



Compact Mobile Food Operations Construction Guidelines – Prepackaged Food

INTRODUCTION:

On September 23, 2022, Senate Bill 972 (SB 972) was signed by the Governor and becomes effective January 1, 2023. This bill modifies the California Retail Food Code (CRFC) to relax some structural and operational requirements for lower risk sidewalk food vending operations. SB 972 created a new category of Mobile Food Facilities termed Compact Mobile Food Operation (CMFO).

This document provides information on the structural requirements based on the CRFC for CMFO's that handle only prepackaged foods.

A valid Health Permit may be required to operate a CMFO that handles only prepackaged food items. Plan submittal may also be required for review and approval before a Health Permit will be issued. Use the Plan Submittal Checklist (starting on page 4) that indicates the information that must be included on the plans.

DEFINITIONS:

- A. Commissary** means a health permitted food facility that services mobile food facilities 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 are cleaned; liquid and solid wastes are disposed, or potable water is obtained.
- B. Compact Mobile Food Operation (CMFO)** means an unenclosed mobile food facility that operates from an individual or from a pushcart, stand, display, pedal-driven cart, wagon, showcase, rack, or other nonmotorized conveyance.
- C. Cottage Food Operation (CFO)** means a registered or permitted area of a private home where the CFO operator resides and where cottage food products are prepared or packaged for direct or indirect sales.
- D. Non-Potentially Hazardous Food (NON-PHF)** means a food that does not require time or temperature control. Examples include prepackaged chips, sodas, pretzels, cookies, popsicles. (See examples page)
- E. Potentially Hazardous Food (PHF)** means a food that requires time or temperature control to limit pathogenic micro-organism growth or toxin formation. Examples include tamales, burritos, ice cream sandwiches. (See examples page)
- F. Prepackaged Food** means any properly labeled processed food, prepackaged to prevent any direct human contact with the food product upon distribution from the manufacturer, a food facility, or other approved source.

CMFO REQUIREMENTS:

REQUIREMENTS	Less than 25 sq/ft of prepackaged, non-potentially hazardous food/drinks or whole produce	Greater than 25 sq/ft of prepackaged non-potentially hazardous food/drinks or whole produce	Prepackaged potentially hazardous food
Health Permit	No ^{1*}	Yes	Yes
Plan Check	No	Yes	Yes
Hand sink	No	No	No
Mechanical refrigeration	No	No	Yes ^{2*}
CFO B allowed as a commissary ^{3*}	N/A	Yes	No
Approved CMFO storage locations other than permitted commissaries ^{4*}	N/A	Yes	Yes
CMFO Example	See figure A on page 3	See figure B on page 3	See figure D on page 3

^{1*} If no plan check/health permit is required, please check with your local city jurisdiction to determine if other permits are required.

^{2*} Mechanical refrigeration not required if handling only prepackaged ready-to-eat foods (such as ice cream)

^{3*} Cottage Food Operation only permitted to be used as commissary for prepackaged, non-potentially hazardous food and only for the approved Cottage Food Operation food items.

^{4*} Contact the Ventura County Environmental Health Division for more information on other approved storage locations for CMFOs.

CMFO EXAMPLES:

FIGURE A



MENU EXAMPLES:
 Whole Uncut Produce
 Prepackaged Chips
 Prepackaged Candies
 Prepackaged Soda
 Prepackaged popsicles

PREPACKAGED – NON PHF / WHOLE UNCUT
 PRODUCE
 LESS THAN 25 sq/ft OF RETAIL
 NO PERMIT REQUIRED

FIGURE B



MENU EXAMPLES:
 Whole Uncut Produce
 Prepackaged Chips
 Prepackaged Candies
 Prepackaged Soda

