

Temporary Event Requirements

XXIII. Off-Premise Temporary Events

- A. Applications for Temporary Food Event Permits must be made with the City of Carrollton Development Services at 1945 Jackson Rd. Applications must be made at least ten days in advance of the event.
- B. A list of all foods to be served must accompany the application for the permit and must be approved in advance by the DCO. Only those food items requiring a minimum of handling, mixing or preparation (including but not limited to foods such as hot dogs or pre-portioned hamburgers), are allowed to be prepared inside the temporary facility. If the facility is fully equipped with sinks and hot and cold running water, preparation of other food items may be allowed as permitted by the DCO. Only Foods approved by the DCO will be allowed for sale at the event.
- C. Events consisting of 10 or more booths should have a designated representative to coordinate the Special Event with the Environmental Services Department. This representative shall be a Certified Food Service Manager.
- D. Permitted Food Items.
 1. All food distributed to the public must originate from an approved/permitted source and may not be prepared or stored in a facility not permitted by the DCO.
 2. Home preparation or storage is not permitted.
 3. All applicants that are not routinely inspected by the City of Carrollton DCO must provide the most recent inspection record from the appropriate DCO of jurisdiction.
- E. Establishment Requirements.
 1. All temporary food establishments are required to have approved flooring, which includes concrete, asphalt, or tight-fitting plywood. If a booth is located on grass, a four-inch high platform will be required to elevate the floor to allow for proper runoff of rain water.
 2. All stands must have suitable covering over food preparation, cooking, washing, and serving areas. Such cover must meet Fire Code Requirements.
- F. Food Care in Temporary Events.
 1. All meat, dairy and perishable food products while being stored, prepared, displayed and transported must be kept at the following safe temperatures:
 - a. Cold foods must be maintained at 41° F or below

- b. Hot foods must be maintained at 135° F or above.
 - c. Foods cooked or otherwise prepared on site must comply with the temperature requirements stated in Section XIX.D.3 of the Food Establishment Requirements.
2. A metal stemmed thermometer accurate to +/- 2° F must be provided for checking food temperatures during preparation and storage.
 3. All condiments, including onions, relish, peppers, catsup, mustard, etc. for customer self-service should be dispensed from sanitary, automatic dispensers or in individual single service packets.
 4. All foods, food containers, utensils, napkins, straws, etc., must be stored six inches above the floor and adequately protected from splash, dust, insects, weather or other contamination. No open displays of food products will be permitted. Baked goods such as cakes, cookies, pies, etc., shall be sold wrapped as a whole or provided as wrapped, individual servings and individually labelled with the ingredient list if sold as a self-service item.
 5. When self-service ice dispensers are not provided, ice scoops are required and must extend out of the ice. However, self-service of ice will not be allowed. Ice used for human consumption must be stored separately from ice used to refrigerate drink bottles, cans or cartons. Ice storage units must have open drains to prevent submergence of chilled drink cartons, cans or bottles in melted ice water.

A. Sanitation and Hygiene in Temporary Events

1. All stands in which open food will be handled or prepared will be required to have convenient hand washing and utensil washing facilities. The size, type, and number of sink compartments will depend upon the type of operation and will be determined by the DCO.
2. Food handling personnel must wash hands as frequently as necessary for good food handler hygiene. In addition to the mandatory hand washing, disposable gloves are required for any direct food contact.
3. Those facilities which are in operation for more than 96 hours, and that sell non-packaged, time/temperature controlled foods must provide both hot and cold running water in quantities sufficient for hand washing by employees and for cleaning and sanitizing utensils and equipment.
4. Those establishments which are in operation for 96 hours or less, and that sell non-packaged, time/temperature controlled foods must furnish the following facilities

if hot and cold running water and sanitary sewage facilities are not conveniently available:

- a. At least five gallons of potable water in a sturdy plastic dispensing container to be used for hand washing, utensil cleaning and sanitizing. If potable water replenishment is not readily available, additional containers of potable water may be required.
 - b. One sturdy pail or tub with soap, water and a small amount of liquid chlorine (approximately one cap per gallon of water) for hand washing.
 - c. An adequate size container of household liquid chlorine bleach and chlorine test strips for verifying a chlorine concentration of at least 50 parts per million (ppm).
 - d. Disposable paper towels and hand cleaning soap or detergent.
 - e. Three sturdy plastic pails or tubs of at least two gallons capacity; one with soap or detergent for washing, one for rinsing with only water, and one with liquid chlorine bleach-water solution of 50 parts per million or greater for sanitizing.
 - f. A sturdy five-gallon plastic container with a small opening and funnel to receive and store liquid wastes until proper disposal can be made to a sanitary sewer system.
 - g. Convenient solid waste containers, preferably with plastic liners.
5. The use of tobacco or an electronic cigarette, or the consumption of food or beverages is prohibited in food preparation and food service areas. Sitting on tables and counters is prohibited.
 6. Suitable hair restraints, including hairnets, beard guards, caps, or hair sprays are required in food preparation and serving areas.
 7. Except as provided herein for service animals, animals are prohibited in all food establishments.
 8. Wastewater from sinks, steam tables, etc., must be drained into the city sanitary sewer system or disposed of in accordance with liquid waste disposal ordinances and regulations.