



County of San Diego

DEPARTMENT OF ENVIRONMENTAL HEALTH & QUALITY

FOOD AND HOUSING DIVISION

P.O. BOX 129261, SAN DIEGO, CA 92112-9261

Plan Check Technical Questions and Scheduling

www.sdcountyplancheck.org



Mobile Food Facility Plan Check Self-Inspection Checklist

The items listed below represent the major areas evaluated during a Plan Check mobile inspection. This checklist is designed to assist you, the mobile food facility operator, in preparation for passing your final inspection with our department. We suggest that you go through this list and check off those items that you believe are in compliance. Those not checked will need to be addressed prior to final inspection in order to pass. We hope this checklist will assist in preparation for the final inspection. Failure to meet the requirements listed below or missing scheduled appointments may result in the assessment of additional inspection fees.

✓ Check the following items as you complete them

Bring all the following required documents to the final inspection. Incomplete or missing documents may result in delays when applying for the operational health permit. (*) Document examples on page 3.

<input type="checkbox"/>	Completed health permit application .
<input type="checkbox"/>	Signed commissary letter of agreement .
<input type="checkbox"/>	Completed Standard Operational Procedures Form .
<input type="checkbox"/>	Valid DMV registration with permit owner's name. * - If leasing the mobile vehicle, lease agreement or registration is required showing both owner and leasee.
<input type="checkbox"/>	Valid sellers permit issued by the State of California or business license issued by the City.
<input type="checkbox"/>	Copy or photo of California Housing and Community Development (HCD) insignia or approval.

HCD PLACARD EXAMPLE

A: Here is a sample HCD special purpose commercial modular insignia.



A certification insignia issued by the CA Department of Housing and Community Development (HCD) is required on a mobile food facility that is occupied and has 110 volt electrical, plumbing, a gas appliance/equipment or a mechanical generator or compressor. Contact HCD at (951) 782-4420 for additional information.

Ensure the following items are available <u>prior</u> to the final inspection. Additional inspections at the applicant's cost may be required if these items are not completed and verified prior to the final inspection.	
<input type="checkbox"/>	APPROVED CONSTRUCTION: All construction was completed according to the approved Department of Environmental Health & Quality (DEHQ) plans.
<input type="checkbox"/>	OBTAINED NECESSARY APPROVALS: Obtain California Housing and Community Development (HCD) insignia prior to the final inspection. Placard must be affixed to vehicle and visible. Not applicable to pushcarts or unoccupied mobiles.
<input type="checkbox"/>	PLANS AVAILABLE FOR INSPECTION: An approved set of DEHQ stamped plans must be available on the mobile food facility for final inspection.
<input type="checkbox"/>	EQUIPMENT OPERABLE: Equipment must be installed as shown on the approved plans, functional and operating properly. Equipment must be in place, able to be turned on, and operating properly. Generator must be present, part of vehicle and functioning. For mobile food facilities that require electrical power, please have vehicle powered on for a minimum of 15 minutes prior to inspection.
<input type="checkbox"/>	ADEQUATE REFRIGERATION: All mechanical refrigeration must be powered on during inspection, measure at 41°F or below and be equipped with an accurate thermometer. Freezers must be operating at freezing temperatures below 32°F.
<input type="checkbox"/>	HOT & WARM WATER: Water tanks must be completely filled with potable water. Hot water of 120°F must be available at all sinks and warm water from 100°F-108°F must be available at all handsinks. No leaks must occur from wastewater or water tanks.
<input type="checkbox"/>	HANDSINKS STOCKED: All handsinks must be stocked with liquid handwashing soap and paper towels in dispensers.
<input type="checkbox"/>	WAREWASHING SINK STOCKED: Warewashing sink must have dual integral metal drainboards and must be stocked with dishwashing soap, sanitizer, and sanitizer test strips. Faucet must be installed and capable of reaching all compartments of warewashing sink.
<input type="checkbox"/>	CLEANLINESS: The mobile vehicle must be clean and free from vermin (flies, rodents, insects).
<input type="checkbox"/>	IDENTIFICATION: Identification signage must be permanently affixed on both sides of the mobile. Identification must include the following: <ul style="list-style-type: none"> - Business name (minimum 3 inches high lettering) - City, state and zip code of permittee address or commissary address (at least 1 inches high lettering)
<input type="checkbox"/>	ANCILLARY SAFETY EQUIPMENT: First aid kit is required on all mobile food facilities. Fire extinguisher (minimum 10BC rated) must be on mobile food facilities with any cooking or heating equipment.
<input type="checkbox"/>	FIRE SUPPRESSION: Fire suppression system must be fully charged, inspected and functional.
<input type="checkbox"/>	ENCLOSURE: Pass-thru windows must be fully installed and completely self-closing with door or screen. Maximum 216 square inches for each opening and no less than 18 inches apart.
<input type="checkbox"/>	VENTILATION: Hoods must be fully functional with baffle filters installed, tight fitting and with no gaps.
<input type="checkbox"/>	DOCUMENTS: Provide commissary owner signed letter, valid CA DMV registration with correlating VIN.
<input type="checkbox"/>	CERTIFIED PERSON IN CHARGE (PIC): PIC must have a valid Food Safety Manager Certification for mobile food facilities with open or unpackaged food.
<input type="checkbox"/>	FOODHANDLER TRAINING: All employees have obtained proper food handler training for mobile food facilities with open or unpackaged food.

