



FOOD CART & COMMUNITY EVENT REQUIREMENTS FOR FOOD VENDORS

ENVIRONMENTAL HEALTH DIVISION
August 2021





Purpose

Provide information to help guide unpermitted food vendors on opportunities to transition to a

- permitted cart
- permitted food vendor participating in a community event

Definitions

Mobile Food Facility

Any vehicle used in conjunction with a commissary or other permanent food facility upon which food is sold or distributed at retail.





Definitions

Commissary

A food facility that services Mobile Food Facilities, mobile support units, or vending machines where any of the following occur:

- Food, containers, or supplies are stored.
- Food is prepared or prepackaged for sale or service at other locations.
- Utensils and equipment are cleaned.
- Liquid and solid wastes are disposed, or potable water is obtained

All Mobile Food Facilities must operate in conjunction with a commissary



Limited Food Preparation

Food carts are limited to one or more of the following:

- Heating, Frying, Baking, Roasting, Popping, Shaving of Ice, Blending, Steaming, or Boiling of Hot Dogs, or assembly of non-prepackaged food.
- Dispensing and portioning of non-potentially hazardous food.
- Slicing and chopping of food on a heated cooking surface during the cooking process.
- Cooking and seasoning to order.
- Preparing beverages that are for immediate service, in response to an individual consumer order, that do not contain frozen milk products.

Pop-up Street Restaurants cannot be permitted per State Law





Food Cart Permitting Process

- Submit the following to Los Angeles County Public Health Plan Check Program:
 - Plan Check Application
 - Two sets of printed cart plans
 - Plan review fee
- Public Health reviews plans within 20 business days and provides a list of any needed corrections
- After the plans are approved, the cart is built to the approved plan
- A final inspection of the built cart is made



Plan Check Application

The individual, corporation or entity responsible for the operation of the cart to submit the Plan Check Application, two sets of plans and the fee to Los Angeles County Plan Check Program.

Plan Check Review Fee - \$746

Application may be obtained at: [mobile-food-facility-plan-check-application.pdf \(lacounty.gov\)](http://mobile-food-facility-plan-check-application.pdf(lacounty.gov))



MOBILE FOOD FACILITY (MFF) PLAN CHECK APPLICATION

ENVIRONMENTAL HEALTH - PLAN CHECK PROGRAM
5050 Commerce Drive, Baldwin Park, CA 91706-1423
www.publichealth.lacounty.gov/eh
(626) 430-5560



2 sets of plans for vehicles are required. Incomplete applications will not be processed.

Plan Owner: Designee/Contact:
 Mailing Address: City: State: Zip:
 Phone: E-mail address:

BUSINESS CLASSIFICATION:	APPLICATION FEE	IMPORTANT NOTES <ul style="list-style-type: none"> Your plans will not be reviewed until the plan check fee is paid. The plans will be reviewed within 20 (regular) or 10 (expedited) working days upon receipt of your plan check fee, application and plans. The plan checker will contact you after the plans are reviewed. Plan reviews will be mailed unless otherwise requested. (i.e. Fax or E-mail) The initial plan check fee entitles you to a maximum of two <u>plan reviews</u>. A charge of \$167 will be assessed for the third review, and a charge of \$167 for all subsequent plan reviews. The initial plan check fee entitles you to a maximum of two field inspections. A charge of \$167 will be assessed for the third inspection, and a charge of \$167 for all subsequent inspections. Plans must be approved before beginning construction or installing any equipment. You must have your <u>APPROVED</u> set of plans at the job site. All required agency approvals must be submitted at the time of final inspection. If you have any questions, please contact your plan checker at (626) 430-5660. Plans will only be released to the plan owner.
MFF:	\$ <input type="text"/>	
Commissary:	\$ <input type="text"/>	
Mobile Support Unit:	\$ <input type="text"/>	
Remodel of a permitted MFF:	\$ <input type="text"/>	
Briefly describe the remodel in the space below: <input type="text"/>		
MFF Evaluation:	\$ <input type="text"/>	
Miscellaneous:	\$ <input type="text"/>	

	NAME	COMPLETE ADDRESS	PHONE
MFF:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Business Owner/Operator:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Vehicle Manufacturer:	<input type="text"/>	<input type="text"/>	<input type="text"/>

