

# Buncombe County Health and Human Services

Aging and Veteran's Services ~ Social Work Services  
Public Assistance & Work Support Strategies ~ Public Health

Amanda Stone, MSW  
Health and Human Services Director

## APPLICATION FOR MOBILE FOOD UNIT OR PUSHCART OPERATIONAL PERMIT

A Commissary form must be submitted to Buncombe County Environmental Services and have been approved by this Department prior to submitting this application.

The North Carolina Rules Governing the Sanitation of Food Service Establishments (15A NCAC 18A .2600) require that plans be submitted for approval to the local Health Department (Buncombe County Environmental Services) when applying for an operational permit for a mobile food unit or pushcart. Incomplete applications and plans will be returned to the applicant and will delay processing.

Applicants Name:

\_\_\_\_\_

Home Address:

\_\_\_\_\_

City: \_\_\_\_\_ North Carolina Zip Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell/Work Phone: \_\_\_\_\_

Email Address:

\_\_\_\_\_

Application for (choose one):

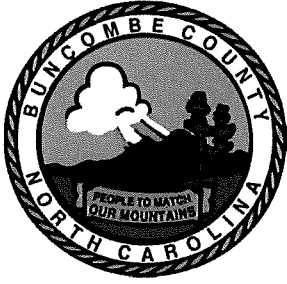
\_\_\_\_\_ Pushcart – designed to be maneuvered by one person. Only hot dogs can be prepared and served on this unit. Pre-Packaged items such as canned drinks and bagged chips may be sold from this unit.

\_\_\_\_\_ Mobile Food Unit – vehicle-mounted food service establishment designed to be readily moved. It is a self-contained restaurant on wheels that is fully enclosed with floors, walls, and ceilings. Mechanical refrigeration is required for the cold storage of opened and potentially hazardous foods.

Name of Proposed Unit: \_\_\_\_\_

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HHS Administration p. 828.250.5700 f. 828.250.6235 PO Box 7408 Asheville, NC 28802	Aging & Veteran's Services p. 828.250.5726 f. 828.250.6235 PO Box 7408 Asheville, NC 28802	Social Work Services p. 828.250.5500 f. 828.250.6235 PO Box 7408 Asheville, NC 28802	Public Assistance p. 828.250.5500 f. 828.250.6235 PO Box 7408 Asheville, NC 28802	Public Health p. 828.250.5000 f. 828.250.6235 PO Box 7407 Asheville, NC 28802
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## COMMISSARY FORM PUSHCART/MOBILE FOOD UNIT

To be completed by the pushcart/mobile food unit operator:

Check one:

- New Application/New Commissary (must submit service request form also)
- Change of Commissary (01011 \_\_\_\_\_)

Check one:

Pushcart Name: \_\_\_\_\_

Mobile Food Unit: \_\_\_\_\_

Your Name: \_\_\_\_\_ Telephone #: \_\_\_\_\_

To be completed by the restaurant permittee or operator:

As the permittee or operator of the restaurant facility noted below, I agree to serve as a commissary for the Mobile Food Unit or Pushcart named above. I understand that as a commissary for the Mobile Food Unit or Pushcart, I must allow the Mobile Food Unit or Pushcart to return for servicing on a daily basis. I agree to allow the following: (Please check all that apply).

(Applies to a mobile food unit only) Provide an access to an approved sewage disposal system for the disposal of wastewater.

(Applies to a mobile food unit only) Provide access to a potable water supply.

(Applies to a mobile food unit and pushcart) Use designated refrigerated or dry storage area for food or utensil storage.

(Applies to a mobile food unit and pushcart) Use of the restaurant utensil sink to wash utensils used on the unit.

[buncombecounty.org](http://buncombecounty.org)

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Name of Restaurant Serving as Commissary: \_\_\_\_\_

Restaurant Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Restaurant Phone Number: \_\_\_\_\_

Name of Restaurant Permittee (Print): \_\_\_\_\_

SIGNATURE OF RESTAURANT PERMITTEE OR OPERATOR                      DATE

(OFFICE USE ONLY)

COMMISSARY: \_\_\_\_\_ APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_

GIVEN REASON:

\_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_

REHS SIGNATURE

\_\_\_\_\_ REHS CALLED APPLICANT    \_\_\_\_\_ REHS UPDATED DHD    \_\_\_\_\_ REHS RETURNED FORM

COMMISSARY ID#:01011 \_\_\_\_\_

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**Describe Construction Materials:**

