

CITY OF PFLUGERVILLE
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BUILDING INSPECTIONS
PO BOX 589 / 78691
PFLUGERVILLE, TEXAS
www.pflugervilletx.gov

Permit No. _____

Mobile Food Vendor Application

Business Name: _____

Contact Name: _____ Email: _____ Phone: _____

Vehicle Type: _____ Vin#: _____ Tag #: _____

Last Food Inspection: _____ Permittee/Inspector: _____

Last Fire Inspection: _____ Permittee/Inspector: _____

List any other valid jurisdiction food permits:

Menu: List all items. Any changes must be submitted and approved by the Health Department

Food items to be served (Listed foods/beverages will be permitted; add pages as needed)	Source (Location items purchased from)
1.	
2.	
3.	
4.	
5.	
6.	

Note: No home preparation or storage of foods allowed. Any food items served without approval may result in this permit being suspended or revoked for non-compliance with City Ordinance.

*Food prepared on-site: Yes No If no, where? _____

Cooking equipment: Electrical Charcoal Propane Other: _____

Describe hot holding equipment: _____

Describe cold holding equipment: _____

Describe facility: Covered Open Enclosed Other: _____

Type of floor surface: Asphalt Concrete Plywood Other: _____

Each food vendor shall provide handwashing and utensil washing equipment on-site.

In addition to the information provided herein, I hereby acknowledge receipt of the Mobile Food Vending requirements and guidelines attached hereto and by signature below, agree to comply. I acknowledge verified complaints received by the City of Pflugerville regarding non-compliance will result in the revocation of this permit.

Signature of Applicant: _____ Date: _____

FOR OFFICE USE ONLY

Received By: _____

Date Issued: _____

Permit Fee: _____

Expiration Date: _____

Bureau Veritas Approval _____

Required On-Site Documents:

The following must be retained on-site with the vehicle and presented upon request:

- A copy of the City of Pflugerville mobile food vendor permit.
- A copy of the last inspection by health inspector (within last 6 months).
- A copy of the last commissary inspection.
- Proof of title, current insurance, and current registration for vehicle.
- A copy of required sales tax documents.
- Evidence of Fire Department inspection, as approved by Travis County Emergency Services District No. 2.
- Written consent from business or property owners for use of permanent restroom facilities if portable facilities are not provided.
- Written consent from business or property owners for use of permanent refuse containers if refuse is not removed with the vehicle.

Location Requirements:

- Vendors are not permitted at any public pool or park including Lake Pflugerville.
- When owner's consent is obtained, vendors may operate at any existing commercially zoned property, religious facility, HOA owned property, school or government office.
- Operation near an area under construction may be considered with authorization of permit holder.
- May be considered on a case by case basis in other locations when part of a private event, and only when permitted by the City of Pflugerville.
- Vendors are not permitted to stop/park along the public right of way unless:
 - Part of a larger festival or similar activity sponsored by the City of Pflugerville, or
 - Otherwise permitted for a temporary private event, or in the downtown area.
- A Mobile Food Vendor shall be located a minimum of 20 feet from any permanent building and 10 feet from any other Mobile Food Vendor.
- Shall not block access to a Fire Department Connection (FDC) or fire hydrant.
- Shall not obstruct any entrances to or exits from a structure.
- Exits from a mobile unit shall not be obstructed from the interior or exterior.
- A Mobile Food Vendor shall not be allowed to park under a canopy or within a designated fire lane.
- At no time shall door-to-door sales be permitted. Solicitation for advertising purposes shall be subject to Chapter 111 of the Code of Ordinances.

Verified complaints received regarding non-compliance with any of the requirements provided herein will result in the revocation of the vendor's permit.

Guidelines for Food Service:

- Only approved sources for foods to be allowed. No Home prepared Foods will be permitted.
- REQUIRED ITEMS NEEDED: Calibrated metal stem thermometer, sanitizer, test strips for sanitizer, mechanical refrigeration, 3-compartment sink, hand sink, hot and cold water under pressure, food service gloves, and hair restraints.
- Keep Time/Temperature Control for Food Safety (TCS) Foods at 41 degrees or below, or 135 degrees or above, whichever is applicable at all times. Provide equipment so that you may accomplish this at all times (ex: refrigerators, electric warmers, flat tops, fryers, etc.).
- All food preparation, including cooking, shall be conducted inside the mobile unit.
- All foods must be cooked to required temperatures: Hamburger and pork at 155 and chicken at 165 degrees. (Confirm with sanitized metal stem thermometer)
- Minimal prep on site. PLEASE avoid handling of raw meats if possible. If both cooked and raw are to be used, separate to avoid cross contamination. (Store raw meats separated by type as well. NEVER store hot dogs and hamburgers together and NEVER store cooked and raw together, *provide separate utensils for each.*)
- Provide gloves and or serving utensils to prevent bare hand contact. Hands should be washed prior to donning gloves, and gloves to be changed as necessary to prevent cross contamination. ALWAYS WASH HANDS FIRST, THEN GLOVE.
- All food related items must be stored off the floor/ground at all times.
- Ice used for storage of drink containers may not be used for consumption. Provide separate ice for drink storage.
- Provide test strips for your choice of sanitizer to be used: Chlorine to be 100 ppm and Quats @ 200 ppm
- Trailers shall provide sufficient clean and waste water storage tanks. Waste water tank shall be 15% larger than the fresh water tank.
- Sufficient trash receptacles must be provided.

Verified complaints received regarding non-compliance with any of the requirements provided herein will result in the revocation of the vendor's permit.

