

General Service Guidelines For Food Preparation Pushcarts

1. The minimum acceptable material of the cart must be no less than 30-mm durable stainless steel. The cart must not have any areas that contain breaks, seams, cracks, chips, pits or similar imperfections or have difficult-to-clean internal corners or crevices. Carts having exposed angle iron supports or bracing will not be approved. No exposed rivets or square-head screws will be allowed.
2. The cart must be non-motorized and easily moveable by one person. The bottom of the food service or storage unit shall be at least 6" from the ground.
3. **The measurements of the cart must not exceed 6 feet in length (exclusive of handles no longer than 6 inches), 3 feet in width (exclusive of wheels), or 4 feet in high (exclusive of wheels). Handles measuring 6" or more in length will be included in calculating the length of the cart. Wheels are to be included in the length of the pushcart on bicycles. Trailer hitches are included in the size measurement if it is permanently attached to the pushcart.** Overhead protective covering (umbrella) must be in place at the time of inspection to determine if it is in good condition as well as during all times of operation. Grills will not be allowed on the pushcart. The cart must be in operating condition at the time of inspection. **Carts are restricted to the Central Business District area or on private property only.**
4. Each cart must have a hand sink (minimum of 3" deep) and supplied with hot and cold potable water under pressure or gravity fed with a mixing faucet. Tanks relying on gravity for flow shall be vented for escape or intake of air of sufficient volume to allow for water flow. The opening shall be protected from possible contamination.
5. Water tanks shall have a minimum capacity of 2.5 gallons each to equal a minimum total of five gallons when combined. Water tanks shall have a smooth interior with no recesses or crevices.
6. A copy of plans and specifications of the construction of the pushcart must be approved in writing by the Health Department prior to issuing a permit.
7. During the Permitting inspection, the owner of the cart must bring 5 gallons of water in order to measure the size of the tanks, leaks and proper functioning. **Permits will not be issued to carts requiring hand sinks unless it is operating properly.**
8. The propane tank must be attached to the outside of the cart and properly anchored in an upright position. A fire extinguisher approved by the fire department must be on the cart at the time of inspection and during all times of operation. Prior to inspection, each operator must submit the liquid propane gas permit. Contact the Fire Department at 214-670-4319.

9. The retention tank shall have a minimum capacity of 7.5 gallons (28.4 L) or 15% larger than the water supply tank, whichever is greater. Tanks shall have smooth interior surfaces.
10. Only foods approved by the Director and listed on the permit may be served, sold or distributed. **Only two food items can be served or sold at any one time.**
11. Cooking will not be allowed on the pushcart (i.e., grilling and baking). Only reheating of cooked food by boiling or steaming is allowed.
12. Cutting of vegetables and other food items is prohibited.
13. The cart must be equipped with a mechanical oven or refrigeration system to maintain proper food temperature. Thermometers shall be conspicuously located in each hot or cold unit.
14. Only single service articles are to be used.
15. If used, ice must be drained into a retention tank to be properly disposed of at the commissary. Wastewater leakage will not be allowed. Ice must be drained through the interior of the cart.
16. Stem type thermometers are required on the pushcart to check internal food temperatures, numerically scaled, and accurate to plus or minus 2°F (1°C).
17. Carts must report daily to a commissary for supplies, cleaning and servicing. If the applicant does not own the commissary, a Commissary Approval Form must be completed and submitted to the Department of Health and Environmental Services for approval prior to permitting. All Commissary Approval Forms must be notarized. All commissaries must be permitted fixed food establishments.
18. All commissaries must be pre-approved prior to permitting the mobile unit. **Allow up to ten (10) working days for processing.** Each new permit and renewal requires a new notarized Commissary Approval Form.
19. The cart must have firm name and permit number on both sides in at least three (3) inch letters. Permit numbers are assigned at the time of inspection and the numbers must be placed on the cart within 24 hours.
20. Permit must be retained on the cart at all times.
21. The operating location of the mobile unit in the Central Business District (CBD) must be pre-approved prior to being issued a permit. Carts operating on private property must have a notarized Letter of Authorization in order to be permitted.