



Maricopa County

Environmental Services Department

Environmental Health Division
Plan Review Program
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Plan Review Minimum Requirements for Establishments

9-12-11

For more complete construction guidelines please refer to the Plan Review Construction Guideline available on-line.

Packaged Food Only (Retail or Wholesale) i.e. Food Jobber, Retail Food.

- Pre-packaged time/temperature control for safety (TCS) foods only, no open TCS food items.
- Hand sink with splashguards is required if selling cut produce, etc.
- Approved NSF 3-compartment sink with air gaps off the drain lines is required if selling cut produce, etc.
- A separate produce prep/ rinse sink with an air gap off the drain line is required if selling cut produce.
- Mop sink/ service sink within 500 feet.
- Customers shall be provided with public toilet facilities and employees shall be provided with toilet facilities in all occupancies. Employee facilities shall be either separate or combined employee or public toilet facilities.
- Restroom within 300 feet in covered malls, 500 feet in occupancies other than covered malls.
- For new build construction - restroom facilities shall be provided for each sex. Separate facilities shall not be required in structures/spaces with a total occupant load, including both employee and customers, of 15 or less.
- Separate facilities are not required in mercantile occupancies in which the maximum occupant load is 50 or less.
- A NSF approved 2-compartment sink with approved air gaps off the drain lines may be required. Recommend an approved 3-compartment sink. Utensils are limited to tongs, scoops, coffee pots, etc. No knives.
- Minimum 30-gallon water heater with a 100% recovery rate. Water heater sizes may be adjusted based on the number of sinks and the type of facility.
- Hot water or tempered water (100°F to 110°F) is required at all sinks.
- All sinks including mop/ service sinks shall have mixing faucets or valves.
- NSF or commercial equivalent equipment only.
- All finishes, lighting, plumbing, and ventilation must meet current requirements.
- Bagging ice is permissible if a separate hand sink and at least a NSF 2-compartment sink are provided. Ice bags shall be of approved materials, design and meet labeling requirements.

Open Food and Drink Service Establishments “Eating & Drinking Establishments” (e.g. Restaurants, Bars, Bakeries, Food Processors, Caterers, Adult/Child Care Kitchens, Jail Kitchens, School Kitchens, Hospitals and Other Similar Food Service.)

- Provide an intended menu for plan review. A finalized menu is required for the regional office file.
- Properly protected open foods.
- Mop sink/ service sink within 500 feet.
- Hand sinks with splashguards.
- NSF approved 3-compartment sink. The 3-compartment sink drain line shall be indirectly plumbed with a minimum 1-inch air gap where permissible. A rinse sink may be substituted if the menu is limited to time/temperature control for safety (TCS) foods requiring only tongs, scoops, coffee pots, etc.
- All sinks including mop/ service sinks shall have mixing faucets or valves.
- If an NSF approved commercial dishwasher is installed an approved 3-compartment sink is also required.
- A separate food prep/ rinse sink with an approved air gap off the drain line for defrosting food or rinsing food products.
- Minimum 50-gallon water heater with a 100% recovery rate.