**For Pushcart Only:**

Pushcart Body: \_\_\_\_\_

Described protected storage location for pushcart when not in use: \_\_\_\_\_

**For Mobile Food Unit Only:**

Floors: \_\_\_\_\_

Walls: \_\_\_\_\_

Ceilings: \_\_\_\_\_

Countertops: \_\_\_\_\_

Light Shields: \_\_\_\_\_

**List all food service equipment and attach manufacturer's specification sheets:**

**Cooking equipment (fryers, grills, etc.):**

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**Cooling equipment (refrigerators, freezers, etc.):**

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**Hot Holding equipment (steam tables, hot lamps, etc.):**

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**Utility sink (for mobile food unit only):**

- Size of vat (Length x Width x Depth) \_\_\_\_\_
- Size of drainboards \_\_\_\_\_

**Handsink (for mobile food unit only):**

- Size of vat (Length x Width x Depth) \_\_\_\_\_

**Describe wastewater and potable water holding equipment: (for mobile food units only)**

1. Size (Length x Width x Depth), capacity (gallons), and construction material of permanently mounted wastewater holding tank:  
\_\_\_\_\_  
\_\_\_\_\_
2. Size (Length x Width x Depth), capacity (gallons), and construction material of potable water holding tank:  
\_\_\_\_\_  
\_\_\_\_\_
3. Type of sewer vent:  
\_\_\_\_\_ Vents to exterior (vent protected from rain/vermin)  
\_\_\_\_\_ Vents to interior by an air admittance valve (commonly known as a "studor" vent)
4. Attach manufacturer's specification sheet for water pump
5. Attach manufacturer's specification sheet for hot water heater (will contain storage capacity, btu input (gas)/kw input (elec))

**Proposed operational locations, dates, and times:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Attach plans of unit drawn to scale (refer to Submittal Checklist)**

**Attach manufacturers specification sheets for all proposed food service equipment (refer to Submittal Checklist)**

**Attach copy of the menu (including all food, drinks, and condiments) – (refer to Submittal Checklist)**

**APPLICATIONS WITH SUPPORTING DOCUMENTATION SHOULD BE MAILED TO BUNCOMBE COUNTY ENVIRONMENTAL SERVICES, PLAN REVIEW MFU/PUC, 30 VALLEY STREET, ASHEVILLE, NC 28801 OR CAN BE HAND DELIVERED TO BUNCOMBE COUNTY ENVIRONMENTAL SERVICES AT 30 VALLEY STREET, ASHEVILLE, NC 28801 (WE ARE CO-LOCATED WITH BUNCOMBE COUNTY BUILDING INSPECTIONS)**

**Submittal Checklist:**

All documents below must be submitted to Buncombe County Environmental Services for review when applying for an operational permit for a mobile food unit or pushcart.

- \_\_\_\_\_ Completed Application for Mobile Food Unit or Pushcart Operational Permit
- \_\_\_\_\_ Plans of the unit drawn to scale (1/4" = 1 foot) for example 1 Inch = 4 feet. Including: equipment locations, a plan (top down) view, operator's view from inside unit, and a side view plumbing schematic (plumbing lines, hot water heater, potable water tank, water pump, sewer vent, wastewater holding tank, etc.) A plumbing schematic is not required for a pushcart.
- \_\_\_\_\_ Manufacturer's specification sheets for all proposed food service equipment
- \_\_\_\_\_ Signed and dated menu (including all food, drinks and condiments) Any menu changes must be approved by this office

**Applicant Signature:**

**Statement:** I hereby certify that the information provided within this application is accurate and I fully understand that any deviation or variance from this application without prior written permission from Buncombe County Environmental Services will prevent issuance of an operational permit for the unit. I understand that this application will be returned to me if incomplete and will delay processing. I also understand that multiple inspections of the unit may be required and that if the unit is not in compliance with Rules Governing the Sanitation of Food Service Establishments 15A NCAC 18A .2600, an operational permit will not be issued. Approval of these plans and specifications by Buncombe County Environmental Services does not indicate compliance with any other code, law or regulation that may be required (i.e., federal, state, or local)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(Owner/Operator or Designee)

