



COUNTY OF ONSLOW
Onslow County Health Department
Environmental Health Division

MEMORANDUM

To: All Architects, Owners and/or Managers of a Foodservice Establishment

From: Walter Doyle, REHS
Environmental Health Director

Subject: Pushcart Plan Review Application

The attached Pushcart Plan Review Application must be submitted along with the plans and specifications for review. Incomplete applications will not be processed.

The intent of the application is to answer questions that are not provided on the plans regarding the operation of the Pushcart and to provide the health department with the operational procedures of the Pushcart.

Please feel free to copy this application for future use when submitting plans.

Feel free to call me at 910-938-5851 or email Environmental_Health@onslowcountync.gov , if you have any questions and/or comment.

Permit authorizes the Push Cart to operate in unincorporated areas of Onslow County. Please contact the appropriate municipality and/or the land owner for operating permission.

Please Enclose the Following Documents

___ Completed Plan Review Application

___ Menu

___ Affidavit of Property location to be used (one for each service area)

___ Commissary Verification Form

___ Set up location schedule (including days/times of operation)

___ Floor plan drawn to scale (1/4 inch = 1 foot) of commissary facilities (refrigeration, storage, utensil wash, can wash, etc) used by the Pushcart

___ Documentation verifying Pushcart meets ANSI sanitation standards. The standard reference for non-motorized Pushcarts is NSF/ANSI Standard 59 Mobile Food Carts

Applicant retains the final two pages titled: General Requirements for Pushcarts and Mobile Food Units and Specific Requirements for Pushcarts

PLAN REVIEW APPLICATION FOR PUSHCART

A Pushcart is a mobile piece of equipment or vehicle that prepares, handles, or serves hotdogs. Pushcarts must comply with *NC Rules Governing the Food Protection and Sanitation of Food Establishments 15A NCAC 18A.2600 Section .2670 General Requirements for Pushcarts and Mobile Food Units and .2671 Specific Requirements for Pushcarts*. Pushcarts must operate in conjunction with a commissary (permitted restaurant).

A plan review with required support documentation is required for Pushcarts and their accompanying commissary to ensure compliance with state rules and regulations. Once all required documentation, including the application and commissary information, have been reviewed and approved an operations permit may be issued. Completion of this application indicates that the applicant understands and intends to comply with the provisions of all related sanitation laws, rules, and regulations. It is understood that:

- Any permit issued may be suspended or revoked by the Onslow County Environmental Health for failure to comply with the requirements of the regulations.
- Prior to initiating operation, the operator must notify the Onslow County Environmental Health, in writing of all sites and times the Pushcart will operate. Notify Onslow County Environmental Health, in writing, of route changes as they occur.
- The Pushcart must report to the approved commissary daily for supplies and servicing.
- Supplies for the Pushcart cannot be stored at a private residence
- No food can be prepared at home or in any other non-permitted kitchen.
- Equipment must be washed and sanitized using the facilities of the commissary
- In the event the agreement for the commissary usage is terminated, the Pushcart must immediately cease operations until the Pushcart operator secures the services of an approved commissary. A new Commissary Verification Form must be submitted to the Onslow County Health Department for approval
- Potentially hazardous foods (those that can grow bacteria) must be held at the proper temperatures. A stem thermometer (registers from 0 to 220 degrees Fahrenheit) is required to measure temperatures.
- Only single-service (throw away plates, forks, etc.) items can be used.
- Pushcarts must meet ANSI/NSF standards.
- Food and utensils on a Pushcart exposed to the public, to dust, or insects must be protected by glass, or otherwise on the front, top and ends and exposed only as much as may be necessary to permit the handling and serving of hot dogs. In addition to the lid covering the food containers, there must be additional covering of the food areas to protect the food and utensils. Umbrellas and canopies do not meet this requirement.
- Pushcarts cannot be used for customer self-service and cannot provide seating facilities.
- Pushcarts must be stored in an area that protects the unit from dirt, debris, vermin; and other contamination.
- In the event the agreement for the commissary usage is terminated, the Pushcart must immediately cease operations. The Pushcart may resume operations only after another commissary, approved by Onslow County Environmental Health, has been located and another Commissary Verification Form and Affidavit of Property use has been submitted to Onslow County Environmental Health.

