

Plan Check Guidelines for Mobiles in Fresno County

I. PLAN SUBMISSION

- A. Two (2) sets of plans shall be submitted and approved for any new or remodeled Mobile Food Facility (MFF) or Mobile Food Preparation Unit (MFPU), prior to construction. Plans may also be required for a change in menu on a MFF or MFPU that has a health permit. MFFs or MFPU that have been previously permitted may be accepted as approved without plans as deemed appropriate by the present jurisdiction processing the operating permit. **See MFPU General Construction Guidelines for more information about construction requirements.**
- B. A plan check fee of \$490 must be paid at the time of plan submittal. California Retail Food Code (CRFC) section 114380 requires our office to complete the plan review process within twenty (20) working days. The plans will either be approved with conditions or returned for corrections and resubmittal. A correction letter or an approval letter will be provided.
- C. Complete, easily readable plans must be drawn to scale (e.g. 1/4" = 1 ft.) on white paper with dark ink, blue prints, or other standard floor plans.
- D. Drawings shall show all four (4) sides and the top view of the MFF or MFPU, and a complete plumbing diagram.
- E. The location and type of each of the following, if applicable, shall be shown on the plans:
 1. Potable water tanks; volume and dimensions, length x width x depth indicated.
 2. Potable water inlets and overflow lines. Indicate type.
 3. Waste water tanks; volume and dimensions, length x width x depth indicated.
 4. Waste tank drain valves.
 5. Water heaters type and size in gallons indicated.
 6. All MFPU must have a three compartment warewashing sink with integral drainboards on both ends. Indicate sink compartment length x width x depth (each compartment must accommodate cleaning of the largest utensil/equipment and be at least 12"W x 12"L x 10"D or 10"W x 14"L x 10"D).
 7. Handwash sink dimensions and location stated (handwashing sink must be at least 9"W x 9"L x 5"D). Location of wall mounted liquid soap and paper towel dispensers shown.
 8. All associated plumbing and backflow prevention devices.
 9. Each piece of food service equipment (i.e. grill, fryer, refrigerator, shelving, etc.) and placement.
 10. All equipment specifications, including weight, manufacturer, make and model number shall be indicated either separately or on the plan. All equipment shall be listed as certified or classified for sanitation by an ANSI accredited certification program, such as, NSF.
 11. If ice is intended for consumption then plans must show ice bin, including volume and dimensions, length x width x depth indicated.
 12. Finish schedule for food contact surfaces, counter tops, food compartments, walls, floors and ceilings.
 13. Food compartment(s) and doors in their open position. Size and location of any pass through windows.
 14. Gas and electrical lines.
 15. All other component details, such as utensils, tray inserts, insulations, counters, shelving, storage areas, and food preparation areas, etc.

16. Identification signage that is permanently affixed on the customer side of a MFF and on two sides of a motorized MFF or MFPU. The identification must include the business name (at least 3" high), the name of the permittee if different from the business name (at least 1" high), the city, state and zip code of the permittee (at least 1" high).
 17. Fire protection equipment; type and location indicated. (i.e. automatic fire-suppression system, 10BC fire extinguisher, etc.)
 18. Power source. Indicate size. (i.e. generator, battery, etc.)
 19. Mechanical ventilation for units with cooking equipment beneath a roofed enclosure, which must meet California Mechanical Code requirements.
 20. Overhead protection during operation and how the MFF is stored or enclosed after the hours of operation for Mobile Food Facilities that operate at a single site. Approval by the local building authority for the proposed enclosure and signage will be required.
- F. The following items shall accompany the plans:
1. A commissary agreement letter, if available at that time, must accompany the plans (otherwise to be submitted prior to final issuance of permit.)
 2. Full Menu.
 3. Operational Statement for Mobiles. Procedures must include food handling, water refilling, wastewater disposal, and the cleaning and sanitizing of food-contact surfaces, food equipment and utensils.



Fresno County Environmental Health Division

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MFF PLAN SUBMITTAL CHECK LIST

Facility Name: _____

SR#: _____

Y	N	N/A	Item
			Menu
			2 sets of plans, drawn to scale
			Drawing showing all 4 sides, top view, and plumbing diagram
			Gas and electrical diagram

Each item below, if applicable, shall be shown in the plans:

Y	N	N/A	Item
			Potable water tanks (Dimensions: L__x W__x D__)
			Potable water inlets
			Overflow lines (for tanks) potable waste
			Waste water tanks (Dimensions: L__x W__x D__)
			Waste tank drain valve
			Water heater: Type _____, Gallons _____ <i>Hot dog/churro/roasted almond/kettlecorn/shaved ice/fish trucks- 1/2gallon Coffee carts/trucks-4 gallons, lunch trucks-4 gallons. Tankless heater may be approved with conditions.</i>
			Utensil Sink (Dimensions: L__x W__x D__) w/ dual drainboards <i>Acceptable: (12x12x10 or 10x14x10)</i>
			Hand Sink (L__x W__x D__) Acceptable: (9x9x5) <input type="checkbox"/> (6" splash guard, if necessary) <i>*hand sink of unenclosed MFF 3 shall be located on the operator side or auxiliary conveyance</i>
			All associated plumbing
			Each piece of food service equipment and placement
			Specifications of equipment indicating manufacturer make & model #
			Steam table is fitted w/ discharge valve
			Ice bins, if ice is used for human consumption (Dimensions: L__x W__x D__)
			Finish schedule of food contact surfaces, countertops, food compartments, walls, ceilings _____
			Finish schedule of floor surfaces- Type _____
			Emergency Exit Door <i>must be located on opposite side of main exit door; at least 24" x 36"</i>
			All other component details: <input type="checkbox"/> utensils, <input type="checkbox"/> tray insets, <input type="checkbox"/> insulations, <input type="checkbox"/> counters, <input type="checkbox"/> shelves, <input type="checkbox"/> storage areas, <input type="checkbox"/> food prep areas
			Self-closing door; service doors
			Unobstructed height requirement (if occupiable: <input type="checkbox"/> 74"Height <input type="checkbox"/> 30"Width)
			Power Source: _____ size: _____
			Mechanical ventilation for units with cooking equipment
			Size and location of any pass through window ____" x ____" = ____sq. inch <i>Size: 16 mesh per sq. inch, no more than 216 sq. inches and no less than 18 inches apart</i>
			First Aid kit
			Automatic Fire-Suppression System / Fire Extinguisher <i>10 BC-rated</i>
			Identification-name of facility, city, state, zip code of the permit holder <i>Lettering of name: 3 inches high in contrasting color with MFF Lettering of city/state/zip code & permit holder: 1 inch high</i>
			HCD insignia (if occupiable) <i>tel.: (951) 782-4420</i>
			Commissary letter
			Certified Food Handler Certificate
			Operational Statement