



# **CARTERET COUNTY HEALTH DEPARTMENT**

## **Environmental Health Section**

3820-A Bridges Street Morehead City, NC 28557

**Phone:** (252) 728-8499 **Fax:** (252) 222-7753



### **Pushcart Construction Application**

**Type of Application:**  New Application  Change of Commissary  Change of Ownership

**Name of Unit:** \_\_\_\_\_

**Name of Applicant:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Name/Corporation to be listed on permit:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Permittee Mailing Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_ **Projected Start Date:** \_\_\_\_\_

**Location of Commissary:** \_\_\_\_\_

#### **Application Submission Requirements:**

- 1) Completed application and commissary agreement form.
- 2) Proposed menu.
- 3) Manufacturer's specification sheets for the proposed unit.
- 4) Proposed operational schedule including addresses, times, and days of the week.
- 5) Non-refundable plan review fee: \$125.

**Statement:** I hereby certify that the information provided herein is accurate to the best of my knowledge.  
I understand that:

- Any deviation or variance of this application after it has been approved by this Department may result in the delay or denial of an operational permit.
- Pushcarts which are found to be non-compliant with the design standards listed in 15A NCAC 18A .2600 "Rules Governing Food Protection and Sanitation of Food Establishments" will not receive an operational permit from this Department.
- Approval of this application or issuance of an operational permit by Carteret County Environmental Health does not constitute compliance with other codes, laws, regulations, and ordinances imposed by other regulatory authority having jurisdiction.

**Signature of Applicant/Operator:** \_\_\_\_\_ **Date:** \_\_\_\_\_

1) **EMPLOYEE HEALTH POLICY** – Do you currently have an employee health policy and a vomit and diarrhea clean-up plan in place?

Yes       No      If yes, please explain how staff is trained on employee health requirements:

\_\_\_\_\_

2) **MENU** – Please provide information for the items listed below:

• **List all food, including condiments that will be served:** \_\_\_\_\_

\_\_\_\_\_

• **List food that will be prepared at the commissary:** \_\_\_\_\_

\_\_\_\_\_

• **List all food that will be prepared on the pushcart:** \_\_\_\_\_

\_\_\_\_\_

• **List any pre-packaged food that will be served:** \_\_\_\_\_

\_\_\_\_\_

3) **HOT & COLD HOLDING** – Please provide information on how food will be held hot and cold on the pushcart.

• **How will cold food be held on the unit?** \_\_\_\_\_

\_\_\_\_\_

• **How will cold food be held during transport?** \_\_\_\_\_

\_\_\_\_\_

• **Will hot food be stored on the unit during transport?**       Yes       No

**If yes, where will this food be stored?** \_\_\_\_\_

4) **NSF/ANSI CERTIFICATION\*** – Please provide certification information below:

• **Manufacturer:** \_\_\_\_\_

• **Model:** \_\_\_\_\_

*\*If pushcart is not NSF/ANSI listed, complete the “Design and Construction Verification Form”.*

**Please feel free to contact us at (252) 728-8499 if you have questions about this application.**

**Submit completed application to:**

**Carteret County Health Department-Environmental Health Division  
3820-A Bridges Street  
Morehead City, NC 28557**

# **DESIGN & CONSTRUCTION REQUIREMENTS FOR PUSHCARTS**

A pushcart is equipment, and must meet the requirements of Parts 4-1 and 4-2 of the North Carolina Food Code and Rule .2671 of 15A NCAC 18A .2600, “*Rules Governing the Food Protection and Sanitation of Food Establishments*”. If the pushcart is not certified for sanitation by an ANSI accredited program, the manufacturer or owner must submit documentation that demonstrates it is constructed to meet the North Carolina standards for equipment construction.

## **1) Materials:**

- a. Must be corrosion resistant, non-toxic, and must not impart color, taste, or odor to food. Cast iron, lead, copper, galvanized metal, wood, or paint cannot be used in areas that contact food.
- b. Exposed surfaces shall be smooth and easily cleanable.
- c. Surfaces shall be free of breaks, open seams, cracks, chips, pits, and similar imperfections.

