



HARFORD COUNTY HEALTH DEPARTMENT

120 S. Hays Street

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Bel Air, Maryland 21014-0797

Public Health
Prevent. Promote. Protect.
Harford County
Health Department

410-877-2305/410-879-2684
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HEALTH DEPARTMENT GUIDELINES ON MOBILE FOOD UNITS

Definition:

A mobile food service facility as defined by COMAR 10.15.03 is “a food service facility which is a mechanically, electrically, manually, or otherwise propelled vehicle operating on land or water.”

Types of Mobile Units:

Type 1: Handles and/or sells only sealed, pre-wrapped or pre-packaged food or drink in the original sealed container or package. Examples: Prepackaged Candy, Prepackaged Chips, Prepackaged Ice Cream, Bottled/Canned Soda, etc.

Type 2: Handles and/or sells open food products or open beverages. Examples: Pizza, Hot Dogs, Sandwiches, Soups, Fountain Soda, Coffee, etc.

Procedures for obtaining a mobile unit license from the Health Department:

1. Submit completed Food Service Facility Plan Review Application and appropriate fee to begin the review process. The above forms are available at the Harford County Health Department Environment Health Office or online at www.harfordcountyhealth.com
2. Submit an accurate drawing of the interior of the proposed mobile unit which must include the location and description of all food service equipment, cut-sheets for all food service equipment, the finish materials used on the walls, floor, and ceiling, and the proposed menu. *All food service equipment must be NSF approved or equivalent.*
3. If the proposed mobile unit will handle and/or sell open food products, you must have access to a licensed commissary. The commissary will be used for obtaining potable water, disposal of grey water, cleaning and sanitizing of the unit, and storage of additional equipment, bulk food, dry goods, utensils, and paper products. The commissary may be licensed by any jurisdiction within Maryland, or the neighboring states; however, the commissary must be within reasonable proximity to the site of the proposed mobile unit operation. If grease producing food is served, the commissary must have a grease interceptor that is serviced regularly. **A private residence is not approved as a commissary.** Once a commissary has been secured, a letter from the owner of the establishment must be submitted to the Harford County Health Department

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Procedures for obtaining a mobile unit license from the Health Department: (cont.)

indicating approval for use. If the facility is not located within Harford County, a copy of the current food license of the facility must also be submitted.

4. After the submitted plans are approved, the mobile unit may be constructed and the approved food service equipment may be installed. While the construction is being completed, the menu and food safety procedures (HACCP) will be evaluated.
5. Schedule a preopening inspection of the fully functional mobile unit. This inspection takes place at the Harford County Health Department. A reinspection may be necessary if the unit is found not to be in compliance with the licensing requirements. **No food product is permitted on the unit at the preopening inspection.**
6. Submit the completed mobile unit food service facility application along with the appropriate fee, workers compensation information, and commissary information.
7. Once the mobile unit is approved by the Health Department, the appropriate Hawker and Peddler permit must be obtained from the Circuit Court, Town of Bel Air, City of Aberdeen, City of Havre de Grace, and/or the Harford County Department of Planning and Zoning. **The Health Department license will not be issued until the appropriate Hawker and Peddler permit is secured.**
8. An inspection must be scheduled with Harford County Electrical Services before obtaining a food license. Contact Milford Badders at 410-638-3363 to schedule this inspection.
9. After the Health Department license is issued, any changes in equipment or menu must be submitted for approval by the Health Department.

General mobile unit requirements:

Type 1 Mobile Unit: (Commercially Prepackaged Products Only)

1. NSF approved (or equivalent) food service equipment.
2. Interior lighting which is shielded or shatterproof and measures at least **50** (fifty) footcandles.
3. Cleanable walls, floor, and ceiling.
4. Closable service window.
5. Storage of all food products off the floor and within the mobile unit.
6. An on board generator must be provided which is capable of powering all equipment and lighting simultaneously, where applicable.
7. Food products obtained from an approved source.

General mobile unit requirements continued:

Type 2 Mobile Unit: (Open Food Products)

1. NSF approved (or equivalent) food service equipment.
2. Interior lighting which is shielded or shatterproof and measures at least **50** (fifty) footcandles.
3. Cleanable walls, floor, and ceiling.
4. Closable service window. All exterior openings must be screened to deter insects, if the unit is fully enclosed such as a trailer or step van.
5. Self-closing exterior door where applicable.
6. Storage of all food and paper products off the floor.
7. Potable water supply tank and a separate waste water storage tank. The waste water storage tank must be larger than the potable water supply tank.
8. Hand sink with hot and cold running water under pressure which drains to the waste water storage tank. Soap and paper towel dispenser must be provided.
9. Three compartment sink with hot and cold running water under pressure, area for dirty and clean utensils, dish soap, sanitizer, and sanitizer test kit. Each three compartment sink vat must drain indirectly and independently to the waste water storage tank.
10. An on board generator must be provided which is capable of powering all equipment and lighting simultaneously, where applicable. Contact Milford Badders with Electrical Services to schedule an inspection.
11. Food products obtained from an approved source.
12. An approved commissary which will provide a source of potable water, a means of additional product storage, a method of waste water disposal, and facilities to clean the unit.
13. Approved UL 710 hood system or hood system which complies with the State of Maryland Ventilation Criteria if the unit contains a fryer, grill, charbroiler, stove, etc.
14. Bare hand contact with open, ready-to-eat food is strictly prohibited. The use of gloves, utensils, and/or automatic dispensing equipment is required.

Additional General Mobile Unit Information:

1. No outside cooking or serving areas are permitted. All operations must be fully contained inside the mobile unit with the exception of a hot dog cart. Grills and fryers are not approved equipment installations on hot dog carts.

Additional General Mobile Unit Information (cont):

2. When a change of ownership occurs, the mobile unit being inspected must be upgraded to meet either new mobile unit guidelines and/or revisions made to COMAR 10.15.03. Existing operations are approved until a change of ownership takes place or until renovations are made to the mobile unit.
3. Restrooms are not required within a mobile unit. However, access to restrooms in the vicinity of the site of operation is necessary if the unit will remain at one site for longer than four hours. Restrooms must be accessible during all hours of operation.
4. Approved zoning is required for units planning to operate from the same location on a daily basis.
5. The mobile unit shall be moved off the operating site on a daily basis. On holidays and weekends, the mobile unit may remain at one site for a maximum of 72 hours.
6. The mobile unit must have current registrations, tags, etc. as required by the Department of Motor Vehicles or other agency.

Additional Required Information:

Mobile Unit Operator:

Issuance of the Mobile Unit License has been approved by the Harford County Health Department. Please be advised that additional Hawker and Peddler Permits/Trader's Licenses may be required by one or more of the agencies listed below. It is your responsibility to obtain necessary permits/license prior to operating your mobile unit.

Circuit Court- State Hawker and Peddler

20 West Courtland Street
Bel Air, MD 21014
(410) 638-3248

Town of Bel Air

705 Churchville Road
Bel Air, MD 21014
(410) 638-4540
(410) 879-9500

City of Aberdeen

60 North Parke Street
Aberdeen, MD 21001
(410) 272-1600

City of Havre de Grace

711 Pennington Avenue
Havre de Grace, MD 21078
(410) 939-1800

Harford County Department of Planning and Zoning

220 South Main Street
Bel Air, MD 21014
(410) 638-3103
(410) 879-2000

Updated August 2, 2017