OWNER REPRESENTATIVE DECLARATION: I understand the amount of fee paid is **NON-REFUNDABLE** and the application is **NON-TRANSFERABLE**. The fee paid is based on my declaration of the business classification indicated above. If this declaration is incorrect, I understand that the plans will not be reviewed until the correct fee is paid. I also understand that plans shall be reviewed within 20 (regular) or 10 (expedited) working days after receipt of payment and the **REVIEWED PLANS (WHETHER APPROVED OR NOT) ARE VALID FOR ONE YEAR. FINALLY, I UNDERSTAND PLANS MUST BE APPROVED PRIOR TO COMMENCING CONSTRUCTION OR INSTALLING ANY EQUIPMENT, AND IT IS A MISDEMEANOR TO BEGIN OPERATION WITHOUT A FINAL INSPECTION, APPROVAL, AND VALID HEALTH PERMIT/LICENSE.**

SIGNATURE: _____ DATE:

CONTACT OFFICE	OFFICE USE ONLY	PLAN CHECK NUMBER
	PAYMENT Fee paid: _____ Receipt no.: _____ Check no. or cash: _____ Date paid: ____/____/____ Cashier's initials: _____	SR _____

Community Events



Definitions

Community Event

An event that is of a civic, political, public, or educational nature approved by this department, and subject to the California Retail Food Code (Cal Code) requirements

- State and county fairs
- City festivals
- Certified farmers' markets
- Other public gatherings approved by your city





Responsibility of Organizer

- **Must submit the Community Event Organizer application**
- **Must ensure the participating food booths have the support needed to ensure food safety and compliance**
- **Must ensure participating food vendors are permitted and meet food safety requirements**
- **Obtain approval from all applicable agencies, including but not limited to local fire department, building department and Alcoholic Beverage Control**

Warewashing Facilities

Three-compartment warewashing sink:

- Have overhead protection
- Be located within 50 ft. of the food booths
- Prevent access by the public

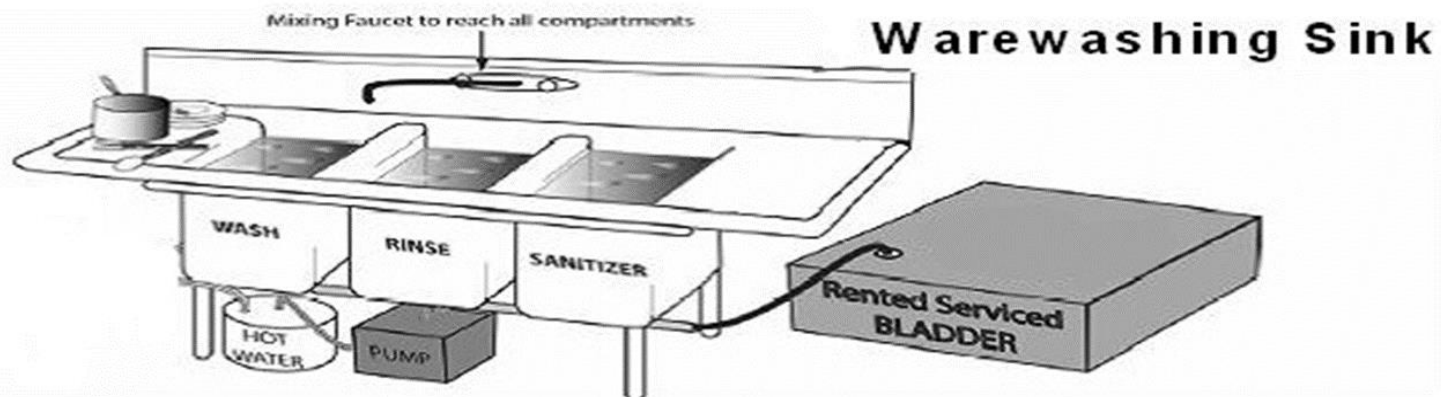


No warewashing sink is required for prepackaged food booth without samples

Warewashing Facilities

Three-compartment warewashing sink:

- 120 F Hot and Cold Water (**25 gallons for each TFF**)
- Connected to sewer or holding tanks (**1.5 X use capacity**)
- Detergent and Sanitizer available
- Warewashing sink may be **shared by no more than 4 TFFs**



