hazardous Foods prepared at an approved facility.
Permit category depends on food preparation steps.

- All general facility requirements to be met.
- Refrigeration and/or hot holding, depending on the food items to be sold.
- Handwash facility requirement may be waived depending on menu.
- Prepackaged food must be properly labeled.

Unpackaged Low Risk Foods (Hot dogs, espresso, etc.)

Permitted as a Mobile Unit.

- General facility requirements
- Refrigeration and/or hot holding, depending on the food items to be sold.
- No cooling or use of leftovers.
- Foods prepared on the mobile unit must be served the same day.

Unpackaged Potentially Hazardous Foods (burgers, tacos, sandwiches, etc.)

Permitted as a Catering with Commissary.

- All general facility requirements to be met.
- Refrigeration and/or hot holding, depending on the food items to be sold.
- No cooling or use of leftovers.
- Raw meats cooked in a mobile unit must be less than one inch thick.
- Reheat food from an approved food establishment, for hot holding, from 45 F to 165 F or above within one hour.
- Reheat food from a food processing plant, for hot holding, from 45 F to 140 F or above within one hour.
- Reheat food only one time.

If you have any questions or concerns about the requirements or operation of a mobile unit, please feel free to contact the Food Program at (360) 337-5235.