SAN BERNARDINO COUNTY

Public Health
Environmental Health Services

Construction Guidelines for Mobile Food Facility Commissaries

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Background

Pursuant to California Health and Safety Code, Division 104, Part 7, California Retail Food Code (Cal Code), Chapter 10, Section 114295, all mobile food facilities (MFFs) and mobile support units (MSUs) must operate in conjunction with a commissary. Unlike the typical permanent food facilities, commissaries essentially exist to support a MFF and not directly serve the public. Though considered a permanent food facility, the structural requirements, operational aspects and construction features of commissaries differ vastly from the typical restaurants and retail food markets.

Scope

This document intends to provide guidance for the construction, modification and evaluation of commissaries and other types of food facilities that may substitute as a commissary. These guidelines are not all-inclusive and strictly intended to provide local jurisdictions with requirements based in the Cal Code and recommendations that are applicable to the construction and operation of a commissary.

It must be clearly noted, that due to the obvious differences in locations, local ordinances, varying environmental and operational conditions, creating an adoptable uniform document would be extremely difficult or arguably impossible. This committee instead focused on the creation of a document that would provide plan check standards wholly based on requirements indicated in the Cal Code and the applicable building codes. It is also important to note, commissary operators must contact the appropriate local enforcement agencies to submit plans as required, prior to the construction, renovation and operation of any commissary facility.

MFFs include, but are not limited to, full food preparation trucks and trailers, ice cream trucks, produce trucks, prepackaged hot/cold trucks (unoccupied), coffee carts and push carts. MSUs are support units that service MFF carts onsite. The required cleaning and servicing of these units in the commissaries can present a variety of concerns and these include:

1. Wastewater management
2. Potable Water sanitation and safety
3. Adequate MFF handling capacity
4. Food storage
5. Adequate hot water supply
6. Adequate waste storage/capacity
7. Adequate food preparation areas
8. Grease waste management
9. Adequate electrical power

Definitions

1. **Auxiliary Conveyance** - Hand washing and warewashing sinks that are not integral to a cart but used in conjunction with the unenclosed MFF/cart. (Section 114314a)

2. **Commissary** - A food facility that services MFFs, MSUs, or vending machines where any of the following occur:
   a. Food, containers or supplies are stored,
   b. Food is prepared or prepackaged for sale or service at other locations,
   c. Utensils are cleaned, or
   d. Liquid and solid wastes are disposed, or potable water is obtained
   (Section 113751).

3. **Food Compartment** - An enclosed space, including, but not limited to, an air pot, blender, bulk dispensing system, covered chafing dish and covered ice bin, with all of the following characteristics:
   a. A physical barrier from the outside environment that completely encloses all food, food-contact surfaces and the handling of non-prepackaged food defines the space.
   b. All access openings are equipped with tight-fitting closures, or one or more alternative barriers that effectively protect the food from contamination, facilitate safe food handling, while minimizing exposure to the environment.
   c. Constructed from materials that are nontoxic, smooth, easily cleanable and durable. Constructed to facilitate the cleaning of the interior and exterior of the compartment. (Section 113784)

4. **Juice** - The flowing liquid expressed or extracted from one or more fruits or vegetables, purees of the edible portions of one or more fruits or vegetables, or any concentrates of such liquid or puree. “Juice” includes juice as a beverage, or an ingredient of a beverage, and a puree as an ingredient of a beverage.
   (Section 113815)

5. **Limited Food Preparation** - Food preparation that is restricted to one or more of the following:
   a. Heating, frying, baking, roasting, popping, shaving of ice, blending, steaming or boiling of hot dogs, or assembly of non-prepackaged food
   b. Dispensing and portioning of non-potentially hazardous food
   c. Holding, portioning, and dispensing of any foods that are prepared for satellite food service by the onsite permanent food facility or prepackaged by another approved source
   d. Slicing and chopping of food on a heated cooking surface during the cooking process
   e. Cooking and seasoning to order
   f. Juicing or preparing beverages that are for immediate service, in response to an individual consumer order that do not contain frozen milk products

Definitions (Continued)

6. **Limited Food Preparation does not include** any of the following:
   a. Slicing and chopping unless it is on the heated cooking surface
   b. Thawing
   c. Cooling of cooked, potentially hazardous food (PHF)
   d. Grinding raw ingredients or PHF
   e. Reheating of PHF for hot holding, except for steamed or boiled hot dogs and tamales in the original, inedible wrapper
   f. Except as authorized in 6c, hot holding of non-prepackaged, PHF, except for roasting corn on the cob, steamed or boiled hot dogs, and tamales in the original, inedible wrapper
   g. Washing of foods
   h. Cooking of PHF for later use (Section 113818)

7. **Menu Change** - A modification of a food facility's menu that would require a change in the food facility's food preparation methods, storage equipment, or storage capacity previously approved by Environmental Health Services (EHS). These changes may include, but are not limited to, the addition of hazardous foods to a menu, installation of new food preparation or storage equipment, or increasing storage capacity. (Section 113824)

8. **Mobile Food Facility (MFF)** - Any vehicle used in conjunction with a commissary or other permanent food facility upon which food is sold or distributed at retail. "MFF" does not include a "transporter" used to transport packaged food from a food facility, or other approved source to the consumer. (Section 113831)

9. **Mobile Support Unit (MSU)** - A vehicle used in conjunction with a commissary or other permanent food facility that travels to and services MFFs as needed for the purpose of replenishing supplies including food and potable water, cleaning the interior of the unit or disposing of liquid or solid wastes. An MSU may not service an MFF with full food preparation. (Section 113833 and 114295)

10. **Occupied Mobile Food Facility (OMFF)** – An MFF occupied during business operations. (Sections 113984 and 114321)

11. **Prepackaged Food** - Any properly labeled processed food, prepackaged to prevent any direct human contact with the food product upon distribution from the manufacturer, a food facility or other approved source. (Section 113876)

12. **Refrigeration Unit** - A mechanical unit that extracts heat from an area through liquefaction and evaporation of a fluid by a compressor, flame or thermoelectric device. Includes a mechanical thermostatic control device that regulates refrigerated blown air into an enclosed area at or below the minimum required food storage temperature of PHF. (Section 113885)

Definitions (Continued)

13. **Single Operating Site Mobile Food Facilities (SOS MFF)** - At least one, but not more than four unenclosed MFFs and their auxiliary units that operate adjacent to each other at a single location. (Section 113831)

14. **Transporter** - Any vehicle used to transport food pursuant to a prior order from a manufacturer, distributor, retail food facility or other approved source to a retail food facility or consumer. (Section 113932)

15. **Vehicle** - A unit that is readily moveable with permanently installed wheels that allows the unit to be driven, pushed, pulled and peddled or towed (i.e. a truck, trailer or cart). A vehicle does not include units that require lifting, carrying, dragging or other forms of assistance to be transported (e.g. shipping container or cargo unit).

Plan Submission Requirements for a Food Handling Commissary

1. Construction plans must be submitted for all new or remodeled commissaries. The plan submission includes detailed drawings of three distinct areas of the commissary as applicable for the type of MFF it will service: the food facility (warehouse or food preparation building), a site plan (top view of the property) and a plot plan (with details of the MFF cleaning and servicing area).

