



Santa Cruz County Health Services

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Mobile Food Type I Guidelines

Information regarding State Licensure:

The initial permitting approval is conducted in the county where the commissary is located. A vendor that is issued a permit in accordance with the state licensing requirements and is operating within the limitations of the permit type that was issued may submit their application, supporting documentation (menu, commissary agreement, toilet use agreement, photos of unit, and route sheet/location of operation), and permit fee electronically to the Santa Cruz County Health Services Department (Department). The Department will review the information provided and if approved, will mail back the permit card and permit plate that is to be affixed to the permitted vehicle. A commissary agreement may still be required within Santa Cruz County based on the nature of the operation. No plan review/plan review fee/facility inspections are required for those units that have been approved in accordance with state licensing requirements.

Definitions

“Mobile Food Unit” means a food establishment that is licensed by this state, that is readily movable and that dispenses food or beverages for immediate service and consumption and other incidental retail items from any vehicle as defined in Section 28-101 (see definition below).

“Mobile Food Type I” means a food establishment that dispenses commercially processed, individually packaged foods and/or non-time/temperature control for safety (non-TCS) beverages.

“Vehicle” means a device in, on or by which a person or property is or may be transported or drawn on a public highway, excluding devices moved by human power or used exclusively on stationary rails or tracks.

“Commissary” means a food establishment that acts as a base of operation for a mobile food establishment, food vending establishment or an adventure food establishment.

Common Businesses that are permitted as Mobile Food Type I

Ice creams trucks/carts, cold trucks, booths at farmers’ markets that are selling food items in accordance with limitations of permit type.

Additional permit requirements

If you plan to commercially process your own food item you must obtain a Food Production (Food Processor) permit (or equivalent) to process the food at a commercial fixed establishment.

Mobile Food Type I permitting requirements

- ◇ Complete Application
- ◇ Non-Passenger vehicle/receptacle/cart/trailer/unit (readily moveable at all times)
- ◇ Business Name on 2 sides and rear (3" high x 3/8 wide)
 - ◇ If owner has more than one permitted unit, each unit must bear a unique identifier (e.g. Ice Cream Cart #1, etc.)
- ◇ Non-food contact surfaces (floors, walls, ceilings) shall be smooth, easy to clean, durable and non-absorbent surfaces.
- ◇ All equipment shall be commercially and NSF/ANSI approved
- ◇ Proposed Menu
- ◇ Commissary Agreement
- ◇ Route Sheet/Location of Operation/Farmers' Market Calendar
- ◇ Thermometers
- ◇ Generators/Power Source
- ◇ Pictures of unit
- ◇ Food Processor Permit (or equivalent), if applicable (provide permit #)
- ◇ Example of packaged and labeled product
 - ◇ Labels shall meet FDA requirements
 - ◇ Common name
 - ◇ Ingredients
 - ◇ Net quantity
 - ◇ Name and place of business of manufacturer, packer, or distributor
 - ◇ Name of food source for each major allergen
 - ◇ Nutrition labeling, unless exempt

Full guidance on labeling:

<https://www.fda.gov/Food/GuidanceRegulation/GuidanceDocumentsRegulatoryInformation/LabelingNutrition/ucm2006828.htm>

Note: An in-office pre-approval inspection is not required for those units that are currently permitted under the state licensing requirements.



Additional requirements for operating Mobile Food Type I permit

- ◇ Each vehicle/receptacle/cart/trailer/unit must be permitted separately
- ◇ If sampling, provide a written sampling procedure which details how food items will be portioned and protected.
- ◇ If dispensing open food/beverages, including sampling or dispensing bulk non-tcs beverages/snow cones, provide the following:
 - ◇ Minimum 5-gallon insulated container for potable/fresh water (multiple containers may be used)
 - ◇ Catch-bucket to retain waste water generated from hand washing that is 15% greater than fresh water container (multiple containers may be used and a lid is recommended so that waste water does not spill during transport)
 - ◇ Soap and paper towels
- ◇ If operating away from the permitted vehicle, for example, from a booth at a farmers' market
 - ◇ Original permitted vehicle shall be present on the premises
 - ◇ Provide a banner with the business name (6" high letter by 1 inch wide)
 - ◇ Temporary hand wash set-up, if sampling/dispensing food/beverage items
 - ◇ The permitted vehicle shall be located on the premises throughout the duration of market/event



Permit renewal information

- ◇ Renewals are done at the Santa Cruz County Health Department
 - ◇ Appointments may be scheduled between 8AM-11AM, Monday – Friday

- ◇ The following must be brought to office for renewal:
 - ◇ Permitted vehicle/receptacle/cart/unit
 - ◇ Commissary Agreement
 - ◇ Route Sheet/Location of Operation/Farmers' Market Calendar
 - ◇ Thermometers
 - ◇ Generators/Power Source
 - ◇ Updated menu/labels (if any changes have occurred since initial permit was approved)

Inspection information

- ◇ Inspections are conducted at the Mobile Food/Special Events Office
 - ◇ Appointments may be scheduled between 8AM-11AM, Monday – Friday
 - ◇ Inspections are conducted (without appointment) between 12PM-5PM
- ◇ A permit will be issued once all items have been verified and approved for use.

Permit fees

- ◇ Permits are issued for 1 year
 - ◇ 1 year - \$150