- Minimum 75-gallon water heater required with a 100% recovery rate is required for an establishment with a mechanical dishwasher.
- “Tank-less” water heaters may be approved, but require prior review and approval.
- Hot water or tempered water (100°F to 110°F) is required at all sinks.
- An audible or visual alarm is required for mechanical sanitizer dishwasher.
- Employees shall be provided with toilet facilities in all occupancies. Employee toilet facilities shall be either separate or combined employee or public toilet facilities.
- Restroom within 300 feet in covered malls, 500 feet in occupancies other than covered malls.
- The Department defers customer restroom facility fixture requirements to local jurisdictions. Fixture counts are usually based on the 2009 IPC Chapter 4, Table 403.1 requirements.
- If the establishment serves carbonated beverages an approved testable reduced pressure backflow preventer shall be properly installed between the water supply line and the carbonator. At this time we allow ASSE 1022 backflow preventers.
- All equipment and fixtures connected to a water supply shall be equipped with an approved backflow prevention device or air gap to prevent backflow. Ice machines are typically exempt.
- Garbage disposals are not permitted on food preparation sinks, 2-compartment or 3-compartment sinks.
- NSF or commercial equivalent equipment only.
- Additional equipment requirements will be determined by proposed menu type.
- All finishes, lighting, plumbing, and ventilation must meet current requirements.
- Exterior and toilet room doors shall be installed & self-closing. Door sweeps and weather stripping are required at all exterior doors.
- All continuous openings /doors to the exterior shall be properly protected.
- Refer to the guideline, **Outdoor Food Operations, a Plan Review Guideline** for outdoor food operations.
- Food Service Worker Cards are required for any person who handles, prepares, serves, sells or gives away food for human consumption, including those whose duties are restricted to busing or washing dishes. The rule does not apply to workers in facilities that handle food or beverages exclusively in a closed package or container. New workers must obtain their licenses within 30 days of hire.
- In 1998, Maricopa County adopted a change to its food code requiring all food establishments handling open foods to have at least one licensed Certified Manager who has undergone more extensive food service training. The deadline for meeting this requirement was January 1, 2000. New establishments must meet the requirement within 90 days of opening.

Meat Markets - Shall meet the same requirements as an Open Food Service Establishment, including the following requirements:

- Provide an intended menu for plan review. A finalized menu is required for the regional office file.
- A meat market permit does not allow cooking or preparing foods such as salads, menudo, chicharones, carnitas, and other time/temperature control for safety (TCS) foods. Note: Rotisserie chicken and ribs are permissible.
- Mop sink/service sink or can wash area should be located in the back of the establishment. If possible a mop/service sink should not be located next to 3-compartment sink or in food prep area. All sinks shall be clearly labeled.
- Hand sinks with splashguards.
- Separate food prep sink for defrosting food or rinsing food products with approved an approved air gap.
- Additional permits & equipment requirements will be determined by proposed food sales (i.e. retail and eating & drinking permits).
- Note: Meat market and restaurant may share equipment (3-comp. sink, food prep sink, & hand sink) if prior approval has been granted.
- If a business contains a meat market and a restaurant, there must be physical and/or temporal separation of the activities of these two areas.

Food Bank

- Meet the same requirements as Packed Food permits as long as the establishment does not re-package foods.
- Breaking down of bulk food products or repackaging will require a processor permit.

Bottled Water & Beverage Plants - Shall meet the same requirements as an Open Food Service Establishment, including the following requirements:

- Water from an approved source.
- Hand sinks with splashguards.
- NSF or commercial equivalent equipment only.
- Bottling room shall be separate from other plant operations or storage areas by tight walls, ceilings, and self-closing doors to protect from contamination.
- Conveyor openings shall not exceed the size required to permit passage of containers.
- All finishes, lighting, plumbing and ventilation must meet current requirements.
- Washing and sanitizing of containers for bottled drinking water shall be performed in an enclosed “clean room”. The washing and sanitizing operation shall be positioned within the room so as to minimize any possible post-sanitizing contamination of the containers before they enter the bottling room.
- Filling, capping, and closing of containers shall be done with a “hands free” process, using approved equipment. Must meet current Code of Federal Regulations (21 CFR) and FDA Part 129 Processing and Bottling of Drinking Water requirements.
- Establishments selling more than water and ice will require additional permits to operate.

Ice Manufacturing

- Meet similar requirements as bottled water & processor permits.
- Water from an approved source.
- Ice bags shall be of approved materials & design.
- Dispensed into a sealed package or container.
- Approved label on the product.

Service Kitchen - Shall meet the same requirements as an Open Food Service Establishment, including the following requirements:

- Food service establishment that operates in conjunction with a central kitchen in a permitted food service establishment.
- Provide an intended menu for plan review. A finalized menu is required for the regional office file.
- Limited to pre-prepared food. All food requiring extensive preparation, cooking, and cooling, etc. shall be produced in a central kitchen.
- Hand sinks with splashguards.
- All sinks including mop/ service sinks shall have mixing faucets or valves.
- All finishes, lighting, plumbing and ventilation must meet current requirements.
- Restricted to on-site use of utensils only.
- Cutting, slicing, chopping, etc. shall be done in an approved central kitchen. No knives.
- A ware washing sink is required, but the number of compartments is dependent upon utensils. Where utensils are limited in type to tongs, scoops, and similar articles, a NSF approved properly plumbed 2-compartment sink will be required. A NSF approved properly plumbed 3-compartment sink will be required for all other utensils and small wares.

