

**NOTICE OF PUBLIC MEETING
LAFAYETTE PLANNING COMMISSION**

DATE & TIME: Thursday, September 18, 2025 – 6:30 p.m.
PLACE: Council Chambers, 486 Third Street, Lafayette, OR 97127

AGENDA

1. CALL TO ORDER
2. FLAG SALUTE
3. ROLL CALL
4. CITIZEN INPUT ON NON-AGENDA ITEMS
5. APPROVAL OF MINUTES
 - a. June 16, 2025 Planning Commission Meeting Minutes.....1
6. WORK SESSION
 - a. LA 2025-01 Food Trucks/Carts.....4
7. NEW BUSINESS
 - a. None
8. COMMISSIONER COMMENTS
9. NEXT MEETING
 - a. October 16, 2025
 - Location change to the Community Center.
10. ADJOURNMENT

The Council Chambers is accessible. If you need an accommodation to attend or participate in a meeting or wish to participate remotely, please notify the City at (503) 864-2451 at least 24 hours prior to the meeting.

City of Lafayette
Planning Commission Meeting Minutes
Thursday, June 19, at 6:30 p.m.

1. **CALL TO ORDER:** Chair Kerr called to order at 6:35 p.m.

2. **FLAG SALUTE:** Chair Kerr led the flag salute.

3. **ROLL CALL:** Chair Kerr called the Roll:

Present: Chair Ron Kerr, Stephen Belding, Scott Adamson, Jon Meola, David Rogers

City Staff Present: Jim Jacks, City Planner; Branden Dross, City Administrator; Nicole Laudisio, Community Development Clerk

Not Present: Sheila Neuman and Jon Meola were excused

Others: Russell Burrows

4. **CITIZEN INPUT ON NON-AGENDA ITEMS:**

None.

5. **APPROVAL OF MINUTES:**

a. April 17, 2025, Planning Commission Meeting

Commissioner Belding made a motion to approve April 17, 2025, Minutes and Commissioner Adamson seconded the motion; the motion passed 4-0 (aye- Ron Kerr, Stephan Belding, David Rogers, Scott Adamson)

b. May 15, 2025, Planning Commission Meeting

Commissioner Adamson made a motion to approve May 15, 2025, Minutes and Commissioner Rogers seconded the motion; the motion passed 4-0 (aye- Ron Kerr, Stephan Belding, David Rogers, Scott Adamson)

6. **PUBLIC HEARING:**

a. Amending Sign Standards for Additional Signs During Election Season (LA 2024-04)

Chair Kerr opened the hearing at 6:38 p.m. City Planner Jacks began the hearing by explaining the context which led to these amendments being proposed; the temporary sign regulations and election sign regulations were not aligned and the City Council decided to delete subsection L. of the sign regulations, subsection L. refers to the regulations for temporary signs during election season. Commissioner Adamson clarified if we are now going to be using the temporary sign regulations now that subsection L is being removed. City Planner Jacks states that is correct, the temporary sign regulations are what will be

used moving forward. Commissioner Adamson made a motion to approve the amendments to the sign standards for additional signs during elections season (LA 2024-04), Commissioner Belding seconded; the motion passed unanimously.

b. Parks Master Plan (LA 2024-02)

Chair Kerr opened the hearing at 6:45. Commissioner Adamson expressed his gratitude for the hard work City Administrator Dross and city staff have done regarding community outreach and engagement with the parks survey given to residents in the Fall of 2024. City Planner Jacks explained they are updating the population projections and adding Abigail Scott Duniway to the map of parks in the Parks Master Plan. Commissioner Belding noted there were two Planning Commissioner's names misspelled in the Parks Master Plan. Chair Kerr made a motion to approve the amendments to the sign standards for additional signs during elections season (LA 2024-04), Commissioner Rogers seconded; the motion passed unanimously.

7. NEW BUSINESS:

Commissioner Adamson suggested making a recommendation to the City Council to search for a funding source to acquire land to increase the parkland inventory to be on par with the amount of park land needed for Lafayette's population. Chair Kerr suggested the Planning Commission recommend including incentive language as well and asked City Planner Jacks and City Administrator Dross to research other cities methods and regulations for obtaining parklands and requiring dedication of land from developers. City Administrator Dross stated that Chair Kerr or another representative of the planning commission should come to the next City Council meeting to show the work being done and recommend staff research ways to obtain land- we are behind in inventory for park land. Commissioner Belding noted that it's a balance of investing in what we currently have and future opportunities.