DMV
DEPARTMENT OF MOTOR VEHICLES

REGISTRATION CARD VALID FROM: 11/15/2018 TO: 11/30/2019

MAKE	YR MODEL	YR 1ST SOLD	VLF CLASS	*YR	TYPE VEH	TYPE LIC	LICENSE NUMBER
FORD	2011	0000	FB	2012	33P	93	7A00285
BODY TYPE MODEL	MF	MO	AX	WC	UNLADEN/G/COW	VEHICLE ID NUMBER	
PC	G	UY	2	D	04880	1FTKR1EE0BPA25225	
TYPE VEHICLE USE	DATE ISSUED		CC/ALCO	DT FEE RECVD	PIC	STICKER ISSUED	
COMMERCIAL	11/15/13		34	11/15/13	8	R2000380	

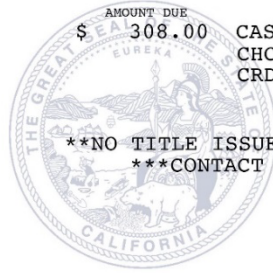
REGISTERED OWNER
SMITH JOHN R
2415 1ST AVE

AMOUNT PAID
\$ 308.00

SACRAMENTO
CA 95818

LIENHOLDER
UOME LOANS
2470 24TH ST

SACRAMENTO
CA 95818



AMOUNT DUE \$ 308.00
CASH :
CHCK : 308.00
CRDT :

****NO TITLE ISSUES/VEHICLE NOT TRANSFERABLE****
*****CONTACT DMV FOR CA TITLE INFO*****

B00 297 MK 0030800 0004 CS B00 111513 93 7A00285 225

DIRECTIONS TO INSPECTION AREA:

County of San Diego
DEPARTMENT OF ENVIRONMENTAL HEALTH AND QUALITY
FOOD AND HOUSING DIVISION
5500 OVERLAND AVE. SAN DIEGO, CA 92123
PHONE: (858) 505-6660 | (858) 505-6660 | FAX: (858) 999-8920
WWW.SDCDHQ.ORG

From SR-163 (North or South)
Exit onto Clairemont Mesa Blvd Eastbound, turn LEFT (North) onto Overland Ave.

From I-15 (North or South)
Exit onto Clairemont Mesa Blvd Westbound, turn RIGHT (North) onto Overland Ave.

From SR-52 (East or West)
Exit onto Ruffin Rd Southbound, turn RIGHT onto Farnham St, turn RIGHT onto Overland Ave.

To Mobile Inspection Area
Continue straight on Overland Ave to the end of the cul-de-sac, turn LEFT. At the STOP SIGN, turn RIGHT and go through the gate. Go to the second parking lane past the building, turn RIGHT. Go to the area on the LEFT marked "MOBILE FOOD VEH/CART INSP" on the ground.

Inspections are by appointment only.
Please park your vehicle in the inspection area and check in at the Plan Check office prior to your appointment time. If rescheduling, please call 858-505-6660 at least 24 hours in advance.

❖ Please provide your own power source; a power source will not be provided at this location.

5500 Overland Ave, Suite 110 San Diego, CA 92123
858-505-6660 (Appointment Line)