



**ENVIRONMENTAL HEALTH DIVISION**

2120 DIAMOND BOULEVARD, SUITE 100

CONCORD, CA 94520

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[www.cchealth.org/eh](http://www.cchealth.org/eh)



**MOBILE FOOD FACILITY PLAN REVIEW CONSTRUCTION /  
REMODEL APPLICATION**

PLEASE PRINT CLEARLY

PLAN INFORMATION							
Applicants Name (Owner of Mobile Food Facility):				Business Name (DBA):			
Street Address:				City, State, Zip Code:			
Email Address:		Applicant Phone Number:		Alternate Phone Number:			
New construction: <input type="checkbox"/> YES <input type="checkbox"/> NO		For both new construction and remodel, submit two (2) sets of plans accordance with this checklist, and also obtain HCD (California Department of Housing and Community Development) insignia at final construction. (916)255-2501					
Remodel: <input type="checkbox"/> YES <input type="checkbox"/> NO		<a href="http://HCD.CA.GOV/">HTTP://HCD.CA.GOV/</a>					
SCOPE OF WORK:							
Type of Mobile Food Facility:							
<input type="checkbox"/> Enclosed/ Unenclosed: Handling non-prepackaged potentially hazardous foods and, extended menu limited food preparation mobile <input type="checkbox"/> Limited Food Preparation: Hot dogs, tamale, corn roaster, coffee carts, non-prepackaged non-potentially hazardous foods, and holding pre-packaged potentially hazardous foods only <input type="checkbox"/> Mobile Support Unit (MSU)							
PERSON /MANUFACTURE REQUESTING PLAN REVIEW							
Applicant/Contact Person: Last Name, First Name:				Title:			
Company:				Email Address:			
Mailing Address:				City, State, Zip Code:			
Phone Number:				Fax Number:			
Signature of Applicant/Contact Person:				Date:			
Submit the following plan pages prior to construction: (Drawn to scale):							
<ul style="list-style-type: none"> <li>• <b>Floor Plan</b>- Provide plans showing top, side and elevation levels of the inside (if applicable) and outside of the mobile food facility to be constructed. Include all equipment, and finishes. For occupied mobile food facility provide interior height and aisle width dimension.</li> <li>• <b>Finish Schedule</b>- Describe materials used for construction of the mobile food facility.</li> <li>• <b>Equipment Schedule</b>- Identify each piece of equipment proposed to be installed and provide manufacture specification sheets for each equipment.</li> <li>• <b>Plumbing Plans</b>- Provide schematic of plumbing connections. Include size of hot water heater, water pump size (if applicable), potable water tank(s) and wastewater tank(s).</li> <li>• <b>Hood Plans</b>- Show location of hood and equipment underneath. All gas-powered equipment shall be under the approved hood. Show cross-sectional drawing and elevation drawings of hood overhang. Provide information on mechanical exhaust system and hood equipment.</li> <li>• <b>Elevation Plans</b>- Show interior and exterior elevations. Provide detail information on plans showing interior equipment and finishes for occupied mobile food facilities.</li> <li>• Proposed menu</li> </ul>							
FOR OFFICE USE ONLY							
AR #:	FA #:	SR #:	P/E #:	PR #:	Date Received:	Receipt #:	Received By:
Amount Due:		Method of Payment: Check #: _____ Cash / Credit Card: <input type="checkbox"/> MC <input type="checkbox"/> VISA					

PLAN REVIEW FEES WILL BE CHARGED AT A FLAT RATE  
TIME SPENT ON A PROJECT IN EXCESS OF THE MAXIMUM HOURS ALLOTTED WILL BE BILLED AT THE CURRENT HOURLY RATE