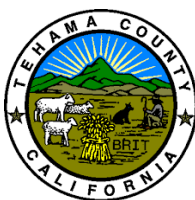


TEHAMA COUNTY

MOBILE STRUCTURAL AND OPERATIONAL REQUIREMENTS



EFFECTIVE MARCH 1, 2023

PROVIDED BY

TEHAMA COUNTY ENVIRONMENTAL HEALTH

633 WASHINGTON STREET, RM 36

RED BLUFF, CA 96080

PH: 530-527-8020 FAX: 530-527-6617

Mobile Food Facility Resource and Permitting Guide

This guide is designed to assist individuals in understanding the requirements and permitting process by Tehama County Environmental Health when beginning a mobile food operation.

I. Step One: HCD Insignia

Before starting the permit process, ensure that your vehicle meets all required structural requirements and is permitted through the California Department of Housing and Community Development (HCD).

Northern Area Office:

9342 Tech Center Drive, Suite 550, Sacramento, CA 95826

(800) 952-8356

NAOstaff@hcd.ca.gov

II. Step Two: Location Permission

In Tehama County, during your mobile's operational selling hours, the mobile MUST be parked in one location throughout the business day. The mobile food truck owner must obtain a written/typed letter with a wet signature from the landlord/facility owner where you wish to set up.

- a. City approval may be needed if location is in city limits.

III. Step Three: Other Forms to Complete

1. Complete Commissary Form located at the end of this packet.
2. As a mobile food operator, you must have access to a bathroom within 200 feet. The mobile food truck owner must obtain a written/typed letter with a wet signature from the landlord/facility owner from where they will grant you access to a restroom.
 - a. Porta-potties are permitted as long as proof of servicing is obtained and permission is granted by landlord/facility owner.

IV. Step Four: Application Submittal and Inspection Appointment

If you have completed the following items, you are ready to apply for a permit and schedule a pre-opening inspection:

- Received HCD Insignia
- Obtained location permission letter
- Obtained an approved commissary and form is complete
- Obtained restroom agreement letter
- Valid Managers Food Handlers Certificate
- Proposed Menu

Mobile Food Facility Checklist

Note: Each item in the check list is followed by a reference in brackets. The applicable section reference is provided for each requirement taken directly from the California Retail Food Code.

Certification by Department of Housing & Community Development: (114294c)

- Must have insignia from HCD

Identification of owner: (114299)

- Business name or name of operator, city, state, ZIP code, and name of the permittee, if different from the name of the food facility must be legible, clearly visible to the consumers, and permanently affixed on the consumer side of the mobile food facility
- Letters of the name must be at least 3” high and of contrasting color. Letters and numbers of the city, state, and ZIP code must be at least 1” high.

Equipment Construction: (114301)

- Equipment including cooking equipment, the interior of cabinet units, and compartments shall be designed and made of materials that result in smooth, readily accessible, and easily cleanable surfaces. (Unfinished wood surfaces are prohibited)
- Construction joints and seams shall be tightly fitted and sealed so as to be easily cleanable.
- Facilities that handle PHFs must be equipped with refrigeration units as defined in section 113885-“Refrigeration Unit” means a mechanical unit that extracts heat from an area through liquefaction and evaporation of a fluid by a compressor, flame, or thermoelectric device, and includes a mechanical thermostatic control device that regulates refrigerated blown air into an enclosed area at or below minimum required food storage temperature of PHF’s
- All gas-fired appliances must meet applicable ANSI standards.
- All electrical appliances must meet applicable UL standards.
- Spaces around pipes, conduits, or hoses that extend through cabinets, floors, or outer walls must be sealed.
- Equipment in which spillage is likely to occur must have a drip tray fitted so that spillage drains into a waste tank.
- Equipment must be spaced apart or sealed together for easy cleaning. There must be a minimum of 4” of unobstructed space beneath counter mounted equipment or between sides of adjacent equipment. (Portable equipment doesn’t need to comply with minimum leg height requirement)
- All floor-mounted equipment must be sealed to the floor or by raised at least 6” off the floor by means of an easily cleanable leg & foot.
- Floors, walls, & ceilings of all enclosed food prep areas must be constructed so that the surfaces are impervious, smooth, and easily cleanable. Floor surfaces shall provide employee safety from slipping.
- The juncture of the floor and wall must be coved with a 3/8’ minimum radius coving, with the floor surface extending up the wall at least 4”.

