

Licenses and Fees

El Paso County Department of Health and Environment

- Submit a (non-refundable) plan review application to the Health Department, fee is \$100. Fee is due when plan review application is submitted.
- Plan review fee \$42 per hour, not to exceed \$580. Review includes all aspects of plan review and a pre-opening inspection.

Colorado Retail Food Establishment License

- The application and appropriate fee are processed by the El Paso County Department of Health and Environment and must be paid before an opening inspection can be scheduled. This license must be renewed each year and is valid from Jan. 1 through Dec. 31. Fees are not prorated and are non-transferable. RFE license fees vary based on types of foods served.

Colorado Department of Revenue State Sales Tax Number

- The state sales tax number is obtained directly from the Colorado Department of Revenue, 4420 Austin Bluffs Parkway, (719) 594-8706 or (303) 866-3711, or Web site at www.revenue.state.co.us. You must obtain a Colorado state sales tax number before submitting a RFE license application to the Health Department.

City of Colorado Springs Peddler License

- This license must be obtained if you sell food from a push cart or mobile unit within the city of Colorado Springs. The license is obtained from the City Clerk at 30 S. Nevada Ave., Suite 101, (719) 385-5105.

Mobile Retail Food Establishment and Pushcart Opening Guidelines

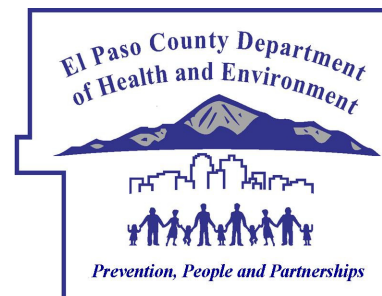
El Paso County Department of Health and Environment

Version 01/01/2010

This pamphlet was produced by
El Paso County Department of Health
and Environment's
Environmental Health Services Program
301 S. Union Blvd.
Colorado Springs, CO 80910

Phone: (719) 575-8635

www.elpasocountyhealth.org



Environmental Health Services

(719) 575-8635

General Information

Mobile units and pushcarts must comply with Colorado Retail Food Establishment (RFE) regulations. You may obtain a copy of the state regulations at the Health Department, or online: www.cdphe.state.co.us/regulations/consumer/101002RetailFood.pdf

When purchasing or remodeling an existing mobile unit or push cart, you need to obtain a RFE license and pay appropriate fees. You may also need a plan review based on whether you are planning extensive remodeling or menu changes. You are required to ensure that the unit is up to date on current codes and regulations. Contact the Health Department for more information.

Overview of Water, Waste and Sanitization Requirements

Mobile units must provide:

- A potable water system operated under pressure, and access to adequate hot and cold water facilities for utensil cleaning, sanitizing, and food preparation.
- A potable water inlet located so it will not be contaminated by wastewater discharge.
- Single-service articles for use by the customer.
- Mobile unit must be equipped with a convenient handwashing facility that provides water at 90°F, soap and individual paper towels.

Servicing Operations

- Potable and wastewater connections shall be of different sizes.
- The wastewater storage tank shall be 15 percent larger than the potable water supply tank.
- Discharge of liquid waste, except drainage from clean potable ice, onto the ground is prohibited.

Commissary Requirements

Mobile units or push carts that are not fully equipped (see below) must operate from an approved commissary and shall report every 24 hours (during operation) to the commissary for supplies, cleaning and servicing.

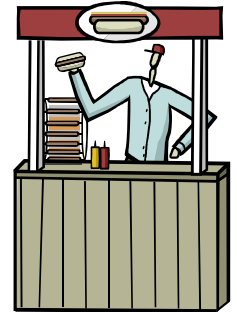
A commissary is either a licensed retail food establishment or another facility where food is stored, handled, prepared, supplied or packaged. The commissary must be located in El Paso County, be approved by the Health Department and operate in compliance with Chapter 9 of the state regulations.

Fully equipped mobile units that do not require servicing at a commissary must:

- Have a potable water and wastewater system that is sized and operated properly.
- Be capable of being maintained in a sanitary manner.
- Have adequate storage areas for food, dry goods, single service articles and cleaning supplies.
- Have adequate facilities for food preparation, cleaning and sanitizing.

Fully equipped mobile units that do not require servicing at a commissary must (cont.):

- Have approved arrangements to supply potable water and for the proper disposal of wastewater generated during the operation of the mobile unit.
- The Health Department must still approve a fully equipped mobile unit during the plan review and inspection process.



Exemptions

Mobile retail food establishments or push carts are exempt from self-contained water, waste, cleaning and sanitization equipment under the following conditions:

- Food is pre-packaged in individual servings, transported and stored and served without further handling per state regulations.
- Beverages served are not potentially hazardous and are dispensed from covered containers or other protected equipment.
- The required equipment for cleaning and sanitization exists at the commissary.