



**Rowan County Health Department**  
**1811 East Innes Street – Salisbury, NC 28146-6030**

## **MOBILE FOOD UNIT AND PUSH CART APPLICATION**

Date: \_\_\_\_\_

Mobile Food Unit (Food Truck) – A fully enclosed, self contained commercial kitchen on wheels that is readily moved from a serving commissary to varying locations for food service vending operations.

Push Cart - Only prepackaged foods and hotdogs shall be prepared, handled, or served. The push cart shall have a servicing commissary and shall be transported to varying locations for food service vending operations.

### **Check sheet of documentation needed:**

- 1. A completed application and application fee of \$150.**
- 2. A set of plans** drawn to scale (1/4" = 1 foot) showing the layout of the equipment inside the mobile food unit.
- 3. Manufacturer's specification sheets** for each piece of equipment included on the floor plan. Make and model number can be used in place of spec sheets for older equipment. Number the equipment to correspond with specification sheets for each piece of equipment.
- 4. A full menu including drinks** of all items that will be served from the mobile food unit. Along with the menu a selection of items that will be prepared at the commissary before transport. Anything cooked, cooled, washed and cut shall be included.
- 5. A signed and complete commissary agreement form.**
- 6. Operating Schedule** submitted with locations and times of operation.

### **Applicant Information**

Name of Unit or Cart: \_\_\_\_\_ Vehicle Tag: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Manager/Person in Charge: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Unit or cart is owned by: ☐ LLC ☐ Corporation ☐ Individual ☐ Other

Ownership Name: \_\_\_\_\_

Type of Permit: ☐ Mobile Food Unit ☐ Pushcart

Projected Start Date: \_\_\_\_\_

### Commissary Information

North Carolina Rules Governing The Food Protection And Sanitation Of Food Establishments 15A NCAC 18A .2600 in rule .2670 (4) push carts or mobile food units shall operate in conjunction with a permitted commissary and shall report at least daily to the commissary for supplies, cleaning, and servicing. You shall provide the following information for the restaurant/commissary you plan to operate in conjunction with.

Check one: ☐ New Application/New Commissary ☐ Change of commissary

Name of the Restaurant/Commissary: \_\_\_\_\_

Location (address): \_\_\_\_\_

City and State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Water supply: ☐ Municipal ☐ Private\*

Sewage Disposal: ☐ Sewer ☐ Onsite\*

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Contact Person of Restaurant/Commissary: \_\_\_\_\_

\*If wastewater is disposed into onsite system and/or if facility on a well, septic system and/or well must be evaluated and approval must be granted from Health Dept.

### Restaurant Approval for Operation of a Push Cart/Mobile Food Unit

Title 15 A NCAC (North Carolina Administrative Code) 18A .2600 "Rules Governing the Sanitation of Food Service Establishments" specifies in Section .2670 "General Requirements For Pushcarts and Mobile Food Units" that: "(4) Pushcarts or mobile food units shall operate in conjunction with a permitted commissary and shall report at least daily to the commissary for supplies, cleaning, and servicing."

Title 15A NCAC 18A .2672 "Specific Requirements For Mobile Food Units" further states: "(g) A servicing area shall be established at a commissary for the mobile food unit. Potable water servicing equipment shall be installed, stored, and handled to protect the water and equipment from contamination. The mobile food unit's sewage storage tank shall be flushed and drained during servicing operation. All sewage shall be discharged to an approved sewage disposal system."

I \_\_\_\_\_, the \_\_\_\_\_ of  
(Name) (Title)

\_\_\_\_\_ located at \_\_\_\_\_

(Establishment Name)

(Address of Establishment)

\_\_\_\_\_ have read the regulations listed above and  
(Establishment Address Continued)

herby authorize \_\_\_\_\_ doing business as  
(Name of PC/MFU Operator)

\_\_\_\_\_  
(Business Name)

to operate a pushcart/mobile food unit in conjunction with my facility. I understand the applicable regulations require the unit report daily to my restaurant for supplies, cleaning, and servicing, including any on-board water supply and disposal of all solid and liquid wastes. I agree to allow all supplies for the unit to be stored on my premises and understand that the Rowan County Health Department does not permit supplies for such facilities to be stored in any private residence. I understand that any sanitation deficiencies resulting at my restaurant, even if directly or indirectly related to the operation of the pushcart/mobile food unit, will be reflected in the sanitation grade of my restaurant. This agreement shall remain in effect as long as I am the restaurant owner/operator, unless rescinded by notifying the pushcart/mobile food unit owner and the Environmental Health Division of the Rowan County Health Department in writing. I agree to notify both parties in writing should this approval be rescinded.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
(Restaurant Owner/Operator)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Phone Number: \_\_\_\_\_