Food and utensils, protection from contamination: (114303)

- Employee entrance doors to food preparation areas must be self-closing.
- The MFF and all equipment and utensils must be protected from potential contamination, and kept clean, in good repair, and free of vermin.
- During transportation, storage, and operation of a MFF, food, food-contact surfaces, and utensils must be protected from contamination.

Handwashing Sink Requirements: (114311)

- MFF that sell nonprepackaged food must provide handwashing facilities. Handwashing facilities must be separate from the warewashing sink.
- Minimum handwashing sink dimensions must be 9” by 9” in length and width and 5” in depth and be easily accessible by food employees.
- Handwash facility must be separated from the warewashing sink by a metal splashguard with a height of at least 6” that extends from the back edge of the drainboard to the front edge of the drainboard, the corners of the barrier to be rounded. No splashguard is required if the distance between the handwashing sink and the warewashing sink drainboards is 24” or more.

Warewashing Sink Requirements: (114313)

- MFF where nonprepackaged food is cooked, blended, or otherwise prepared must provide a warewashing sink with at least 3 compartments w/ 2 integral metal drainboards.
- The dimensions of each compartment must be at least 12” wide, 12” long, and 10” deep, or 10” wide, 14” long, and 10” deep.
- Each drainboard must be at least the size of one of the sink compartments. The drainboards must be installed with at least 1/8” per foot slope toward the sink compartment, and fabricated with a min of 1/2” lip or rim.
- The sink must be equipped with a mixing faucet and must be provided with a swivel spigot capable of servicing all sink compartments.

Storage of non-food items, chemicals, food, utensils: (114319)

- A separate cabinet or drawer must be installed for the storage of insecticides or other poisonous substances.
- Spare tires & other related automotive equipment shall not be stored in the food prep or food storage areas.

Height and Width of Occupied Areas:

- MFF that are occupied during normal business operations must have a clear unobstructed heights over the aisle way portion of the unit of at least 74” from floor to ceiling and a minimum of 30 inches of unobstructed horizontal aisle space.

Location of compressors: (114322)

- Compressor units that are not an integral part of food equipment, auxiliary engines, generators, and similar equipment must be installed in an area that is completely separated from food prep and food storage and that is accessible from outside the unit for proper cleaning and maintenance.

Safety Requirements: (114323)

- First-aid kit
- Light bulbs and tubes must be covered with a completely enclosed plastic safety shield or its equivalent.
- All liquefied petroleum equipment must be installed to meet applicable fire authority standards and the fire authority must approve installation.
- Minimum 10 BC-rated fire extinguisher mounted and readily accessible on the interior of any facility that is equipped with heating elements or cooking equipment.
- Second means of exit

Water Heater: (114325)

- Except for MFF that only utilizes the water for handwashing purposes, a water heater or an instantaneous heater capable of heating water to a min 120° F, interconnected with a potable water supply must be provided and must operate independently of the vehicle engine.
- Min water heater capacity must be 3 gallons.

Potable Water and Waste Water Tanks: (114205, 114207, 114209, 114211, 114213)

- MFF that handle nonprepackaged food must be equipped with potable water and wastewater tanks.
- Materials that are used in the construction of tanks must be safe, durable, corrosion resistant, nonabsorbent and finished to have a smooth, easily cleanable surface.
- Tanks must be sloped to an outlet to ensure complete drainage of the tank and designed and constructed to be easily and completely drained.
- The water system must be designed and constructed using materials that enable water to be introduced without contamination.
- All waste lines must be connected to the wastewater tanks with watertight seals.
- Any potable water tank or wastewater tank mounted within a MFF must have an air vent overflow provided in a manner that will prevent potential flooding of the interior of the facility.

