



County of San Diego

DEPARTMENT OF ENVIRONMENTAL HEALTH
FOOD AND HOUSING DIVISION

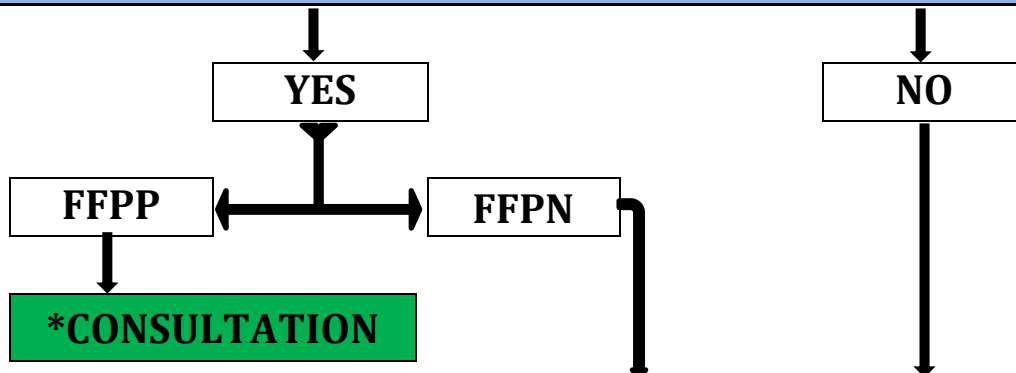
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Host Facility for Direct-Sales Catering – Plan Check Process

A Host Facility operates in conjunction with a permitted Direct-Sales Caterer or already has a current Department of Environmental Health, Food and Housing Division (DEH-FHD) operating permit for a retail food facility that handles open food (permit type FFPP). The flowchart below, along with the checklist of requirements will assist you in determining the requirements you need to meet to become a Host Facility for Direct-Sales Catering. Depending on the permit status and infrastructure available at your facility, you will be able to determine whether a plan check consultation* or plan check submittal and review is needed for your proposed Host Facility.

Does the site have an existing Food Facility Health Permit with DEH-FHD?



The Host Facility must meet ALL the following requirements

If any of these items is not currently available at the facility, PLAN SUBMISSION is required.

YES	NO	ITEM DESCRIPTION
		1 RESTROOM: A clean commercial restroom in the Host Facility that the Direct-Sales Caterer will be using. The restroom must be located within 200 feet of the area where the Direct-Sales Caterer prepares the food and must be accessible to all food handlers. The restroom must meet all local building and plumbing code standards. A common use restaurant agreement must be submitted if a common use restroom is to be utilized outside of the Host Facility.
		2 WAREWASHING SINKS: A 3-compartment warewashing sink with dual integral metal drainboards that is certified or classified for sanitation by an ANSI accredited agency program (e.g., NSF, ETL, etc.). This sink must drain indirectly to a floor sink with an air gap. Consult with the local wastewater authority to determine if a grease trap is required. Grease traps must be positioned outside the food preparation, food storage, and warewashing areas. Grease trap installation will require plan submission and approval of this department.
		3 JANITORIAL SINK: A curbed janitorial sink equipped with hot and cold water and an atmospheric vacuum breaker or other approved backflow device at the faucet.
		4 HANDWASHING SINK: A permanently plumbed handwashing sink, in addition to the restroom handsink, for Direct-Sales Caterer's use with a minimum of 100°F-108°F warm water under pressure for a minimum of 15 seconds. Handsinks must have hand soap and single use paper towels in dispensers.
		5 ELECTRICAL POWER SOURCE: A sufficient source of electrical power located where the Direct-Sales Caterer can utilize it for their required mechanical refrigeration equipment.
		6 POTABLE HOT AND COLD WATER: A supply of potable hot and cold water. The hot water heater must be adequate to provide a hot water supply of a minimum 120°F at the sink fixtures requiring hot water at a peak demand rate.
		7 LOCATION FOR DIRECT-SALES CATERER: The Host Facility must provide a location for the Direct-Sales Caterer to set up their operation. Food service operations of the Direct-Sales Caterer are contingent upon the location that they will be setting up their equipment. Ensure all applicable codes are complied with including, but not limited to Zoning and Fire.

If you answered **YES** to ALL of the above items, a **CONSULTATION** can be conducted.*

If the answer is **NO** to any of the above items, **PLAN SUBMISSION** is required.

*Please be advised that a plan check consultation does not guarantee that a full plan submittal will not be required. Plan review is not included under the consultation fees. Construction plan submittal and approval is required prior to the start of any construction or remodeling of a food facility or utensil-washing establishment.