### **Materials of Construction**

Floor surface: \_\_\_\_\_ Cove Base: \_\_\_\_\_

Wall Surface: \_\_\_\_\_

Ceiling surface: \_\_\_\_\_

Counter tops: \_\_\_\_\_

**No construction can take place on the mobile food unit until the plans are approved by Rowan County Environmental Health.**

Mobile food units shall be built so they are easy to keep clean. The finishes of floors, walls, and ceilings shall be smooth and non-absorbent. Electrical and plumbing lines shall be concealed within the walls where possible so the walls can be easily cleanable.

Outer openings including doors and service windows shall be closeable. The windows shall be screened and capable of being closed in order to prevent the entrance of flying insects.

Lighting fixtures shall be shielded or exposed bulbs shall be shatterproof. Lighting intensity shall measure 50 foot candles of power 30 inches above the floor at the surface where an employee is working with food, utensils, and equipment.

### **Food Service Equipment**

Cooking equipment (fryers, flat grill, char grill, etc.) \_\_\_\_\_

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Cold food holding equipment (Refrigerators and freezers): \_\_\_\_\_

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Hot food holding equipment (steam tables, hot hold cabinet, table top hot holding unit): \_\_\_\_\_

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How will food and other supplies be stored off the ground/floor? \_\_\_\_\_

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Type of food thermometer that will be used? \_\_\_\_\_

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### **Dishwashing facilities**

Mobile Food Units only:

Number of sink compartments: \_\_\_\_\_

Size of sink compartments in inches: Length \_\_\_\_\_ Width: \_\_\_\_\_ Depth \_\_\_\_\_

Length of sink drainboards in inches: Right side \_\_\_\_\_ Left side \_\_\_\_\_

### **Sanitizing**

What method of sanitizing will be used:

\_\_\_\_ Chlorine (bleach and water)

\_\_\_\_ Quaternary Ammonia

\_\_\_\_ Other (explain) \_\_\_\_\_

If using a chemical sanitizer test strips for the sanitizer shall be provided.

Will any utensils be washed and sanitized on the truck? Yes \_\_\_\_ No \_\_\_\_

### **Water Supply**

A servicing area shall be available at the commissary/restaurant for the mobile food unit. This servicing area must provide a sanitary method of obtaining potable water from an approved water supply. A mobile food unit shall have a potable water system with hot and cold water that is under pressure.

What is the potable water supply for the mobile food unit: \_\_\_\_\_

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How will the potable water inlet be secured? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How and when will the potable water tank be cleaned and sanitized? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### **Calculate the Capacity of the Potable Water Tank**

Length (inches) \_\_\_\_\_ X Width (inches) \_\_\_\_\_ X Height (inches) \_\_\_\_\_  
= \_\_\_\_\_ cubic inches of the tank

$\frac{\text{Cubic Inches}}{\text{Tank}} \times \frac{1 \text{ Gallon}}{231 \text{ Cubic Inches}} = \text{_____ Gallons of Water Tank}$

### **Calculate Waste Water Storage Tank Size**

The waste water storage tank must be 15 percent (minimum size) larger than the potable water storage tank.

Gallons of the Water Tank \_\_\_\_\_ X 1.15 = \_\_\_\_\_ Minimum  
size of waste water storage tank in gallons

Where will the waste water tank be dumped/emptied? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### **Water Heater**

(Gas): Manufacturer \_\_\_\_\_

Model \_\_\_\_\_ BTU's \_\_\_\_\_

(Electric): Manufacturer \_\_\_\_\_

Model \_\_\_\_\_ Kw's \_\_\_\_\_

Storage capacity of heater in gallons: \_\_\_\_\_

Recovery rate of water heater in gallons per hour: \_\_\_\_\_

(Tankless heater): Manufacturer \_\_\_\_\_ Model \_\_\_\_\_

### **Power Supply**

A properly designed, installed, and operating electrical supply system is required in order to maintain refrigerated equipment (cold food holding equipment), lights, exhaust hood(s), hot food holding equipment, and other equipment during transit (moving) and at the operation site.