Potable Water & Wastewater Hoses: (114215)

- Hoses used for conveying potable water from a water tank must be safe, durable, corrosion-resistant, nonabsorbent, finished with a smooth interior surface, protected from contamination, and clearly identified as to its use if not permanently attached.
- Liquid waste lines cannot be the same color as hoses used for potable water.
- Hoses used on MFF and potable water tank connectors must have matching connecting devices.

Potable Water Tank Capacity: (114217)

- At least 5 gallons of water must be provided exclusively for handwashing. Any water needed for other purposes must be in addition to the 5 gallons for handwashing.
- At least 25 gallons of water must be provided for food prep and warewashing.

Wastewater Tank Capacity: (114210)

- Wastewater tanks must have a min capacity that is 50% greater than the potable water tanks. In no case can the wastewater capacity be less than 7.5 gallons.



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633 WASHINGTON STREET, RM 36, RED BLUFF, CA 96080

PHONE (530) 527-8020 FAX (530) 527-6617

Tia Branton, REHS

Director

Temporary/Mobile Food Vendor Application for Permit To Operate

BUSINESS INFORMATION

Name of Facility/Booth: _____

Name of Owner/Organization: _____

Mailing Address: Location of approved kitchen: _____

City, State, Zip: _____

Phone: _____ Email: _____

Phone #: of Owner/Organization Contact:

- Check if Veteran's Fee Exempt and Attach Appropriate Documentation (Copy of DD214)
- Please list Menu items you plan to serve on the back of this form
- Please list the Events you plan to attend on the back of this form

TYPE OF FACILITY

- TEMPORARY FOOD FACILITY (Booth) *As defined in Cal Code* Prepared foods \$ 105.00; Pre-packaged foods 53.00
(Annual Permit)
- NON-PROFIT CHARITABLE TEMPORARY FOOD FACILITY *As defined in Cal Code* NO FEE *
Please submit a copy of your Non Profit status documentation
- MOBILE/COMPACT FOOD FACILITY Prepared foods \$ 105; Pre-packaged foods \$53.00
As defined in Cal Code (Annual Permit)
Vehicle Make (Mobile) _____ License Number (Mobile) _____

PERMIT FEES ARE NON-REFUNDABLE AND NON-TRANSFERABLE

* NOTE: Permit Valid Only When Operating In Conjunction With A Community Event Coordinator

I HEREBY MAKE APPLICATION FOR A PERMIT TO OPERATE THE ABOVE FACILITY
IN ACCORDANCE WITH THE STATE HEALTH LAWS AND LOCAL ORDINANCES
AND REGULATIONS.

Date: _____

Signed: _____

FOR OFFICE USE ONLY

Date Payment Received: _____ Amount: _____ Receipt No: _____ Rec'd by: _____

Date Inspected: _____ Approved By: _____ License Plate #: _____



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Director

Food Service Commissary Form

A commissary is a permitted food facility that services mobile food facilities or is used as a kitchen for a retail food business.

Commissary user information (to be completed by commissary user)

Name of business: _____ Address of business: _____

Owner: _____ Phone Number: _____

Type of Business (mobile food truck, food cart, caterer, etc.): _____

What food or food prep (washing, rinsing, cooling, thawing, slicing, chopping, etc.) will you prepare at the commissary? _____

Will you bring equipment to the facility? _____ If so, what make/model of equipment will you supply?

I, the above-mentioned owner/operator will operate out of the commissary below. For vehicles: I will report to the commissary at least once per day for cleaning and servicing. I will store the vehicle and equipment at the approved food facility or another TCEH-approved location. The commissary will provide the services listed below.

Owner Signature: _____ Date: _____

Commissary provider information (to be completed by commissary owner)

Name of establishment _____

Address of establishment _____

Owner: _____ Phone number: _____ Email: _____

Type of establishment: restaurant, commercial kitchen, etc.: _____

Services provided by the commissary (check all that apply):

- Cold storage
- Cooking equipment usage
- Dry storage
- Ware washing facilities
- Equipment storage
- Food preparation area
- Garbage disposal
- Wastewater disposal
- Water source

Signature of commissary owner _____ Date _____