



# Madison County Health Department Environmental Health

◇ 5707 US HWY 25/70 Suite 26 ◇ Marshall, NC 28753 ◇  
◇ Tel: 828-649-9598 ◇ Fax: 828-649-9370 ◇  
[envhealth@madisoncountync.gov](mailto:envhealth@madisoncountync.gov)

Tammy Cody, MHS  
Health Director

Melissa Robertson, MD  
Medical Director

## Mobile Food Unit/Pushcart Plan Review Application

This application must be completed and submitted to Madison County Environmental Health. A **fee of \$125.00** (commissary is previously permitted) **or \$175.00** (commissary is not previously permitted), will be assessed to owner/operator and must be paid with the submission of the application. Upon review, an Environmental Health Specialist will contact you concerning your application status via letter and/or email. Please also note: **\*No food preparation shall occur prior to receiving a permit from Madison County Environmental Health\***

### Type of Permit Request

Mobile Food Unit – a food establishment or pushcart designed to be readily moved and vend food. Approval of food items being prepared and sold off a mobile food unit is directly proportional to the presence of mandatory equipment located upon the unit and/or at the affiliated commissary. Reference rule 15A NCAC 18A .2672 for minimum construction and design expectations for permitted mobile food units.

Pushcart – a mobile piece of equipment or vehicle used to vend food. Pushcart menus are restricted to the preparation of hot dogs and similar pre-cooked encased meats along with their associated condiments, pre-packaged food items prepared at approved commissary, and pre-packaged drinks and snacks. Reference rule 15A NCAC 18A .2671 for minimum construction and design expectations for permitted pushcarts.

Applicant Name (please print): \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street City State Zip

Phone (Business): \_\_\_\_\_

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

Proposed Name of Mobile Food Unit/Pushcart: \_\_\_\_\_

Proposed Commissary: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip

Phone: \_\_\_\_\_ Owner/Manager's Name: \_\_\_\_\_

## **Mobile Food Unit or Pushcart Checklist**

The following items must be included along with this new application. Incomplete applications will be returned to the applicant and will result in the delay of Department's review, processing, and approval.

- Completed mobile food unit and pushcart application (this application)
- Scaled diagram showing positioning of equipment and sinks (mobile food units only)
- Manufacturer specifications for all installed equipment upon the mobile food unit or pushcart
- Complete and accurate menu for proposed mobile food unit or pushcart (including all food, drinks and condiments)
- Completed commissary approval form

**For Pushcarts Only:** Provide copy of manufacturer specification for commercial carts or a detailed diagram of cart showing cold and hot holding equipment, food and product storage areas, cooking equipment, and manner of overhead protection of work areas from public.

**For Mobile Food Units Only:**

Please define the finish materials applied to each of the following as applicable (i.e. tile, stainless steel, FRP board, etc.)

Floors: \_\_\_\_\_

Walls: \_\_\_\_\_

Ceiling: \_\_\_\_\_

Baseboards: \_\_\_\_\_

Countertops: \_\_\_\_\_

Shelves/cabinets: \_\_\_\_\_

**Operation:**

Primary County: \_\_\_\_\_

Days and Hours of Operation: \_\_\_\_\_

Projected number of meals to be served:

Breakfast: \_\_\_\_\_ Lunch: \_\_\_\_\_ Dinner: \_\_\_\_\_

**List all food service equipment and attach a copy of manufacturer equipment specifications for:**

1. Cooking Equipment (fryer, grill, convection, and induction cooking, etc.):

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2. Cold food and beverage holding equipment (refrigerator, freezer, insulated cooler, etc):

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3. Hot food and beverage holding equipment (steam table, heat lamp, insulated thermal container, etc.):

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4. Ware-wash sink: Number and size of sink basin(s) / (length x width x depth)?

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Number and size of drain boards or adjacent shelving space for air drying of utensils?

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**Water supply:**

1. **Wastewater storage tank** – location, capacity (gallons) and construction materials for permanently mounted wastewater storage tank?

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Note: The wastewater storage tank must be at least 15% larger than the water supply tank. The wastewater tank connection must be lower than and of a different design than the connection for the potable water inlet.

2. **Potable water storage tank** – location, capacity (gallons) and construction materials for potable water holding tank?

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Note: The water inlet must be protected from contamination.

3. **Water heater** – attach copy of manufacturer specification for water heater

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**Applicant Signature:**

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

- The Madison County Health Department does not issue verbal approvals regarding construction, design, or permitting of pushcarts and mobile food units.
- Mobile food units and pushcarts which are found to be non-compliant with the design standards as prescribed within “Rules Governing the Food Protection and Sanitation of Food Establishments,” 15A NCAC 18A .2600, will not receive an operational permit from this office.
- Any deviation of this application after receiving Department approval may result in the delay or denial of an operational permit. Approval of this application or issuance of an operating permit by the Madison County Health Department does not constitute compliance with other codes, laws, regulations, and ordinances imposed by another regulatory authority having jurisdiction.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Mobile Food Unit/Pushcart Applicant/Owner)

**This application must be submitted with Commissary Application to:**

**Madison County Health Department Environmental Health  
5707 US HWY 25/70, Unit E, Suite 26, Marshall, NC 28753 • Phone: (828) 649-9598  
Or  
Email to [envhealth@madisoncountync.gov](mailto:envhealth@madisoncountync.gov)**