REQUIREMENTS

Hand Washing Sinks

Gravity fed- 5 gallon minimum



Self-contained portable sink

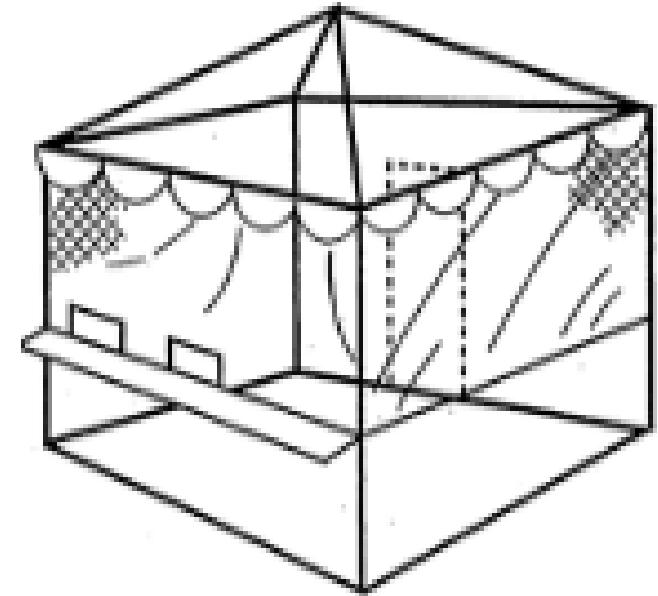


Requirements

Food Handler Toilet Facilities



← 200 FEET →



Requirements

Food Handler Hand Wash Facilities



Definitions

Temporary Food Facility (TFF)

A food booth, food cart or food truck approved by the Department of Public Health to operate at a fixed location within a Community Event. A TFF may only operate for a period not to exceed 25 consecutive or nonconsecutive days in any 90-day period.



Requirements

Pre-Packaged Food Booth / Bulk Beverage Dispensing / Food Demonstrator Booths with Food Compartments



Requirements

Food Preparation Booth/ Food Demonstrator Booths & Prepackaged Food Booth with Sampling without Food Compartments



Requirements

Cooking Equipment Requirements

- Barbecues, grills, or other approved open flame cooking equipment may be located next to the food booth.
- All cooking equipment must be separated from the public using an approved barrier.
- Outdoor cooking equipment shall not be located under trees.





Community Event Applications

Event Organizer- The individual, corporation or entity responsible for the operation of the event and the provision of facilities used by the public or shared by multiple Temporary Food Facilities.

Application may be obtained at:
event-organizer-application.pdf
[\(lacounty.gov\)](http://lacounty.gov)

COMMUNITY EVENT ORGANIZER APPLICATION
 ("Submit 30 days in advance of the event")
*Application submitted less than 14 calendar days prior to the start of the event will be subjected to an expedited processing fee.

Name of Event: _____ **Date(s) of Event:** _____ **to:** _____
Address of Event: _____ **City:** _____ **Zip:** _____
Event Organizer: _____ **Time(s) of Event:** _____ **to:** _____ **Set Up Time:** _____
Person(s) in charge: _____ **Cell Phone:** _____
Mailing Address: _____ **City:** _____ **Zip:** _____
Telephone: _____ **Fax:** _____ **E-mail:** _____

For-Profit Non-Profit (Attach a copy of approved Exemption Certification for Community Event Form)
 Event held in: Enclosed Building Open Field City Street Other: _____
 All Permit(s) paid by Event Organizer on one payment TFF Permit(s) paid by individual operator

TEMPORARY FOOD FACILITIES (TFF) SITE PLAN	NUMBER OF TFF PER TYPE
Submit a site plan showing the general layout of the event indicating location of the following: 1. Food Booths/Food Trucks/Carts 2. Water Supply 3. Toilet and Handwashing Facilities (quantity of each) 4. Trash Disposal Containers (quantity) 5. Location of Shared Warewashing Facilities 6. Location of Animals, Rides, and Attractions 7. Janitorial Facilities Note: Include distances of toilet facilities and animals from foodbooths.	Food Preparation: _____ Pre-packaged w/ Sampling: _____ Food Demonstrator: _____ Unpermitted Food Trucks/Carts: _____ <div style="text-align: right;">Subtotal: _____</div> Pre-packaged: _____ Permitted Food Trucks/Carts: _____ <div style="text-align: right;">Total TFF: _____</div>

TEMPORARY FOOD FACILITIES LIST

Using the last page, provide a list of all temporary food facilities, including food booths, trucks and carts, participating in the event. List the Los Angeles County Public Health Permit number for all food carts and trucks. Mark yes on "requires warewash sink" for all temporary food facilities except for Los Angeles County permitted food trucks, carts, and pre-packaged food booths. Attach additional pages if needed.