Pet Shop and Groomer

- Mop sink/ service sink or an approved animal wash basin for the disposal of mop water.
- Minimum 30-gallon water heater with a 100% recovery rate.

- All sinks including mop/ service sinks shall have mixing faucets or valves.
- Hot or tempered water (85°F to 110°F) is required at all sinks.
- Employee restroom.
- All finishes, lighting, plumbing, and ventilation must meet current requirements.
- Walls around bathing areas shall be smooth, waterproof, and easily cleanable to the level of splash.
- Walls, ceilings, & floors shall be smooth, non-absorbent, and easily cleanable in the bathing, grooming, pet holding, & restroom areas.
- All bathing, grooming equipment and cages must be of approved materials.
- All equipment and fixtures connected to a water supply shall be equipped with an approved pressure backflow prevention device to prevent backflow, including hoses for washing animals.

Public/Residence Accommodation(s) – (Hotels, Motels, Inns, Bed & Breakfasts, Motor Hotels, Tourist Camps, Rooming House, Boarding House and Similar Facilities)

- Food & beverage service shall comply with Chapter VIII of the Maricopa County Health Code. An additional permit is required for food service (i.e. continental breakfasts, café’s, restaurant, banquets and catering operations).
- If the home (Bed & Breakfast) is owner occupied, the number of available guest bedrooms does not exceed 6, breakfast is the only meal offered, and the number of guests served does not exceed 18 an “Eating & Drinking” permit is not required.
- Mop sink/service sink supplied with hot water within 500 feet. If an establishment has more than one level there must be at least (1) mop sink on each level.
- Water heater of adequate capacity and recovery to furnish a continuous supply of hot water for all showers & sinks.
- Rooms or dwelling units shall not be less than 100 square feet in floor area exclusive of bathrooms, closets, kitchens, and similar ancillary facilities.
- Windows capable of being opened shall be effectively screened.
- All units shall be adequately heated & cooled.
- If multi-use glassware is provided for patrons, a centralized and designated approved commercial glass-washing/ware-washing area must be provided on-site with either a three compartment sink or a commercial glass/dish machine. If a commercial glass/ware-washer is utilized for washing glassware from patron’s rooms an approved 3-comp sink must all be available on-site for backup use in the event the glass/ware-washer is not operating properly within code requirements.
- Any dishwasher used for washing patron’s glasses must be commercial type and NSF approved. Home-style washers are not allowed to wash any dishware.
- Clean linen shall be provided to each new guest & shall be changed at least once a week.
- All finishes, lighting, plumbing, and ventilation must meet current requirements.

School Grounds

- Mop/service sink. If a school has more than one level there must be at least (1) mop sink on each level.
- At least one drinking fountain, water cooler, or bottled water cooler is required on each floor of the school that contains a classroom, regardless of the number of students.
- Provide hot water or tempered water (85°F to 110°F) under pressure to all hand wash sinks, mop/ service sinks, can wash and shower heads. Hot water or tempered water should be provided within 45 seconds to all hand wash sinks, mop/service sinks, can wash and shower heads.
- All sinks including mop/service sinks shall have mixing faucets or valves.
- Provide a water heater of adequate capacity and recovery to furnish a continuous supply of hot water to all hand wash sinks, mop/service sink, can wash and shower heads.
- Fixture counts shall be based on the 2009 IPC Chapter 4, Table 403.1 and Arizona State Administrative Code. (Lavatories, water closets, urinals, drinking fountains & showers).

