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Gaston County

Environmental Health

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(Monday - Friday 8:00 a.m. - 9:00 a.m.)

APPLICATION TO REVIEW PLANS FOR MOBILE FOOD UNITS AND PUSHCARTS IN GASTON COUNTY

This application is intended for the review of plans for mobile food units and pushcarts that are seeking a permit to operate under a Gaston County permit. Please be advised that *North Carolina General Statutes 130A-248(b)* states that: *"No facility shall commence or continue operation that does not have a permit issued by the department. The permit shall be issued to the owner or operator of the facility and not be transferable. A permit shall be issued only when the facility satisfies all of the requirements of the rules."*

In order for plan review to take place, the following items must be submitted together:

(1) A Complete Menu - include condiments and drinks that are intended to be served from these units. Please include a detailed description of how the foods are handled (are you washing meats and vegetables? Where do you intend to do this - on the unit or at the commissary?) Also include the source of the food (where are you getting the food from?)

(2) A Commissary Letter - *Rule 15A NCAC 18A.2638(f)* states that *"pushcarts or mobile foods units shall operate in conjunction with a permitted restaurant or commissary."* This permitted restaurant or commissary shall be located in Gaston County and currently under inspection by the department. This should be in letter form and signed and dated by the owner or operator of the facility. It should include a statement giving the applicant permission to "report at least daily to the restaurant or commissary for supplies, cleaning and servicing." Note that there should be an area in the restaurant or commissary put aside for the storage of all supplies used by the mobile food unit or pushcart. If a permitted restaurant or commissary is incapable of providing a separate storage area, clean water, etc., then a permit will be denied. Please include the phone number and the printed name of the manager so we can contact this person to verify this statement.

(3) Completed Application - The application must be entirely filled out and signed/dated by the applicant. This document will act as a contract between the applicant and the department. Any future changes in the operation of the units must be pre-approved by the department before they take place.

(4) Floor Plans Drawn to Scale - The applicant must submit a floor plan drawn to scale. It will show the location of all equipment, water tanks, water inlets/outlets, windows/doors, water heater, etc. You can hand-draw this as long as it is legible and drawn to scale. When requested, cut sheets for equipment must be submitted to complete the application process.

(5) List of Places to Work - Submit a list of locations where the applicant intends to use the unit. You must be specific with exact dates and address locations. The department recognizes that this list will constantly change, and it is required that the applicant report their working locations to their specific health inspector every Monday morning during operating seasons. This can be achieved by letter, phone, email, fax machine, or by posting on your Website, if you have one. If the unit is down due to ill repair, or because it is the winter season, a letter must be submitted to the department explaining the reason it is not in operation and the dates it will remain out of operation. Prior to visiting another county or state, the applicant must notify Gaston County and the prospective health department in which you will work for compliance and permitting in that area. Failure to comply within the rules will result in suspension or revocation of the permit.

(6) Push Cart Applicants Only

Rule .2638 requires all equipment and utensils to comply with section .2600 which means equipment shall comply with American National Standards Institute (ANSI) Sanitation Standards. The Standards of reference for non-motorized pushcarts is NSF/ANSI Standard 59 Mobile Food Carts. This standard includes provisions for construction, materials, data plate information, protection of food zone, hot and cold holding, and water and wastewater disposal.

(A) If equipment is not listed by an ANSI accredited certification program then the owner shall submit documentation to the department verifying how the equipment is equivalent to NSF/ANSI standards. The NC Food Service Establishment rules do not require potable water supplies or waste water holding tanks, but if these items are components of the cart they must comply with NSF/ANSI Sanitation Standards.

(B) For individuals who choose to construct their own pushcarts, contact an ANSI accredited certification program to discuss the appropriate standards you need to obtain for construction or the options for certification of their pushcart. The most common programs are NSF International: #800-673-8010 and Underwriters Laboratories: #919-549-1768. Individuals may also order standards through the following Websites: <http://www.global.ihs.com>; <http://www.techstreet.com/cgi-bin/results>; <http://www.nsf.org>. Individuals will not be able construct carts to meet the NSF/ANSI standards without this information.