## **2) Design & Construction:**

- a. Must be designed to prevent vermin, dirt, and splash from entering.
- b. Food zones (equipment or surfaces in direct contact with food, or surfaces that food may contact
- c. and then drain, drip or splash back into food) shall be readily accessible and easily cleanable.
- d. No sharp internal angles (minimum 1/8 inch radius).
- e. Joints, seams, external angles, and corners must be sealed and smooth.
- f. Sealants can only be used on joints and seams less than 1/8 inch wide.
- g. Fasteners cannot be used in food contact areas. Fasteners used in other areas must not have deep recesses in the head.
- h. Framing members must be easily cleanable and designed to prevent vermin harborage. Hollow channels must be closed at each end.
- i. Doors must fit properly.
- j. Hinges in food or splash contact areas must be easily cleanable while in place, or be designed to be disassembled without tools. Continuous (piano type) hinges cannot be used in these areas.
- k. Wheel housings must be provided where necessary to prevent contamination of food and splash zones.
- l. Vents or louvers must be designed to deflect spills, or be easily removable for cleaning.
- m. Food preparation areas on pushcarts operating outdoors that are not covered must meet rule .2671(b) of 15A NCAC 18A .2600 which requires food and utensils to be protected on the front, top, and ends.
- n. If provided, a waste tank must be at least 15% larger than the potable water tank, and must provide enough capacity for operations. Water inlets must be protected from contamination and designed to preclude attachment to a non-potable service connection.
- o. Hot food holding equipment must be capable of maintaining food at 135°F, and reheating food from 45 °F to 165 °F within two hours. If provided, cold food storage compartments must be capable of maintaining a product temperature of 45°F or less.

## **3) Data Plate:**

-A permanent data plate must be affixed to the pushcart, and include:

- Manufacturer’s name and address
- Model number
- Type of pushcart (potentially hazardous food, prepackaged food only, preparation of food)
- Type of heating, if applicable (gas, propane, etc.)
- Type of cooling, if applicable (mechanical, ice)
- End use limitation, if intended only for indoor use
- Capacity of potable water tank, if applicable
- Capacity of waste tank, if applicable

## Design & Construction Verification Form

Please fill out this form if the unit is not NSF/ANSI approved.

- 1) Indicate all materials used to construct the pushcart, and on which part(s) of the pushcart they are used (provide a separate diagram if needed): \_\_\_\_\_  
\_\_\_\_\_
- 2) List sealants, if any, that were used to construct the pushcart and where they are used:  
\_\_\_\_\_  
\_\_\_\_\_
- 3) Indicate any fasteners used to construct the pushcart (i.e., pop rivets, phillips-head or slotted screws, etc.) and where they are located: \_\_\_\_\_  
\_\_\_\_\_
- 4) Are hinges used on the pushcart?  Yes  No If so, how many knuckles per hinge? \_\_\_\_\_  
Can the hinges be disassembled without the use of tools?  Yes  No
- 5) Are vents designed to deflect spills?  Yes  No Are they removable?  Yes  No
- 6) Indicate how the food, food preparation area, and utensils will be protected: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 7) Are sinks provided?  Yes  No If so, what is their purpose? \_\_\_\_\_
- 8) If provided, indicate the storage capacity of the potable water tank: \_\_\_\_\_ gallons  
Indicate the capacity of the waste tank: \_\_\_\_\_ gallons.
- 9) Indicate how equipment has been verified to maintain hot food at 135°F or above: \_\_\_\_\_  
\_\_\_\_\_
- 10) Indicate how equipment has been verified to reheat food from 41 °F to 165 °F within two hours:  
\_\_\_\_\_
- 11) Provide specifications (i.e., burner BTU's) for equipment used to heat/hold food hot: \_\_\_\_\_  
\_\_\_\_\_
- 12) If applicable, indicate how equipment has been verified to maintain cold food at 41 °F or below:  
\_\_\_\_\_
- 13) Provide specifications for equipment used to hold food cold: \_\_\_\_\_  
\_\_\_\_\_
- 14) Is a data plate including the required information affixed to the pushcart?  Yes  No

## COMMISSARY AGREEMENT FORM

**Type of Application:**  New Application/Change of Ownership  Change of Commissary

**Type of Operation:**  Mobile Food Unit  Pushcart

**Name of Unit:** \_\_\_\_\_

**Name of Owner/Operator:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

Title 15A NCAC 18A .2600 "Rules Governing Food Protection and Sanitation of Food Establishments" specifies in Section .2670 (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.*"

**Mobile Food Unit/Pushcart Operator:** *I agree to operate my mobile food unit/pushcart in conjunction with the commissary listed below. I understand that my mobile food unit must report to the commissary at least daily on days of operation for servicing. I also understand that I must notify Carteret County Environmental Health when the location and days/times of my operation changes.*

**Signature of Mobile Food Unit Operator:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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**Name of Commissary:** \_\_\_\_\_

**Name of Owner/Operator:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Commissary Owner/Operator:** *As the permittee or operator of the permitted food service establishment above, I agree to serve as a commissary for the mobile food unit or pushcart named above. I understand that as a commissary for the mobile food unit or pushcart, I must allow the mobile food unit or pushcart to return for servicing each day that it operates. I agree to allow the following (please initial):*

- \_\_\_\_\_ Provide a designated protected area for food and utensil storage, including refrigerator/freezer and dry storage space.
- \_\_\_\_\_ Use of the food service establishment's utensil sink to wash utensils from the unit and from food prep.
- \_\_\_\_\_ Provide an approved potable water supply and properly functioning wastewater disposal system.

**Signature of Commissary Owner/Operator:** \_\_\_\_\_ **Date:** \_\_\_\_\_