PREPACKAGED – NON PHF / WHOLE UNCUT
 PRODUCE
 GREATER THAN 25 sq/ft OF RETAIL
 PLAN SUBMITTAL & PERMIT REQUIRED

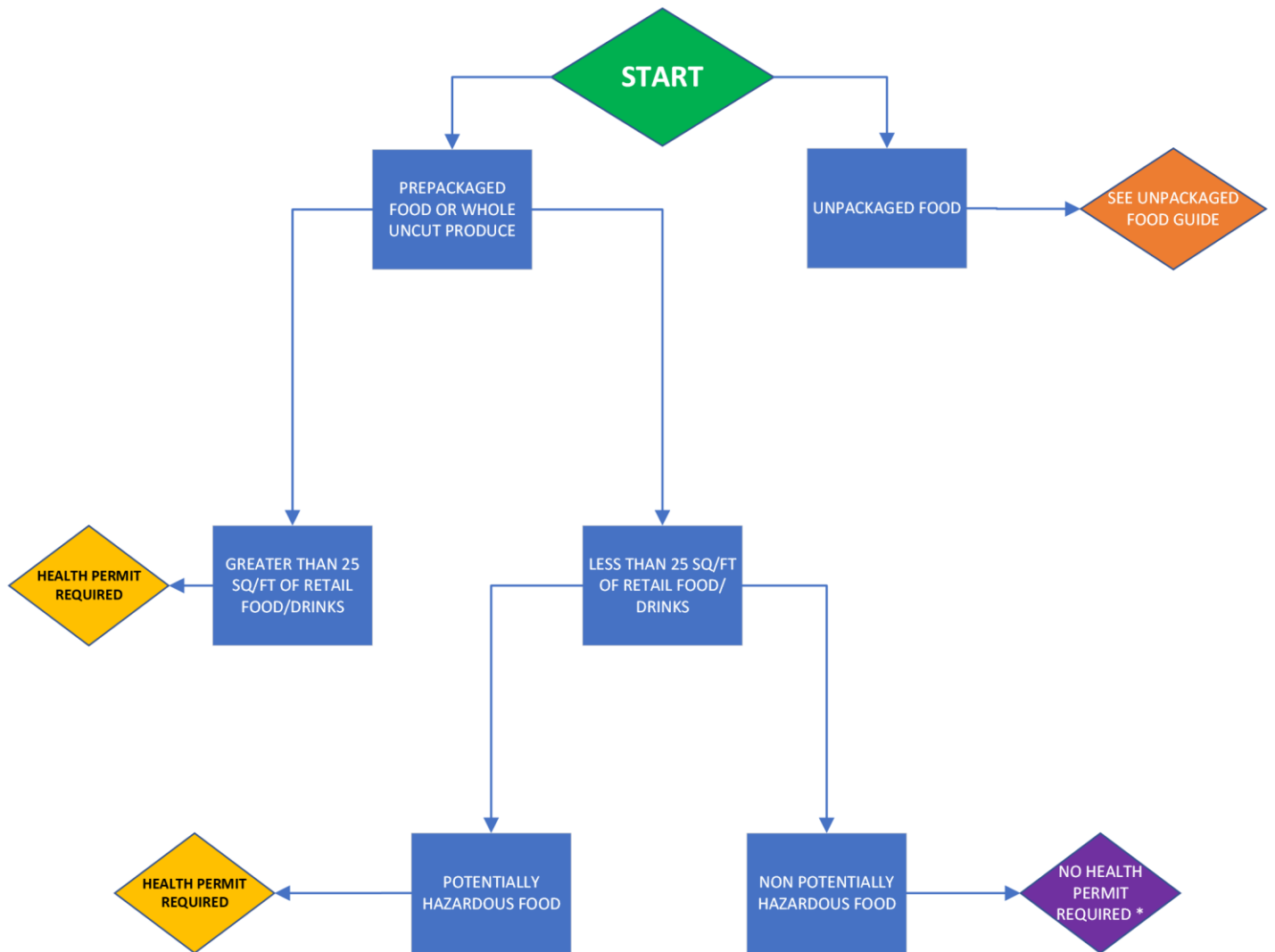
FIGURE C



MENU EXAMPLES:
 Prepackaged Tamales (in original inedible husk)
 Prepackaged Burritos
 Prepackaged Ice cream (dairy)

PREPACKAGED – PHF
 PLAN SUBMITTAL & PERMIT REQUIRED

DO I NEED A HEALTH PERMIT FOR MY CMFO?



*If no plan check/health permit is required, please check with your local city jurisdiction to determine if other permits are required.

PLAN SUBMITTAL PROCESS:

1. Submit 2 sets of complete, easily readable plans that are drawn to scale and include equipment specifications along with the applicable plan review fee. Drawings must show all four (4) sides and the top view of the CMFO and a complete plumbing diagram.
To submit electronically, visit <https://eco.vcrma.org/area/plancheck/#/home> to register and complete the application to submit plans for a new project. Once the application is received by the Division, an email with a link and a folder to drop the plans into and an invoice number and another web address to pay the plan check fee online by using a credit card or mail in your payment will be provided to you.
2. Submit proposed menu and Standard Operating Procedures.
3. The Division will complete the review within 20 working days after the plans and supporting documents are submitted and the application has been processed.
4. Once the plans are approved, you may schedule an appointment for a permit inspection. The fee for the Health Permit is due at the time of the permit inspection.

