

## Mobile Food Unit Type II Guidelines

Environmental Health & Sustainability  
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The Plano Environmental Health Department inspects and permits mobile food units on Wednesdays. All inspections are by scheduled appointments. If you have any questions, or to schedule an appointment, please contact the Environmental Health Division at 972-941-7143.

**NOTE: If a mobile food unit does not arrive for a scheduled inspection and does not provide a 24-hour notification to this Division, a cancellation fee will be assessed, and shall be paid prior to any future issuance of a permit.**

### GENERAL INFORMATION

The Plano Food Code defines mobile food vendors are defined as the following:

**Mobile Food Unit (MFU)** – A vehicle mounted, self-contained food service operation, designed to be readily movable and used to store, prepare, display, serve, or sell food. A MFU includes, but is not limited to, catering truck, trailer, pushcart, and roadside vendor and does not include a stand or a booth.

A **Mobile Type II** includes mobile food pushcarts including, but not limited to, coffee carts, hot dog carts, ice cream carts, corn cart, etc. (limited preparation on an un-motorized mobile).

The City of Plano requires commercial grade equipment in lieu of residential equipment.

Permits are valid for one year, and are not transferable. Each permit holder must meet all requirements of the City of Plano Food Code Section 228.221 Mobile Food Units, which can be found at the following link: <http://plano.gov/848/Food-Safety>

The food permit fee (and any other associated fees) must be paid before a food permit will be issued.

Permitted, Mobile Food Units **are not** allowed in City Parks, Recreational Centers or on school property (Plano Code of Ordinances, Sec. 11-143), except in conjunction with an approved event/celebration. It is the responsibility of the MFU owner/operator to ensure that all laws and applicable City ordinances are met. To operate on private properties or private businesses, contact the owner for written permission and comply with all City of Plano's Ordinances, including City of Plano Building Inspection requirements for Itinerant Vendor permit requirements (Plano Code of Ordinances, Sec. 11-156).

Mobile Food Units are subject to inspection any time the unit is stopped and serving the public. Violations of the permit requirements are subject to corrective action up to and/or including, discarding of food

products, revocation of the permit and fines. Those persons found operating in the City of Plano without a valid permit are subject to fines up to \$2,000.00.

Alterations, removal, attachments, additions, placement or change in, under, or upon a mobile food unit that would prevent or reduce ready mobility is prohibited.

Liquid waste shall not be discharged from the retention tank while the Mobile Food Unit is in motion. Such liquid waste is required to be disposed of in the sanitary sewer system at a Central Preparation Facility.

The Environmental Health Division may also enforce state, federal statutes or regulations applicable to a Mobile Food Unit operating within the City of Plano.

The following are only guidelines specific to the type of vending you may be interested in, and are not an exhaustive list for regular inspection.

## **MOBILE TYPE II**

### ***1. Plan Review Process:***

A plan review process is used to determine if the Mobile Type II meets all the sanitation and safety specifications required by the City of Plano Food Code.

A mobile food preparation vehicle must go through plan review if the unit is:

- Applying for initial permit with the City of Plano
- Converted from another use
- Remodeled
- Without a valid permit for more than 1 year

If the Type II MFU requires a plan review, the plans must be approved before the vehicle will be inspected. Plans are to be submitted at least 10 working days prior to the inspection date. The plans can be emailed to [envhealth@plano.gov](mailto:envhealth@plano.gov), faxed 972-941-7142 or hand-delivered to 1520 K Ave Suite 210 Plano, TX 75074

### **Items required for plan review:**

The floor plan drawing of the MFU Type II should be an honest representation of how the unit looks in reality. A professional plan is preferred, but no required; however, the plan does have to be drawn to scale, and legible.

- Drawing views of the mobile unit from top and both sides and/or photos of exterior and interior

- Include view of plumbing fixtures and dimensions of potable and gray water tanks
- Label all equipment (i.e. grill, hand wash sink, etc.)
- Provide a list of all equipment and include the manufacturer's specification sheet to verify that all equipment is commercial grade, and certified for sanitation by one of the following certification agencies: National Sanitation Foundation (NSF), Edison Testing Laboratories (ETL), Underwriters Laboratories (UL), or the Canadian Standards Association (CSA).
- Describe the interior and exterior surfaces construction materials used on the pushcart (i.e. plastic laminate, reinforced fiberglass panel, stainless steel, enameled steel or aluminum, etc.).  
**Wood will not be approved.**
- Provide dimensions of pushcart: length, width and height.
- Provide dimensions of pushcart's overhead protective covering: length and width (must cover the entire pushcart).
- If liquid waste results from operation of a mobile food unit, the waste shall be stored in a permanently installed retention tank that is at least fifteen (15) percent larger capacity than the water supply tank.

**2. *Central Preparation Facility Requirement (CFP) (also known as Commissary):***

All Mobile Units are required to have a CPF that is defined as a: permitted fixed food establishment that serves as an operating base for a mobile food unit. A restaurant may serve as a CPF for one mobile food unit that is owned and operated by the restaurant (City of Plano Zoning Ordinance No. 2014-6-4). If a restaurant is used as the CPF, the grease trap must be of adequate size to process the liquid waste from the mobile unit. If needed, an increase in the cleaning frequency of the grease trap may be enforced. A grease trap cleaning (trip) ticket must be provided to verify size.

Supplies, cleaning, and servicing operations. Mobile Food Units shall operate from a central preparation facility or other fixed food establishment and shall report to such location daily for supplies and for cleaning and servicing operations.

Construction. The central preparation facility or other fixed food service establishment, used as a base of operation for Mobile Food Units, shall be constructed and operated in compliance with the requirements of these rules (pertaining to Physical Facilities).