- The provisions of the Arizona Administrative Code (“A.A.C.”), including all revisions, technical corrections, and supplements published as of March 31, 2010 are incorporated by reference: Title 9, Chapter 8, and Sections 701 through 711.
- A responsible person shall ensure that an animal in a school meets the animal standards set forth in A.A.C. for public schools.
- Food service shall comply with Chapter VIII of the Maricopa County Health Code. An additional permit is required for food service.
- All finishes, lighting, plumbing and ventilation shall meet current requirements.
- A responsible person shall ensure that indoor classroom and non-classroom areas are kept free of insects and rodents, except when the insects or rodents are being kept as specified in R9-8-709 or are food for animals being kept as specified in A.A.C. R9-8-709.

Caterer - Including “Adventure Food Service” –

A “Caterer” means and refers to a food catering establishment that prepares a pre-arranged number of meals and/or food products in an approved food establishment for final cooking, immediate service and consumption at another pre-arranged location, temporary event or other occurrence and transports said food in an approved manner to the pre-arranged location. Where the point-of-sale for these meals is to the individual consumer, caterers shall only sell individual meals to each consumer at a pre-approved temporary event, approved farmers’ market, or high school athletic event.

- Must meet all current open food and drink service establishment requirements.
- All catering activities must be conducted from an approved and permitted food establishment/commissary.
- Equipment used for the transport, storage, and service of food products shall be constructed of approved materials and easily cleanable.
- All food products requiring temperature control shall be transported and stored in equipment whose intended use is for such activities.
- Vehicles used in transporting catering equipment and food shall be of a closed type, dust, and fly proof. Examples include large enclosed trucks, delivery vans, modified mini-vans, etc.
- Personal vehicles (passenger cars, sport-utility-vehicles, open bed trucks, station wagons, etc.) are prohibited for use with an approved food catering operation.

“Adventure Food Establishment” means and refers to a food establishment that operates in conjunction with a trail ride, motorized tour, hiking tour or similar type activity that prepares and serves food to participants in an outdoor or non-regular setting.

Additional Requirements for Adventure Food Establishments:

- All Adventure Food Establishments must operate in conjunction with an approved commissary.
- All foods must be prepared for same meal service only. No holdover of heated foods from meal-to-meal or day-to-day is allowed. All leftovers shall be disposed of in an approved manner.
- Only limited cooking and reheating of prepared foods will be allowed at the meal site. All food preparation must be accomplished at the approved commissary.
- Transport and storage of food and utensils.
- All potentially hazardous food products shall be transported and stored in insulated equipment whose intended use is for such activities. Transport of hot, potentially hazardous food is prohibited without prior written approval from the Department
- Raw animal products such as meat, poultry, fish, and eggs shall be stored in separate containers, away from other foods.
- All utensils and other packaged food products shall be transported and stored in approved dust free containers.
- Ice for consumption shall be maintained separately and not be used to store any food or beverage.

- All transport and storage equipment shall be fabricated to prevent the entrance of insects or animals when overnight use is required.
- Enough potable water shall be made available for food preparation, cleaning and sanitizing utensils and equipment and for hand washing.
- Defrosting or thawing of any potentially hazardous food at the meal site by means other than direct cooking is prohibited.
- A hand washing facility shall be available for employee hand washing while meal preparation and service is occurring. This facility shall consist of, at least, tempered running water, biodegradable soap and individual paper towels. In addition, a separate hand washing facility shall be provided for consumer hand washing prior to and during meal service.
- Approved sanitizer shall be available at all times.
- Approved ware washing facilities shall be provided for all operations where multiple meals are to be served.
- All wastewater and garbage disposal shall be done in accordance with the Maricopa County Environmental Health Code.

Outdoor Food Operations –

Means and refers to the cooking, grilling, roasting and hot/cold holding and or limited service of foods outside the fully enclosed food establishment that does not meet the definitions of a “caterer, adventure food service, mobile food unit, pushcart, food peddler, temporary event, promotional or seasonal-food type establishment” and operates in conjunction with a fixed permitted food establishment located within 50-feet of the outdoor food operation site location that will provide “support services.”

The minimum permit class requirement for a fixed permitted food establishment to conduct outdoor food operations shall be an Eating & Drinking Class-3 permit.

