



HOST FACILITY REQUIREMENTS

A brewery, winery, commercial building or other location approved by Environmental Health that meets specified infrastructure and operational requirements has the option to obtain a Host Facility Permit. This permit allows for expanded food service options by hosting a catering operation to retail and serve food to the public. **A Host Facility Permit is not required for sites that only utilize catering for private events or that only host food trucks.**

Operational Requirements for a Host Facility Permit

RESTROOMS (TOILET AND HANDWASHING): An approved restroom facility in the Host Facility must be available to the catering operation. The restroom must be located within 200 feet of the catering food service operation and must be accessible to all food handlers. The restroom must meet all local building and plumbing code standards. A common use restroom agreement must be submitted if a restroom is to be utilized outside of the Host Facility.

ADDITIONAL HANDWASHING: A permanently plumbed handwashing sink, in addition to the restroom handsink, for Caterer's use may be required. All handwashing sinks shall provide water between 100°F-108°F under pressure for a minimum of 15 seconds. Handsinks must have hand soap and single use paper towels in dispensers.

REFUSE AND LIQUID WASTE: The Host Facility must have approved methods for disposal of refuse and liquid waste. A curbed janitorial sink equipped with hot and cold water and an atmospheric vacuum breaker or other approved backflow device at the faucet is required.

POTABLE HOT AND COLD WATER: Host facility must have a hot water heater that consistently supplies hot water at a minimum of 120°F.

LOCATION FOR CATERING OPERATION: Host facility must provide a suitable location where the catering operation can set up their operations. The type of food service provided by the catering operation 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 Zoning and Fire Department.**

ANNUAL INSPECTION: Host facilities are inspected annually by Environmental Health.

STANDARD OPERATIONAL PROCEDURES: Host Facilities must maintain operating procedures that describes the procedures, methods, and schedules for cleaning food related equipment; specifications for equipment that will be provided by the Host Facility to support the catering operation and how it will be maintained in good repair; and how potentially hazardous foods will be maintained. You will also be required to maintain a list of catering operations that operate at the Host Facility with their menus, dates and times of their operations.

Plan Check and Permit Application Process for a Host Facility Permit

1. Complete the Host Facility Application
2. If the facility does not meet the minimum requirements of a Host Facility, additional plan review may be required.
3. Contact Environmental Health for any questions with this process.
4. If your proposal includes construction or remodel, contact Environmental Health Plan Review. You may need to submit plans and contact the appropriate building department.

Contact Information

For more information regarding options for food service and preparation, please contact our office at (707) 565-6565 during normal business hours or by email at eh@sonoma-county.org.