



**DIVISION OF ENVIRONMENTAL HEALTH  
BUREAU OF FOOD PROTECTION**

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**CONSTRUCTION, EQUIPMENT AND OPERATION  
GUIDELINES FOR  
“SHAVED ICE STANDS”**

**I. GENERAL INFORMATION**

1. **“SHAVED ICE STAND”** is a seasonal facility which may be permanently located at one location or moveable from event-to-event and which is limited to preparing and serving shaved ice foods with approved equipment. If a shaved ice stand is moved from event-to-event, the Health Department must approve storage facilities for the shaved ice stands.
2. **“Commissary”** is a permanent facility where the shaved ice stand, if portable from event-to-event, is cleaned, stored, and stocked. A commissary is required if the shaved ice stand is portable from event-to-event or if storage of required materials is not available in the stand. It may not be required that a portable shaved ice stand have a commissary as long as the shaved ice stand is equipped with both a hand sink and a three compartment sink and has Health Department-approved storage facilities.
3. These “Construction, Equipment and Operation Guidelines” are available to any person intending to construct, remodel, or obtain a new permit for a shaved ice stand in Salt Lake County. These are intended as a general overview of the Health Department requirements and should not be considered all-inclusive. For a complete list of all requirements please see Salt Lake Valley Health Department Regulation #5. Please contact our office at the above phone number for further information.
4. Plan reviews for all new or remodeled shaved ice stands are required. Prior to beginning construction, plans shall be submitted to the Bureau of Food Protection at the above address for review. Applicant must submit one copy of plans, and a plan review fee in the amount determined by Health Department policy. Generally, the plan review process takes up to 14 days to complete.
5. After your plans have been reviewed, you will receive notification from the Health Department regarding approval or needed modifications. Upon receipt of notification of approval, you may proceed with construction, remodeling, or conversion. During construction, you may request a construction inspection. For construction inspection an appointment must be scheduled with an area inspector. Call for an inspection at the above phone number. For portable shaved ice stands inspections are conducted on Monday through Friday from 9:00 am to 4:30 pm at the above address.

6. After all construction and equipment requirements are met, the applicant must apply for a Food Service Establishment Permit. A Food Service Establishment Permit fee in the amount determined by Health Department policy must be paid. This is an annual fee and must be paid yearly.
7. After completing the application and paying the fee, the applicant must schedule a pre-opening inspection with an area inspector. If the shaved ice stand is portable and used from event-to-event, the inspection will be conducted at the above listed address. If there is a commissary, the inspection will be completed at the commissary. The shaved ice stand must be clean and equipped with water storage tanks, wastewater storage tanks, water heater and required sinks and lighting in place and operational at the time of inspection. Upon completion and when the shaved ice stand is in compliance, a permit will be issued. The permit will be mailed to the applicant. If the shaved ice stand is a portable unit to be used from event-to-event, a decal will also be issued. The decal will be placed on the shaved ice stand by the inspector. **It is necessary to check with other regulatory or municipal authorities before operating.**
8. Each applicant must provide a lease agreement from the property owner approving use of the property at the time they submit their plans. A copy of the lease agreement is acceptable.
9. Each applicant must provide a written plan on the disposal of wastewater. All wastewater from the shaved ice stand (i.e., hand washing water, cleaning water, sanitizer water, mop water, and water melted from ice) must be disposed of through the sanitary sewer. Cleaning, mop, and sanitizing wastewaters shall not be drained into the hand sink or 3-compartment sink.
10. Each applicant must provide a signed agreement to use a toilet facility that meets all Health Codes and is readily accessible at all times the shaved ice stand is operating. If there is no toilet facility access, the shaved ice stand should not operate. Toilets must be located within 500 feet of the site. Applicable forms are available at the Bureau of Food Protection office.

## II. PLANS AND SPECIFICATIONS

Plans must be drawn to scale (e.g. 1/4" = 1 ft.) on 8½ X 11 inches or larger white paper with dark ink, blue prints, or other standard floor plans. The plans must show a top schematic view of equipment layout and model numbers, and side view of electrical and plumbing installations and include the following information.

1. Mechanical schematics, construction materials, and finish schedules.
2. Proposed equipment types, manufacturers, model numbers, dimensions, performance capacities, and installation specifications.
3. Evidence that standard procedures to ensure compliance with the requirements of all Health Codes are developed or are being developed.
4. A description of equipment to be used in the commissary.
5. Other information that may be required by the Health Department for the proper review of the proposed construction, conversion, or modification, and procedures for operating a shaved ice stand.
6. Each applicant must provide a signed lease agreement from the property owner approving use of the property, a signed agreement to use toilet facilities, and if a commissary is going to be used, a signed agreement with an approved commissary, at the time they submit their plans. Copies of the agreements are acceptable.

## III. COMPLIANCE AND REQUIREMENTS

Each shaved ice stand shall be in full compliance with ALL the following items before final approval and permit issuance.

