

HOW TO OBTAIN A HEALTH PERMIT FOR MOBILE FOOD FACILITIES

Purpose: The purpose of this document is to assist customers in the procedures for obtaining a health permit for mobile food facilities.

	DEFINITIONS	EXAMPLES
CATEGORY -A	A vehicle that sells prepackaged food only including frozen potentially hazardous foods (PHFs). *Whole uncut produce and whole fish are considered prepackaged. No refrigerated PHFs allowed with exception to whole fish or aquatic invertebrates on ice.	<ul style="list-style-type: none"> ● Whole uncut produce ● Ice cream bars ● Whole fish ● Frozen prepackaged PHFs ● Chips, candy, bottled beverages
CATEGORY -B	<p>A vehicle or cart that will be used to sell food that only requires limited food preparation.</p> <ul style="list-style-type: none"> ❖ REFER TO CMFO GUIDANCE FOR CMFO RELATED QUESTIONS AND ALLOWED EXEMPTIONS FOR WHOLE PRODUCE AND PREPACKAGED NON-PHFS ❖ REFER TO LIMITED FOOD PREPARATION DEFINITION FOR MORE INFORMATION 	<ul style="list-style-type: none"> ● Cutting or slicing of whole produce ● Blending smoothies – (no frozen milk products) ● Juicing and dispensing beverage drinks to order ● Scooping ice cream, snow cones, and shaved ice ● Hot holding roasted corn on the cob, steamed or boiled hot dogs, and tamales in the original, inedible wrapper ● Baking or frying to nonPHF form ● Dispensing food prepared at an approved facility, reheated for hot holding ● Cooking and seasoning food to order Ex: Cooking hamburgers where patties come portioned from an approved food facility
CATEGORY -C	<p>SAME AS CATEGORY-B except the following:</p> <p><i>The Mobile Food Facility Category C utilizes an onsite commissary <u>previously not permitted</u> by Sacramento County Environmental Health.</i></p>	<p><i>SAME AS ABOVE</i></p> <p><i>*May require onsite commissary to go through plan review.</i></p>
CATEGORY -D	A vehicle that will be used to sell nonprepackaged food that is cooked on the vehicle or any nonprepackaged food that requires preparation beyond limited food preparation.	<ul style="list-style-type: none"> ● Hot lunch truck ● Taco truck ● Cooking to hot hold for later service ● Soft serve ice cream with CDFA approval

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Requirements	Category A	Category B	Category C	Category D
Commissary	“Mobile Food Facility (MFF) Category A Commissary” form Except for fruit cups for which Commissary Verification form is Reqd.	Commissary or Mobile Support Unit (MSU) is required for cleaning and servicing See “Commissary/MSU Verification” form for details.	Required for cleaning and servicing See “Commissary Verification” form for details.	Required for cleaning and servicing See “Commissary Verification” form for details.
A site evaluation may be required to prepare food from a location that is not listed on the approved commissary list (i.e., restaurant, etc.).				
Handwashing sink (Sec. 114311)	Not required	Required (Only for non pre-packaged food)	Required	Required
Warewashing sink with overhead protection (Sec. 114313, 114314)	Not required	Required on the MFF if: Nonprepackaged (PHFs). Examples: blending coffee beverages with milk, smoothies with PHFs – (no frozen milk products), corn on the cob Not required on the MFF – Steamed or boiled hot dogs, and tamales in original, inedible wrapper, non-PHFs that require no preparation other than heating, popping, portioning, bulk dispensing or assembly. **For warewashing sink requirements for PHF beverages see Sec. 114313, 114314.	Required at on site commissary	Required
Potable water tanks, capacity: at least 5 gallons of water shall be provided exclusively for handwashing.				
Potable Water Tank (Sec. 114217)	Not required	MFF with warewash sink: 20 gal. = 15 gal. warewash + 5 gal. handwash MFF without warewash sink: 5 gal. handwash	5 gal. handwash + Onsite warewash sink	Food compartment/Limited food preparation: 20 gal. = 15 gal. warewash + 5 gal. handwash Fully enclosed MFF/Full food prep: 30 gal. = 25 gal. warewash + 5 gal. handwash
Waste water tanks, capacity: shall have a minimum capacity that is 50% greater than the potable water tank.				
Waste Water Tank (Sec. 114240)	Not required	MFF with warewash sink: 30 gallons MFF without warewash sink: 7.5 gallons	7.5 gallons + Onsite warewash sink	Food compartment/Limited food preparation: 30 gallons Fully enclosed MFF/Full food prep: 45 gallons
Water Heater: water heater capable of heating water to a minimum of 120F is required except MFF that only utilizes hand wash only (100F).				
Water Heater Capacity (Sec. 114325)	Not required	MFFs PERMITTED BEFORE JAN 1, 2014: Minimum 1/2 gallon MFFs PERMITTED AFTER DEC 31, 2013: For only handwashing sink: ½ gallon For handwashing and warewashing sink: 4 gallons	MFFs PERMITTED BEFORE JAN 1, 2014: Minimum 1/2 gallon MFFs PERMITTED AFTER DEC 31, 2013: For only handwashing sink: ½ gallon For handwashing and warewashing sink: 4 gallons	MFFs PERMITTED BEFORE JAN 1, 2014: Limited food preparation: Minimum 1/2 gallon Fully enclosed MFF/Full food prep: Minimum 3 gallons MFFs PERMITTED AFTER DEC 31, 2013: 4 gallons
Instantaneous water heater can also be approved if it can supply water at least 120°F to MFF. Water heater capacity if approved before Jan 1, 2014, is not required to be changed for change of ownership.				