Commissioner Adamson suggested some of the surrounding properties around city limits be considered as development opportunities for park land- discussion ensued.

8. OLD BUSINESS:

None.

9. COMMISSIONER COMMENTS:

None.

10. NEXT MEETING:

a. July 17, 2025

11. ADJOURNMENT:

Commissioner Adamson moved to adjourn the meeting. Commissioner Belding seconded; the motion passed unanimously 4-0 (aye- Ron Kerr, Stephan Belding, Scott Adamson, David Rogers)

Minutes approved on the 17th day of July 2025.

CERTIFIED:

ATTESTED:

Ron Kerr, Chair

Nicole Laudisio, Community Development Clerk

DRAFT

City of Lafayette

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TO: LAFAYETTE PLANNING COMMISSION
FROM: JIM JACKS, CITY PLANNER
SUBJ: FOOD TRUCKS/CARTS, LA 2025-01
DATE: SEPTEMBER 18, 2025

I. APPLICATION SUMMARY

The City has initiated amendments to the Lafayette Zoning and Development Ordinance (LZDO) regarding Mobile Food Units (MFU) (food trucks/carts). The September 18 meeting is a work session to discuss MFUs. The attached 3-page matrix summarizes the MFU standards of 11 cities in the mid-valley.

II. BACKGROUND

The City has received a couple of inquiries in the last year or two about locating a MFU in the City. The LZDO does not address MFUs and they are not listed as a use in any zoning district.

Among in the 11 cities, the attached matrix shows the standards range from a few to many, The size of many cities supports only 1 – 3 MFU's in the city. Also attached is a MFU Plan Review Packet showing the factors a MFU operator must consider.

An associated use of land, MFU Pods, is not included in the amendments, because a pod is a significantly more intense use of the land. A pod is a permanent facility where several or many MFU's are sited for a long period of time and are supported by underground power and public water, sewer and storm drainage. In addition to the more intense use of the land, it is not clear that Lafayette, with less than 5,000 population could support a pod development. A pod is usually developed by a party who is a developer with a record of successful developments and, therefore, is able to obtain a loan for the development. Pod owners often have experience being a landlord and leasing space for a given use on a long-term basis.

III. STAFF RECOMMENDATION

Staff recommends the Commissioners review the matrix, recollect their personal experiences at MFU's and discuss the standards that would be appropriate for Lafayette. The discussion would provide direction to staff to return on October 16 with proposed language to allow MFU's in Lafayette, subject to standards.

Attachment: 1. Matrix summarizing the MFU standards of 11 cities.
Attachment: 2. MFU Plan Review Packet.

ATTACHMENT TO 9/18/25 STAFF REPORT: BRIEF NOTES FROM OTHER OREGON CITIES' FOOD CART POLICIES

CITY	GENERAL APPROACH	DEFINITION	DETAILS
CANBY	Canby staff report that they have struggled to define and regulate this very well. They are currently processed as “Temporary Vendors” which is a Type I process . A site plan is required, but no site development review. The Temporary Vendor activity (e.g., retail, restaurant, etc) shall be an outright permitted use in the zoning district in which it is located; Or if the use is conditionally permitted in the zoning district, a Conditional Use Permit approval shall be required prior to issuance of a Temporary Vendor permit.	Temporary vendor. Any person who exhibits goods or services for sale or for offer in a temporary manner on private property, from a vehicle, trailer, tent, canopy, shipping container, or other temporary structure, or from one’s person or displayed on the ground or off the ground,	Time limit: Limited to 90 days, plus 90 days extension. Never permitted more than 180 days within a 12-month period. Must observe setbacks. May not occupy parking.
DONALD	Permitted as a special use (DDO 2.409) in the commercial zone. Requires a Conditional Use Permit and Business License from the City, as well as any applicable County and State permits. CUP valid only for one year. One cart per 1,500 SF of private property.	(No definition listed). Food carts shall be mobile, fully operable, on inflated wheels, and licensed with the DMV.	Carts shall not exceed 25 feet in length, 14 feet in height, and 8 feet in width. Authorization from property owner. Must be self-contained for water and wastewater. Electrical connections may require permits. Must provide trash can. May provide up to 12 outdoor seating. Must conform to setbacks. Business hours 5am to 11pm.
SILVERTON	Permitted as a special use in all three commercial zones (SDC 2.3.160B). Limited to food and beverage. Must receive Transient Merchant Permit from City in addition to County licensing (SMC 5.40).	“ Mobile food vendor, ” for the purposes of this section, means any kiosk, shed, shelter, trailer, vehicle, wagon, or other similar device which is used for the purpose of preparing, processing, or converting food for immediate consumption as a drive-in, drive-through, curb, or walk-up service that remains in or on any one site or tax lot. “ Transient business ” means any person selling goods, wares, services or merchandise at a fixed temporary location or door-to-door on public or private property or otherwise conducts business for a fixed temporary period of time regardless of whether they associate temporarily with	Must conform to setbacks. Limited to 128 SF enclosed space. Authorization from property owner. Business hours 7am to 10pm. Time limit: transient business license valid for 90 days, and may be renewed.