I. Applicant Information

Applicant Name: _____

Mailing Address: _____

City, State, Zip: _____

Phone: _____

Email: _____

II. Pushcart Information

Name of Proposed Pushcart: _____

1. Make and Model Number: _____

2. Location of Cart storage when not in use: _____

3. Besides hotdogs, what other foods do you intend to serve off the Pushcart? (NOTE: Foods which have been prepared, pre-portioned, and individually wrapped at a restaurant or commissary may be served from a Pushcart. All pre-wrapped potentially hazardous food (time/temperature control for safety food) shall be maintained at temperatures as required in Chapter 3 of the Food Code as amended by Rule .2653 of this Section.) Additional approval is required.

4. Will ice be used to keep cold foods 41 degrees or less? Yes No
If yes, where will ice be obtained from and how will it be stored while vending onsite? _____

III. Food Sources - order/purchase frequency:

****Attach additional sheets if necessary****

Food

Source

Order/purchase frequency

Hotdogs: _____

Condiments: _____

Other: _____

IV. Commissary Schedule

1. What time of day will you arrive at the commissary for initial servicing of Pushcart?

2. What time of the day will you return to the commissary for cleaning, and servicing including disposal of all wastes?

V. Utilities:

1. Water Supply:

Municipal Name:_____ Well

2. Wastewater Disposal:

Municipal Name:_____ Septic

Location and method of wastewater disposal? _____

STATEMENT: I hereby certify that the information provided within this application is accurate and I fully understand that any deviation from this application without prior written permission from Onslow County Environmental Health will prevent issuance of an operational permit for the Pushcart. I understand that this application will be returned to me if incomplete and will delay processing. I also understand that multiple inspections of the Pushcart and commissary may be required and that if the Pushcart and/or commissary are not in compliance with *NC Rules Governing the Food Protection and Sanitation of Food Establishments 15A NCAC 18A.2600*, an operational permit will not be issued. Approval of these plans and specifications by Onslow County Environmental Health does not indicate compliance with any other federal, state, or local code, law, or regulation that may be required; and does not cover any aspects of construction regulated by other jurisdictions.

In the event the agreement for the commissary usage is terminated, the Pushcart must immediately cease operations. The Pushcart may resume operations only after another commissary, approved by Onslow County Environmental Health, has been located and another Commissary Verification Form and Affidavit of Property use has been submitted to Onslow County Environmental Health.

Print Name: _____

Date: _____

Signature: _____

Pushcart Owner or Responsible Representative)

AFFIDAVIT OF PROPERTY USE

A Pushcart operator must have consent to operate the Pushcart on location property.

Name of Pushcart: _____

Name of Pushcart Operator: _____

Operator's mailing address: _____

Operator's Cell phone number: _____

Operator's Email address: _____

Set up locations for Pushcart

Statement of property owner:

By signing on the line(s) below, I hereby state that I am the owner of the property and I have authorized the above mentioned Pushcart to set up, use my property, and have access to a restroom facility on the premises.

Name of service location/ Address:	Operational Days/Times:
Owner's Name:	
Owner's Signature:	
Date Signed:	

Name of service location/ Address::	Operational Days/Times:
Owner's Name:	
Owner's Signature:	
Date Signed:	

Name of service location/ Address:	Operational Days/Times:
Owner's Name:	
Owner's Signature:	
Date Signed:	

****Use additional sheets if necessary****

COMMISSARY VERIFICATION FORM

To be completed by the Pushcart operator:

Check one:

- New Commissary Application Change of Commissary

Pushcart Name: _____

Owner/Operator Name: _____ Phone Number: _____

Mailing Address: _____

To be completed by commissary permittee / owner:

Name of Restaurant Serving as Commissary: _____

Name of Restaurant Owner / Permittee (Print): _____

Commissary Address: _____

Commissary Phone Number: _____ Commissary Permittee Phone Number: _____

Email: _____

As the permittee or owner of the restaurant facility noted above, I agree to serve as a commissary for the Pushcart named above. I understand that as a commissary for the Pushcart, I must allow the Pushcart to return for servicing on a daily basis for supplies, cleaning, and servicing, including replenishing on-board water supply and disposal of all solid and liquid wastes. I understand that supplies for the Pushcart cannot be stored at a private residence; therefore, I agree to allow all supplies for the Pushcart to be stored on my premises. **This agreement shall remain in effect as long as I am the permittee or owner of the restaurant, unless rescinded by notifying the Pushcart operator and Onslow County Environmental Health in writing.**

I, the commissary permittee or owner, can and will provide the necessary facilities for the above mentioned Pushcart at my permitted facility as checked below:

****Note**** *Items in bold and underlined must be checked*

- | | |
|---|--|
| <input type="checkbox"/> Food preparation | <input type="checkbox"/> <u>Refrigerated/freezer storage</u> |
| <input type="checkbox"/> <u>Dry food storage</u> | <input type="checkbox"/> <u>Utensil wash</u> |
| <input type="checkbox"/> <u>Sewage disposal facilities</u> | <input type="checkbox"/> <u>Toilet/handwashing facilities</u> |
| <input type="checkbox"/> <u>Potable water supply</u> | <input type="checkbox"/> <u>Supply storage</u> |

Commissary permittee/owner print/sign

Date

***NOTE* In the event the agreement for the commissary usage is terminated, the Pushcart must immediately cease operations. The Pushcart may resume operations only after another commissary, approved by Onslow County Environmental Health, has been located and another Commissary Verification Form and Affidavit of Property use has been submitted to Onslow County Environmental Health.**

15A NCAC 18A .2670 GENERAL REQUIREMENTS FOR PUSHCARTS AND MOBILE FOOD UNITS

- (a) A permit shall be issued by the regulatory authority that inspects the commissary from which a Pushcart or mobile food unit is to operate, if the regulatory authority determines that the Pushcart or mobile food unit complies with the rules of this Section. The permit shall be maintained on the Pushcart or mobile food unit and made available to the regulatory authority upon request.
- (b) The regulatory authority that issues the permit shall be provided by the permit holder a list of counties and locations where each Pushcart or mobile food unit will operate.
- (c) Prior to initiating food service operations in a particular county, the Pushcart or mobile food unit permit holder shall provide the regulatory authority in each county in which food service operations are proposed a list of locations where they will operate. Such lists must be kept current.
- (d) Pushcarts or mobile food units shall operate in conjunction with a permitted commissary and shall report at least daily to the commissary for supplies, cleaning, and servicing. Facilities, in compliance with this Section, shall be provided at the commissary for storage of all supplies. The Pushcart shall also be stored in an area that protects it from dirt, debris, vermin, and other contamination. Water faucets used to supply water for Pushcarts or mobile food units shall be protected to prevent contact with chemicals, splash, and other sources of contamination. Solid waste storage and liquid waste disposal facilities must also be provided on the commissary premises.
- (e) All food shall be obtained from sources that comply with Chapter 3 of the Food Code as amended by Rule .2653 of this Section.
- (f) All potentially hazardous food (time/temperature control for safety food) shall be maintained at temperatures as required in Chapter 3 of the Food Code as amended by Rule .2653. A metal stem-type thermometer accurate to 1°C

(2°F) shall be available to check food temperatures.

(g) Single service articles shall be used for serving customers. Single-service articles shall be purchased in sanitary containers, shall be stored therein in a clean, dry place until used, and shall be handled in a manner to prevent contamination.

(h) All garbage and other solid waste shall be stored and disposed in an approved manner.

(i) Employees shall wear effective hair restraints, clean outer clothing, and maintain good hygienic practices as specified in Part 2-4 of the Food Code as amended by Rule .2652 of this Section.

- (j) Employees shall comply with the requirements in Subpart 2-201 of the Food Code as amended by Rule 2652 of this Section.
- (k) Equipment and utensils shall meet the requirements in Parts 4-1 and 4-2 of the Food Code as amended by Rule .2654 of this Section.
- (l) The Pushcart or mobile food unit shall be kept clean and free of flies, roaches, rodents, and other vermin.

15A NCAC 18A .2671 SPECIFIC REQUIREMENTS FOR PUSHCARTS

- (a) Only hot dogs shall be prepared, handled, or served from a Pushcart; however, food which has been prepared, pre-portioned, and individually pre-wrapped at a food establishment or commissary may be served from a Pushcart.
- (b) Food and utensils on the Pushcart exposed to the public or to dust or insects shall be protected by glass, or otherwise, on the front, top, and ends, and exposed only as much as may be necessary to permit the handling and serving of food.
- (c) Toilet facilities, handwashing sinks, and running water are not required. Single-service towels are required.
- (d) All pre-wrapped potentially hazardous food (time/temperature control for safety food) shall be maintained at temperatures as required in Chapter 3 of the Food Code as amended by Rule .2653 of this Section or as labeled on the food item. Each pre-wrapped food item shall contain the name of the food establishment at which it was prepared, the name of the food item, and the time and date of expiration. The wrapper shall enclose the food at all times but sealing is not required.
- (e) Pre-portioned, individually pre-wrapped food that remains after the specified time period has elapsed shall not be sold for human consumption.
- (f) Pushcarts shall not be provided with seating facilities.
- (g) Pushcarts shall not be used for consumer self-service.