Requirements	Category A	Category B	Category C	Category D
*Full enclosure/food compartment (Sec 113984)	Not required	Food compartment required	Food compartment required	Food compartment required if: Heating, frying, baking, roasting, popping, blending or assembly, slicing and chopping on heated surface. e.g. frying churros Full enclosure: Slicing and chopping, grinding of raw ingredients or PHFs, thawing, cooling of PHFs, reheating for hot holding, washing of foods or cooking of PHFs for later use, beverages with frozen milk products and soft serve ice cream (California Department of Food and Agriculture requirement)
Mechanical ventilation [(Sec 114149.1 (a))]	Not required	Not required	Not required	Required
*Mechanical refrigeration Gas: ANSI approved Electric:UL approved (Sec 114301 (c))	Mechanical freezers required for frozen PHF's but not including whole aquatic invertebrates or ready-to-eat frozen foods.	Required if PHFs are handled on MFF	Required for PHFs	Required for PHFs
Food safety certificate (Sec 113947.1)	Not required	Required if nonprepackaged PHFs are handled on cart or in commissary.	Required for nonprepackaged PHFs	Required for nonprepackaged PHFs
Food handler card (Sec 113948)	Not Required	Required	Required	Required

*Operator shall not be required to replace or modify an existing MFF APPROVED FOR OPERATION PRIOR TO 7-01-2007, so long as the facility is operated in accordance with the conditions of approval. Plans and specifications may be required by the ENFORCEMENT AGENCY if it determines that they are necessary to assure compliance with this part. (Sec.114309)

NOTE: Additions or changes in types of food served may require compliance with Cal Code with equipment upgrades.

Ancillary equipment at MFF:

MFF B & C:

Unless MFF is operating at a community event or swap meet,

- A single piece of ancillary equipment (merchandiser, movable shelf etc.) will be allowed; however, all other items must be stored on the MFF.
- Alternatively, a maximum of 2 ice chests for stocking the MFF in lieu of a single piece of ancillary equipment will be allowed.
- Consumable ice (ice for shaved ice, mocha, iced beverages etc.) must be stored appropriately in ice bins on MFF.
- The maximum allowable size of the ancillary equipment that can be approved is 15 square feet of surface area (for example: 3ft X 5ft), and the equipment must also be mobile.

Cat D:

Unless MFF is operating at a community event or swap meet

- No ancillary equipment is allowed. All the food items and food related equipment must be stored inside MFF.

MFFs at Swap meet/Flea market:

MFF B, C & D:

- Can include a staffed counter that serves non-potentially hazardous prepackaged foods or hot and cold beverages and ice that is not potentially hazardous food (for example: horchata or other beverages) and that are dispensed from approved bulk dispensing units.
 - a) Maximum counter space approved is 15 square feet.
 - b) All the food items must be kept in a food compartment under overhead protection and must be stored at least 6” inches above ground level.
 - c) Beverages in bulk containers are approved with utensils for stirring as long as the food is kept covered after stirring.
 - d) The beverages must be dispensed from the containers through approved nozzles.
 - e) Mixing of bulk beverages shall be conducted diligently to protect the food from contamination at all times.
- In addition to this, the MFF can also have 2 ice chests for bottled/canned beverages and 2 ice chests for prepackaged fruit cups with potentially hazardous fruits.
- Additional permits (swap meet or other applicable permits) shall be required if the MFF engages in any operation other than explained above (including setting up additional tables for prepackaged foods). For example, if a MFF B, sells fruit cups, smoothie, snow cones and beverages, the MFF would need to fit all the open food preparation on the cart or would have to get an additional permit for a MFF B.

