



**Kendall County
Health Department**



MOBILE FOOD VENDING UNIT REQUIREMENTS



Environmental Health Unit

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Frequently Asked Questions

What qualifies as a mobile food vending unit (MFVU)?

- All food “establishments” that are readily moveable; i.e. ice cream trucks, mobile food vending trucks, hot dog pushcarts, tow-behind food vending trailers, etc.

Must all MFVUs possess a permit from the Kendall County Health Department?

- Yes, all MFVUs used to serve food to the public within Kendall County must bear a Mobile Food Vendor Permit, or possess a Temporary Food Event Permit.

What regulations apply to mobile food vendors?

- Kendall County Health Department (KCHD) Food Establishment Sanitation Ordinance (including the *Illinois Department of Public Health Food Service Sanitation Code* by reference)
- Kendall County Mobile Food Vending Unit Requirements
- All applicable ordinances of the local jurisdiction, or municipality, in which the MFVU plans to operate, which may govern where and the time period that a MFVU can operate (i.e., zoning requirements, business license, etc.). Note: These requirements are in addition to the Mobile Food Vending Permit requirements of the KCHD.

What types of permits are available for MFVUs?

There are two separate permits available depending on the nature of your business. A Mobile Food Vending Unit to be used to prepare and/or serve food at a limited number of temporary or special events each year may wish to obtain Temporary Food Event (TFE) permit(s). The TFE permit is valid for a single event lasting up to fourteen (14) days.

Conversely, a Mobile Food Vending Unit operating year-round requires a MFVU permit. The MFVU permit is valid for a period of one year, April 1st through March 31st, the corresponding fee and level of health department inspection based on the type of food and methods of food preparation involved (also referred to as the “Risk Type”). MFVU fees may be found in the Kendall County Health Department Food Protection Program Fee Schedule, posted on the KCHD website. A listing of the three Risk Types, with examples, follows:

Risk Type I

- Menu is restricted to commercially prepared and prepackaged frozen potentially hazardous foods. No food preparation involved. No sinks are required.
 - Example menu items include: ice cream, frozen treats, frozen meats.

Risk Type II

- Menu is restricted to the limited preparation of non-potentially hazardous foods. An NSF approved integral handsink is required on the MFVU. A three compartment sink is also required, unless an adequate number of extra utensils are provided.
 - Example menu items include: Italian ice, beverages, popcorn, kettle korn, roasted corn, shaved ice, snow cones.

□ Risk Type III

- Menu is restricted to the limited preparation of potentially hazardous food products. No cooling and/or reheating of food products is allowed. An NSF approved integral handsink is required on the cart, as well as approved mechanical refrigeration and a three compartment sink.

- Example menu items include: hot dogs

OR

- Menu may consist of hot food items that are prepared, individually packaged and labeled* in a health department approved commissary, and are hot held (or cold held) on the MFVU. No food handling is allowed except for the adding of commercially-prepared or departmental-approved condiments. No cooling and/or reheating of cooked food products is allowed. As all of the food products are pre-packaged, no hand washing sinks or three-compartment sinks are required.

- Example menu items include: sandwiches, hamburgers, burritos, tacos, salads, jello, meatless pizza slices.

- * Every food pre-packaged in advance of retail sale must bear the following information in English on its label:

- 1) The common and/or usual name of the product;
- 2) The name, address and zip code of the manufacturer, processor, packer, preparer or distributor;
- 3) The net contents of the package;
- 4) A list of ingredients in the order of their predominance by weight with ingredients shown by their common or usual name; and
- 5) A list of any artificial color, artificial flavor or preservative used.

How does one obtain a Food Handling Permit to operate a MFVU in Kendall County?

Obtaining an MFVU food handling permit is a two-step process; the Application process and the Inspection process.

Before applying, it is highly recommended that all prospective MFVU owners submit equipment specification sheets to the health department for review by a Sanitarian prior to purchasing the equipment to ensure that it will meet code requirements. If a MFVU does not meet the requirements, a permit will not be granted. The equipment review process assures that all MFVUs are constructed in compliance with all applicable requirements. This equipment review can minimize, through proper design of a MFVU, the potential for operational violations that are commonly cited during routine health inspections.