See the Plan Submittal Check List for a list of required information that must be submitted:

- **Page 5** – Check each box indicating that the item is completed on the plans.
- **Page 7** – List all food items, finish materials, equipment information.
- **Page 8** - Complete all diagram templates. Additional sheets may be provided if necessary.
- **Page 9** – Standard Operational Procedures for CMFO
- **Page 10** – Plan Example

Plan Submittal Check List:

CHECK BOX ✓	ITEMS TO PROVIDE ON PLANS
	Menu or list of all items being sold (ex. Ice cream, soda, candy, prepackaged tamales)
	Completed Plan Check Application
	Each piece of equipment and location on the Compact Mobile Food Operation - All equipment must be integral part of the CMFO
	Make and model number of all equipment (if applicable) - All food equipment and utensils must be certified for sanitation - Mechanical refrigeration, capable of maintaining food at or below 41°F required if handling PHFs (except for prepackaged ready-to-eat frozen foods, such as ice cream) - Hot-holding equipment, capable of maintaining food at or above 135°F required if handling hot PHFs
	Completed table listing the material of finishes - All surfaces must be of smooth, non-absorbent & easily cleanable material
	Indicate equipment power source: <input type="checkbox"/> Battery or Generator <input type="checkbox"/> Propane Tank
	Location of 10 BC-rated fire extinguisher (required if electrical or gas equipment is used)
	Utensil storage for handling hot held food
	Location First-Aid Kit
	Identification on the CMFO on the customer side: - Name of the facility – at least 3 inches high - Name of the permit holder (if different than the name of the facility) – at least 1 inch high - City, State and Zip Code of the facility – at least 1 inch high
	Completed Standard Operating Procedures
	Note: Proof of Commissary Agreement will be required prior to issuance of permit

COMPACT MOBILE FOOD OPERATION PERMIT PROCESS



1. SUBMITTAL

Submit completed packet for review. Refer to checklist on items needed for packet.



2. PLAN REVIEW

Packet will be reviewed for accuracy and completeness.



3. INSPECTION

After written approval, inspection will be scheduled. Refer to inspection schedule checklist



4. APPROVAL

Once final inspection has passed and been completed, last pending documents are processed and permit to operate is provided. Refer to supplemental documents checklist.



Compact Mobile Food Operation Plan Submittal

Finish Materials

- **Raw wood not permitted to be used as exterior cart material.**
- **All surfaces must be smooth, nonabsorbent, and easily cleanable.**

LOCATION/EQUIPMENT	MATERIAL
Exterior of CMFO:	
Interior of CMFO:	
Other:	

Illustrate the following items on the diagram on following page.

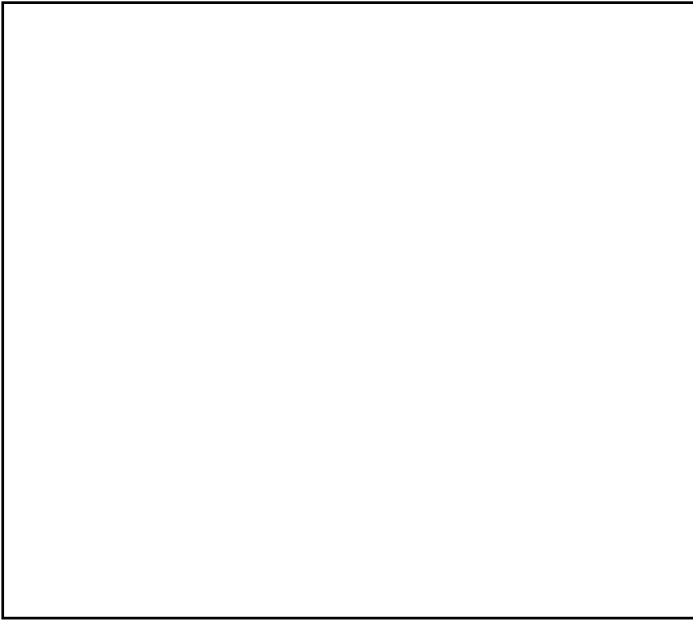
- Location of battery and/or generator (if applicable)
- Location of steam table and/or refrigeration unit and propane/gas tank(if applicable)
- Location of first aid kit.
- Location of fire extinguisher (if applicable)
- Location of utensil storage for handling of hot holding food (if applicable)
- Identification on the customer side of the CMFO. Identification must include the following: Business name (minimum 3-inch-high lettering), Name of the Permit holder (if different from business name), City, State and Zip code of permittee address or commissary address (minimum 1-inch-high lettering).