MFF at Community events:

MFF B & C:

- Can include a staffed counter that serves hot or cold beverages and ice that is not potentially hazardous food and that are dispensed from approved bulk dispensing units.
- Store supplies and food that are not potentially hazardous in unopened containers adjacent to the MFF or in a nearby temporary storage unit.
- Additional permit as TFF shall be required to conduct any additional food preparation (for example: cooking, BBQ, hot holding and serving additional PHFs)

MFF Cat D:

- Can operate an open-air BBQ or wood burning oven adjacent to the MFF during the community event only.

To assist you in a successful inspection and avoid unnecessary loss of your time and payment of a reinspection fee, please make sure that:

- All equipment is properly operating at the time of the inspection.
- The facility is in compliance with all requirements for a mobile food facility (the requirements are attached for your review).
- The form “Commissary or MSU Verification” is completed and signed.
- Occupiable mobile food facilities must have an insignia from the State Department of Housing and Standards Community Development(HCD) on the vehicle. The insignia certifies that the MFF meets construction, electrical, plumbing and fire safety requirements to assure the health and safety of California purchasers and occupants. Contact HCD at (916) 255-2501 for more information.
- Mobile food facilities that sell soft serve ice cream must obtain a semi frozen (Soft Serve) milk product plant permit from California Department of Food and Agriculture. Contact Department of Food and Agriculture at (209) 466-7186 for more information.

Mobile food facilities may be subject to additional requirements and permits based on where they operate. Jurisdictions in each operating location shall be contacted to determine additional requirements. City or County Business Licensing, Planning Department, Building Department and Zoning Department shall be contacted for additional requirements when a mobile food facility intends to operate at a single location for longer than one hour. Contact information is provided below.

Agency Name	Location	Contact	Description
County of Sacramento – All mobile food trucks located or operating in unincorporated Sacramento County			
Department of Finance, Business Licensing	700 H Street, Rm 1710 Sacramento CA 95814	(916) 874-6644	Obtaining a special business license.
Planning and Environmental Review	827 7th St, Rm 101 Sacramento CA 95814	(916) 727-4907	Regulatory authority for approved operating locations and temporary use permits for events.
Regional Parks	3711 Branch Center Rd Sacramento CA 95827	(916) 875-6961	Permit to operate in County parks.
City of Sacramento – All mobile food trucks located or operating in the City of Sacramento			
Special Business Permit	915 I St Sacramento, CA 95814	(916) 808-8500	Obtain a business license.
Youth, Parks, & Community Enrichment		(916) 808-7888	Special events in the City of Sacramento.
City of Citrus Heights- All mobile food trucks located or operating in the City of Citrus Heights			
Business License Division	6360 Fountain Square Dr Citrus Heights CA 95621	(916) 725-4907	Obtain a business license.
Planning Division		(916) 727-4740	Locations where mobile food facilities may operate in the city of Citrus Heights.
City of Elk Grove- All mobile food trucks located or operating in the City of Elk Grove			
Business License Division	8401 Laguna Palms Way Elk Grove CA 95758	(916) 478-2211	Obtain a business license.
Planning Division			Regulatory authority for approved operating locations and temporary use permits for events.
City of Rancho Cordova- All mobile food trucks located or operating in the City of Rancho Cordova			
Business License Division	2729 Prospect Park Dr Rancho Cordova CA 95670	(916) 851-8700	Obtain a business license.
Planning Division			Regulatory authority for approved operating locations and temporary use permits for events.
City of Folsom- All mobile food trucks located or operating in the City of Folsom			
Business License Certificate	50 Natoma St Folsom CA 95630	(916) 461-6000	Obtain a business license.
Community Development			Regulatory authority for approved operating locations and temporary use permits for events.
City of Isleton- All mobile food trucks located or operating in the City of Isleton			
Business License	501 B 2nd St Isleton CA 95641	(916) 777-7770	Obtain a business license.
City of Galt- All mobile food trucks located or operating in the City of Galt			
Business License Division	380 Civic Dr Galt CA 95632	(209) 366-7150	All mobiles located or operating in the City of Galt.
Planning Department		(209) 366-7230	Regulatory authority for approved operating locations and temporary use permits for events.
State of California			
Housing and Standards	9342 Tech Center Dr #550 Sacramento CA 95826	(800) 952-8356 NAOstaff@hcd.ca.gov	Commercial vehicle & cart safety standards.
<u>Department of Food and Ag</u> Agricultural Division	1220 N St Sacramento CA 95826	(916) 654-0466	Retail produce (from a wholesaler).
Milk and Dairy Branch	2403 W. Washington St Stockton CA 95203	(916)-900-5016	Processing of milk or dairy (i.e. soft serve).
Department of Motor Vehicles (DMV)	(various locations) (online registration)	(209) 466-7186	Vehicle and cart licensing and registration.
Seller's Permit		(800)-777-0133	Retail sales of tangible goods.