2. A general overview of each area would include:

   2.1 Schematics of the food facility (interior of the building). Refer to Figure 1.

   a. Warehouse
   b. Utensil washing (food prep. Commissaries)
   c. Food preparation area (food prep. commissaries)
   d. Food storage
   e. Restrooms
   f. All sinks
   g. Water heater locations
   h. Equipment schedule (with equipment specifications sheets)
   i. Ventilation system/hood system (food prep commissaries)
   j. Finish schedule for all areas of the facility (floor, base cove, walls, ceiling)

   2.2 A site plan of the commissary property indicating the support systems located outside of the food facility/building. Refer to Figure 2. The site plan provides an overhead view or layout of what is on the commissary property. It includes the locations for support systems such as:

   a. Trash and food waste containers
   b. Grease waste collection receptacles (when required by local agencies)
   c. MFF cleaning and servicing area (wash down area)
   d. Liquid waste disposal
   e. Potable water faucet to fill fresh water tanks
   f. Hot and cold water faucets for washing the MFF
   g. MFF parking spaces
   h. Electrical power outlets

   2.3 Plot plan of the proposed MFF cleaning and servicing area. Refer to Figure 3 and Figure 4. These drawings include detailed specifications of the following:

   a. Sloped and beamed MFF wash area
   b. Liquid waste disposal system
   c. Grease trap or grease interceptor as required
   d. Hot and cold water spigots for MFF cleaning
   e. Potable water supply line for filling potable water tanks
   f. Backflow prevention devices
   g. Overhead protection
   h. Rain diversion device as needed
   i. Finishes of the ground

Plan Submission Requirements for a Food Handling Commissary *(Continued)*

3. The plans must be easy to read and drawn to scale.

4. Submit the appropriate fees for plan check review. Refer to EHS for applicable fees.

5. Submit plans.

Note: See Plan Submittal Checklist Mobile Food Facility (MFF) Commissary- Food Handling to assist with a complete plan submission.

Plan Submission Requirements for a Prepackaged Commissary

1. Construction plans must be submitted for all new or remodeled commissaries. The plan submission includes detailed drawings of three distinct areas of the commissary as applicable for the type of MFF it will service: the food facility (warehouse), a site plan (top view of the property) and a plot plan (with details of the MFF cleaning and servicing area). A general overview of each area would include:

   1.1 Schematics of the food facility (interior of the building). Refer to Figure 1.

   a. Warehouse
   b. Food storage
   c. Restrooms
   d. All sinks
   e. Water heater locations
   f. Equipment schedule (with equipment specifications sheets)
   g. Finish schedule for all areas of the facility (floor, base cove, walls, ceiling)

   1.2 A site plan of the commissary property indicating the support systems located outside of the food facility/building. Refer to Figure 2 and Figure 3. The site plan provides an overhead view or layout of what is on the commissary property. It includes the locations for support systems of the following:

   a. Trash and food waste containers
   b. MFF cleaning and servicing area (wash down area)
   c. Liquid waste disposal
   d. Potable water faucet to fill fresh water tanks
   e. Hot and cold water faucets for washing the MFF
   f. MFF parking spaces
   g. Electrical power outlets

   1.3 Plot plan of the proposed MFF cleaning and servicing area. Refer to Figure 4 and Figure 5). These drawings include detailed specifications of the:

   a. Sloped and beamed MFF wash area
   b. Liquid waste disposal system
   c. Grease trap or grease interceptor as required
   d. Hot and cold water spigots for MFF cleaning
   e. Potable water supply line for filling fresh water tanks
   f. Backflow prevention devices
   g. Overhead protection
   h. Rain diversion device as needed
   i. Finishes of the ground

2. The plans must be easy to read and drawn to scale.

3. Submit the appropriate fees for plan check review.

4. Submit plans. See Prepackaged MFF Commissary Plan Check Submittal Checklist to assist with a complete plan submission.

Construction Requirements

1. **Site Requirements**
    a. The proposed commissary must provide adequate parking spaces/storage areas for all the MFFs.
    b. The parking spaces/storage areas must have adequate electrical outlets for those MFFs needing electrical power.
    c. The parking spaces/storage spaces must not encroach on the required building parking spaces and the required fire department access lanes.
    d. The MFF parking spaces/storage areas must be separate from the designated common trash dumpsters, grease receptacles and wash down area, so as not to create a public health hazard or nuisance. (Section 114245)
    e. The proposed commissary site must meet all the required local planning and zoning requirements.
    f. The site must be constructed in a manner that adequately contains all incidental and accidental liquid spills within the property. Spills must not flow onto the public streets or storm drains.
    g. Parking spaces must be identified with the number of MFFs allowed to park at the commissary.
    h. The parking area must be secured and approved by the local authorities.
    i. If propane is provided at the commissary appropriate approval by EHS is required.

2. **Water Supply**
    a. The proposed commissary must have an approved water source or water supplier that meets the requirements of the California Safe Drinking Water Act and Section 113869 of Cal Code.
    b. The potable water supply must be free from any cross connections in the facility. When possible, the plans must be reviewed by a cross connections specialist.
    c. All potable water faucets must be provided with a minimum atmospheric vacuum breaker or other approved backflow prevention assembly.
    d. Potable water faucets used to refill MFF water storage tanks must be at least 12 inches above the ground and provided an approved backflow prevention device.
    e. Only food grade water hoses with matching connection devices (i.e. a quick connect attachment) for each MFF/MSU using water supply must be used for filling water tanks. The water supply system (including the hose inlet) is to be designed and constructed using materials that allow water to be introduced without contamination. For example, the hose inlet must be elevated off the ground to prevent contamination. (Section 114211, 114215)

Construction Requirements (Continued)

2. **Water Supply (Continued)**

f. Adequate pressurized hot water (minimum 120 degrees Fahrenheit) and cold water must be provided for utensil washing, food preparation, mop sink and for the cleaning of MFFs. (Section 114326(d)). Adequate pressurized warm water (minimum 100 degrees Fahrenheit), and cold water must be supplied for all hand wash sinks in the commissary. To avoid closure due to lack of hot water, it is recommended that a separate water supply (i.e., water heater, boiler) dedicated for MFF cleaning is provided in the washing area. Pressurized potable water is required for filling the water supply for MFFs with tanks. (Section 114326(c).

Note: See the CCDEH document for guidance on the proper sizing of hot water heaters.

3. **MFF Cleaning and Servicing Areas**

a. The proposed commissary must provide an approved means for wastewater tank disposal. MFF wastewater tank disposal must be either by surface flow over a sloped area into a floor drain (i.e. wash down area) or by means of a wastewater piping system.
b. If the disposal of wastewater is by surface flow, it needs to follow by an approved cleaning method.
c. The commissary wash down area must be adequately sloped (and bermed as needed) to prevent pooling of liquids and to facilitate the removal of liquid waste to an approved wastewater drainage system.
d. MFF cleaning and servicing areas must be provided with overhead protection, unless used only for loading of water or the discharge of sewage and other liquid waste through the use of a closed system of hoses.
e. Cleaning and servicing areas must be provided with sloped floors and floor drains that prevent the pooling of liquids, contain all liquid wastewater and drain completely to the floor drain.
f. The ground/floors in the cleaning and servicing areas must be smooth, easily cleanable, durable and non-absorbent.

4. **Waste Storage Areas**

a. Adequate trash containers must be provided commensurate with the number of potential MFF parking spaces or storage areas.
b. Trash receptacles must be provided with tight fitting lids.
c. Storage areas for trash containers must be located separate from any MFF storage space.
d. Trash containers must be leak proof.
e. Used cooking oil containers must be located separate from any MFF storage space and can be in the same areas as the trash containers. The spent cooking oil container must be covered at all times and located in the MFF wash down area, so as to capture spills and drain to an approved wastewater disposal system with a grease trap or grease interceptor as required by the local oversight authority.

