

# Mobile Food Businesses

POLICY-14

In this factsheet you will find the requirements for permitting your mobile food business.

## GENERAL REQUIREMENTS

- We recommend you contact your local building, business, fire, and sewer departments to see if they have additional requirements you must meet;
- You should also contact the Washington Department of Labor & Industries at (360) 902-5218. They must approve trailers or other vehicles if your employees work inside them;
- You may need to operate in conjunction with a permitted commissary and submit a Commissary Kitchen Agreement Form. Commissaries outside of Kitsap County may be approved on a case by case basis. The Commissary Kitchen Agreement must be updated annually.
- You may need a letter of agreement for vending locations, servicing areas and restrooms.
- When you submit your Plan Review Application:
  - The plans should include the mobile unit, the commissary and the servicing area. The plans must include: the name of your business; a plumbing plan; a floor plan; a wall, floor and ceiling finish schedule; an equipment layout and a schedule of equipment for the commissary kitchen, mobile unit, servicing area and/or for your vending location.
  - A menu must accompany the plans. Provide a detailed list of all the foods and beverages you will be serving.
  - Show the location and distance to restrooms for employees;
  - Show the location and size of your freshwater tank. If you get water from a location different than your commissary, you may need to produce a letter showing that you have permission to use the water;
  - Indicate the size of your wastewater tank and the site used for sewage disposal;
  - If your commissary is on a septic system, call us to discuss whether we will require a Commercial Building Clearance Application ;
  - Include a proposed operating schedule. Tell us the monthly timeframe you want your permit to cover (for example you may only plan to operate between March and August). When your permit is issued, it will be valid for a minimum of six months and will be pro-rated by full quarters for any additional portion of the permit year that you will operate.
  - 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.

After you receive a plan approval letter you may proceed with any necessary construction. Contact this office to schedule a pre-operational inspection. Allow at least a 5 workday flexibility for scheduling this meeting.



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## FACILITY REQUIREMENTS

### WATER SOURCE

- You must get your water from a system approved by the Health District. We may require you to bring a letter documenting your permission to use the water;
- The water holding system in your unit must be made of food-grade, sanitizable materials, and you must sanitize it daily;
- You must use a food-grade hose to fill your freshwater tanks;
- You must use potable water for hand washing, food preparation, utensil cleaning, sanitizing and facility cleaning.

### WASTEWATER DISPOSAL

- Your unit's wastewater holding system must be made of durable, leak-proof materials and hold 15% more capacity than your clean water tank can;
- Your holding tank dumping site must be approved. You may not dump into storm sewers or at a private residence. We may require you to bring a letter documenting your permission to use the dumping site;
- You must maintain logs and receipts showing when the tanks are dumped;
- You must plumb all food contact equipment requiring drainage to the holding tank. Examples of equipment are food prep sinks, refrigerators (non-evaporator style), ice, pop, and espresso machines.

### HAND WASHING FACILITIES

- You must provide a sink used for hand washing only. It may not be used for any other purpose;
- You must provide soap and paper towels;
- You must have a minimum water capacity of five gallons for handwashing, and when in use it must produce a continuous flow of hot & cold, or warm water (100° F – 120°F).

### RESTROOMS

- A restroom must be available to employees within 200 feet of your mobile unit. It must be equipped with hand washing facilities. It must be available during all hours of business operation. You must have customer restroom facilities at your vending site if you provide on-premises seating for your customers.

### DISHWASHING FACILITIES

- You must conduct your dishwashing in your unit or at an approved commissary. You cannot use a home kitchen;
- Dishwashing requires a three-compartment sink with drain boards and potable hot and cold water for washing, rinsing and sanitizing equipment and utensils. The sink compartments must be large enough to accommodate your largest utensil/equipment. Alternatively, the commissary can use a commercial dishwasher with a heat or chemical sanitizing cycle, plus a three-compartment sink.

### FOOD PREPARATION SINK

- Depending upon your menu and food preparation techniques, you may need a food preparation sink that will only be used for food washing, rinsing, thawing, soaking or any other food prep process. It must have an indirect drain.

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## STORAGE FACILITIES

- We must approve where you store your unit, clean it, and where you store your back-up supplies.

## EQUIPMENT SURFACES

- All surfaces of your unit must be smooth, non-absorbent, durable, non-toxic, non-corrosive, and easily cleanable. Bare wood surfaces aren't allowed. Equipment and utensils must be National Sanitation Foundation approved or equivalent.

## UTENSILS

- You must have a large enough supply of clean utensils to last during all hours of operation or you must properly clean and sanitize them every four hours;
- Only single-service utensils may be used for customers. They must be stored and dispensed in a sanitary manner.

## PROTECTION FROM CONTAMINATION

- Condiments must be in individual packages or dispenser bottles or in containers that are protected from contamination;
- You must install overhead protection for all food preparation activities.

## SIGNAGE

- Your business name and your food establishment permit must be prominently posted where customers can see them, during all your business hours.

## COOKING, REHEATING AND TEMPERATURE CONTROL FOR SAFETY

- You must have enough mechanical refrigeration space or insulated containers to maintain foods at 41°F or below during transport and cold holding prior to service. Mechanical refrigeration is preferred and may be required depending on your menu and the length of your business day;
- You must have enough insulated containers or other hot holding devices to maintain hot foods at 135°F or above during transport and hot holding prior to service. Hot holding units must be powered by propane, electricity or generators. "Sterno" type fuel is not allowed;
- You must serve potentially hazardous foods the same day they are prepared. You may not cool or use the leftovers;
- Raw meats cooked in your unit must be less than one inch thick unless the Health District has given you prior written permission;
- You must reheat food from an approved food establishment, or food you have previously cooked and cooled, for hot holding, from 41°F to 165°F or above within one hour;
- Reheat food from a food processing plant, for hot holding, from 41°F to 135°F or above within one hour. An example would be canned chili or canned cheese sauce;
- You may reheat food one time only;
- You must use a food thermometer with a small diameter probe that is designed to measure the temperature in thin foods such as meat patties and fish filets.