- The outdoor food site shall be located on the “physical premises” of the fixed permitted support food establishment as defined in the Maricopa County Environmental Health Code.
- The fixed permitted establishment must be adequately equipped and capable of cooking and serving food on the outside in a safe and sanitary manner. Any exterior food preparation is prohibited at an outdoor food operation and must be completed within the fixed permitted support establishment.
- Plan submittal and a variance are required for this activity. An additional operational permit is not required. It shall be permitted under an approved existing permit in the establishment.
- Approved exterior bars and beverage stations at permitted establishments typically do not meet the definition of an outdoor food operation and the variance process is not applicable.
- For further information and requirements refer to the Outdoor Food Operations Guideline.

General Establishment Notes:

- Establishments shall operate under the 2009 FDA Food Code Regulations, Maricopa County Environmental Health Code requirements, and all local jurisdictional codes. Failure to comply with permit requirements could result in legal action against your establishment.
- All plumbing must meet at a minimum the 2009 IPC. Any requirements not covered by the code and/or are necessary for the strength, stability or proper operation of an existing or proposed plumbing system or for the public safety, health and general welfare not specifically covered by this code shall be determined by the code official.
- All construction shall meet current Maricopa County Health Code requirements and policies.
- All equipment must be commercial type, N.S.F. approved or equivalent.
- Customers, patrons and visitors shall be provided with public toilet facilities in structures and tenant spaces intended for public utilization. The accessible route to public facilities shall not pass through kitchens, storage rooms, closets or similar spaces. Employees shall be provided with toilet facilities in all occupancies.

Employee toilet facilities shall be either separate or combined employee or public toilet facilities. Trough urinals shall be prohibited.

- 3-compartment sink drain lines shall be indirectly plumbed with minimum 1-inch air gaps where permissible.
- All sinks including mop sinks/ basins shall have mixing faucets or valves.
- Provide an additional water line at the mop/ utility sink to supply water to the chemical dispenser. Do not use the mop sink faucet. Y-valves & downstream shut-off devices are not permitted on sink faucets or chemical dispensers.
- If the establishment serves carbonated beverages an approved testable reduced pressure backflow preventer shall be properly installed between the water supply line and the carbonator.
- All equipment and fixtures connected to a water supply shall be equipped with an approved backflow prevention device or air gap to prevent backflow.
- Refer to the Department requirements for the proper installation of icemaker/dispensers at golf courses or at other outside facilities.
- Food service shall comply with the current Maricopa County Environmental Health Code Chapter VIII - Food, Food Products, and Food Handling Establishments. A permit is required for food service. A food and beverage permit subtype class is based on the main food menu items, the degree of food preparation, activities or the amount of pre-packaged food. Additional permits are required for all food service operations (i.e. on school premises, in public accommodations and outdoor cooking operations).
- For food establishments, the intended menu (including seasonal, off-site, outdoor, banquet, catering and multi-menus) shall be completed prior to opening and a copy of the intended menu shall be provided to the Department at time plan submittal of a copy of the final menu upon final inspection. The menu type, type of food service, the anticipated volume of food to be stored, prepared and sold or served shall be indicated. Consumer advisories are required when an animal food such as beef, eggs, fish, lamb, milk, pork, poultry, or shellfish is served as ready-to-eat in a raw, undercooked or not otherwise processed form to eliminate pathogens. It is also required for raw ingredients in ready-to-eat food items. In addition, all packaged and bulk food items shall be labeled as specified in law and shall be prominently labeled in plain view.

PERMITS ISSUED TO CERTAIN ESTABLISHMENTS:

Bakery–

Bakery” means any place in which the process of mixing, compounding, cooking, baking, or manufacturing any bakery product. A bakery is a food establishment that exclusively prepares bakery items for immediate service on the premises, directly to a consumer, and/or for resale or redistribution by a retail food establishment.

- Accepted practice to issue a permit to the bakery department in a grocery store with multiple permits (i.e. Albertson’s with a retail grocery, meat, eating & drinking, and bakery) to differentiate permits.
- Issued to an operation that principally conducts retail sales to directly to the consumer and/or wholesales bakery items for redistribution.
- An Eating & Drinking permit should typically be issued to an establishment that sells bakery and additional food items in house (i.e. Dunkin donuts, Paradise Bakery, etc.) to its customers.

