MARION PUBLIC HEALTH
Healthy People, Healthy Places
181 S. Main St., Marion, OH 43302 | (740) 387-6520 | www.marionpublichealth.org

Mobile Food Guidance Document

This packet is to help inform potential mobile food operators of basic requirements for the licensing of a mobile operation. A mobile food service operation is a movable vehicle or portable structure that routinely changes location, except that if the operation remains at any one location for more than forty consecutive days, the operation is no longer a mobile food service operation. A mobile food establishment is essentially a restaurant on wheels. It must meet all rules of the Ohio Uniform Food Safety Code. Also, like any other food establishment, Mobile food service operations must meet all local and state regulations. For your convenience, a list is attached of agencies you may want to check with before opening.

To obtain a Mobile Food License, please fill out the application, pay your Mobile License Fee and provide the Marion Public Health Department with:

- A detailed floor plan drawing of the entire operation which shows the layout, proposed equipment locations, plumbing locations, etc.
- An equipment list with manufacturers' names and model numbers
- A materials and surface finish list (list of what the floors, walls, ceilings & countertops are made from)
- The proposed menu
- Person-in-Charge certification
- Water supply source and wastewater disposal system
    - If using a self-contained water supply, it must be obtained from an approved source. A water sample will be required if using a private water system.

When these documents are submitted and approved, you will be required to schedule an appointment to bring your mobile operation to the Marion Public Health Department, located at 181 S. Main St., Marion, OH, to be inspected.

Here is a short list of important requirements that are looked for in a mobile unit. This is not a comprehensive list but hits on some significant needs in a mobile unit. They are as follows:

- Commercial cooking equipment
- 3 compartment sink- large enough to handle all items that must be washed/ rinsed/sanitized
- Hand wash sink with hot/cold water supply
- Prep sink for prepping vegetables/thawing foods, if needed
- Water system that can handle the hot/cold water needs of the operation
- Adequate wastewater storage
- Backflow prevention device (ASSE 1011, 1012 or 1024)
- Hot and cold holding units (Hot holding units are not permitted for cooking food)
- Name of operation, City of Origin, and Zip Code- **Must be at least 3 inches high and 1 inch wide on the exterior of the unit**

- The telephone number **must** be displayed on the exterior of the unit
- Smooth, non-absorbent and easily cleanable flooring, ceiling, walls
- Some type of Floor (for Knockdown Concessions)
- Proper lighting requirements

As of September 4, 2024, each mobile is required to have a person in charge certification for at least one person per license holder at each individual event in high risk mobile food service operations and high risk retail food establishments. The following courses are approved by the Ohio Department of Health:

- https://www.statefoodsafety.com/food-handler/ohio-level-one-certification
- https://www.servsafe.com/access/SS/catalog/ProductDetail/SSOHPIC1EONL
- https://foodsafepal.com/food-handler-card/ohio/
- https://www.360training.com/
- https://www.responsibletraining.com/content/default.aspx
- https://aaafoodhandler.com/

The following links and references may provide you with helpful information.
http://codes.ohio.gov/oac/3701-21
http://codes.ohio.gov/orc/3717

- OAC 3701-21-02(H)
- OAC 3717-1-5.2(J)
- OAC 3717-1-5.3(A)
- OAC 3717-1-5.3(F)

If you have any questions, please contact Marion Public Health at (740) 382-6520.

Ohio Fire Regulations for Mobile Food Trucks

Mobile food trucks are required by law to be inspected by the Marion City Fire Department. A mobile food unit checklist has been attached to ensure your mobile truck is in compliance with the fire department. Flat top griddles/grills and deep fryers are required to be placed under an exhaust hood. If you have any questions in regards to fire regulations, please contact the Marion City Fire Department at (740) 382-0040.

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Commercially Certified Equipment

Only commercial equipment approved by a recognized food equipment testing agency, as acceptable for use in a food service operation or retail food establishment, will be accepted as specified under rule 3717-1-04.1(kk) of the Ohio Administrative Code.

The following are examples of marks used by some of the approved testing agencies:

National Sanitation Foundation (NSF)

- NSF International's primary focus is on creating and maintaining sanitation standards for the food service industry.
- An NSF symbol with a "C" to the bottom left and a "US" to the bottom right denotes that the product has been certified to meet both Canadian and U.S. safety and sanitation requirements.