**A private residence may not be used as a central preparation facility.**

Servicing area and operations for CFP:

- A Mobile Food Unit servicing area shall include at least overhead protection for any supplying, cleaning, or servicing operation. Those areas used only for the loading of water and/or the discharge of sewage and other liquid waste, through the use of a closed system of hoses, need not be provided with overhead protection.

- Within the servicing area, the location provided for the flushing and drainage of liquid wastes shall be separate from the location provided for potable water servicing and for the loading and unloading of food and related supplies.<sup>P</sup>
- A servicing area will not be required where only packaged food is placed on the Mobile Food Unit or where Mobile Food Units do not contain waste retention tanks.
- The surface of the servicing area shall be constructed of a smooth nonabsorbent material, such as concrete or machine-laid asphalt and shall be maintained in good repair kept clean, and be graded to drain.
- Potable water servicing equipment shall be installed in the servicing area according to the Plumbing Code and shall be stored and handled in a way that protects the water and equipment from contamination.<sup>Pf</sup>
- Construction exemption. The construction of the walls and ceilings of the servicing area is exempted from the provisions of Section 228.173(a) of this title (relating to *Physical Facilities*).

### **3. Documents Requirement at Inspection:**

Units must present the following documentation at the time of inspection except for plans/schematics and menu (plans and menu must be provided 10 working days prior to inspection):

- Valid Certified Food Manager certification for at least one individual operating on the unit
- Food Handler cards for all other persons handling food
- Signed notarized letter of authorization from the Central Preparation Facility if this servicing area is not owned by the mobile unit operator.
- Central Preparation Facility's current health inspection report (a copy must be maintained on mobile unit at all times)
- Provide a copy of valid identification for cart operator
- Completed application (obtain and complete at City of Plano environmental Health Division at this time)
- Cash, check, money order or credit card to pay permit fees.

### **4. Vehicle Design and Equipment Requirements:**

- Due to a lack of full enclosure for cooking and food preparation, mobile food unit pushcart vendors may only offer the following foods: commercially packaged drinks and pre-cooked

foods such as hot dogs, sausages, hamburgers, etc., non-time and temperature control for safety (TCS) foods or other foods specifically approved by the Environmental Health Division. .

- All equipment and utensils must meet or exceed the food equipment standards published by the National Sanitation Foundation (NSF) or other approved standards writing organization, and be certified by an ANSI-Accredited certification organization.
- All interior and exterior surfaces of the cart must be finished in a material that is corrosion resistant, non-absorbent, smooth, easily cleanable, resistant to denting, buckling, pitting, chipping and crazing, free of breaks, open seams, and free of difficult to clean internal corners and crevices; e.g. plastic laminate, reinforced fiberglass panel, stainless steel, enameled steel or aluminum. Carts having exposed angle iron supports or bracing will not be approved. No exposed rivets or square-head screws will be allowed.
- The cart must be on wheels, non-motorized and easily moveable by one person. The bottom of the food service or storage unit shall be at least 6 inches from the ground.
- An overhead protective covering (at minimum umbrella or canopy) must be in good repair and encompasses the entire unit and must be attached to the pushcart.
- All equipment must be permanently attached to the pushcart.
- Storage areas on the pushcart for single-service items, utensils, food or other items must be completely enclosed.
- Grills will not be allowed on the pushcart.
- Each cart must have a commercial grade hand wash sink that is supplied with paper towels, hand soap; hot and cold potable water under pressure with a mixing faucet.
- The unit must be equipped with commercial grade mechanical refrigeration and/or hot holding equipment. All reheating, cold holding and hot holding equipment must be provided with a cover, lid or tight fitting enclosure. All food items held on the pushcart must be held in closed containers.
- A commercial grade sink with at least three adequate compartments shall be provided for manually washing, rinsing, and sanitizing of equipment and utensils if open food is stored, prepared or served on the unit. Provide sanitizer test kit.
- Thermometers shall be conspicuously located in each hot and cold unit.
- Stem type thermometers are required on the pushcart to check internal food temperatures, numerically scaled, and accurate.
- All hot hold items must be held at 135 degrees Fahrenheit or above at all times.
- All cold hold items must be held at 41 degrees Fahrenheit or below at all times.
- Freezer unites storing ice cream must measure zero (0) degrees Fahrenheit. Dry ice may be used to help maintain proper freezing temperatures.

- During the Permitting inspection, the owner of the cart must bring 5 gallons of water in order to measure the size of the tanks and to check leaks and proper functioning of the plumbing system. Permits will not be issued if the plumbing system is not operating properly.
- The gray water retention tank of the pushcart must be properly and securely installed and have a minimum capacity that is 15% larger than the potable water supply tank. A tank for liquid waste retention shall be thoroughly flushed and drained in a sanitary manner.
- Cooking will not be allowed on the pushcart (i.e., grilling and baking). Only reheating of cooked food to its parameter will be allowed.
- Cutting of vegetables and other food items (food preparation) is prohibited. All raw food products must be stored below all cooked or ready to eat products.
- Only single service articles are to be used.
- If used, ice must be drained into a retention tank to be properly disposed at the Central Preparation Facility. Wastewater leakage will not be allowed. Ice must be drained through the interior of the cart.
- Carts must be equipped with at least one water-resistant, covered waste receptacle for refuse generated by the operation.
- The cart must have the business name on both sides in at least four (4) inch letters.
- All items sold must be purchased from a permitted facility.
- Central Preparation Facility must be a permitted fixed food establishments that have the capability to service and store the pushcart.
- Mobile Type II must be clean inside and out.
- The cart must be in operating condition at the time of inspection.
- Permits must be retained on the cart at all times and is not transferable.
- All food/products for cart business must be on the cart. No ice chests/containers for extra storage of items allowed.