MFF Category B Operator Self-inspection checklist

- Completed new doubled sided "Commissary Verification Form" (Signed by Commissary owner)
- Completed "Cleaning and Sanitizing Procedure Form"
- Completed "Restroom Verification Letter" if the MFF is parked at one location for more than 1 hour

Structural Requirements:

- Insignia from Department of Housing and Community Development if vehicle is occupiable
- Identification of business and address on the cart/truck
- Mechanical refrigeration unit capable of keeping all Potentially Hazardous Foods at 41°F or below (monitoring thermometer required in refrigeration unit).
 - Power source for refrigerator
- Hot holding unit (steam table, hot case, etc.) capable of keeping food items at 135°F or above
- Fully functional and accessible handwashing sink:
 - Liquid soap in dispenser
 - Paper towels in dispenser
 - Hot water at 100°F-108°F
- Fully functional warewashing sink: (*See MFF classification packet for specific information*)
 - Hot water at least 120°F
 - Plugs to fill the sinks
 - Detergent
 - Sanitizer
 - Sanitizer test strips
- Functional mechanical ventilation with clean filters
- Functional water heater
- Functional and filled potable water tank (at least 5 gallons)
- Functional wastewater tank (at least 7.5 gallons), no leaks
- Safety equipment:
 - Fire extinguisher
 - First aid kit.
- No more than 1 ancillary piece of equipment (ice chest etc.)
- Food compartment for all open food items and overhead protection
- If occupiable, an unobstructed height over the aisle way portion of the unit of at least 74 inches from floor to ceiling and minimum of 30 inches of unobstructed horizontal aisle space (required for new permits only)

Commissary Requirements:

- MFF operates out of an approved Commissary where MFF does:
 - Food preparation
 - Potable water supply
 - Overnight parking
 - Electrical hook up
 - Warewashing
 - Food storage
 - Supplies storage
 - Waste tank/Sewage disposal facility
 - Waste grease removal

Required Equipment/Utensils:

- Accurate probe thermometer (0-220°F). for MFFs with potentially hazardous foods
- Suitable utensils (i.e. deli tissue, spatulas, tongs or dispensing equipment)
- Approved potable water hose
- Approved wastewater hose if needed to get rid of waste water

Employee knowledge/health:

- Food safety certificate if MFF handles opened, potentially hazardous foods
- Food handler cards for all employees

MFF Category D Operator Self-inspection checklist

- Completed new doubled sided "Commissary Verification Form" (Signed by Commissary owner)
- Completed "Restroom Verification Letter" if the MFF is parked at one location for more than 1 hour

Structural Requirements:

- Insignia from Department of Housing and Community Development if occupiable
- Identification of business and address on the cart/truck
- Mechanical refrigeration unit capable of keeping all Potentially Hazardous Foods at 41°F or below (monitoring thermometer required in refrigeration unit)
 - Power source for refrigerator
- Hot holding unit (steam table, hot case, etc.) capable of keeping food items at 135°F or above
- Fully functional and accessible handwashing sink:
 - Liquid soap in dispenser Paper towels in dispenser Hot water at 100°F-108°F
- Fully functional warewashing sink:
 - Hot water at least 120°F Plugs to fill the sinks Detergent Sanitizer Sanitizer test strips
- Functional mechanical ventilation with clean filters
- Functional water heater (min. capacity of 4 gallons)
- Functional and filled potable water tank (at least 30 gallons)
- Functional wastewater tank (at least 45 gallons), with cap and no leaks
- Safety equipment:
 - Fire extinguisher First aid kit
- Full enclosure (screens provided and intact without holes)
- Floor, walls and ceiling smooth, easily cleanable, in good repair
- Self-closing employee entrance doors
- No more than 1 ancillary piece of equipment (ice chest etc.)
- If occupiable, an unobstructed height over the aisle way portion of the unit of at least 74 inches from floor to ceiling and minimum of 30 inches of unobstructed horizontal aisle space (required for new permits only)

Commissary Requirements:

- MFF operates out of an approved Commissary where MFF does:
 - Food preparation Potable water supply Overnight parking Electrical hook up Warewashing
 - Food storage supplies storage Waste tank/Sewage disposal facility Waste grease removal

Required Equipment/Utensils:

- Accurate probe thermometer (0-220°F)
- Suitable utensils (i.e. deli tissue, spatulas, tongs or dispensing equipment)
- Approved potable water hose
- Approved wastewater hose if needed to get rid of waste water

Employee knowledge/health:

- Food safety certificate
- Food handler cards for all employees