



County of San Diego

DEPARTMENT OF ENVIRONMENTAL HEALTH FOOD AND HOUSING DIVISION

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HOST FACILITY PERMIT OPTION

A brewery, winery, commercial building or other location approved by this department that meet specified infrastructure and operational requirements have the option to obtain a Host Facility Permit issued by the Department of Environmental Health (DEH). This permit allows for expanded food options by hosting Caterers who can sell and serve food at this approved site. A Host Facility Permit is not required for sites that only utilize catering for private events or that only host food trucks.

Operational Requirements for a Host Facility Permit

RESTROOMS: Host facility must provide access to a clean restroom for the caterer. The restroom must be located not more than 200 feet from the area where the caterer serves the food and must be easily accessible to the food handlers. The restroom must meet all requirements set forth in the California Retail Food Code. If a common use restroom will be utilized for this purpose, provide written restroom agreement.

JANITORIAL SINK: Host facility must have a curbed janitorial sink equipped with hot and cold water, a drain, and an atmospheric vacuum breaker or other approved backflow device at the faucet.

ELECTRICAL POWER SOURCE: Host facility must provide access to an adequate source of electrical power that is located where caterer can easily use it for their required mechanical refrigeration equipment.

POTABLE HOT AND COLD WATER: Host facility must have a hot water heater that consistently supplies hot water at a minimum 120°F, and that is available at one of the sink fixtures at a peak demand rate.

LOCATION FOR CATERER: Host facility must provide a suitable location where the caterer can set up their operations. The type of food service provided by the caterer is contingent upon the location where they will set up their equipment. The Host facility must ensure that operations comply with all applicable codes in their jurisdiction, including but not limited to Zoning and Fire Department.

ANNUAL INSPECTION: Host facilities are inspected annually by the Department of Environmental Health.

Plan Check and Permit Application Process for a Host Facility Permit

1. Use the [Host Facility Flow Chart](#) to determine if your facility is eligible for a consultation or plan submission.
2. Once you determine whether you qualify for a consultation or plan submission, complete the corresponding application and submit to DEH's Plan Check Unit, at 5500 Overland Ave., San Diego, CA 92123.
3. Include with submission, a Standard Operating Procedure that includes: procedures, methods and schedule for cleaning equipment and structures, and for disposal of refuse; and a list of catering operations that will be supported by the Host Facility with proposed menus.
4. If your application is for plan submission, include three (3) sets of plans with your application.
5. After receiving approval from Plan Check, you may then apply for your Host Facility Permit. Submit your permit application to DEH's Permits Unit, located directly across the lobby from the Plan Check Unit.

Contact Information

For more information regarding Host Facilities, please contact Nolberto Colon-Droz during normal business hours at (858) 505-6793 or at Nolberto.Colon-Droz@sdcounty.ca.gov. You can also visit DEH's website at www.sdcdeh.org.

For any Plan Check Technical Questions: (858) 505-6659