



## Mobile Food Facility (MFF) Construction Checklist

### Plans/ Drawings

Newly constructed MFF planning to operate in Contra Costa County must comply with current regulations and submit plans.

Provide 2 copies of the MFF floor plan along with a Plan Check Application. The drawing must be to scale and include all equipment.

Plans must include the following:

1. Floor plan
2. Finish Schedule
3. Equipment Schedule- Include manufactures specification sheets for all equipment
4. Plumbing Plans
5. Hood Plans
6. Elevation Plan
7. Menu

**Note: If your MFF was constructed and approved by another Environmental Health Department in California within the past 2 years, submit the approved stamped plans along with your MFF permit application.**

### Construction

- Materials used for the walls, floors, ceilings and outside of an MFF must be smooth, durable, non-absorbent and easily cleanable. Stainless steel is the preferred material. Construction joints and seams shall be tightly fitted and sealed to be easily cleanable. **Unfinished, painted, or varnished wood is unacceptable.**
- Pass thru windows shall be no greater than 216 square inches and be no closer than 18 inches apart. The windows must be covered with at least 16-mesh per inch screening. **(Enclosed MFF)**
- All rivets, screw heads, and joints must be installed such that food accumulation will be prevented.
- Flooring must have 4-inch coving with 3/8" radius to the wall. Vinyl composite tiles (VCT) and rubber top-set base coving are not acceptable. **(Enclosed MFF)**
- Emergency exit that is at least 24" x 36" must be available on opposite sides of the MFF. Personnel must be able to open the emergency exit without the use of tools and it must be labeled with an "Emergency Exit" sign. **(Enclosed MFF)**
- Clear and unobstructed height over the aisle way (vertical) of at least 74 inches and a minimum of 30 inches of unobstructed horizontal aisle space. **(Enclosed MFF)**
- Be constructed, equipped, maintained, and operated as to prevent the entrance and harborage of animals, birds, and vermin, including, but not limited to, rodents and insects.

### Plumbing

- Potable water tank  
Volume: \_\_\_\_\_ Length: \_\_\_\_\_ Width: \_\_\_\_\_ Depth: \_\_\_\_\_  
(Minimum: 5 gallons for hand washing plus 25 gallons for ware washing/food preparation (Full Prep MFF) 15gallons for ware washing/ food preparation (Limited Food Preparation MFF))
- Waste water tank (At least 1.5 times the size of the potable water tank plus 1/3 the size of ice container)  
Volume: \_\_\_\_\_ Length: \_\_\_\_\_ Width: \_\_\_\_\_ Depth: \_\_\_\_\_

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- Ice Bin Size  
Volume: \_\_\_\_\_ Length: \_\_\_\_\_ Width: \_\_\_\_\_ Depth: \_\_\_\_\_
- Tanks shall be vented to flow. Vents must terminate in a downward direction and covered with 16-mesh or equivalent. Waste water tanks must have a valve that allows complete draining of the unit.
- Tanks must be cleanable and labeled according to use.
- Water heater must deliver a minimum of 1 gallon per minute and have a minimum capacity of 4 gallons. Unenclosed carts that handle hot dogs, tamales in original, inedible wrappers and non-prepackaged, non-potentially hazardous foods (ex: shaved ice) only, requires a ½ gallon hot water heater capacity for handwashing purposes only.  
Type: \_\_\_\_\_ Size in gallons: \_\_\_\_\_
- Hand wash sink (standard size is 9" x 9" x 5" depth)  
Length: \_\_\_\_\_ Width: \_\_\_\_\_ Depth: \_\_\_\_\_
- The ware washing sink must have 3 compartments and 2 drainboards (standard size is 12" x 12" x 10" deep or 10" x 14" x 10" deep). The ware washing sink must accommodate the largest utensil used in the mobile. The drain boards must be the same size of the compartments. Indicate the size of each compartment here:  
Length: \_\_\_\_\_ Width: \_\_\_\_\_ Depth: \_\_\_\_\_
- Potable water plumbing and fill lines. Potable water equipment must be constructed of food grade materials as approved by an American National Standards Institute (ANSI) accredited testing organization for drinking water.
- Waste water disposal plumbing, valves and backflow prevention devices. Waste water hoses shall not be the same color as potable water hoses. Ice bins must drain into a waste tank. Waste tanks must be valved to prevent waste water from falling onto the ground.

### Equipment

- All equipment must be commercial grade and meet ANSI standards or equivalent (e.g., NSF, ETL, UL-Sanitation).
- Mechanical refrigeration shall meet current ANSI standards. **Ice plate refrigerators are not approved for holding of potentially hazardous food.**
- Food preparation tables, surfaces, and equipment must be NSF or equivalent. All electrical appliances shall meet applicable UL standards for electrical safety. Provide specification sheets on all equipment.
- Equipment must be spaced apart or sealed together for ease of cleaning. There shall be a minimum of 4" of unobstructed space beneath equipment or on the sides of adjacent equipment. All floor mounted equipment must be sealed to the floor or raised at least 6" off the floor.
- Compressor units that are not an integral part of food equipment, auxiliary engines, generators, and similar equipment shall be installed in an area that is completely separated from food preparation and food storage and that is accessible from outside the unit for proper cleaning and maintenance.

### Ventilation

- Commercial mechanical ventilation over cooking equipment and associated fire suppression system (must meet California Mechanical Code requirements) is required.
- A 6-inch hood overhang (front and side) shall be provided over all equipment under the hood.



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### Lighting

- Light bulbs shall have shatter proof shielding and be installed so as not to pose a hazard to workers.

### Power Source

Power Source Type (check all that apply):

- Inverter with batteries
- Generator (indicate size and type): \_\_\_\_\_
- Other: \_\_\_\_\_
- Electrical outlet (Provide Electrical Connection Agreement)

**Approved power must be supplied to all equipment at all operating/ non-operating times.**

### Safety Equipment/ Requirements

- Gas-fired equipment shall be insulated to prevent excessive heat build-up/ injury and meet minimum ANSI standards. Fire elements must be covered.
- Provide a minimum 10 BC-rated fire extinguisher that is properly mounted and easily accessible.
- All equipment with hot liquids must be covered and latched to prevent spills during transport.
- All equipment must be secured to prevent falling, tipping and movement during transport.
- First Aid Kit must be provided and accessible.

### Storage

- Storage must be sufficient to accommodate expected food volumes.
- Provide separate storage for chemicals and maintenance equipment.
- Provide garbage/refuse containers that will not tip, fall or move during transport.

### Signage

- Business name must be in letters of at least 3" high and of contrasting color with the MFF.
- City, state, and zip code must be in letters of at least 1" high and of contrasting color with the MFF.
- The name of the individual or company must be in letters of at least 1" high and of contrasting color with the mobile

### Certification (Enclosed MFF)

- A Health permit will not be issued unless the MFF has passed and been issued an insignia by the California Department of Housing and Community Development (HCD). You can contact the HCD at (916) 445-3338 or (916) 255-2501.**