Construction Requirements (Continued)

5. **Food Storage**
   a. The proposed MFF commissary must have adequate storage capacity for food, utensils and other supplies. (Section 114326e). The food activity and number of food vehicles using the commissary are some of the recommended considerations for determining adequate food storage.
   b. All food items must be stored within the fully enclosed commissary.
   c. Shelves must be at least six inches above the floor.
   d. When pallets are used in lieu of storage shelves, the food storage room walls must be provided either with an approved concrete curb, or with an approved metal angle or other methods that protect the walls from incidental impacts for the movement of pallets.
   e. The floors and walls in the prepackaged/dry food storage room must be smooth, cleanable and meet all applicable requirements.
   f. When the wet storage of food items is proposed (ice melt from produce and meatpacking), adequate floor slopes, drains and proper flooring with coving must be provided.
   g. Refrigeration units must be certified or classified for sanitation by an American National Standards Institute (ANSI) accredited certification program.

6. **Ice**
   a. Requirements for ice producing, ice used for chilling of prepackaged food and beverages (not for consumption), are reviewed and approved by the local building department (city, county). Provide signage that indicates this ice is “Not for Human Consumption”. Ice must be produced and located **inside** the food facility.
   b. Icemakers producing consumable ice must be certified or classified for sanitation by an ANSI accredited certification program and located **inside** the food facility.

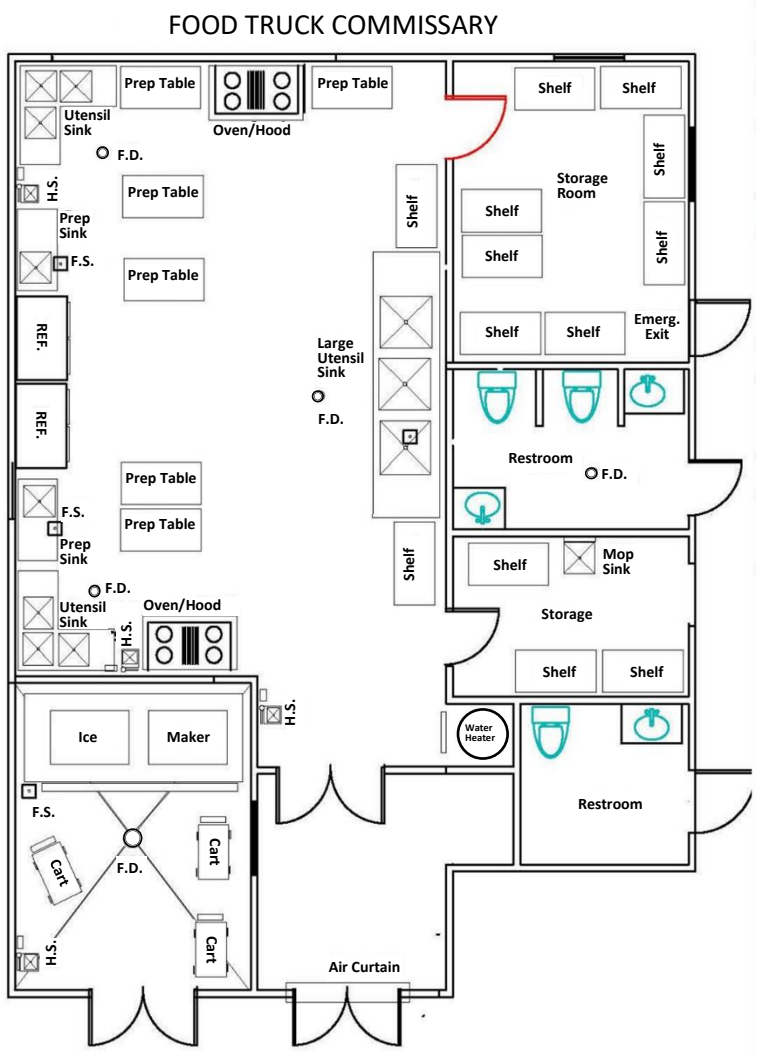
7. **Food Preparation and Warewashing Areas**
   Commissaries that service MFFs with multi-use utensils (e.g., pots, pans) must be equipped with aptly sized warewashing sinks (ability to fit the largest pots and pans). Commissaries with warewashing or food preparation areas must meet the applicable requirements of a permanent food facility. (Refer to CCDEH Plan Check Guidelines.)

8. **Restrooms**
   a. Adequate restrooms must be provided for MFF operators and be accessible during all hours of operation.
   b. The restrooms must have approved floor, wall, ceiling and base coving.
   c. The restroom hand wash sink must be provided with adequate warm (minimum 100 degrees Fahrenheit) and cold running water.
   d. Soap and sanitary towels must be provided in single-service dispensers at the hand washing sinks.
   e. Doors to the restrooms must be provided with self-closing devices.
   f. The restroom doors must not open directly into any food preparation rooms.
   g. The sanitary waste from restroom facilities must be disposed of in a manner approved of by the local building authority. The restrooms must have approved ventilation.

List of Figures

Figures are featuring Commissary Warehouse, Site Plan and Cleaning Areas for Trucks and Carts.

Figure 1: Commissary Warehouse



Food Truck Commissary – Equipment Schedule		
Item	Cert.	Model Product Information
Utensil Sink	NSF	18"x18"x11"/ TSA-3C-D1/3 Compartment/Dual Drainboards
Hand Sink	NSF	John Boos/ PBHS-0909-P-SSTD
Prep Sink	NSF	John Boos/ EPT6R53060GSKL/ Work-Prep-Table-Sink
Prep Table	NSF	John Boos/ ST-2430GSKL/ Stainless Steel Prep Table
Mop Sink	NSF	John Boos/ 1PB618/ Stainless Steel/ Free Standing
Stove	ETL	Sierra Range/ SR-4-24/ 4 Burner Range with oven
Type I Hood	ETL	CaptiveAire Model BD-2, Los Proximity Hood Type I
Ref./Freezer	ETL	Everest ESWRF2/ Ref.- Freezer combo
Dishwasher	UL	Jet-Tech-F-18DP-High-Temp-Undercounter-Dishwasher
Air Curtian	N/A	Mars STD236-1UA OB
Shelving Units	NSF	Shelving kit includes 4-18"x36" shelves 4-74 split posts
Sandwich Table	ETL	Supera SSPT2R-1
Water Heater	N/A	Rheem/ 130000BTU/ GIIE80ES-130(A)/Gas

Food Truck Commissary – Finish Schedule				
Room	Wall	Ceiling	Floor	Base
Prep Area	Drywall/Semi-gloss light color	Drywall/Semi-gloss light color	Sealed Smooth Concrete	S3319T-Slimfoot Ceramic Tile
Storage Area	Drywall/Semi-gloss light color	Drywall/Semi-gloss light color	Sealed Smooth Concrete	S3319T-Slimfoot Ceramic Tile
Utility Room	Drywall/Semi-gloss light color	Drywall/Semi-gloss light color	Sealed Smooth Concrete	S3319T-Slimfoot Ceramic Tile
Restroom	Drywall/Semi-gloss light color	Drywall/Semi-gloss light color	Sealed Smooth Concrete	S3319T-Slimfoot Ceramic Tile
Ice Maker Room	FRP	Drywall/Semi-gloss light color	Sealed Smooth Concrete	S3319T-Slimfoot Ceramic Tile

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Figure 2: Commissary Site Plan – Trucks

