

BILL EMLLEN
Director
(707) 784-6765

TERRY SCHMIDTBAUER
Assistant Director
(707) 784-6765

JAGJINDER SAHOTA
Environmental Health Manager

DEPARTMENT OF RESOURCE MANAGEMENT



675 Texas Street, Suite 5500
Fairfield, CA 94533-6342
(707) 784-6765
Fax (707) 784-4805
www.solanocounty.com

Host Facility Guidelines

The California Retail Food Code (CalCode) was amended as of January 1, 2019, to include a Host Facility in the definition of a food facility; a Host Facility is defined as a brewery, winery, commercial building or other location approved by this department that meets specified infrastructure and operational requirements to support a catering operation that provides food to consumers for a limited period of time, up to 4 hours in any one 12-hour period. The Host Facility permit allows for expanded food options by hosting permitted caterers who can sell and serve food at this approved site. A Host Facility Permit is not required for sites that only utilize catering for *private events or that only host food trucks*.

A permit to operate is now required to operate as a Host Facility per CalCode section 113789

To apply for a Host Facility permit, submit a completed application, including the supplemental information listed on it, and a plan review fee.

After the application packet has been reviewed, a site inspection will be scheduled. Once the facility is approved, the annual host facility permit fee will be due prior to the issuance of the permit.

Operational Requirements for Host Facilities:

RESTROOMS: Host facility must provide access to a clean restroom for the caterer. The restroom must be located not more than 200 feet from the area where the caterer serves the food and must be easily accessible to the food handlers. The restroom must meet all local building and plumbing code standards.

HANDWASHING FACILITIES: Host facility must have a readily available handwashing facility, in addition to the restroom, with warm water (100-108°F) and hand soap and paper towels in adjacent dispensers.

JANITORIAL FACILITIES: Host facility must have a mop sink or other approved means to prepare and dispose of mop water and wash floor cleaning tools.

ELECTRICAL POWER SOURCE: Host facility must provide access to an adequate source of electrical power that is located where the caterer can readily use it for their mechanical refrigeration or other food-related equipment.

LOCATION FOR CATERER: Host facility must provide a suitable location where the caterer can set up their operations. The type of food service provided by the caterer is contingent upon the location where they will set up their equipment. The Host facility must ensure that operations comply with all applicable codes in their jurisdiction, including but not limited to Planning, Building, and the Fire Department.

ANNUAL INSPECTION: Host facilities will be inspected annually by the division of Environmental Health.