Application

The following information must be provided to KCHD as part of the application process:

- A MFVU Food Handling Permit Application with the associated annual fee. Different fees are assessed according to the level of food service. (See previous question for the levels of food service and consult the KCHD Food Protection Program Fee Schedule.)
- A description of the MFVU (equipment specification sheets, photographs of equipment).
- A proposed menu.

- Proof of the use of a health department approved commissary. “Commissary” means a catering establishment, restaurant, or any other place in which food, containers, or supplies are kept, handled, prepared, packaged or stored, and where equipment is washed, sanitized, and properly maintained.
 - a commissary agreement form and
 - an inspection report dated within the past 6 months

Inspection

- Once the application documents are reviewed, you will be contacted by KCHD to schedule an inspection of the MFVU.
- The MFVU must pass inspection before the operating permit will be issued. This includes the review of equipment and surfaces of the MFVU for compliance with ordinance and food code requirements.

Why is the use of a commissary required?

Commissaries are necessary as most MFVUs are not equipped to be completely self sustaining. Commissaries serve many important functions, including but not limited to:

1. Cleaning and sanitizing of ware

Typically, the three-compartment sink on an MFVU is sized to clean and sanitize only utensils and small wares soiled during operation. A [properly] equipped commissary will provide for the use of a three-compartment sink sized to accommodate the larger ware unable to be washed and sanitized on the MFVU.

2. Wastewater disposal

Wastewater, often containing fats, oils, and grease, must be disposed of in a sanitary manner [i.e. in a private or public (with approval) sanitary sewer system]. An approved commissary will have plumbing designed to meet these needs.

3. Food storage

Food must be stored in a KCHD approved facility, protected from pest infestation, contamination, temperature abuse, etc. *KCHD does not allow food to be stored in private homes.*

4. Potable water source

Only fixed food establishments possessing a current and valid health department permit are approved to serve as a source of fresh, potable water. MFVUs may choose to utilize commercially bottled water for their food preparation needs.

How does one prepare for an MFVU permitting inspection?

1. Verify that construction meets requirements.
2. Verify that the plumbing system works.
3. Verify that essential food equipment works and is in compliance.
 - a. Refrigeration must be on and show an ambient air temperature of 39°F or less to maintain cold foods at 41°F or less.

- b. Hot holding equipment must be preheated, demonstrating the ability to maintain hot foods at a temperature of 140°F or more.

The health department will not be able to effectively inspect, and therefore permit, your MFVU without first having the above listed preparations in place.

Where do MFVU permitting inspections take place?

MFVU permitting inspections are conducted at the Kendall County Health Department.

Common Requirements for All Mobile Food Vending Units

General

- All surfaces in direct contact with open, exposed foods shall meet the minimum requirements of the Food Service Design and Construction Manual (i.e. they must be non-absorbent, smooth, and easily cleanable).
- The construction/workmanship of the MFVU must meet commercial food service equipment standards as set forth by nationally recognized accrediting agencies such as, but not limited to, the National Sanitation Foundation International (NSF), Underwriter's Laboratory (UL) Sanitation, and the American Institute of Baking (AIB).

Plumbing System

- All plumbing fixtures must be permanently affixed to the MFVU. Be able to indicate the location of all plumbing fixtures on the MFVU (i.e. potable water and wastewater storage tanks, inlets, outlets, sinks, water heater, water pump, backflow devices, compartments intended to store ice).
- Be able to indicate the total liquid volume of the potable water and wastewater storage tanks:
 - **Total liquid volume of square tanks = depth (height) x length x width**
 - **Total liquid volume of round tanks = diameter x depth (height)**
 - **Tip: 1 gallon = 231 cubic inches**

The above information can then be used to ensure that the wastewater tank is capable of holding at least 50% more than the number of gallons in the potable water tank plus the number of gallons in the water heater.