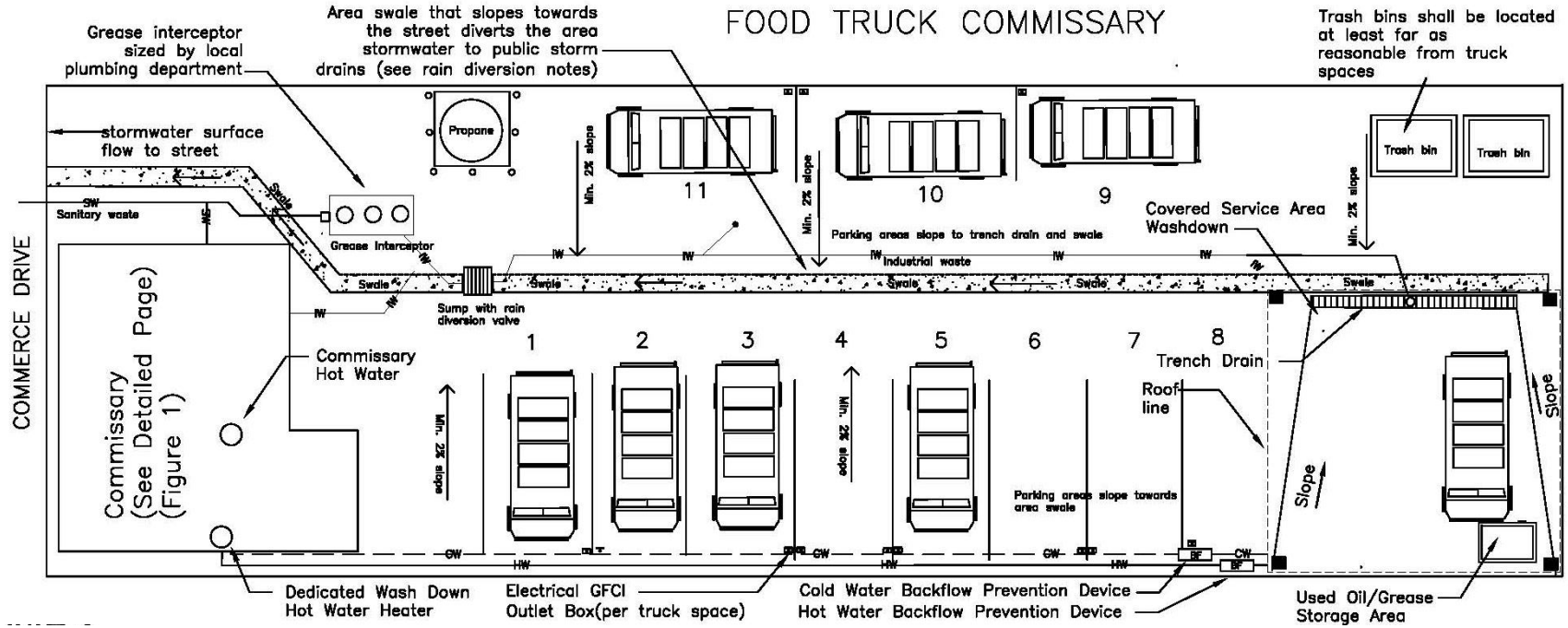

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Figure 3: Commissary Site Plan – Carts

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Figure 4: Commissary Cleaning Areas – Trucks

