



**COUNTY OF SAN LUIS OBISPO HEALTH AGENCY
ENVIRONMENTAL HEALTH SERVICES DIVISION**

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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 Operations Construction Guidelines

Prepackaged Non-Potentially Hazardous Food (Non-PHF)

PLAN SUBMITTAL PROCESS:

1. Submit 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.
2. Submit proposed menu and standard operating procedures (for food handling and the cleaning and sanitizing of food-contact surfaces and utensils).
3. Submit the [Standard Operational Procedures for Prepackaged Non-PHF CMFO](#) form
4. Once approved, submit an [application for a Health Permit](#) along with applicable fees to operate.

See the checklist on the following page(s) for a list of required information that must be submitted:

- **Page 3** – Check each box indicating that the item is completed on the plans.
- **Page 4** – List all food items, finish materials, equipment information.
- **Page 5** - Complete all diagram templates. Additional sheets may be provided if necessary.

Visit our website to view an [Example Plan Drawing](#).

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 <input type="checkbox"/> Propane Tank
	Location of 10 BC-rated fire extinguisher (required if electrical or gas equipment is used)
	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 Plan

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.

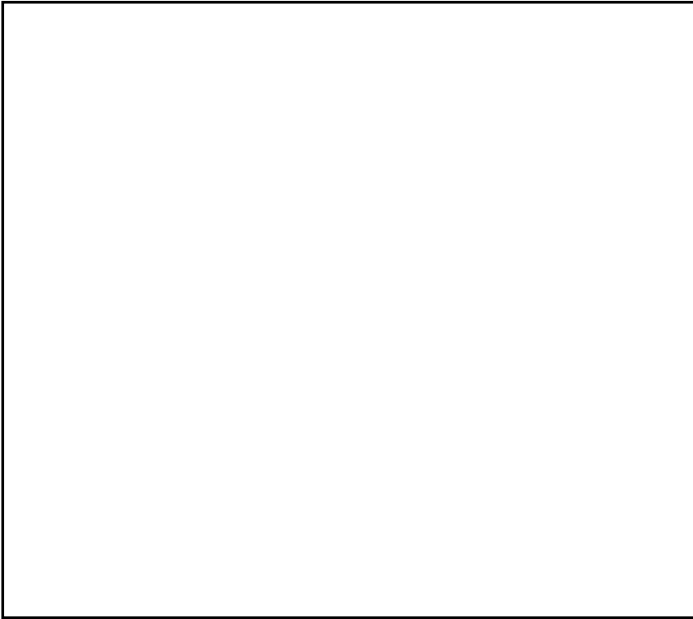
- Location of battery (if applicable)
- Location of steam table and propane/gas tank (if applicable)
- Location of first aid kit.
- Location of fire extinguisher (if applicable)
- Identification on the customer side of the CMFO. Identification must include the following: Business name (minimum 3-inch-high 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

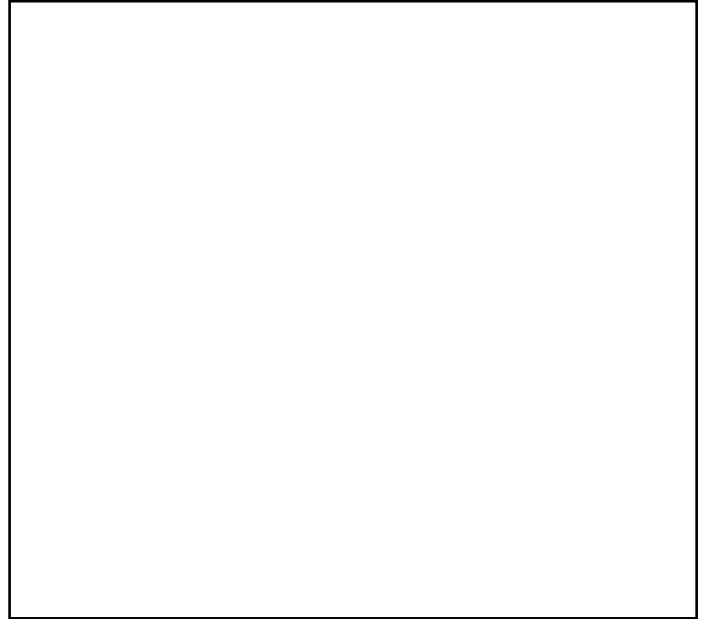
Write below a complete list of the prepackaged food and/or beverages that will be offered on the CMFO	Where will this food be purchased at? Provide Name & Address of food facility

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.