		any local dealer, trader, merchant or auctioneer or by conducting such temporary business in connection with or as a part of or in the name of any local dealer, trader, merchant, or auctioneer.	
SANDY	Food carts are permitted wherever eating and drinking establishments are permitted outright (SDC 17.74.90). The cart must obtain 1) A Food Cart Permit and 2) A Business License from the City of Sandy prior to operating. The Food Cart Permit is processed as a Type II review. Valid for one calendar year. May be extended through a Type I process. Food carts must also be licensed through the County, and inspected annually by the local fire department.	Food carts must be mobile units, but are not permitted to operate from a motorized vehicle (a towed trailer is ok but a truck or RV is not ok).	Drive-thrus are not permitted. Shall not exceed 20 feet in length or 200 square feet in size. Many specific regs. Must provide trash can and restroom. Hook-ups may be subject to permits and SDCs.
MCMINNVILLE	Staff reported that historically food carts have been allowed in any commercial zone that allows restaurants as a permitted use, as long as they were not taking up any required off-street parking and were accessible. "Allowed them as long as they were not creating any issues ... we are now having some issues (parking, traffic, garbage collection) and some interest," so staff plans to meet to discuss how to address this topic ASAP. They are looking to Beaverton's approach and forms as an template.		
AURORA	Staff indicated food carts are fairly unusual. Only permitted in the historic core, when located on the same parcel as a restaurant, and with their permission. Site plan is required, but land use review may not be. Level of review determined by anticipated trips generated/scale of proposal.		
HAPPY VALLEY	Mobile Food Units (HVDC 16.69.030). Two units or less are processed as a Type I admin review. Up to four units and accessory structure processed as a Type II admin review. Five or more units and accessory structures processed as Type III quasi-judicial. Units must also have valid city business license and any applicable County licensing.	As defined in OAR 333-150-0000: " Mobile Food Unit " means any vehicle that is self-propelled or that can be pulled or pushed down a sidewalk, street, highway or waterway, on which food is prepared, processed or converted or which is used in	Mobile units must have skirting. Many other site requirements. The HV code was designed for pods or clusters in mind.

		selling and dispensing food to the ultimate consumer.	
BEND	Food cart pods (clusters) are required to undergo Site Development Review, but “the City is fairly hands-off when it comes to individual food trucks.” The City allows individual carts to locate on private property with a “minimum development standards exemption” from the planning division.	Permanent or semi-permanent stand-alone commercial use no larger than 250 square feet in size on an existing commercial site (e.g. produce stand, food cart, and similar uses).	
KEIZER	Mobile Food Vendor Permit processed as a Type I. City application requires County license, site plan, photo or rendering of the unit, property owner signature/contract, and fee.	Mobile Food Vendor: A non-permanent use that typically is a truck, van, or trailer which have their wheels intact and have been outfitted to prepare and serve food. Limited language in KDC 2.434.	Permit valid for one year. Authorization from property owner required. Hours of operation are 6:00am to 11:00pm. “All litter, trash, and materials on the property associated with the mobile food vendor is the responsibility of the vendor and will be disposed of properly.” Common: Hard surface area. “Shall not operate in a public right of way unless...” skirting and screening required, signs comply with portable signs code provisions.
NEWBERG	Temporary Merchant permits defined and administered by municipal code. Allowed as a special use in two commercial zones.	“Temporary merchant” means a person or persons occupying a temporary, fixed location, not within a permanent building, and selling or delivering from stock on hand, doing business in much the same manner as a permanent business.	
BEAVERTON	Section 60.11 of the Beaverton Development Code provides standards for food cart pod developments as well as the individual carts within pods. It is not clear		Rules: zoning, business license, building permits, County health permits, setbacks, connections to water and sewer (with backflow prevention device and plumbing permits) or approved tanks, approved electrical connections, no generators, grease interceptors, utility screening, restrooms and hand washing, propane, ADA accessibility, paved surface, vision clearance areas, fencing subject to fence standards, garbage and recycling, storage structures, mobility of carts, hours of operation, parking, signage, lighting, etc.



