



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

2156 Sierra Way STE. B, San Luis Obispo, CA 93401

Phone: (805) 781-5544 Fax: (805) 781-4211

Email: [ehs@co.slo.ca.us](mailto:ehs@co.slo.ca.us)

---

## Shared Permanent Food Facility Guidelines

The Environmental Health Services Division (EHS) recognizes that there is a growing demand by **Dependent Food Service 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.

A **Dependent Food Service Operator** is any person or business who engages in a lease or rental agreement with the permit holder of a permitted permanent food establishment, or **Shared Permanent Food Facility (SPFF)**, to use the SPFF to perform food production and/or food service operations to supply food and related services to the general public.

- A dependent food service operator may be a mobile food facility operator, a temporary food facility (food booth) operator, may provide direct sales of food products at the leased or rented permitted food establishment or host facility, or may prepare for off-site catering operations.

A **shared permanent food facility** may be a permitted commissary or other approved permitted **Retail Permanent Food Facility**, such as a Restaurant, Retail Market, or Catering Operation Facility, wherein the permit holder leases or rents 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.

- **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 possesses a commissary permit.
- **Other approved Permanent Retail Food Facilities** are not commissaries but are approved to share kitchen facilities. These may be approved to service some mobile food facilities, however approval is not guaranteed.

### Requirements for Sharing a Food Facility:

To obtain approval as a Shared permanent food facility, the **Permanent** food facility operator must comply with 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 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, etc.) 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 contract.
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 [www.slocounty.ca.gov/ehs](http://www.slocounty.ca.gov/ehs).