FOOD BOOTHS

Food preparation booths must be constructed with 4 sides, a washable floor and overhead protection.
 Pre-packaged food booths require a washable floor and overhead protection.

Provided by: Event Organizer Food Booth Operator
 Floor Material: _____ Wall Material: _____
 Ceiling Material: _____ Size of Pass Through Window: _____

TEMPORARY FOOD FACILITY HANDWASHING SINK REQUIREMENTS

5 gallons warm water (100°F), soap, single-use towels in dispensers, and waste container available at each sink

Handwashing facilities within each booth provided by: Event Organizer Temporary Food Facility Operator
 Type of hand wash set up:
 Portable sink Gravity-fed unit (see page 5 in Requirements) Permanently plumbed sink

OFFICE USE ONLY:
 Date Received: _____ Amount Paid: _____ Receipt #: _____ Approved By: _____

Community Event Applications

Temporary Food Facility (TFF)- A food booth, food cart or food truck approved by the Department of Public Health to operate at a fixed location within a Community Event.

Application may be obtained at:
temporary-food-facility-application.pdf (lacounty.gov)

COMMUNITY EVENT TEMPORARY FOOD FACILITY APPLICATION
(*Submit 30 days in advance of the event)

*Application submitted less than 14 calendar days prior to the start of the event will be subjected to an expedited processing fee.

Name of Event: _____ Date(s) of the Event: _____ to: _____
 Name of Facility: _____ Event Organizer: _____
 Facility Operator: _____ Booth #: _____ # of Food Employees: _____
 Mailing Address: _____ City: _____ Zip: _____
 Telephone: _____ Fax: _____ E-mail: _____
 Event Address: _____ City: _____ Zip: _____
 On-site Phone: _____

For-Profit Non-Profit (Attach copy of approved Exemption Certification for Community Event Form)

TEMPORARY FOOD FACILITY TYPE:
 Food Booth Food Truck Food Cart Annual Food Booth

FOOD OPERATION TYPE:
 Pre-packaged Pre-packaged with Sampling Food Demonstration Food Preparation

FOOD TO BE SOLD/SERVED				
All food preparation shall be completed either in the temporary food facility or at an approved food facility.				
List food items to be sold/served: (teriyaki chicken, burrito, popcorn, etc.)	Check if commercially pre-packaged: (unopened, original containers)	Identify types of preparation at other locations: (cutting, washing, cooking, etc.)	Identify types of preparation at booth: (assembly, portioning, cooking, etc.)	Identify means of temperature control at booth: (steam table, refrigerator, ice chests, etc.)
	<input type="checkbox"/>			
	<input type="checkbox"/>			
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	<input type="checkbox"/>			
	<input type="checkbox"/>			

OFFICE USE ONLY:
 Date Received: _____ Amount Paid: _____ Invoice #: _____ Approved By: _____

Event Application Process

Completed Organizer Application and TFF Applications due at least **30 days prior to the event but not later than 14 days.**

If not received on time, the expedited processing fee is charged, unless they have requested exemption by this time.





Event Application Process

- Determines the permit category
- Collects fees when applications are submitted
- Reviews applications (Determination of TFF Capacity)
- Contacts the organizer to obtain missing information
- Reviews TFF applications
- Reviews Agreements for Sharing of a Permitted Food Facility



State Law

To ensure safety of the consumer, the California Retail Food Code requires all retail food operations to meet requirements in State law and to be approved by the local Health Department.

Vending food without approval is a violation of State law and Los Angeles County code.



Public Health Enforcement

Education remains as the primary tool

- **Official Inspection Report:**

Notice will be issued to the operator to discontinue the operation and a Compliance Review will be scheduled

- **Disposal of Food:**

Foods that are determined to be a public health risk are disposed

- **Administrative Citation:**

Up to \$500 fine for operating without a permit



We welcome your feedback

Public Health would like to hear from you. Please contact us at vip@ph.lacounty.gov or at (626) 430 -5500.

Thank you