MOBILE FOOD UNIT PLAN REVIEW PACKET

Complete the attached documents and submit them with the required plan review fee to the local environmental health department. **Approval from the local environmental health department must be obtained prior to construction or operation of your unit.** Include the following information with your plan review submission:

A. Mobile Food Unit Plan Review Application

B. Mobile Food Unit License Application Form

C. Menu – Attach a complete menu: A printed menu or list of all food you will serve

D. Floor Plan/Equipment Layout

- Complete plans of the unit drawn to scale, including floor plan, equipment location, and plumbing fixtures
- Handwashing sink
- Three-compartment sink with drain boards; include dimensions (L x W x D) of interior of sink basin.
- Indirect drain for three-compartment sink
- Food preparation sink (if applicable)
- Water pump and hot water heater
- All equipment in unit, including, but not limited to: (a) Type/model of refrigeration and freezer equipment, (b) Cooking equipment, (c) Hood vent, etc.
- Fresh water tank: size (L x W x D) and location
- Waste water tank: size (L x W x D) and location

E. Plan Review Worksheet

- Table 1 Food Handling Procedures
- Table 2 Material List
- Table 3 Refrigeration/Freezer Capacity
- Table 4 Hot Holding Units
- Table 5 Plumbing (indirect drain, etc.)
- Table 6 3-Compartment Sink Measurements
- Table 7 Fresh Water Tank Measurements
- Table 8 Waste Water Tank dimensions
- Table 9 Operating Schedule

F. Waste Water Disposal Form (if needed)

G. Restroom Agreement Form (if needed)

H. Commissary (Commercial Kitchen) Verification Form

I. Cooling Plan and Logs (if needed)

General Requirements and Limitations

Mobile Unit: A mobile food unit is defined in OAR 333-150-0000, 1-201.10 as "...any vehicle that is self-propelled or that can be pulled or pushed down a sidewalk, street, highway or waterway, on which food is prepared, processed or converted or which is used in selling and dispensing food to the ultimate consumer."

Classifications: There are four types of mobile food units. The mobile food unit classifications are based upon the type of **menu served**. Failure to obtain approval for a menu change after it has initially been approved may result in closure of your unit.

CLASS I - These units can serve only intact, packaged foods and non-potentially hazardous drinks. No preparation or assembly of foods or beverages may take place on the unit. Non-potentially hazardous beverages must be provided from covered urns or dispenser heads only. No dispensed ice is allowed.

CLASS II - These units may dispense unpackaged foods. However, no cooking, preparation or assembly of foods is allowed on the unit. No self-service by customers is allowed.

CLASS III - These units may cook, prepare and assemble food items. However, cooking of raw animal foods on the unit is not allowed.

CLASS IV - These units may serve a full menu.

Maintained as Approved: Mobile food units must be maintained and operated as originally designed and approved. Units that have been modified without approval must revert to the approved design and operation. OAR 333-162-0020

Wheels: Mobile food units must remain mobile at all times. The wheels of a mobile food unit must be functional and appropriate for the type of unit and may not be removed at the operating location. OAR 333-162-0030

Designed in One Piece: Mobile food units must be designed and constructed to move as a single piece. Mobile food units may not be designed to be assembled at the operating location. See OAR 333-162-0020 for exceptions.