MENU DESCRIPTION

Write below a complete list of the prepackaged food and/or beverages that will be offered on the CMFO	Where will this food be purchased at? Provide Name & Address of food facility

Compact Mobile Food Operations Illustration

LEFT SIDE



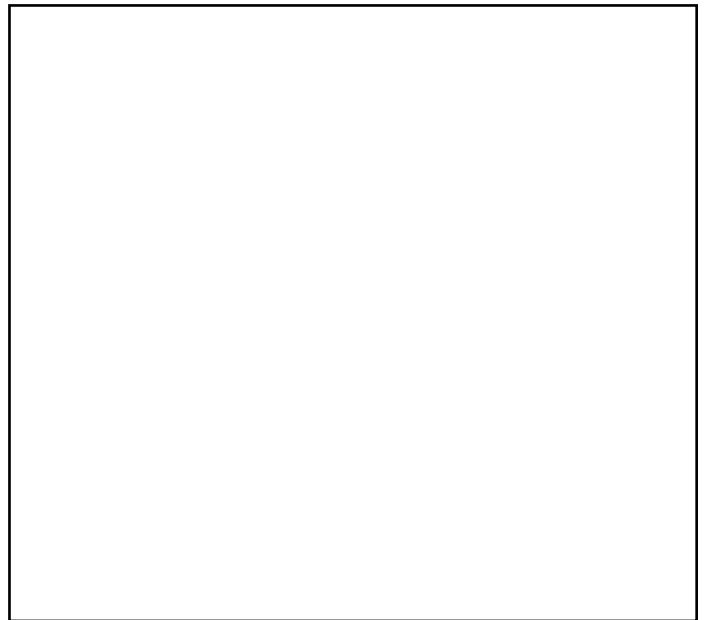
TOP SIDE



RIGHT SIDE



FRONT



OFFICE USE ONLY

SCHEDULING INFORMATION

APPROVAL STAMP

Plans are approved by the Department of Environmental Health and contingent on the final inspection.

Contact your plan check specialist to schedule a final inspection.



Standard Operational Procedures for Prepackaged Compact Mobile Food Operations

Compact Mobile Food Operation Name: _____ **Health Permit Number:** _____

Hours of Operation:

Time	Mon	Tue	Wed	Thur	Fri	Sat	Sun
Start:	<input type="checkbox"/> am <input type="checkbox"/> pm	<input type="checkbox"/> am <input type="checkbox"/> pm	<input type="checkbox"/> am <input type="checkbox"/> pm	<input type="checkbox"/> am <input type="checkbox"/> pm	<input type="checkbox"/> am <input type="checkbox"/> pm	<input type="checkbox"/> am <input type="checkbox"/> pm	<input type="checkbox"/> am <input type="checkbox"/> pm
End:	<input type="checkbox"/> am <input type="checkbox"/> pm	<input type="checkbox"/> am <input type="checkbox"/> pm	<input type="checkbox"/> am <input type="checkbox"/> pm	<input type="checkbox"/> am <input type="checkbox"/> pm	<input type="checkbox"/> am <input type="checkbox"/> pm	<input type="checkbox"/> am <input type="checkbox"/> pm	<input type="checkbox"/> am <input type="checkbox"/> pm

Location of Operation: _____ **City:** _____, **CA Zip:** _____
Street No. Street Name

Business Owner Name: _____ **Phone:** () _____

Fax: () _____ **E-Mail:** _____

Mailing Address: _____ **City:** _____ **State:** _____ **Zip:** _____

1. Indicate the location where you will store food at the end of the day (note that left over hot foods must be discarded at the end of each operating day).

Food Stored at: _____ **City:** _____, **CA Zip:** _____
Street No. Street Name

2. Indicate the location where you will store the Compact Mobile Food Operation (CMFO) unit at the end of the day.

CMFO Stored at: _____ **City:** _____, **CA Zip:** _____
Street No. Street Name

3. Name of business providing restroom facility during hours of operation if operating at one location for more than 1 hour: _____

Business location: _____ **City:** _____, **CA Zip:** _____

4. Describe the procedures you will use to clean and sanitize the CMFO and equipment at the commissary.

5. Indicate the specific sanitizer or sanitizing method that you will use by checking the box below:
 Contact with a solution of 100 ppm (parts per million) available chlorine for at least 30 seconds.
 Contact with a solution of 200 ppm available quaternary ammonium for at least one minute.
 Check the option you will use: Commercial pre-mixed solution or I will prepare my own sanitizer solution