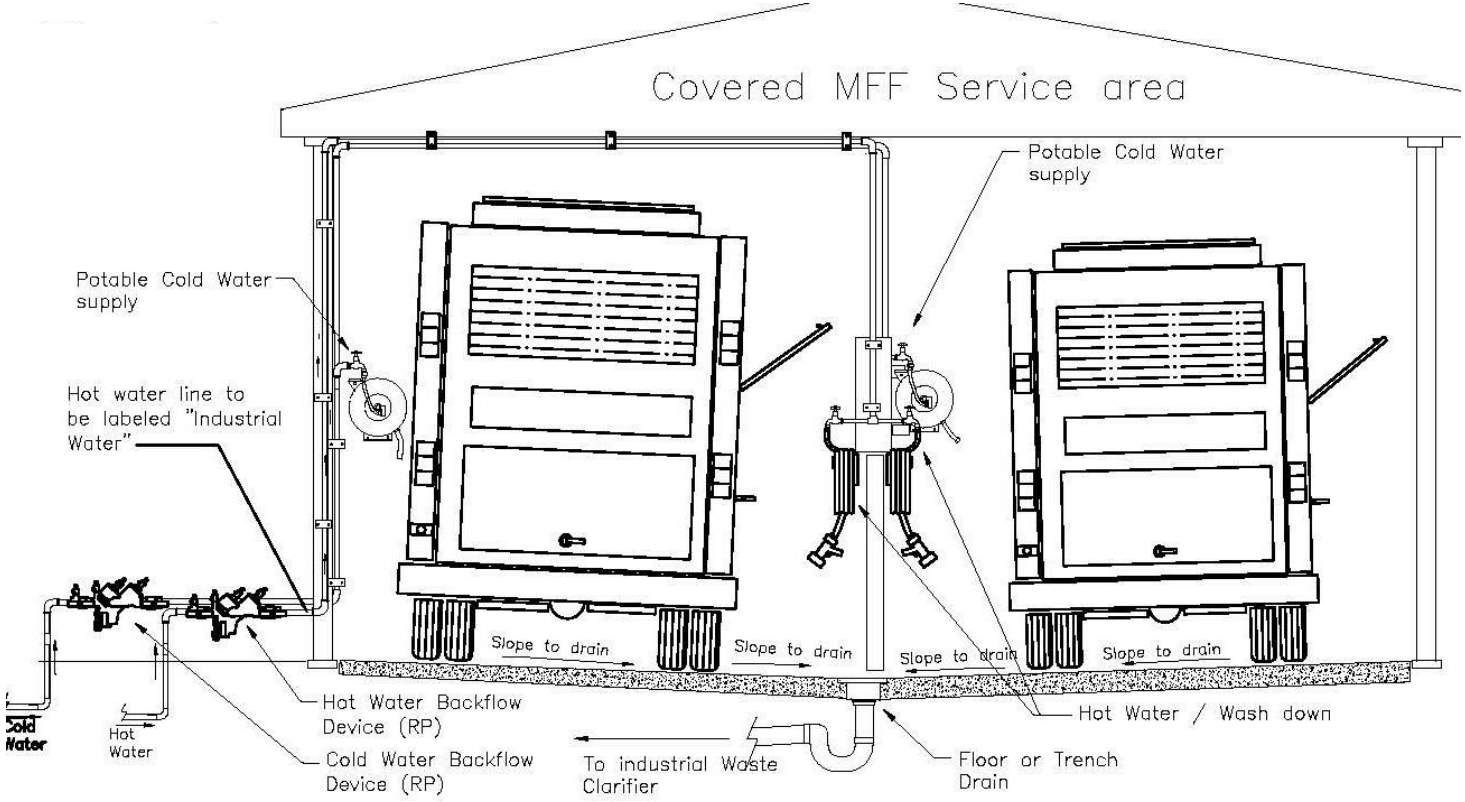

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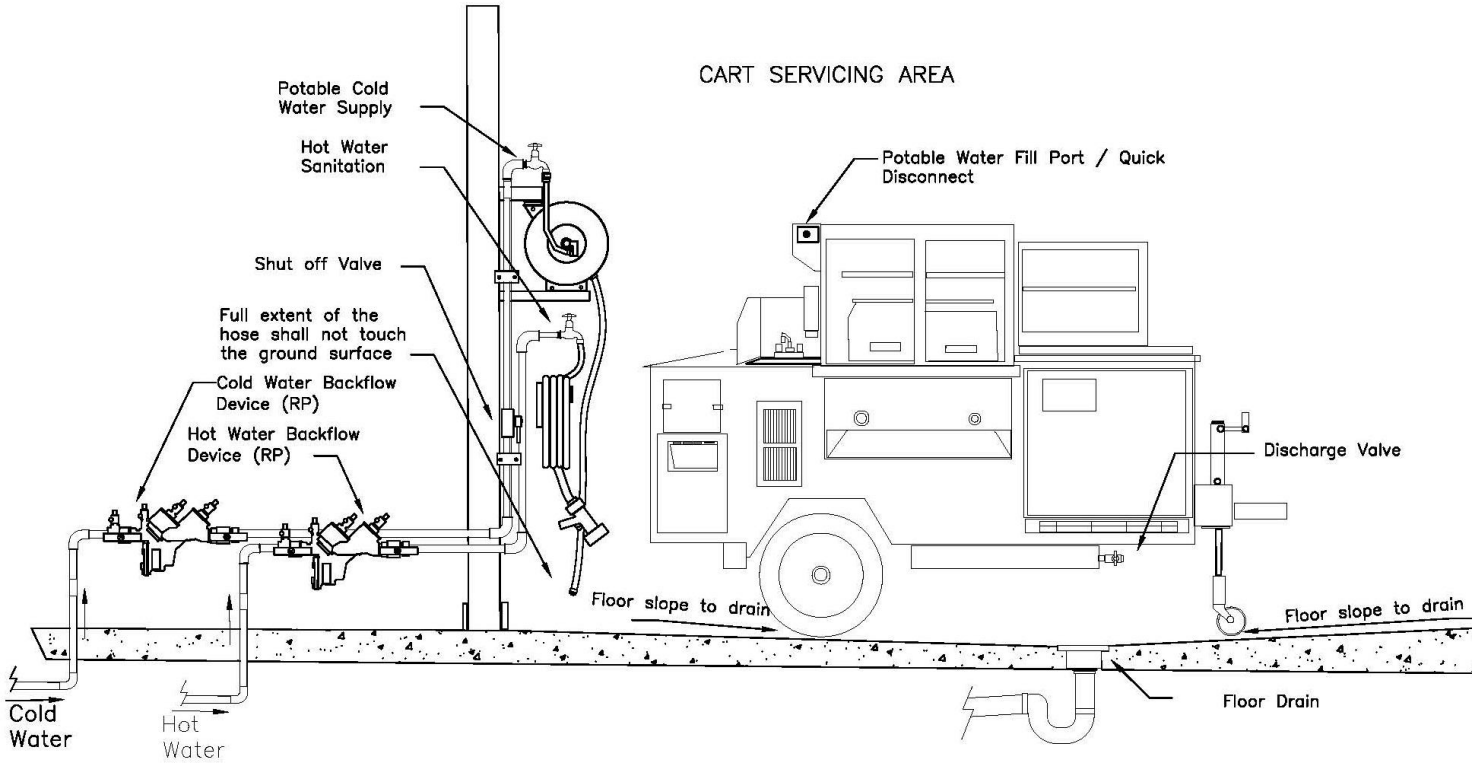
Figure 5: Commissary Cleaning Area - Carts



Supplemental Information – Wastewater and Stormwater Systems

Introduction

Unlike the plan evaluation of a permanent or MFF, the review of a MFF commissary will likely include considerations for the facility's water, stormwater and wastewater system. The design and configuration of the commissary's exterior areas should prevent the improper disposal of industrial wastewater from MFF operations into the storm drain system or prevent stormwater runoff inundation of the public sewers or the facility's onsite wastewater disposal system. The oversight of these systems is generally conducted by the local building departments and relative to sewer systems or EHS relative to onsite wastewater treatment systems or septic systems. The purpose of this supplemental information is to provide general information on stormwater and sewer systems that are integral to MFF commissaries.

Acronyms and Definitions

1. **Best Management Practice (BMP)** - Structural or engineered control devices and operational activities designed to control stormwater pollution.
2. **Clarifier** - Refers to the Interceptor.
3. **FOG** - Fats, oils and grease.
4. **Graywater** - Untreated wastewater that has not been contaminated by any toilet discharge, has not been affected by infectious, contaminated, or unhealthy bodily wastes and does not present a threat from contamination by unhealthful processing, manufacturing or operating wastes. (Health and Safety Code Section 17922.1)
5. **Grease Interceptor** - A plumbing appurtenance or appliance installed in a sanitary drainage system to intercept non-petroleum fats, oils and grease (FOG) from wastewater discharge. (Uniform Plumbing code)
6. **Grease Removal Device (GRD)** - A hydro mechanical grease interceptor that automatically, mechanically removes non-petroleum fats, oils and grease (FOG) from the interceptor, the control of which is either automatic or manually initiated. (Uniform Plumbing Code)
7. **Grease Trap** – A grease interceptor or grease removal device.
8. **Illicit Discharges** - Any discharge to the municipal separate stormwater permits (MS4) that is not composed entirely of stormwater, except for discharges allowed under a National Pollutant Discharge Elimination System (NPDES) permit or waters used for firefighting operations. (US Environmental Protection Agency)
9. **Interceptor or Clarifier** - A device designed and installed to separate and retain deleterious, hazardous or undesirable matter from normal wastes and to permit normal sewage or liquid waste to discharge into the disposal terminal by gravity. (Uniform Plumbing Code).

   Note: When prescribed for food facilities with the goal of reducing FOG, these units are considered as grease interceptors.
10. **Industrial Waste** - Liquid or water-borne wastes from industrial or commercial processes, except for domestic sewage (Uniform Plumbing Code).

Supplemental Information – Wastewater and Stormwater Systems, *(Continued)*

Acronyms and Definitions, *(Continued)*

11. **Low Impact Development (LID)** - A sustainable practice that benefits water supply and contributes to water quality protection. Unlike traditional stormwater management, which collects and conveys stormwater runoff through storm drains, pipes or other conveyances to a centralized stormwater facility. LID takes a different approach by using site design and stormwater management to maintain the site's pre-development runoff rates and volumes.
12. **MS4** - Municipal Separate Storm Sewer System.
13. **National Pollutant Discharge Elimination System (NPDES)** - A permit program created in 1972 by the Clean Water Act that addresses water pollution by regulation point sources that discharge pollutants to the waters of the United States. In California, the California Regional Water Boards administers this program over localities through the MS4.
14. **Onsite Water Treatment System (OWTS)** - A septic tank with the resulting effluent discharging into a subsurface disposal fields or pit, also referred to as a private sewage disposal systems or septic system.
15. **Rain Switch (Rain Diversion Devices)** - A device that detects a certain amount of rainfall and automatically controls pumps and or valves to assure that stormwater runoff during rain events do not inundate the sewer system and allow wastewater to drain into storm drains.
16. **Sanitary Waste** - Liquid or solid waste originating solely from humans and human activities.
17. **Septic Tank** - A watertight receptacle that receives the discharge from a drainage system or part thereof. Designed and constructed to retain solids, digest organic matter through a period of detention and allow the liquids to discharge into the soil outside of the tank through a system of open joint piping, or seepage pit meeting the requirements of the Plumbing Code. (Uniform Plumbing Code).
18. **Sewage** - Liquid waste containing animal or vegetable matter in suspension or solution and that include liquids containing chemical in solution (Uniform Plumbing Code).

Supplemental Information – Wastewater and Stormwater Systems (Continued)

Wastewater

Wastewater from a food facility can be categorized into two distinct types, sanitary waste and industrial waste. The sanitary wastes are wastewater that contain human and animal wastes such as wastes from toilets and hand wash sinks. Industrial wastes are wastewaters generated from food preparation, utensil washing and facility cleaning activities emptying into floor drains, floor sinks, utensil sinks, dishwashers and mop sinks.

Depending on the food facility's location, wastewater is either discharged into a sewer (centralized, community, or public), or into an OWTS (also known as septic systems) or private sewage disposal systems. Refer to Figure 6 and Figure 7.