Integral: All operations and equipment must be integral to the mobile food unit. Integral means rigidly and physically attached to the unit without restricting the mobility of the unit while in transit. The following exceptions are allowed:

Auxiliary Storage: A mobile unit may provide auxiliary storage outside the unit to support daily operations if:

- Items are limited to what is necessary for that day's operation.
- At the end of the workday, auxiliary storage must be placed in the unit, in a licensed warehouse or at a licensed commissary.

- No self-service, assembly or preparation activities may occur from auxiliary storage containers.
- Refrigerators and freezers may not be placed outside the mobile food unit for use as auxiliary storage and must be located in the unit, in a licensed warehouse or at a licensed commissary.

Shelves and Tables: Mobile food units may use small folding shelves or tables that are integral to the unit to display non-potentially hazardous condiments and customer single-use articles such as napkins and plastic utensils. OAR 333-162-0020

Non-PHF Display: Mobile food units may display commercially packaged, non-potentially hazardous food items, such as cans of soda or bags of chips, off the unit if limited to what can be served or sold during a typical meal period. OAR 333-162-0020

Cooking Units: Class IV mobile food units may use one cooking unit, such as a BBQ or pizza oven, that is not integral to the unit. The cooking unit may not be a flat top grill, griddle, wok, steamtable, stovetop, oven or similar cooking device. The cooking unit must be able to move with the unit. OAR 333-162-0020

Exterior Protection: Mobile food units must be secured and protected from contamination when not in operation. OAR 333-162-0680

Water and Sewer Capacity: Mobile food units must be designed with integral water and sewer tanks on the unit. A mobile food unit may connect to water and sewer if it is available at the operating location, however tanks must always remain on the unit. A unit cannot connect directly to fresh water without a direct connection to sewer as well. OAR 333-150-0000, Section 5-305.11

Restroom Distance: If a unit is parked in the same location for more than two hours, a restroom must be provided that is located within 500 feet of the unit. OAR 333-150-0000, Section 6-402.11

Seating: Mobile food unit operators may provide seating for customers if a readily accessible restroom and sufficient refuse containers with lids or covers are provided. OAR 333-162-0020

Commissary: A mobile food unit is required to operate from a licensed commissary or warehouse unless the unit contains all the equipment and utensils necessary to assure the following:

- Maintaining proper hot and cold food temperatures during storage and transit;
- Providing adequate facilities for cooling and reheating of foods;
- Providing adequate handwashing facilities;
- Providing adequate warewashing facilities and assuring proper cleaning and sanitizing of the unit;
- Obtaining food and water from approved sources;
- Sanitary removal of waste water and garbage at approved locations.

A mobile food unit may **not** serve as a commissary for another mobile food unit or as the base of operation for a caterer. OAR 333-162-0040

Warehouse: A warehouse may be used for storage of only unopened packaged foods, single service articles, utensils and equipment. Activities such as handling of unpackaged food, dishwashing and ice making are prohibited in a warehouse. OAR 333-162-0940

Catering and Delivery: A mobile food unit may not provide catering services unless:

- 1) The unit operates from a licensed commissary; or
- 2) The unit has commercial-grade refrigeration equipment, has obtained a variance from the Oregon Health Authority, and uses only single-use articles for service to customers. OAR 333-162-0030

Finally, while this document contains some detailed information about the rules for the construction and operation of mobile food units, it does not contain all the requirements for your unit. Please refer to the Food Sanitation Rules www.healthoregon.org/foodsafety.