Carnicerias and similar type markets –

- Typically are issued 3- permits - a retail grocery permit, meat market permit, and an Eating & Drinking permit.
- A bakery permit may not be required if the establishment is not wholesaling bakery items.

Food Bank–

- Meet the same requirements for retail food & refrigeration warehouse/locker permits as long as the establishment does not package foods.
- Breaking down of bulk food products or repackaging will require a processor permit.

Mobile Food Operations – Please contact the Mobile Food Program for additional information and permits.

Outdoor Food Operations –

- The minimum permit class requirement for a fixed permitted food establishment to conduct outdoor food operations shall be an Eating & Drinking Class-3 permit.
- Approved exterior bars and beverage stations at permitted establishments typically do not meet the definition of an outdoor food operation and the variance process is not applicable.

Commissary - Is referred to as a base of operations for all Mobile Establishments selling potentially hazardous foods. Every Special Event Establishment is required to operate from an approved commissary and report to the commissary at least once during each operating day. All support and servicing activities must be carried out at the approved commissary. These activities include washing, rinsing, and sanitizing food equipment and utensils, wastewater disposal, portable hand sink washing, food storage, recharging the potable water tank, storage of food, and food preparation. These servicing activities cannot be done at a private residence. A written agreement from an approved commissary must be provided to this department prior to permit approval. In addition, the operator is required to maintain a commissary visits log that will be reviewed during each inspection.

Special Events – Vendors who offer food and/or drink for human consumption at special events are defined as a food establishment. All food establishments who operate at special events occurring within Maricopa County are required to obtain the applicable food service permit from this Department. Food production and sales must be conducted in a safe and sanitary manner at all times. In order to reduce risk to the public, food vendors must meet certain requirements. The following are permits that can be obtained in order to operate a food establishment at a Special Event. Each permit has various requirements and limitations. Please refer to the Special Events Program for additional information.

“Special Event Food Establishment ” is a food establishment that operates at one Department approved event at a time for duration no longer than 14 days. Once the event is over, the establishment must be removed. This is an annual permit that allows Special Event Vendors to have 3 inspections conducted throughout the duration of the event season. An Event means a public gathering such as a fair, festival, circus, exhibition, carnival, or food tasting. As of September 6, 2011 the “Annual Permit” will officially be called a “Special Event Food Establishment” permit.

“Temporary Food Establishment” means a food establishment that operates in conjunction with a fair, rodeo, exhibition, or similar public event that operates for not more than fourteen (14) consecutive days within any permit year, provided it is the same permittee, at the same location, and the same event. At the termination of the event, the temporary food establishment shall be removed from the premises.

“Promotional Food Establishment” means a Food Establishment that is promoting a Food product or the use of equipment at a public celebration or similar event and no Food is offered for sale, but is given away to the public. “Promotional Food Establishment” does not include:

- Promotional activities in a permitted Food Establishment as defined in the Health Code.
- The promotion of non-Time/Temperature Control for Safety (TCS) food products as defined in the Code.
- The cutting of raw fruits and vegetables for service to customers.

“Seasonal Food Establishment” means a fixed or Mobile Food Establishment that operates in conjunction with one public celebration or similar seasonal event for fifteen (15) to one hundred twenty (120) days within any permit year. At the termination of the event, the Seasonal Food Establishment shall be removed from the premises or shall cease operation as determined by the Department.

“Food Catering” means and refers to a food establishment that prepares a pre-arranged number of meals and/or food products in an approved food establishment for final cooking, immediate service and consumption at another pre-arranged location, temporary event or other occurrence and transports said food in an approved manner to the pre-arranged location. Where the point-of-sale for these meals is to the individual consumer, caterers shall only sell individual meals to each consumer at a pre-approved temporary event, approved farmers’ market, or high school athletic event.

- A copy of the catering permit must be maintained at the food catering operation at all times (photocopies are acceptable).
- Food service will generally be limited to holding and serving as well as grilling of meats and vegetables only.
- Approval for limited re-heating and assembly of foods on-site may also be granted after receiving the application. All food preparation (breading, chopping, mixing, etc.) must be accomplished at the catering kitchen.