## **MOBILE FOOD UNIT REQUIREMENTS**

### **(check if complete)**

1. Mobile Food Units are required to operate in conjunction with a permitted restaurant or commissary \_\_\_\_\_
2. Constructed and arranged so that food, drink, utensils and equipment are housed within the walls of the unit \_\_\_\_\_
3. Openings are protected by screening or effective use of fans \_\_\_\_\_
4. Potable water system with hot water and cold water under pressure. Hot water heater or on demand water heater required \_\_\_\_\_
5. Handwashing lavatory with hot and cold water \_\_\_\_\_
6. Minimum NSF approved single compartment sink with integral drainboards and splashback. (A prep sink is not required if no food is prepared on unit) \_\_\_\_\_
7. Potable water tank (Minimum 30 gallon suggested) \_\_\_\_\_
8. Wastewater storage tank (sized 15% larger than potable water tank) \_\_\_\_\_
9. Equipment required to be ANSI approved (NSF or equivalent) \_\_\_\_\_
10. Water inlet connection required to be located so that it will not be contaminated by waste discharge, oil, or grease. Required to be kept capped unless in use. Waste discharge pipe required to be located lower than the water inlet connection. Wastewater connections required to be a different size or type than potable water connection \_\_\_\_\_
11. Floors required to be non-absorbent. Walls required to be washable. Ceilings required to be washable \_\_\_\_\_
12. Overhead lights – shatterproof or shielded \_\_\_\_\_

**15A NCAC 18A .2670 GENERAL REQUIREMENTS FOR PUSHCARTS AND MOBILE FOOD UNITS**

- (a) A permit shall be issued by the regulatory authority that inspects the commissary from which a pushcart or mobile food unit is to operate, if the regulatory authority determines that the pushcart or mobile food unit complies with the rules of this Section. The permit shall be maintained on the pushcart or mobile food unit and made available to the regulatory authority upon request.
- (b) The regulatory authority that issues the permit shall be provided by the permit holder a list of counties and locations where each pushcart or mobile food unit will operate.
- (c) Prior to initiating food service operations in a particular county, the pushcart or mobile food unit permit holder shall provide the regulatory authority in each county in which food service operations are proposed a list of locations where they will operate. Such lists must be kept current.
- (d) Pushcarts or mobile food units shall operate in conjunction with a permitted commissary and shall report at least daily to the commissary for supplies, cleaning, and servicing. Facilities, in compliance with this Section, shall be provided at the commissary for storage of all supplies. The pushcart shall also be stored in an area that protects it from dirt, debris, vermin, and other contamination. Water faucets used to supply water for pushcarts or mobile food units shall be protected to prevent contact with chemicals, splash, and other sources of contamination. Solid waste storage and liquid waste disposal facilities must also be provided on the commissary premises.
- (e) All food shall be obtained from sources that comply with Chapter 3 of the Food Code as amended by Rule .2653 of this Section.
- (f) All potentially hazardous food (time/temperature control for safety food) shall be maintained at temperatures as required in Chapter 3 of the Food Code as amended by Rule .2653. A metal stem-type thermometer accurate to 1°C (2°F) shall be available to check food temperatures.
- (g) Single service articles shall be used for serving customers. Single-service articles shall be purchased in sanitary containers, shall be stored therein in a clean, dry place until used, and shall be handled in a manner to prevent contamination.
- (h) All garbage and other solid waste shall be stored and disposed in an approved manner.
- (i) Employees shall wear effective hair restraints, clean outer clothing, and maintain good hygienic practices as specified in Part 2-4 of the Food Code as amended by Rule .2652 of this Section.
- (j) Employees shall comply with the requirements in Subpart 2-201 of the Food Code as amended by Rule 2652 of this Section.
- (k) Equipment and utensils shall meet the requirements in Parts 4-1 and 4-2 of the Food Code as amended by Rule .2654 of this Section.
- (l) The pushcart or mobile food unit shall be kept clean and free of flies, roaches, rodents, and other vermin.

*History Note:* Authority G.S. 130A-248; S.L. 2011-394, Section 15(a);  
Eff. September 1, 2012.

**15A NCAC 18A .2671 SPECIFIC REQUIREMENTS FOR PUSHCARTS**

- (a) Only hot dogs shall be prepared, handled, or served from a pushcart; however, food which has been prepared, pre-portioned, and individually pre-wrapped at a food establishment or commissary may be served from a pushcart.
- (b) Food and utensils on the pushcart exposed to the public or to dust or insects shall 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 food.
- (c) Toilet facilities, handwashing sinks, and running water are not required. Single-service towels are required.
- (d) All pre-wrapped potentially hazardous food (time/temperature control for safety food) shall be maintained at temperatures as required in Chapter 3 of the Food Code as amended by Rule .2653 of this Section or as labeled on the food item. Each pre-wrapped food item shall contain the name of the food establishment at which it was prepared, the name of the food item, and the time and date of expiration. The wrapper shall enclose the food at all times but sealing is not required.
- (e) Pre-portioned, individually pre-wrapped food that remains after the specified time period has elapsed shall not be sold for human consumption.
- (f) Pushcarts shall not be provided with seating facilities.
- (g) Pushcarts shall not be used for consumer self-service.