Because wastewater from food facilities typically contains an elevated amount of FOG, local agencies customarily require the installation of grease collection devices such as grease traps or grease interceptors (clarifiers). Refer to Figures 8-11. Uncontrolled FOG in sewer systems can create sewer line blockages, sewage backups and sewage overflows. Uncontrolled FOG in septic systems can cause premature failure in the effluent dispersal component leach lines or seepage pits, overflows and sewage backups. Building/Plumbing departments and sanitation districts typically conduct the regulatory oversight of the sewer's grease interceptors. EHS and building departments are the typical oversight agencies.

Stormwater

The Environmental Protection Agency (EPA) defines stormwater as water runoff generated when precipitation from rain and snowmelt events flows over land or impervious surfaces without percolating into the ground. Stormwater pollution occurs when runoff mobilizes onsite surface contaminants such as trash, animal waste and oils, along with the natural flows, and ultimately empties into rivers, streams and the ocean. The regulatory oversight of stormwater pollution prevention is covered nationally under the NPDES. In California, the California Regional Water Quality Control Boards oversees the NPDES enforcement through Municipal Discharge Permits issued to counties and cities.

The two main methods of stormwater pollution control are conducted by installing or implementing BMP or devices. Refer to Figure 12 and Figure 13. The other method of minimizing stormwater pollution is to minimize surface runoff and install on site rainwater infiltration as part of LID mandates on new construction. Refer to Figure 14 and Figure 15.

Plan Check Considerations

During the plan reviews of commissaries, the plan checkers consider the following factors:

1. Wastewater from MFF wash downs must not flow into the site's storm drain systems, BMPs or LIDs.
2. Stormwater runoff must not inundate the facilities sewer system or OWTS.
3. In exterior areas where storm water runoff drains into the facilities sewer system, a rain diversion device, must be provided and approved by the local administering authority, such as the plumbing department, or in many cases, specific stormwater protection sections.

List of Figures

Figures are featuring Commissary Stormwater, Sewer Systems, Grease Interceptors and GRD.

Figure 6: Stormwater and Sewer Systems

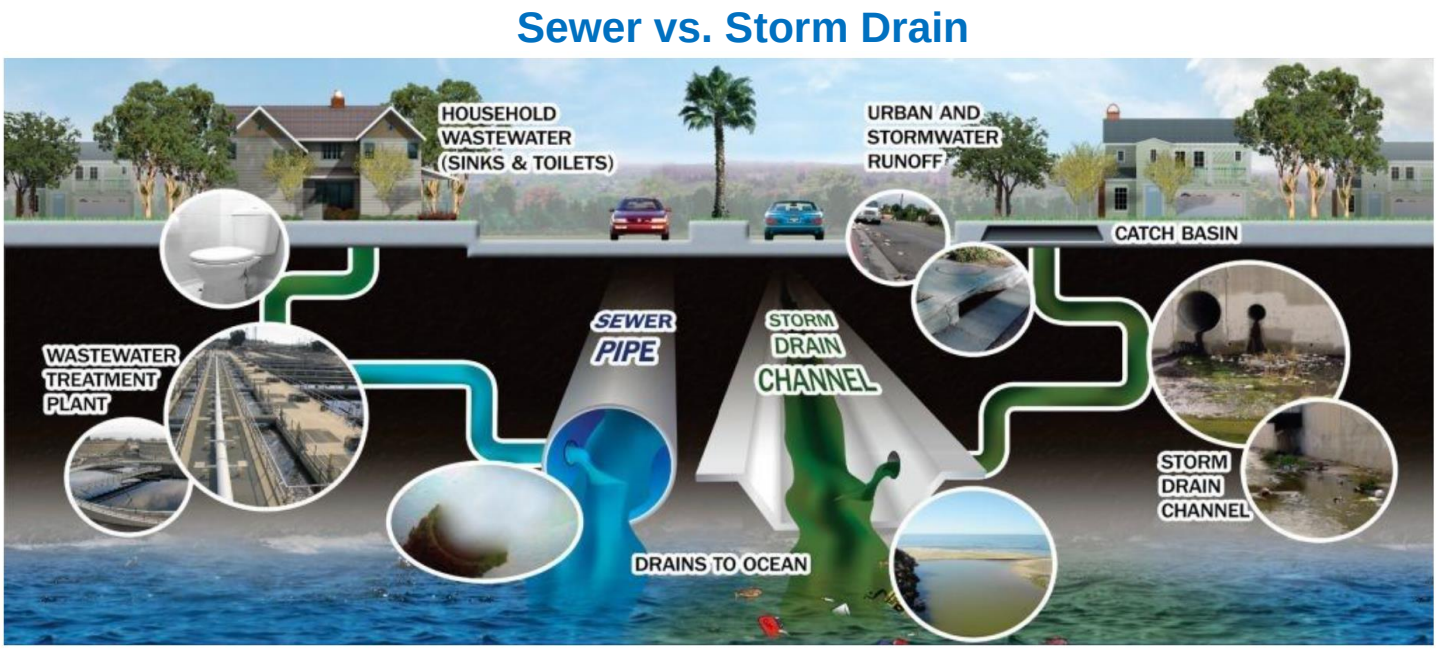
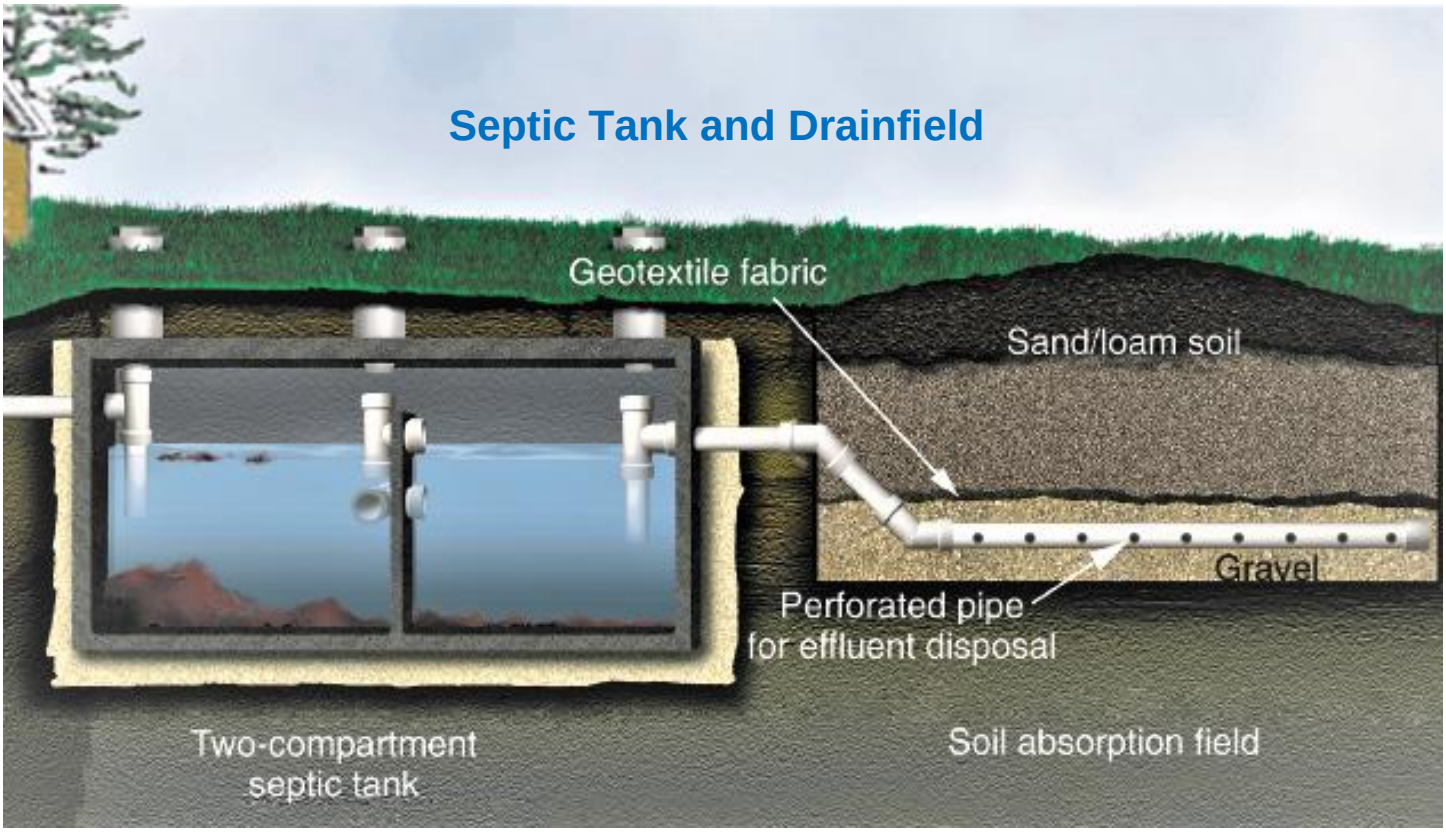