Operational Requirements:

- Operators shall have a valid Pflugerville mobile food vendor permit and must be annually permitted through the City of Pflugerville and Fire Department.
- Operators shall comply with all applicable requirements from the City, County, and State including, but not limited to the Texas Food Establishment Rules, and sales tax requirements.
- A copy of the food permit shall be displayed at all times in a manner that it is visible to the patrons and inspectors when driving by. Evidence of a valid fire inspection shall be located on the vehicle and provided upon request.
- Mobile Food Vendors shall operate from a licensed commissary for food preparation, storage, and disposal. A copy of the last commissary inspection shall be located on the vehicle and provided upon request.
- Utilizing sound to encourage patronage shall be subject to and comply with noise requirements outlined in Chapter 94 of the Code of Ordinances. Use of a horn or similar temporary sound to encourage patronage shall be prohibited and considered a nuisance.
- Vehicles shall clearly identify the business name and a valid contact telephone number on both sides of the vehicle.
- Temporary occupancy of a parking space is permitted, however the Mobile Food Vendor shall not be parked in a way that may cause conflicts with providing sufficient parking for the principal use or cause interference with drive aisles.
- Handwashing and restroom facilities shall be located within close proximity to the Mobile Food Vendor. Written consent from business or property owners for use of permanent restroom facilities shall be allowed provided a sign directing patrons to the facilities is clearly provided at the order location, and a copy of the written consent is located on the vehicle and provided upon request.
- Waste receptacles sufficient in size to accommodate patron refuse without spilling over shall be provided, and removed at the same time the Mobile Food Vendor vacates the area. Written consent from business or property owners for use of permanent refuse containers may be allowed, provided a copy of the written consent is located on the vehicle and provided upon request.
- Seating, shade, and venue space for other activities is encouraged provided they are not located in the fire lane, drive aisle, right-of-way, or occupy other parking spaces in a way that may cause conflicts with providing sufficient parking for the principal use, and are removed when the vendor vacates the area.

Nothing written herein shall prevent a Mobile Food Vendor from obtaining necessary permits when participating in a temporary event, and nothing written herein shall supersede another section of the Code of Ordinances, unless otherwise authorized through a vote by the City Council.

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Fire Department Requirements:

Location: See above for location requirements

Electrical:

- Mobile Units shall not use electricity from a nearby structure.
- No excessive use of extension cords.
- Breaker boxes and junction boxes shall have proper cover.
- All wiring must be in conduit.
- Improper use of electrical accessories and overloading of circuits is prohibited.

Propane Cylinders:

- A maximum of two - 100 lb propane cylinders is allowed. One is allowed for use and one as a spare. The cylinders cannot be manifolded together.
- Propane cylinders need to be requalified every 12 yrs. A current date of manufacture if new or requalification stamp is required on all cylinders.
- Propane cylinders should be stored at least 10 ft. away from trash and combustible materials.

Propane Cylinder Location:

- Propane cylinders (Including spares) shall not be located:
 - On exterior sides of vehicle, or roofs
 - Below the lowest part of the vehicle frame
 - Inside improperly vented or unvented trunks, or beds of vehicles
 - Inside passenger compartments of vehicles
- The propane storage compartment shall be ventilated with at least two vents (one top of compartment and one bottom of compartment), each vent having an aggregate area equal to at least 0.5 square inches for each 7 lb of the total propane fuel capacity of the maximum number of the largest cylinders the compartment can hold.
- Vendor will be required to have propane cylinders on vehicle to demonstrate how cylinders are secured to vehicle. Propane cylinders must be secured as to prevent propane bottle from leaving mount or cage in the event of vehicle crash or rollover.
- The relief valve discharge from the propane cylinder shall be within 3 ft as measured horizontally along the surface of the vehicle to:
 - Openings in the vehicle
 - Propane burning appliance intake or exhaust vents
 - All internal combustion engine exhaust terminations

Verified complaints received regarding non-compliance with any of the requirements provided herein will result in the revocation of the vendor's permit.

Propane Cylinder Equipment:

- All cooking appliances shall either be specifically listed for use with propane, or shall have followed industry standard to have been properly modified for use with propane. Propane piping cannot be located on sides, rear or roof of unit.
- Appliances required to be vented (by the Manufacturers recommendations, usually greater than 40,000 BTUs) must be converted for use with propane by a Master Plumber licensed by the Texas Railroad Commission. Documentation of proper conversion by a plumber must be provided at the time of inspection.
- Piping systems, including fittings and valves shall comply with NFPA 58.
- Maximum of 60 inches of metal flex hose allowed for each appliance to connect to the propane hard pipe.
- Metal flex hose must not penetrate through walls, floor or ceiling to the interior of the vehicle. Rigid pipe must be used to penetrate solid assemblies.
- Piping shall be tested annually at not less than 3 psig for 10 minutes before appliances are connected and at system pressure after connection by a licensed LP Gas technician. Documentation of test, within 90 days of inspection, must be provided at time of inspection and must include:
 - Must provide original document at inspection. (Not a copy)
 - Pressure and duration of test
 - Name, address, license number and phone number of technician performing test.
 - License plate number of mobile vending unit
- Documentation must include date of test, pressure and duration of test, name and license number of technician, and license number of vehicle.
- Manual shutoff valves on gas lines are required at the point of use (the appliance) and at the supply.

Fire Extinguishers:

- Each Mobile Unit will be required to have a proper fire extinguisher inside their vehicle (2A 10BC fire extinguisher minimum).
- Each fire extinguisher will need to be mounted in a conspicuous location where it can be located quickly.
- Each fire extinguisher will need to be serviced annually and maintain a current tag confirming its status.
- Mobile units using a deep fryer will be required to have a Class K fire extinguisher in addition to the 2A10BC.
- Solid fuel appliances with a fire box are required to have one 2.5 gallon, or two 1.5 gallon K type extinguishers.

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