The power supply system must be provided in order to maintain the operation of cold or hot food holding equipment anytime food is stored on the mobile food unit or when the mobile food unit is in transit (moving). The 2009 NC Food Code 3-501.16 states; Except during times of preparation, cooking, or cooling (not permitted on a mobile food unit) food shall be maintained 41 F or less; or 135 F or above. This includes food even when it is in transit (moving).

### **Cold Food Storage During Transit (moving):**

Food for use in the mobile food unit will not be allowed to be transported in coolers. Food must remain in mechanical refrigeration while in transport (moving) and during operation times unless utilizing time as a public health control during operation/service times.

A separate power source such as an onboard RV type or ONAN type generator, battery bank and inverter(s), or an inverter(s) system wired to the engine's alternator will be required. The electrical system shall demonstrate that the proposed electrical system supply can support (at the minimum) refrigeration equipment during transit (moving).

### **Inverter Information (During Transit)**

Manufacturer: \_\_\_\_\_ Model Number: \_\_\_\_\_

Horse Power \_\_\_\_\_ Start up Wattage \_\_\_\_\_ Running wattage \_\_\_\_\_

Once the mobile food unit has reached its operation site a larger generator can be utilized to supply power to other needed pieces of equipment. This larger generator shall demonstrate it has enough start up and running watts for the equipment plugged in to the generator.

### **List Generator Information (Normal Operation)**

manufacturer \_\_\_\_\_ model number \_\_\_\_\_

horse power \_\_\_\_\_ start up wattage \_\_\_\_\_ running wattage \_\_\_\_\_

### **Hot Food Storage During Transit (moving):**

Will food(s) be cooked at the commissary, placed onto the mobile food unit, stored hot and transported to the operation/service site? \_\_\_\_\_ yes; or \_\_\_\_\_ no.

If yes, how will this be accomplished (please explain): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

What equipment will be used to keep the food(s) stored hot at 135 F or above during transport (moving)? \_\_\_\_\_

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### **Proposed Menu**

A menu (include all food items and drinks) shall be provided with the submitted application and set of plans so that food handling procedures and preparation can be evaluated. In order to simplify the operations on the mobile food unit, the foods should be purchased in a pre-prepared state so that food handling on the mobile food unit is kept to a minimum.

All raw meats (beef, pork, lamb, poultry, seafood) that are cut, sliced, mixed with other ingredients, marinated, etc. shall be prepared at the commissary, not on the mobile food unit due to lack of work space and water for cleaning and sanitizing work surfaces. These items shall be stored at the commissary at 41 F or below.

All raw vegetables shall be thoroughly washed, cut, mixed with other ingredients, etc. at the commissary due to the lack in water supply on the mobile food unit. Cut vegetables shall be stored at the commissary at 41 F or below.

### **Food Sources**

Where will food be supplied from: \_\_\_\_\_

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List Proposed Menu Items: \_\_\_\_\_

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Will any animal food(s) such as beef, eggs, lamb, pork, poultry, seafood, or shellfish be served or offered raw or undercooked? Yes \_\_\_\_\_ or No \_\_\_\_\_.

Will any produce be washed on the truck? Yes \_\_\_\_ No \_\_\_\_

How will facility comply with no bare hand contact with ready to eat foods rule?

Gloves \_\_\_\_ Utensils with Handles \_\_\_\_ Deli Sheet \_\_\_\_ Other \_\_\_\_

If yes, the 2009 North Carolina Food Code 3-603.11 requires that a Consumer Advisory be posted to inform consumers of the increased risk of consuming such foods.

### **Specialized Food Processes**

Will specialized food processes be conducted on the mobile food unit or at the commissary for service on the mobile food unit? Yes \_\_\_\_\_ or No \_\_\_\_\_.

Specialized processes include smoking food for preservation, (not for flavor), curing food, acidification, reduced oxygen packaging, sous vide, and sprouting seeds or beans. A HACCP plan and variance request shall be submitted and to the NC Food Code Variance Committee for

approval prior to these processes taking place. The state variance committee can be reached at 919-707-5854.