Underwriters Laboratories (UL)

- This symbol appears on products that are certified to meet specific environmental and public health standards. If it shows the word "Classified" above the UL mark, then the product also complies with **NSF/ANSI** regulations.

Canadian Standards Association (CSA)

- A CSA sanitation mark is found on products that have been tested and found to meet all applicable **NSF/ANSI** sanitation requirements.

Edison Testing Laboratories (ETL Intertek)

- The ETL Sanitation mark is awarded to food service equipment that has been rigorously tested against national sanitation requirements **NSF/ ANSI**.
- This mark ensures that the equipment is fit for use during food production as the manufacturer has not only passed the initial testing, but remains in compliance by completing periodic follow-up inspections.

Application for a License to Conduct a: (check only one) [ ] Food Service Operation

[ ] Retail Food Establishment

Instructions:

1. Complete the applicable section. (Make any corrections if necessary.)
2. Sign and date the application.
3. Make a check or money order payable to: **MARION PUBLIC HEALTH**
4. Return check and signed application by*:

to: **MARION PUBLIC HEALTH**
181 S Main Street
Marion, OH 43302

*There is a mandatory penalty fee of 25% of the renewal fee for operating a food service operation or retail food establishment after the deadline (Chapter 3717 of the Ohio Revised Code).

Before license application can be processed the application must be completed and the indicated fee submitted. Failure to complete this application and remit the proper fee will result in not issuing/renewing a license. This action is governed by Ohio Revised Code 3717.

Name of Facility		Name of License Holder	
Address			E-mail
City		State	ZIP
Phone #	Fax #	Check if applicable [ ] Catering [ ] Seasonal	
Name of individual certified in food protection (if any) and their certificate number (use back for additional names)			

Mailing address for annual renewal if different than above:

Name of parent company or owner	Phone #	
Address	E-mail	
City	State	ZIP

I hereby certify that I am the license holder, or the authorized representative, of the food service operation or retail food establishment indicated above:	
Signature	Date

Licensor to complete below

Category			
License fee	+ Late fee	+ State amount	= Total amount due

Application approved for license and certified as required by Chapter 3717 of the Ohio Revised Code.

By	Date	Audit no.	License no.

Diagram & Requirements
for
Mobile Food Service Plan Submission

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Equipment List

Flat Top, Vulcan TS-222
Cooler, Hobart CL-8-T
Handsink, Advance S-1-T8
Fryer, Duke 307FRY
Triple Sink, ABC 32F2
Fridge, Hobart FR345
Grill, Advance 3-1-FB
Sandwich Fridge, LG XHML

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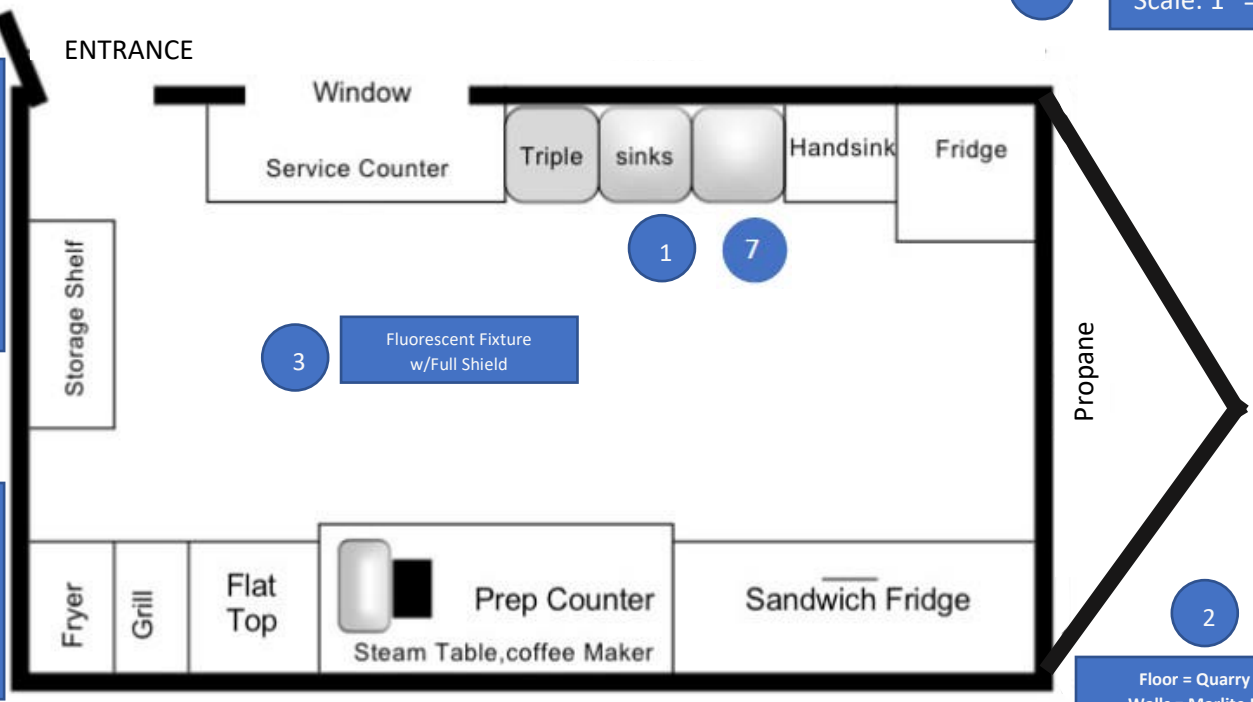
Menu