(C) Rule .2639 requires that food and utensils on the cart exposed to the public or to dust or insects be protected by glass, or otherwise on the front, top and ends, and exposed only as much as may be necessary to permit the handling and serving of hot dogs. The NSF/ANSI Standard requires food preparation areas on mobile food carts intended for outdoor use to be fully enclosed when the areas are not being accessed for food preparation. In addition to the lid covering the food containers, there must be additional covering of the food areas to protect the food and utensils. Umbrellas and canopies do

not meet this requirement. For those who wish to construct their own food protection dome, they also must meet ANSI/NSF construction standards.

(D) It is mandatory that all push cart operators shall report to their commissaries during daily operations to clean, service and store items there. Failure to report daily to your commissaries and failure to report your daily operating schedule (date, hours, locations) to the department could result in the suspension or revocation of your permit.

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| GENERAL INFORMATION AND QUESTIONS All Applicants Shall Complete This Section of the Application |
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(1) **Please check the type of unit you need reviewed:**
_____ Pushcart _____ Mobile Food Unit

(2) **Name of unit:** _____

(3) **Applicant Information:**

Applicant's Name: _____

Title of Applicant (i.e. owner, operator, representative): _____

Mailing Address: _____

City: _____ State _____ Zip Code _____

Telephone: Home (____) _____ / Cell (____) _____

Email Address: _____

(4) **Is the unit a:** _____ New Unit _____ Existing Unit
 (Not Constructed Yet) (Previously Permitted)

If this is an existing unit, please provide the County in which it was permitted:

If this is a new unit, give the projected start date of construction:

Projected completion date of project: _____

(5) **Commissary Information:**

Commissary Name: _____

Commissary Address: _____

Commissary Telephone: (____) _____

Commissary Contact Name (please print): _____

NOTE: In order to receive a Gaston County Permit, the commissary shall be located in Gaston County and currently under the department's inspection. A separate letter signed by the owner shall be attached to this application.

(6) Approximate Projected Number of Meals Served:

_____ Breakfast _____ Lunch _____ Dinner (per day)

(7) Do you plan to work your unit in Gaston County for inspection purposes?

_____ Yes _____ No

(8) List the specific places where you will purchase your foods from, including ice. Please give full names and complete addresses of the establishments:

(9) Food product thermometers (0° - 220° F) must be used to measure cooking/reheating/holding temperatures of potentially hazardous foods.

_____ Initial here to acknowledge this statement.

(10) If thawing of foods takes place, how will you do this and at what location will this happen?

(A) Type of food to be thawed: _____

(B) Method of Thawing: _____ Refrigerated Unit
_____ Process of Cooking
_____ Under Running Water
_____ Microwave

(C) Location of Thawing: _____ Commissary
_____ Work Site

(11) How will you cook the food? (List the type of equipment):

(12) How will you keep hot foods hot (135° >) during transportation and at work site?

(13) How will you keep cold foods cold (45° <) during transportation and at work site?

(14) Please list the categories of foods prepared, assembled, or cooked more than 12 hours in advance of service:

(15) Will disposable gloves or utensils or food grade paper be used to minimize handling of foods? (Indicate which will be used)

(16) If you anticipate using leftovers from the day before, please list the foods and the method you will use to rapidly cool hot food items (shallow pans, ice baths, freezers).

(17) Are there any foods that need to be washed and cut at the commissary (meat/vegetables)? _____ Yes _____ No

If yes, list the foods and the methods you will use:

(18) Is there a specific area at your commissary where you can store your foods/single service items, etc.?

_____ Yes _____ No

(19) Is this area labeled and separate from the commissary's food storage? Please describe this area in detail:

(20) How will you transport foods to the worksite while maintaining food protection at all times? If using a truck, is it an open pick-up truck?

GENERAL INFORMATION AND QUESTIONS

PUSHCART APPLICANTS ONLY

- (1) **Besides hotdogs and sausages, what other foods do you intend to serve off the pushcart? (NOTE: Foods which have been prepared, pre-portioned, and individually wrapped at a restaurant or commissary may be served from a pushcart. Each pre-wrapped food item shall bear the name of the restaurant or commissary at which it was prepared, the name of the food item, and the time and date of expiration. The procedure for this must be pre-approved by the department.**

- (2) **Do you plan on using ice to keep cold foods at 45°F or less? Where will you get the ice from and how do you intend to store it while at the work site?**

- (3) **Identify how you will protect the pushcart from overhead contamination:**
_____ Umbrella _____ Tent _____ Permanent Structure
_____ Other (Please explain): _____

- (4) **Does your commissary have the proper facilities to dump any accumulated wastewater?**
_____ Yes _____ No

(A) Please describe where this wastewater will be disposed of?