Figure 7: Stormwater and Septic Systems



List of Figures (Continued)

Figure 8: Grease Interceptor

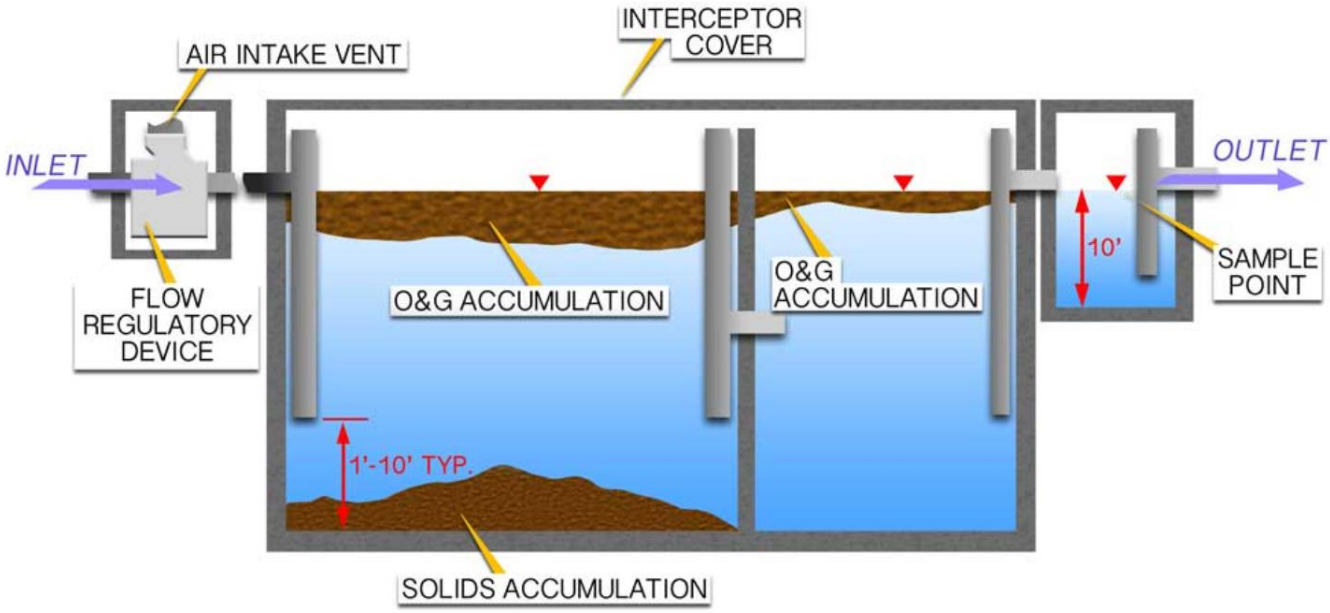


Figure 9: Grease Interceptor

List of Figures (Continued)

Figure 10: Grease Removal Device (GRD)

Figure 11: Grease Removal Device (GRD)

List of Figures (Continued)

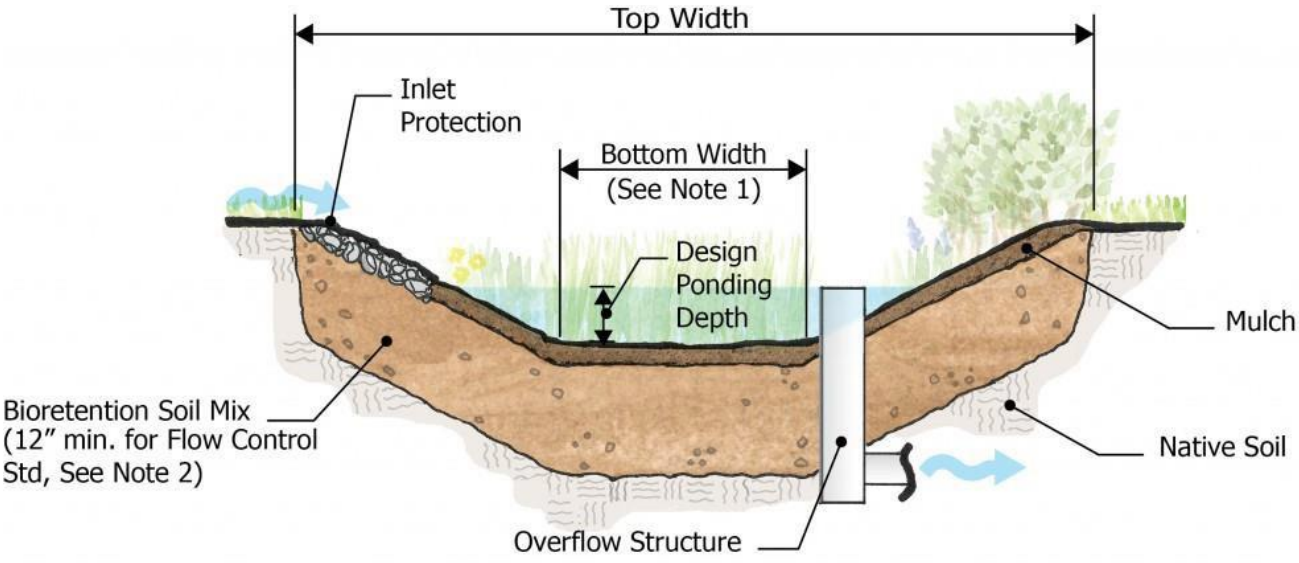
Figure 12: Stormwater Best Management Practice (BMP)

Figure 13: Stormwater Best Management Practice (BMP)

List of Figures (Continued)

Figure 14: Stormwater Low Impact Development (LID)

Figure 15: Stormwater Low Impact Development (LID)



Plan Submittal Checklist Mobile Food Facility (MFF) Commissary- Food Handling

The intent of this form is to assist our clients in determining the acceptability of the proposed plans for official review and is NOT a substitute for a full and detailed review by San Bernardino County Environmental Health Services.	
☐ New Construction	☐ Remodel
☐ Plans Accepted for Plan Check Review	
☐ Plans Not Accepted **NOTE**: Please resubmit complete plans. Include this form with submittal.	
Facility Name:	
Facility Address:	
Contact Name:	Phone Number:
Preferred method of written correspondence: ☐ Email ☐ Mail	
MFF Food Handling Commissary for (check all that apply): ☐ Food Handling Trucks or Trailers ☐ Prepackaged Food Trucks ☐ Food Handling Food Carts ☐ Prepackaged Food Carts	
M**aximum number of MFFs** using this commissary:	
MFF Commissary plan submittal includes identical plans for: ☐ Food Facility ☐ Site Plan ☐ Plot Plan	