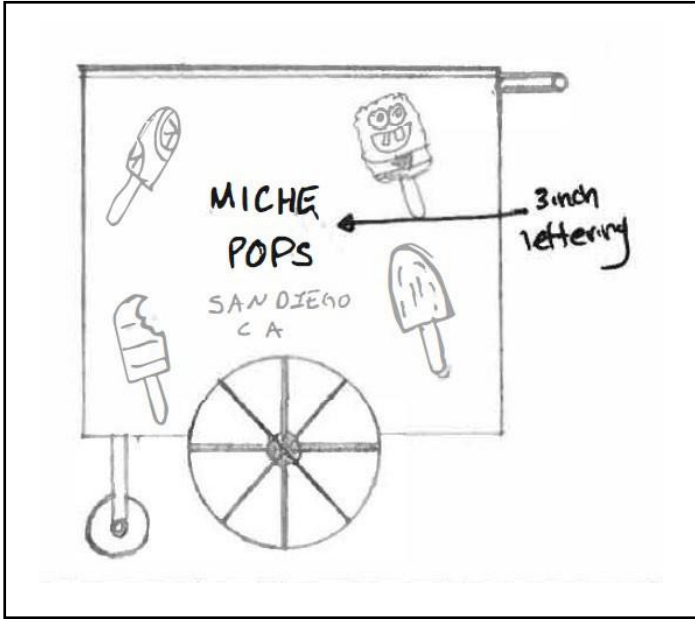
6. Indicate location for disposal of trash and refuse _____

PLAN EXAMPLE

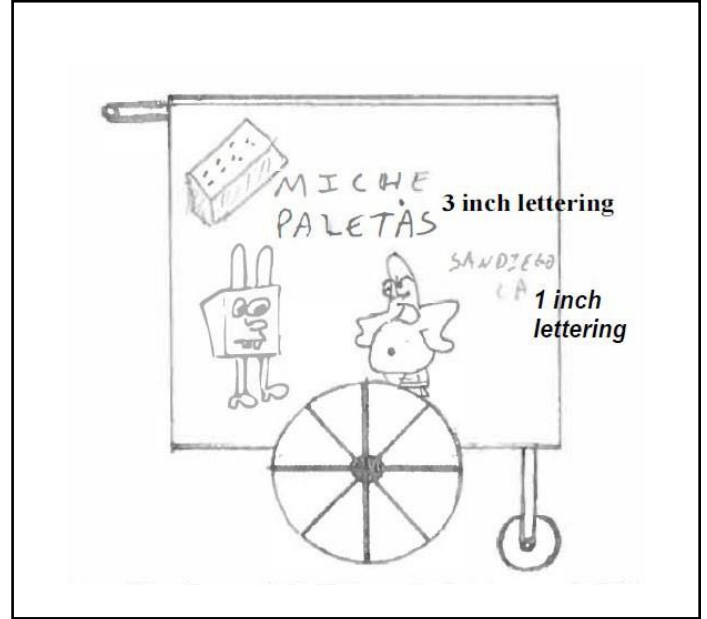
LIST OF MENU/ITEMS BEING SOLD

Prepackaged Drinks,
Prepackaged Ice cream
Candy
Chips
Napkins

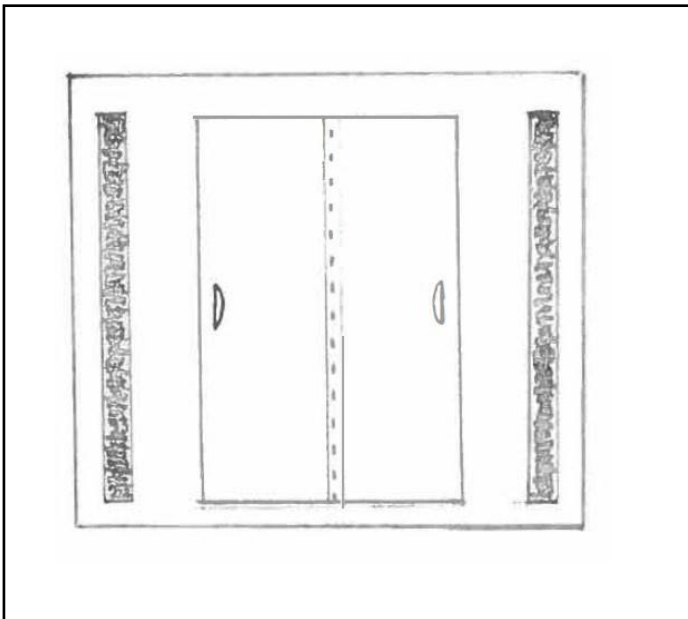
LEFT SIDE



RIGHT SIDE



TOP SIDE



FRONT