Chicken Strips
French Fries
Lemonade
Coffee
Hamburgers

5

Scale: 1" = 3ft



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Floor = Quarry Tile
Walls = Marlite Panel
Ceiling = Smooth Drop Tiles

Drawing must be ½ page in size

1 Indicate layout of all food service equipment. Draw pieces in their exact locations. (Sinks, coolers, freezers, cooking equipment, etc.)

2 Indicate all finishes to be installed on the floors, walls & ceilings.

3 Indicate exact location of lighting fixtures.

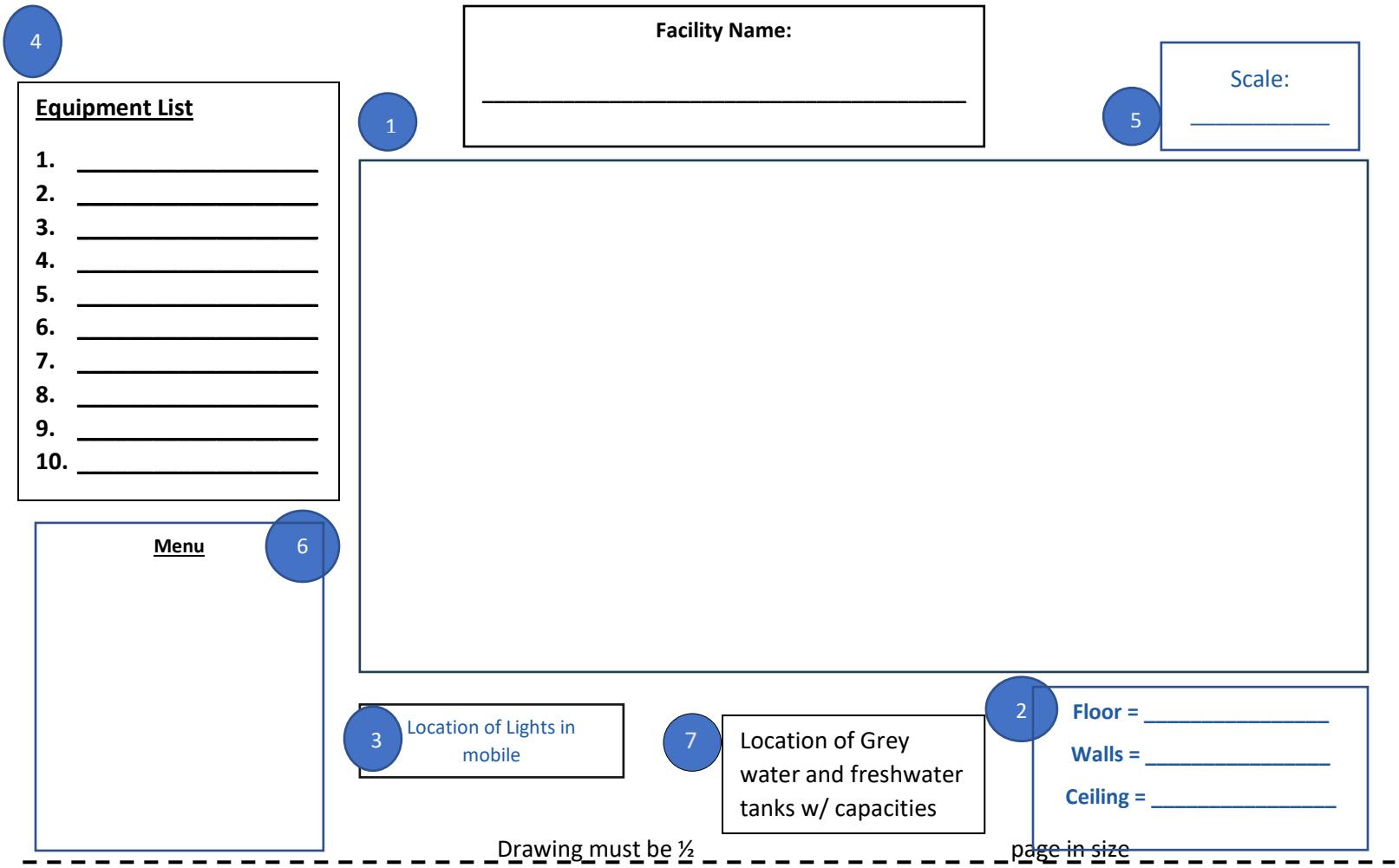
4 Provide a list of all equipment to be installed, including the make and model numbers. (Example: Grill – Advance 3-1-FB)

