



**COUNTY OF SAN LUIS OBISPO HEALTH AGENCY**  
**ENVIRONMENTAL HEALTH SERVICES DIVISION**

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## Shared Permanent Food Facility Guidelines

The Environmental Health Services Division (EHS) recognizes that there is a growing demand by caterers, food entrepreneurs, and other dependent food operators to have access to the County's local permanent food facilities to prepare their food products. EHS's goal is to make the sharing of food facilities by multiple businesses work smoothly, while ensuring that safe food handling practices are in place to protect the public's health.

### Examples of a Shared Permanent Food Facility:

1. **Commissaries** are intentionally designed to be used by mobile food facilities such that the operational requirements of the mobile food facility can be accomplished. This **Permanent** food facility operator will possess our commissary permit.
2. **Existing Retail Permanent Food Facilities** can be used by caterers, food entrepreneurs, small-scale food producers, and temporary food facility (food booth) operators who prepare foods in advance of a community event (as opposed to within their temporary food facility during the community event). Existing retail permanent food facility permit holders may lease kitchen facilities to **Dependent** food service operators. The **Permanent** food facility must possess the adequate space and equipment necessary for the safe operation of the **Dependent** food service operator. This **Permanent** food facility operator will possess our Restaurant or other approved permanent food facility permit.

### Requirements for Sharing a Food Facility:

To obtain approval as a Shared permanent food facility, the **Permanent** food facility operator must meet the following requirements:

1. The **Permanent** food facility must have a health permit issued by EHS.
2. It is the responsibility of the **Permanent** food facility operator to ensure that each **Dependent** food service operator has obtained a health permit to operate as a Dependent Food Service Operator or Caterer prior to operating within the shared permanent food facility.
3. The **Permanent** food facility operator is responsible for ensuring that each **Dependent** food service operator has adequate storage space (e.g., dry storage, finished product storage, refrigerated and freezer storage, as applicable) that is clearly labeled to identify the **Dependent** food service operator the space is assigned to. Storage space will be evaluated during the permit review process based on the **Dependent** food service operator's proposed operation.
4. The **Permanent** food facility operator is responsible for maintaining a list of all **Dependent** food service operators along with operating times and provide it to EHS upon request.
5. The **Permanent** food facility operator shall immediately notify EHS of the cancellation of a **Dependent** food service operator.
6. The **Permanent** food facility operator shall maintain all necessary shared equipment and utensils in good working condition. It should be noted that the day-to-day cleaning and sanitizing of utensils and equipment used solely by the **Dependent** food service operator is the responsibility of the **Dependent** food service operator. All equipment must be certified or classified for sanitation.

For more information regarding Host facility operations or permitting, contact our offices during normal business hours or by email at [ehs@co.slo.ca.us](mailto:ehs@co.slo.ca.us) . You can also visit our website at <https://www.slopublichealth.org/ehs>