## Solid Waste Disposal

How will solid waste, garbage, and recyclables generated from food production on the mobile food unit/push cart will be disposed of? Please explain: \_\_\_\_\_

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**Food Service Operation Locations**  
(where will the mobile food unit or push cart operate)

The North Carolina Rules Governing The Food Protection and Sanitation of Food Establishments 15A NCAC 18A General Requirements for mobile food units and push carts states in rule .2670:

\* 2670 (b) The local health department that issues the operations permit shall be provided a list of counties and locations where the mobile food unit or push cart will operate. (This means if Rowan County issues you a permit, you must give a list of locations and dates that you will set up and sell food).

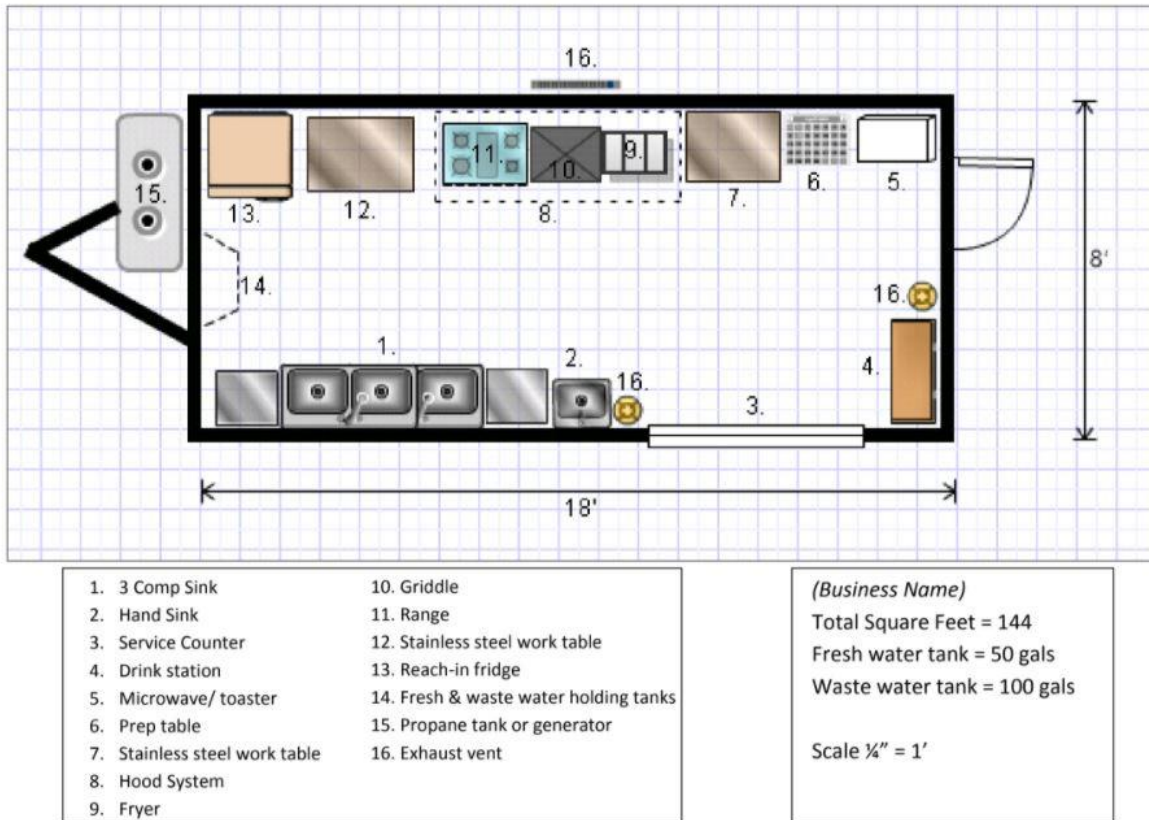
\*2670 (c) Before starting food service operation in particular county, the mobile food unit or push cart operator shall give the local health department of that county where the food service operations are proposed a list of locations where the mobile food unit or push cart will operate. These lists shall be kept up to date and current. (This means that before you set up food operations in another county, other than Rowan County, you shall contact the county where you want to set up operations and give them a list of locations and dates you intend to operate).

Please list your Operation Schedule and Locations (Operation locations shall include a bathroom available to the mobile food unit or push cart employees).

LOCATION	DATE	TIMES



# Mobile Unit Floor Plan Example



Please contact the Rowan County Health Department at 704-216-8525 and ask to speak to an environmental health specialist in the food protection and facilities division if you have any questions.