*History Note:* Authority G.S. 130A-248; S.L. 2011-394, Section 15(a);  
Eff. September 1, 2012.



**15A NCAC 18A .2672 SPECIFIC REQUIREMENTS FOR MOBILE FOOD UNITS**

- (a) A mobile food unit shall be constructed and arranged so that food, drink, utensils, and equipment will not be exposed to insects, dust, and other contamination. Protection against flies and other insects shall be provided by screening or by effective use of fans. Where food or griddles are exposed to the public or to dust or insects, they shall 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 food.
- (b) A mobile food unit shall have a potable water system under pressure. The system shall furnish hot and cold water for all food preparation, utensil cleaning, and handwashing. The water inlet shall be located so that it will not be contaminated by waste discharge, road dust, oil, or grease and it shall be kept capped unless being filled.
- (c) Water heating facilities shall be provided.
- (d) A handwashing sink with hot and cold water, combination supply faucet, soap, and single-service towels shall be provided.
- (e) At least a one-compartment sink shall be provided. The sink shall be of sufficient size to submerge, wash, rinse, and sanitize utensils and shall have splashback protection. Drainboards shall be provided as specified in Section 4-301.13 of the Food Code as amended by Rule .2654 to accommodate the drying of washed utensils. However, in cases where no food is prepared on the mobile food unit and all utensils are effectively cleaned at the commissary, the equipment sink is not required.
- (f) Sewage disposal must be provided either by means of an approved sewage disposal system or approved sewage storage tanks. Sewage storage tanks must be maintained in a manner so as not to create a health hazard or nuisance and to prevent contamination of food or water supply. Toilets are not required on the unit. Liquid waste that results from the operation of a mobile food unit shall be disposed in an approved sewage disposal system or stored in a permanently installed sewage storage tank that is of at least 15 percent larger capacity than the water supply tank. Liquid waste shall not be discharged from the sewage storage tank when the mobile food unit is in motion. All connections on the vehicle for servicing mobile food unit waste disposal facilities shall be of a different size or type than those used for supplying potable water to the mobile food unit. The waste connection shall be located lower than the water inlet connection to preclude contamination of the potable water system.
- (g) A servicing area shall be established at a commissary for the mobile food unit. Potable water servicing equipment shall be installed, stored, and handled to protect the water and equipment from contamination. The mobile food unit's sewage storage tank shall be flushed and drained during servicing operation. All sewage shall be discharged to an approved sewage disposal system in accordance with 15A NCAC 18A .1900 or 15A NCAC 02FF .0200.

*History Note:* Authority G.S. 130A-248; S.L. 2011-394, Section 15(a);  
Eff. September 1, 2012.

**15A NCAC 18A .2673 CONGREGATE NUTRITION SITES**

Congregate nutrition sites shall comply with all requirements in Rules .2650 through .2662 of this Section with the following exceptions:

- (1) Food preparation in a congregate nutrition site shall be limited to reheating food prepared in a food establishment or in a food processing plant or preparation of food that does not require cooking.
- (2) Potentially hazardous food (time/temperature control for safety food) that has been heated or reheated at the congregate nutrition site and remains at the end of the day shall not be served or placed in refrigeration to be used another day.
- (3) Only single-service articles shall be used.
- (4) Equipment in the congregate nutrition site that is not certified or classified for sanitation by an ANSI-accredited certification program that is in good repair and operating properly may be used. At least a two-compartment sink shall be provided. The sink shall be of sufficient size to submerge, wash, rinse, and sanitize utensils. At least one drainboard, table, or counter space shall be provided for air-drying.
- (5) Garbage can liners are required for all garbage receptacles unless the site has receptacle cleaning facilities as specified in Section 5-501.18 of the Food Code as amended by Rule .2655 of this Section.
- (6) Water used for mop or receptacle cleaning shall not be disposed in the utensil sink. Wastewater from mopping, receptacle cleaning, and other cleaning operations shall be disposed in a service