(B) Please describe how you will transport this wastewater from the worksite to the commissary:

(5) Are you going to use single-service eating and drinking utensils?

_____ Yes _____ No

(6) Are you going to provide a garbage can with a tight fitting lid at the work site?

_____ Yes _____ No

(7) Which of the following hair restraints will you use while working?

_____ Hat _____ Hair Net _____ Wrap-Around Visor

(8) Identify on your pushcart where you will post your Permit? (NOTE: Permit must be visible to the public at all times.)

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| GENERAL INFORMATION AND QUESTIONS |
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MOBILE FOOD UNIT APPLICANTS ONLY

(1) Do you plan on using ice to keep cold foods at 45°F or less? Where will you get the ice from and how do you intend to store it while at the work site?

**(2) How many refrigeration units are going to be on the Mobile Unit? _____
(Please provide cut sheets to describe these units)**

**(3) How many hot holding units will you have? _____
Are the holding units:**

_____ Steam Tables _____ Heat Lamps

(4) How many gallon capacity is the clean water holding tank? _____

How many gallon capacity is the soiled water holding tank? _____

(NOTE: The soiled water holding tank must be 15% larger than the clean water holding tank)

(5) Describe the type and locations of the clean water inlets and the soiled water outlets.

(NOTE: The clean water inlets must be located above the soiled water outlets or on the opposite side of the Mobile Food Unit. The inlets and outlets must be of different sizes and properly capped to prevent leakage)

(6) If there is any grease by-product, where and how will you dispose of it?
(Please include how you will transport the grease)

(7) List the size of your water heater? _____

(8) Please describe how you will protect the mobile food unit from pest infestation, and how you will keep pests from entering through the food pass-through windows and doors?

(9) Where will you wash the dishes?

_____ Mobile Food Unit _____ Commissary

If at the commissary, how will you store the soiled dishes?

(10) Please describe the dish sink:

- (A) How many vats does the sink have? _____
(B) How big are the drain boards for each side of the sink? _____
(C) Is the sink deep enough to totally submerge your largest pot or pan?
_____ Yes _____ No

(11) You will be getting your water from the restaurant or commissary, is the restaurant or commissary on well water?

_____ Yes _____ No

(If yes, please include a photocopy of the most recent water sample results)

(12) How will you get the water from the restaurant or commissary to the mobile food unit? _____

(NOTE: If using a hose, it must be an approved "food Grade" hose)

(13) Does the commissary have the proper facilities to dispose of the mobile food units wastewater?

_____ Yes _____ No

Please describe where this wastewater will be disposed of?

(14) Are you going to use single service eating and drinking utensils on your operation?

_____ Yes _____ No

(15) Are you going to provide a garbage can with a tight-fitting lid for your mobile food unit's interior and one for your customers?

_____ Yes _____ No

(16) What type of effective hair restraint will you use while working?

_____ Hat _____ Hair Net _____ Wrap-Around Visor

**(17) Where on your mobile food unit will you post your Permit?
(NOTE: Permit must be visible to the public at all times.)**

(18) Please describe the materials used for the following items (all materials must be smooth and easily cleanable)

(A) Floors (Coved molding must be installed):

(B) Walls (Must be light in color and waterproof behind all sinks):

(C) Ceilings:

(D) Counter Tops / Tables / Work Spaces:

(19) How will you store dry storage items? (Describe the location, type of storage, and size of storage)

(20) How many lights will be provided inside the mobile food unit, and describe how they will be shielded:

STATEMENT: I hereby certify that the above information is correct, and I fully understand that any changes from the above, without prior approval from the Gaston County Health Department, may nullify this approval and can lead to the future suspension and revocation of my permit.

Signature(s):

Owner or Representative

Owner or Representative

Date:

Approval of these plans and specifications by the Gaston County Health Department does not indicate compliance with any other code, law or regulation (federal, state or local) that may be required. It further does not constitute endorsement or acceptance of the completed unit. A pre-permit inspection of the unit with equipment will be necessary to determine if it complies with the local and state laws governing food service establishments.