


MOBILE FOOD FACILITY

MODERATE PREPARATION TRUCK/TRAILER PLAN SUBMITTAL CHECKLIST EXAMPLE: ICE CREAM SCOOPING

Mobile Food Facility Name: _____

SR#: _____

	Items Submitting: SUBMIT PLANS AND OBTAIN APPROVAL BEFORE ANY CHANGES <i>Provide completed checklist with plans. Any item marked "N/A" must be explained on plans and/or checklist.</i>
	PDF of plans OR 2 sets of paper plans, drawn to scale
	Drawings show all 4 sides, top view, and plumbing diagram
	One copy of each technical specification sheet (user manual) for all MFF equipment, indicating manufacturer, make and model number(s) <i>(ex: generator, refrigerators, sinks, cooking equipment, etc.)</i>
	Plan check application completed and a copy of the menu
	HCD insignia number: (if applicable) _____ <i>Housing and Community Development (HCD) telephone number: 916-255-2532</i>
Plumbing: <i>All associated plumbing shall be shown on plans. Dipper wells are not approved for mobile food facilities. Refer to plumbing diagram example.</i>	
	Potable water tank inlet
	Waste water tank drain valve
	Overflow lines for both potable and wastewater tanks <i>Water tank vent shall terminate in a downward direction with covered screen</i>
	Number of gallons of potable and wastewater tanks
	Number of gallons of ice bin(s) (if any) <i>if no ice bin, state on plans or put "N/A"</i>
	Include water heater type and size on plans <i>Handwashing sink only - ½ gallon minimum Hand washing and warewashing sink - 4 gallon minimum</i>
	Dimensions of 3-compartment sink with dual drain boards shown <i>Acceptable: (12x12x10 or 10x14x10)</i>
	Dimensions of hand sink <i>Acceptable: (9x9x5) (6" splash guard, if necessary)</i>
Equipment: <i>Each piece of food service equipment shall be shown on plans</i>	
	All equipment is ANSI approved (NSF, ETL-S, UL-EPH, SA-S)
	Finish schedule of floor surfaces stated on plans <i>Floor/wall juncture with 3/8 inch coving extending up wall 4 inch minimum.</i>
	Power source shown on plans. Generator attached to mobile, accessible from outside
Miscellaneous Items: <i>To be shown on plans</i>	
	Location of first aid kit
	Location of fire extinguisher <i>10 BC-rated</i>
	Self-closing door(s)
	Emergency exit door <i>must be located on opposite side of main exit door; at least 24" x 36"</i>
	Unobstructed height requirement <i>(if occupiable: 74" Height, 30" Width)</i>
	Identification—name of business with city, state, zip code of commissary on two sides <i>Business name: 3 inches high in contrasting color. Commissary city/state/zip code: 1 inch high in contrasting color.</i>