- **Capacity of fresh water tank + capacity of water heater x 1.5 = required capacity of wastewater tank.**
- The wastewater tanks must be clearly and permanently labeled "WASTEWATER."
- Handwashing sinks must provide a pressurized supply of both hot and cold water. No gravity-fed plumbing systems are allowed. Sinks must be at the same height as the food preparation surface. Sinks must have a p-trap installed on their wastewater lines.
- Handwashing sinks shall be easily accessible to food handlers, and must be a minimum size of 9" long by 9" wide by 5" deep, with splashguards. Handsinks located closer than 18" to open food or food preparation areas must be fitted with 8" high splashguards.
- Three-compartment sinks must be sized to allow complete submersion of the largest utensil or ware that is to be cleaned and sanitized.
- All piping must be easily accessible for inspection and repair. Access panels covering piping must be easily removable with a screwdriver or other simple tool.

Food Equipment

- The floor of a compartment intended to store or hold ice shall be fitted with a drain and shall be adequately sloped to facilitate proper drainage.
- Ample shelving or storage compartments shall be provided to accommodate the proper storage of food and food supplies.

Full service MFVUs (i.e. units with equipment comparable to a full service kitchen) shall submit a completed Food Service Establishment Plan Review Application. Contact the health department for further information.

Outer Openings-Service Doors and Windows

- Doors and windows must be properly fitted to protect against the entrance of pests. Doors must be self closing and require door sweeps; windows must be screened with material that is 16-mesh to the inch or finer.
- The driver's area, if present, must be physically separated from the food storage and/or preparation areas.

Non Food Contact Surfaces-Counters, Walls, Floors and Ceiling

- Counters must be made of SAFE, DURABLE and CORROSION-RESISTANT materials. Counter surfaces must be smooth, non-absorbent, and easily cleanable, and sealed to adjoining walls.
- The interior walls, floors and ceiling must meet requirements of the Food Code as set forth in the Food Service Establishment Construction Guide.

Business Name

- The name of the food business must appear on two (2) sides of the MFVU. Lettering must be a minimum of four (4) inches in height.

Trash

- Covered trash containers must be provided.

Lighting

- Light bulbs must be properly shielded.



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MOBILE FOOD VENDOR INSPECTION REPORT

DATE: _____

BUSINESS NAME: _____ PLACE OF INSPECTION: KCHD FIELD: _____

VEHICLE LICENSE PLATE#: _____ Month _____ Year _____ UNIT#: _____ VIN#: _____

PERMIT #: M INSPECTION TYPE: ROUTINE REINSPECTION COMPLAINT

The items marked below identify violations of the Kendall County Food Service Sanitation Ordinance. The violation(s) must be corrected as indicated in the corrective action column. Failure to comply will result in the assessment of a non-compliance fee or the suspension of your permit. *Indicates a critical violation requiring immediate correction.

ITEM	X	WT	VIOLATION DESCRIPTION	CORRECTIVE ACTION
			Kendall County Health Department permit not posted.	
*1		5	Foods are not obtained from an approved source. A current commissary inspection report for all food obtained outside Kendall County is not provided.	
2		1	Pre-packaged foods are not properly labeled. (Contents, source, manufacturer's name and address) Four (4) inch tall lettering with business name not provided.	
*3		5	Potentially hazardous cold foods are not maintained at 41°F or less. Potentially hazardous hot foods are not maintained at 140°F or more.	
*4		5	Equipment is not capable of maintaining required holding temperatures. Mechanical cold potentially hazardous food storage is not provided.	
5		1	Accurate thermometers are not provided in a visible location.	
*7		5	Foods are not individually packaged or otherwise protected from contamination.	
8		3	Food products stored in direct contact with ice. Condiments that are individually packaged or in approved dispensers not provided.	
*12		5	Hands are not washed & clean, or poor hygienic practices present.	
14		3	Food service areas of vehicle are not maintained in good repair.	
15		1	Non-food service areas of vehicle are not maintained in good repair.	
17		1	Proper sanitizer test strips are not available for use.	
*20		5	Sanitizer not available in proper concentration. (only applicable if food is not commercially prepackaged)	
22		3	Food service areas of vehicle are soiled.	
23		1	Non-food service areas of vehicle are soiled.	
25		1	Disposable single service items are not protected from contamination.	
33		3	Waste containers are not provided.	

TEMPERATURES: _____

ADDITIONAL REMARKS: _____

SANITATION SCORE: _____ (56 MINUS DEMERITS)

INSPECTED BY: _____ RECEIVED BY: X _____

SIGNATURE ACKNOWLEDGES ONLY RECEIPT OF INSPECTION REPORT