5 Indicate scale: Plans must be drawn reasonably to scale and fit on a ½ page of paper (5"1/2in. x 8/12 in.)

6 Provide a menu indicating all foods to be served from the facility.

7 Location and capacity of greywater and freshwater tanks. (Grey water tank must be a larger capacity then the freshwater tank)

Updated 3/12/2025



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Ohio | Department of Commerce

Mobile Food Unit Checklist

* A check mark in any box that is not shaded green may indicate a violation of the Ohio Fire Code (unless the condition is not applicable).

All Mobile Food Units	Yes*	No	N/A
Carbon Monoxide detection			
Is there at least one carbon monoxide detection device in the unit? (except where no CO is produced)			
Portable Fire Extinguishers			
Is there at least one 5# ABC portable fire extinguisher in the unit? (except open air hand propelled carts)			
Is the extinguisher readily accessible by unit operator?			
Was each fire extinguisher installed and is it being maintained in accordance with OFC sec. 906?			
Electrical Equipment and Wiring			
Is all electrical equipment and wiring in the mobile food unit installed per NFPA 70 (2017)?			
No Smoking Signs (no smoking in unit) (no smoking w/i 10' of unit if there is a fuel source other than vehicle fuel tank)			
Are "no smoking" signs conspicuously posted inside the mobile food unit?			
If compressed gas is stored or kept, are there also "no smoking" signs posted outside the unit in the vicinity of every location where the gas is stored or kept?			
Generators			
Is the generator being fueled while the mobile food unit is in operation?			
Is the generator being fueled while the generator is in use?			
Is the generator turned off and the surface temperature of both the engine and the fuel tank being cooled to below the autoignition temperature of the fuel before the generator is being fueled?			
Is the generator being operated, used or fuel within the occupant space of the mobile food unit?			
Not Obstructing Fire Protection Equipment			
Does the mobile food unit block fire lanes?			
Does the mobile food unit block fire hydrants?			
Does the mobile food unit block other fire protection equipment?			
Separation Distances (for units with a generator or fuel source other than the vehicle fuel tank)			
Is the mobile food unit separated from other mobile food units by a clear space distance of **3 feet**? (not including awnings and other appurtenances)			
Is the mobile food unit separated from entrances and other exits of buildings or structures by a clear space distance of **10 feet**? (not including awnings and other appurtenances)			
Is the mobile food unit separated from combustible materials by a clear space distance of **10 feet**? (not including awnings and other appurtenances)			
Mobile Food Units with Commercial Cooking Equipment			
Portable Fire Extinguishers			
If the unit uses cooking equipment that involves vegetable or animal oils and fats, is there at least one Class K portable fire extinguisher in the unit? (in addition to the one 5-pound ABC extinguisher)			
Was each fire extinguisher installed and is it being maintained in accordance with OFC sec. 906?			
Egress			
Are there at least 2 means of egress in the unit?			
Are the means of egress remotely located from each other?			
Are the means of egress at least 5.7 square feet?			
Mobile Food Units with LP-Gas			
If LP-Gas equipment is being used while unit is in transit, is the equipment designed for operation while in transit (ex: cargo heater) **and** does the equipment have a mechanism in place to stop fuel flow in the event of a line break (ex: excess flow valve)?			
Emergency Shut-off Controls			
Does the mobile food unit have marked exterior emergency shut off controls?			
Are the controls readily distinguishable and accessible?			
Do the controls have a quarter-turn manual gas ball valve?			
Do the controls have permanent signage mounted at the location of the controls that states: "EMERGENCY GAS SHUT-OFF VALVE"?			
Is the signage clearly visible and unobscured?			