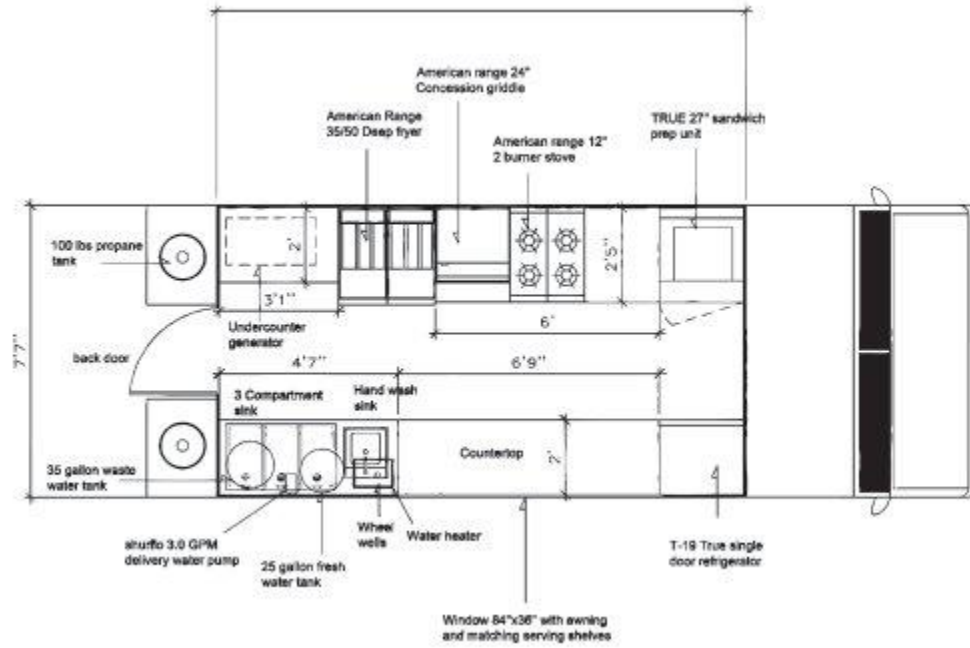
Requirements	Class I	Class II	Class III	Class IV
Water Supply Required	No	Yes	Yes	Yes
Handwashing System Required	No	Yes ¹	Yes ¹	Yes ¹
Dishwashing Sinks Required	No	Yes – Or Licensed Commissary ²	Yes – Or Licensed Commissary ²	Yes ²
Assembly or Preparation Allowed	No	No	Yes	Yes
Cooking Allowed	No	No	Yes ³	Yes
Off-Unit Cooking Operation Allowed	No	No	No	Yes
Restroom Required	Yes	Yes	Yes	Yes
Examples	Prepackaged Sandwiches/ Dispensed Soda	Service of Unpackaged Food Items	Espresso/ Hot Dogs	No Menu Limitation

¹The handwashing system must be plumbed to provide hot and cold or tempered running water and a minimum of 5 gallons of water must be dedicated for handwashing.

²If provided, must have a minimum of 30 gallons of water for dishwashing or twice the capacity of the three compartment sinks, whichever is greater.

³May only cook foods that are not potentially hazardous when raw (rice, pasta, etc.). Animal foods must be pre-cooked.

***FLOOR PLAN LAYOUT EXAMPLE:**



Note: Your floor plan does not need to be an engineer's copy, but it must have all the required information from Tables 2-8 clearly shown.

E: Plan Review Worksheet Tables 1-9

Table 1: Food Handling			
Procedures	Yes / No	If Yes, Where Will Procedure Take Place	
		Mobile	Commissary
Washing fruits and/or vegetables	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Thawing frozen foods ¹	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Food preparation - chopping, par-cooking, marinating, etc.	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Cooking food	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Cooling food ²	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Reheating food	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Refrigeration (cold holding) of foods	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Steam table or other way of hot holding food	<input type="checkbox"/> Yes <input type="checkbox"/> No		
<p>¹How you will thaw frozen foods:</p> <p>²If cooling foods, one of the below processes must be in place. Please choose option a, b or c below: a. I have a licensed commissary where I will be cooling foods; or b. I will be using a commercial refrigeration unit(s) on the mobile unit; or c. I am providing a written cooling procedure accompanied by cooling logs for approval. To do this option, you must provide a written procedure for each food item you will be cooling with your packet.</p> <p>Explain what you will do with leftover foods:</p> <p>Will raw or undercooked animal products be served? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, list the specific animal products that will be served raw or undercooked (example: eggs, ground beef):</p> <p>Will any food items be held without temperature control during service? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, list the specific food items held out of temperature during service:</p> <p>Explain other procedures that you will be doing that have not been listed previously:</p>			

Table 2: Material List				
Describe surface finishes used on floors, walls, ceilings and countertops.				
Material Type	Counters	Floors	Walls	Ceiling
Fiber-reinforced plastic (FRP)				
Stainless Steel				
Vinyl				
List other construction materials used:				
Are windows and/or doors screened: <input type="checkbox"/> Yes <input type="checkbox"/> No If no, how will you control for pest problems? (Attach your procedures for pest control)				