“Mobile Food Unit” means and refers to an enclosed vehicle-mounted food establishment designated to be readily movable from which food is composed, compounded, processed or prepared and from which the food is vended, sold or given away. This unit would have a Mobile Food Permit with the Mobile Food Office. Contact the Mobile Food Program for questions.

“Pushcart” means a vehicle designated to be readily movable that is limited to the serving of non-potentially hazardous foods, drinks, or commissary-wrapped potentially hazardous foods maintained at proper temperatures, or limited to the assembling and serving of frankfurters. Unpackaged non-potentially hazardous food items approved for sale or dispensed from a Pushcart shall be limited to popcorn, nuts, pretzels and similar bakery products, shaved ice, snow cones, Italian ice, and Non-Potentially Hazardous drinks. This unit would have a Pushcart Permit with the Mobile Food Office. Contact the Mobile Food Program for questions.

“Food Peddler” means a retail food establishment in operation from a vehicle that is designated to be readily movable and is limited to the service of commercially processed and packaged foods. Food Peddlers may dispense Non-TCS drinks and assemble snow cones from approved and properly installed equipment. This unit would have a Food Peddler Permit with the Mobile Food Office. Contact the Mobile Food Program for questions.

School Food Service Operations –

- School cafeterias and school food service operations: Issue the school facilities a School Food Service permit fee.
- School concession stands with open food items (hot dogs, nachos, and chili) – Issue an Eating & Drinking, 0-9 seating permit, Class 2 or 3 depending on the food items. Pre-packaged foods only – Retail food permit.

Water & Ice Stores -

- Typically issue two (2) permits – Retail and Eating & Drinking permit.
 - Retail permit – To sell pre-packaged food and candy items.
 - Eating & Drinking permit – Reverse Osmosis (R.O.) water system, ice cream, shaved ice, sno-cones, nachos, pickles, hot dogs, pizza, sandwiched, salads, etc.
 - The establishment may not wash bottles for the customer. All bottle washers shall be reviewed and approved prior to use.
 - A bottled water permit is required to bottle water.
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Permit Notes:

- Time/Temperature Control for Safety of Food (TCS) means a food that requires time/temperature control for safety to limit pathogenic microorganism growth or toxin formation.
- If you already have a food service permit with our Department and wish to add a Food Catering, Adventure Food, or Food processing permit, please contact your district inspector. Refer to your most recent inspection report for contact information.
- Mobile Home Park permits are handled by regional office staff and Water & Waste Division.
- To obtain a Dog-Friendly Patio permit, please contact your district inspector.
- "Food Establishment" means an operation that stores, prepares packages, serves, vends, or otherwise provides food for human consumption. A "Food Establishment" includes demonstration cooking classes that advertise and/or demonstrate the preparation and/or cooking of food and then offer the food to the public for consumption at the conclusion of the demonstration. This also includes kitchenware establishments that demonstrate and offer samples to customers and food or beverage sampling offered to the consumer from an open bottle, cup or container.
- A "Food Establishment" does not include:
 - a) A kitchen in a private home if only food that is not time/temperature control for safety (TCS) foods and is prepared for sale or service at a function such as a religious or charitable organization's bake sale if allowed by law and if the consumer is informed by a clearly visible placard at the sales or service location that the food is prepared in a kitchen that is not subject to regulation and inspection by the Department.
 - b) A kitchen in a private home, such as a small family day-care provider.
 - c) A bed-and-breakfast operation that prepares and offers food to guests if the home is owner occupied, the number of available guest bedrooms does not exceed 6, breakfast is the only meal offered, the number of guests served does not exceed 18, and the consumer is informed by statements contained in published advertisements, mailed brochures, and placards posted at the registration area that the food is prepared in a kitchen that is not regulated and inspected by the Department.
 - d) A private home that receives catered or home-delivered food.
 - e) Home cooking schools in which food and/or meals are served at a non-commercial social event, employee conducted function, or prepared at a home cooking school. No more than one meal per day shall be served to no more than fifteen students. The students shall be informed by a statement contained in a published advertisement, mailed brochure and placard posted at the cooking school's registration that the food is prepared in a kitchen that is not regulated and inspected by the Department or by a local health authority.
 - f) Demonstration culinary cooking schools and home economics classes accredited by the appropriate entity such as an educational institution and all food is prepared and consumed by the student in training. Food may not be purchased by the school or stored on premises.
 - g) A school or business that demonstrates the preparation of food but does not offer samples to the public for consumption.
 - h) A demonstration cooking class in which the public purchases, prepares and/or cooks and consumes their food.
 - i) A "Chef for Hire" at a private residence for a private, non-advertised event where fees are paid by the responsible party for this service. Fees cannot be collected from the attendees of the event.
- Per A.R.S. 36-136, the following are permit exemptions relating to food and drink that is:
 - a) Served a noncommercial social event that takes place at a workplace, such as a potluck
 - b) Prepared at a cooking school that is conducted in an owner-occupied home.
 - c) Non TCS and prepared in a kitchen of a private home for occasional sale or distribution for noncommercial purposes.
 - d) Prepared or served at an employee-conducted function that lasts less than four hours and is not regularly scheduled, such as employee recognition, an employee fund-raising event or employee social event.