Is the signage weather resistant and of contrasting colors?			
Is the signage readable from a distance of 25 feet?			
LP-Gas Storage, Use and Handling (See also OFC Rules 53, 57, 58, 61)			
Containers			
Are only certified ASME or DOTn mobile LP-Gas containers being used?			
Do all LP-Gas containers installed in the enclosed spaces of the mobile food unit have a maximum allowable working pressure of 312 psi (2.2 MPag) or higher?			
Do all LP-Gas containers installed on the exterior of the mobile food unit have a maximum allowable working pressure of 250 psi (1.7 MPag) or higher?			
Are all propane tanks kept in a secure manner?			
Is the maximum aggregate capacity of all LP-Gas containers in the mobile food unit 200-gallons aggregate water capacity or less?			
Location and Installation			
Are all LP-Gas supply systems installed either outside the vehicle or in a recess or cabinet?			
If in a recess or cabinet, is the recess or cabinet vapor tight to the inside of the vehicle but accessible from and vented to the outside?			
If in a recess or cabinet, are there also vents located near the top and bottom of the enclosure and 3 feet horizontally away from any opening into the vehicle?			
Unless they have been removed during operation activities, are LP-Gas containers securely mounted on the vehicle or within an enclosing recess or cabinet?			
If LP-Gas containers have been removed during operation activities, are all propane tanks secured to a stationary object or otherwise securely stabilized to prevent movement, overturn and damage?			
Are LP-Gas containers secured with non-combustible material or devices?			
Are cylinders located in such a manner as to minimize exposure to excessive temperature rises, physical damage, and/or tampering?			
If propone tanks are mounted to the rear of the vehicle, are they mounted with a minimum 30-inch clearance from the bottom of the tank to the ground?			
Are LP-Gas containers installed on the roof of a mobile food unit? (they cannot be)			
If LP-Gas containers are mounted within the vehicle housing, is the housing secure to the vehicle and are all removable parts of the housing secured to the housing while the mobile food unit is in transit?			
Are all LP-Gas container valves, appurtenances, and connections protected to prevent damage from accidental contact with stationary objects, loose object, stones, mud, and/or ice?			
Are all LP-Gas container valves, appurtenances, and connections protected from damage due to overturn or similar vehicular accident?			
Do LP-Gas cylinders have permanent protection for cylinder valves and connections?			
If LP-Gas cylinders are located on the outside of a mobile food unit, is weather protection provided?			
Are all devices or materials used to secure an LP-Gas container made of non-combustible material?			
Piping and Connectors			
Is all piping installed per NPFA 58 (2014), section 6.9.3?			
Does all steel tubing have a minimum wall thickness of 1.2 mm?			
Is a flexible connector installed between any regulator outlet and the fixed piping system (to protect against expansion, contraction, jarring, and vibration strains)?			
Is flexibility provided between cylinders and the gas piping system or regulator?			
Are flexible connectors installed in accordance with NFPA 58 (2014), section 6.9.6?			
Are flexible connectors that are installed between apparatus and the piping system installed in accordance with ANSI Z21-69-2015/CSA 6.6-2015?			
If there are any flexible connectors that are longer than the length allowed in the OFC, have they been approved?			
If there are any fuel lines that incorporate hose, have they been approved?			
Are fixed piping systems designed, installed, supported, secured in such a manner as to minimize the possibility of damage due to vibration, strains, or wear, and in such a manner to preclude loosening while in transit?			
Is piping installed in a protected location?			
Is piping fastened or does it have other protection to prevent damage due to vibration or abrasion?			
Is a rubber grommet or equivalent protection installed to prevent chafing at each point where piping passes though sheet metal or a structural member?			
Do isolated sections of liquid piping have hydrostatic relief valves and are they installed in accordance with NPFA 58 (2014), section 6.13?			
Have all piping systems (including hose) been pressure tested and proven free of leaks in accordance with NPFA 58 (2014), section 6.14?			