Table 3: Refrigerator/Freezer Capacity

Unit Type	Yes / No	Make/Model of Unit	# of units	Power Source Electric (E) Generator (G) Propane (P) Other (O)
Reach in refrigerator (under counter)	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Refrigerator (stand up)	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Prep top sandwich refrigerator	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Reach-in freezer (under counter)	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Freezer (stand up)	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Fridge/Freezer (stand up)	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Other cold holding storage	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Do you have thermometers inside each refrigerator and freezer: <input type="checkbox"/> Yes <input type="checkbox"/> No				

Note: Mobile food units newly licensed in Oregon may not utilize cold plates that do not have an associated power source, such as a battery, generator or propane tank, as the sole means for temperature control. OAR 333-162-0880

Table 4: Hot Holding Units

Unit Type	Yes / No	Make/Model of Unit	# of units	Power Source Electric (E) Generator (G) Propane (P) Other (O)
Steam Tables	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Other Hot Holding Storage	<input type="checkbox"/> Yes <input type="checkbox"/> No			
What type of ventilation system do you have? <input type="checkbox"/> Type 1 hood <input type="checkbox"/> Type 2 hood <input type="checkbox"/> Other system If other system, please describe:				

Table 5: Plumbing Fixtures:

Check items in the mobile unit and provide required information

Three-compartment sink	<input type="checkbox"/> Yes <input type="checkbox"/> No	Food preparation sink with indirect plumbing	<input type="checkbox"/> Yes <input type="checkbox"/> No
Indirect plumbing on three-compartment sink	<input type="checkbox"/> Yes <input type="checkbox"/> No		
P-trap (not required)	<input type="checkbox"/> Yes <input type="checkbox"/> No	Backflow prevention device	<input type="checkbox"/> Yes <input type="checkbox"/> No
Handwashing sink	<input type="checkbox"/> Yes <input type="checkbox"/> No	Mechanical pump	<input type="checkbox"/> Yes <input type="checkbox"/> No
Hot & cold water	<input type="checkbox"/> Yes <input type="checkbox"/> No	Hot water heater	<input type="checkbox"/> Yes <input type="checkbox"/> No Gallons? ____

Table 6: Three-Compartment Sinks/Dishwashing

Provide interior of sink basins dimensions in inches – length x width x depth

Dimensions of Interior of Sink Basins			How many drain boards
Length	Width	Depth	

Where will washing of equipment and utensils take place:

Mobile unit three-compartment sink¹

Licensed Restaurant or Commissary

¹Provide LxWxD for the interior basins of the three-compartment sink. Provide separate measurements of each sink basin if they are different sizes.

To determine the minimum amount of water that must be dedicated for dishwashing purposes, you need to calculate the capacity of your three-compartment sink. Measure the inside of the three-compartment sink basin in inches, then multiply Length x Depth x Width = ___/231 x 6 = ___ gal. This is the minimum amount of water that must be provided for dishwashing.

For example: If sinks are 10 x 10 x 14/231 x 6 = 36 gallons.

Note: All sinks must provide water under pressure of a least 20 PSI. Gravity fed is not allowed.
OAR 333-150-0000, 5-203.11

Table 7: Fresh Water Tank – Must Be Translucent

Dimensions of Fresh Water Tank (in inches)			
Length	Width	Depth	Capacity in gallons
Please indicate water dedicated to the following purposes:			
Activity	Required	Provided	
Handwashing	Minimum 5 gallons		
Dishwashing (See Table 6)	Minimum 30 gallons		
Cleaning			
Use in product (ex: ice making, coffee making)			
Equipment (ex: filling steam tables)			
Tank Location:			

Table 8: Waste Water Tank – Must be 15% Greater than Fresh Water Tank

Dimensions of Waste Water Tank (in inches)			
Length	Width	Depth	Capacity in gallons ¹
Tank Location:			
How will the waste water be removed and where will it be disposed from your waste water tank?			
Does liquid producing equipment (ex: espresso machine) drain indirectly into the waste water tank? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, list equipment:			

Table 9: Operating Location/Schedule

Name of your mobile unit:	<input type="checkbox"/> I plan to operate at one location <input type="checkbox"/> I plan to operate at multiple locations
Operating Location – Address, City, Zip Code:	
If operating at multiple locations, please list location name or address and approximate time and dates at each location:	