Food Facility – MFF Commissary		
Criteria	**Yes**	**N/A**
Floor plan drawn to scale, readable and in black ink. All equipment drawn on the floor plan.	☐	☐
Menu	☐	☐
Previous floor plan (remodels only)	☐	☐
Finish schedule for all areas of facility (floor, base, walls, ceiling)	☐	☐
Equipment specifications sheets	☐	☐
Equipment schedule with make and model numbers of all equipment	☐	☐
Food preparation area	☐	☐
Dry storage – shelving units	☐	☐
Lockers or change room	☐	☐
Detailed exhaust hood drawings, including elevations and cubic feet per minute (s) (CFMs)	☐	☐
Three-compartment sink with dual integral drainboards and indirect-floor sink	☐	☐
Hand wash sink	☐	☐
Prep sink with indirect-floor sink (if applicable)	☐	☐
Mop sink with chemical shelf and mop rack	☐	☐
Water heater location and proposed energy input (British Thermal Unit (BTU) and/or kilowatt)	☐	☐
Restrooms	☐	☐
Ice machine – indicate if ice is consumable or only for chilling	☐	☐
Local building department and zoning approval (once these plans are approved)	☐	☐

Site Plan - MFF Commissary Layout Overview		
Criteria	**Yes**	**N/A**
Site plan (top view) is drawn to scale, readable and in black ink.	☐	☐
Previous floor plan (remodels only)	☐	☐
MFF Commissary/Food Facility	☐	☐
MFF Cleaning and servicing area (MFF washing, potable water fill, waste tank drainage, etc.)	☐	☐
Wastewater disposal system (grease interceptor, clarifier, rain diversion, trench drain)	☐	☐
Utensil washing sink	☐	☐
Garbage/Trash receptacles	☐	☐
Grease collection receptacles	☐	☐
MFF Storage/Parking spaces (measurements and number of parking spaces)	☐	☐
Electrical outlets – location and number of outlets	☐	☐
Ice machine (if provided)	☐	☐
Propane tank (if provided)	☐	☐
Vehicle maintenance area (if provided)	☐	☐
Plot Plan - MFF/Truck Cleaning and Servicing Area	**☐Outdoor**	**☐ Indoor**
Criteria	**Yes**	**N/A**
Plot plan of the MFF cleaning and servicing area drawn to scale, readable and in black ink.	☐	☐
Previous floor plan (remodels only)	☐	☐
Finish schedule of the MFF cleaning and servicing area – materials used/ surfaces (e.g. cement) for washing area, properly sloped (and berm areas as needed), waste tank drainage and truck cleaning liquid waste disposal system (include trench drains, grease interceptor), hot and cold water faucet with backflow prevention device for MFF cleaning	☐	☐
Water heater location and proposed Energy Input (BTU and/or Kilowatts) for washing the MFFs	☐	☐
Potable water faucet with backflow prevention	☐	☐
Water fill line (food grade) with appropriate connections and protected from contamination (e.g. elevated off the ground)	☐	☐
Covered servicing area	☐	☐
Rainwater diversion - as needed	☐	☐
Garbage/Trash receptacles	☐	☐
Grease collection receptacles	☐	☐
Local oversight agencies approvals (once these plans are approved)	☐	☐

SAN BERNARDINO COUNTY | Public Health
Environmental Health Services

Plan Submittal Checklist Mobile Food Facility (MFF) Commissary- Prepackaged

The intent of this form is to assist our clients in determining the acceptability of the proposed plans for official review and is NOT a substitute for a full and detailed review by Food Vehicle Program staff.
☐ New Construction ☐ Remodel
☐ Plans Accepted for Plan Check Review
☐ Plans Not Accepted **NOTE**: Please resubmit complete plans. Include this form with submittal.
Facility Name:
Facility Address:
Contact Name: Phone Number:
Preferred method for written correspondence: ☐ Email ☐ Mail
MFF Prepackaged Commissary for (check all that apply): ☐ Food Handling Trucks or Trailers ☐ Prepackaged Food Trucks ☐ Food Handling Food Carts ☐ Prepackaged Food Carts
M**aximum number of MFFs** using this commissary:
MFF Commissary plan submittal includes identical plans for: ☐ Food Facility ☐ Site Plan ☐ Plot Plan

Prepackaged Facility – MFF Commissary		
Criteria	**Yes**	**N/A**
Floor plan is drawn to scale, readable and in black ink (all equipment is drawn on the floor plan).	☐	☐
Previous floor plan (remodels only)	☐	☐
Finish schedule for all areas of facility (floor, base, walls, ceiling)	☐	☐
Equipment specifications sheets	☐	☐
Equipment schedule with make and model numbers of all equipment	☐	☐
Refrigeration	☐	☐
Dry Storage – shelving units	☐	☐
Mop sink with chemical shelf and mop rack	☐	☐
Water heater location and proposed Energy Input (British Thermal Unit (BTU) and/or Kilowatts)	☐	☐
Mop sink with chemical shelf and mop rack	☐	☐
Three-compartment sink with dual integral drainboards, indirect-floor sink and hand wash sink	☐	☐
Restrooms	☐	☐
Local building department and zoning approval (once these plans are approved)	☐	☐

Site Plan – MFF Commissary Layout Overview		
Criteria	**Yes**	**N/A**
Site plan (top view) is drawn to scale, readable and in black ink.	☐	☐
Previous floor plan (remodels only)	☐	☐
MFF Commissary/Food Facility	☐	☐
MFF cleaning and servicing area (MFF washing, potable water fill, waste tank drainage, utensil washing, etc.)	☐	☐
Wastewater disposal system (grease interceptor, rain diversion)	☐	☐
Utensil washing sink	☐	☐
Garbage/Trash receptacles	☐	☐
Grease collection receptacles	☐	☐
MFF storage/parking spaces (measurements and number of parking spaces)	☐	☐
Electrical outlets – location and number of outlets	☐	☐
Ice machine (if provided)	☐	☐
Propane tank (if provided)	☐	☐
Vehicle maintenance area (if provided)	☐	☐
Plot Plan - MFF/Truck Cleaning and Servicing Area	**☐Outdoor**	**☐ Indoor**
Criteria	**Yes**	**N/A**
Plot plan of the MFF cleaning and servicing area drawn to scale, readable and in black ink	☐	☐
Previous floor plan (remodels only)	☐	☐
Finish schedule of the MFF cleaning and servicing area – materials used/surfaces (e.g. cement) for washing area, properly sloped (and berm areas as needed), waste tank drainage and truck cleaning liquid waste disposal system (include trench drains, clarifier/grease interceptor), hot and cold water faucet with backflow prevention device for MFF cleaning	☐	☐
Water heater location and proposed Energy Input (BTU and/or Kilowatts) for washing the MFFs	☐	☐
Potable water faucet with backflow prevention	☐	☐
Water fill line (food grade) with appropriate connections and protected from contamination (e.g. elevated off the ground)	☐	☐
Covered servicing area	☐	☐
Rainwater diversion - as needed	☐	☐
Garbage/Trash receptacles	☐	☐
Grease collection receptacles	☐	☐
Local oversight agencies approvals (once these plans are approved)	☐	☐