- e) Offered at a child care facility and limited to commercially prepackaged food that is not TCS and whole fruits and vegetables that are washed and cut on-site for immediate consumption.
- f) Offered at locations that sell only commercially prepackaged food and drink that is not TCS and that is displayed in an area of less than ten lineal feet.
- “Home Baked and Confectionary Goods”:
 - a) In the summer of 2011, the Arizona State Legislature changed the law [A.R.S. 36-136 \(H\)\(4\)\(g\)](#), and [A.R.S. 36-136 \(H\)\(13\)](#) that allows Arizona residents to produce non-TCS baked and confectionary goods in their homes and to offer them for sale within the state. The bill includes a strict set of registration and packaging guidelines that are managed by the Arizona Department of Health Services (ADHS). Any vendors wishing to sell products at special events will be required to meet all ADHS guidelines. Below are some additional guidelines related to home baked foods at Maricopa County special events.
 - g) Only non-TCS baked and confectionary goods produced in accordance with ADHS guidelines are exempt from Maricopa County Food Code requirements.
 - h) Only home baked products that are packaged and labeled in accordance with ADHS guidelines may be offered for retail sales under this exemption at Special Events.
 - i) Home baked product sales or operations must be separated from the operations of permitted vendors at special events. For example, a vendor who has obtained a temporary permit for sale of TCS foods or any type of open food would not be allowed to sell home baked products at the same booth. The operator does have the option to operate two separate booths, but may not combine activities.
 - j) Home baked product sales produced and packaged in accordance with ADHS requirements will not be inspected by Maricopa County.
 - k) You must meet ALL of the following criteria to sell approved home baked and confectionary goods:
 - 1) Only non-TCS (Time/Temperature Control for Safety of Food) food items may be made. Non-TCS food items generally mean food items that do not need refrigeration.
 - 2) You are limited to the sale at religious or charitable organizations bake sale events only. (Usually these bake sales are limited to only four times a year).
 - 3) You must disclose at the sale to the public that the food is prepared in a kitchen that is not under regulation and inspection by the Environmental Services Department. This can be done through a sign or placard.
 - 4) Making food at home for any other commercial purpose or give away promotions is not allowed.
 - l) Some examples of non-TCS foods that can be sold under the Approved Home Baked and Confectionary Goods Law are: Cookies, sweet breads, cakes with hard icings or frostings, fruit pies with fruit and sugar fillings, candies, and brownies.
- Dispensing Water at Athletic Events and Other Similar Events: There are potential hazards associated with water dispersal. Necessary controls need to be in place to ensure water is dispensed in a safe and sanitary manner. Please see our information sheets “[Guidelines for Dispensing Water at Sporting Events](#)” and “[Safe Handling of Drinking Water](#)” for more information regarding drinking water requirements for permitted establishments and recommendations for non-permitted facilities and events.