1. Each shaved ice stand shall be constructed to minimize vermin, dust, dirt, splash, and spillage encountered under normal use, and shall be easily cleaned, maintained, and serviced. Shaved ice stands must be designed and constructed so that all areas of food preparation and food service are protected from contamination.
2. Shaved ice stands must be fully secured from entrance when not in operation.
3. Equipment must be constructed of approved material, adequate in size, easily cleanable and in good repair. Equipment design, construction, and installation must meet National Sanitation Foundation (NSF) standards or equivalent.
4. Surface materials in the food preparation areas shall be smooth, corrosion resistant, nontoxic, stable, and nonabsorbent under normal use conditions. All material shall not impart an odor, color, or taste, or contribute to the adulteration of food.
5. Food contact surfaces in the food preparation areas shall be constructed of smooth, waterproof, and easily cleanable materials.
6. Serve-out windows shall be protected against insect entrance by an approved sliding screen or window that shall be closed when not in use. Mechanical air curtains may be approved. Flies and insects must be kept under control at all times.
7. The business name shall be plainly indicated on the exterior of the shaved ice stand. Letters must be made of contrasting colors and at least four inches high with a minimum of 3/8 inch wide.
8. A permanently installed hand sink with hot and cold water, supplied through a mixing faucet, to provide a minimum temperature of 100° F shall be provided in the shaved ice stand.
9. Hot and cold water shall be provided under adequate pressure for all sinks.
10. A water heating system shall be provided and have adequate capacity and recovery rate to furnish a continuous supply of hot water (110° F minimum) whenever the mobile food unit is in operation. The temperature required for the three-compartment sink is a minimum of 110° F. An instant water heater, meeting all requirements may be approved.
11. A NSF approved, or equivalent, three-compartment sink shall be provided. Drain boards, utensil racks, or tables large enough to accommodate all soiled and cleaned items that accumulate during hours of operation shall be provided for necessary utensil holding before cleaning and after sanitizing. The sink compartments must be large enough for the complete immersion of the largest item/utensil. The Health Department may not require a three-compartment sink in the shaved ice stand if there are an adequate number of utensils and if there is a commissary with a three-compartment sink. If a shaved ice stand does not have a 3-compartment sink, an additional potable water supply for culinary and cleaning purposes, in addition to the water supply used for hand washing will be required. A second sink on the shaved ice stand or portable containers will meet this requirement. Containers must be constructed of food grade materials and used only for potable water.
12. Faucets shall be a mixing type in all sinks. Faucet necks shall reach all compartments of multi-compartment sinks.
13. Each shaved ice stand shall have a permanently installed potable water tank. The tank shall be large enough to supply an adequate amount of water whenever the shaved ice stand is in operation. A minimum of ten gallons storage capacity in the potable water system is required.
14. Each shaved ice stand shall have a permanently installed wastewater storage tank with minimum holding capacity being 15% larger than the potable water system tank. (Having a container that is 15% larger than the potable water tank, which is permanently installed, that holds several smaller, removable containers is also acceptable.)
15. The wastewater tank shall have a spigot or other valve, of adequate size, located at the lowest point in the tank to allow for drainage.

16. The bottom of the wastewater tank shall have an adequate slope to completely drain the tank.
17. A splashguard that is made of waterproof material and at least 12" high must be installed between the hand wash sink and the food preparation area or other sinks.
18. A National Sanitation Foundation (NSF) or FDA approved water hose designated for drinking water use shall be provided. (Garden hoses are not designated for drinking water.) This hose is to be used only to fill the fresh water tank. Store the hose in the shaved ice stand with ends fastened together.
19. Adequate lighting must be available. Minimum lighting requirements are 50-foot candles for food preparation areas. Supplemental lighting must be available during hours when natural light does not meet this minimum. All light bulbs must be shatter proof or shielded.
20. All connections to the wastewater disposal facilities shall be of different size or type than those used for supplying potable water to the shaved ice stand. The wastewater connection shall be located lower than the potable water inlet connection to preclude contamination of the potable water system.
21. Tanks shall have at least one fill connection located on the top or higher point.
22. Adequate and durable waste containers of easily cleanable construction, with self-closing covers shall be furnished for the use of customers and the operator.
23. Any change of lease or toilet agreement must be submitted to the Health Department immediately. Also if a commissary is required, any change of commissary location must be submitted to the Health Department and approval must be granted prior to operating from the new location.
24. Any other changes in the above requirements must be submitted within 30 days.

#### **IV. ADDITIONAL REQUIREMENTS**

1. Copies of Food Handler Cards shall be kept in the shaved ice stand at all times and available for examination.
2. All food preparations must be done inside the shaved ice stand. **Any type of food preparation or storage at home is prohibited.**
3. Shaved ice stands that are connected directly to a municipal potable water system must also be connected to the sanitary sewer. Only connections of quick disconnect design to both sewer and potable water system may be approved.
4. When in operation the shaved ice stand must be on concrete, asphalt or similar material to minimize the dust, facilitate maintenance, and prevent muddy conditions.
5. Each shaved ice stand shall be operated in full compliance with all applicable environmental regulations duly adopted and all other Local, County, and State Rules, Ordinances, and Regulations pertaining thereto. Owners are responsible for compliance and knowing all the contents of the applicable regulations as pertain to said business.
6. No permit is transferable from person-to-person, shaved ice stand to shaved ice stand, place-to-place, (unless the shaved ice stand has been approved to be used from event-to-event) or from the type of operation specified in the application to another.

#### **V. FOOD PROTECTION AND OPERATION GUIDELINES**

1. Proper washing and sanitizing of all food contact surfaces is essential.
2. Ice chests must be washed, rinsed, and sanitized at the end of the day, or before using them again.
3. Ice storage units are to be used for ice storage only.
4. Ice used in food contact surfaces shall meet the requirements for the wholesomeness of food.

5. Melted ice water must be disposed of through the sanitary sewer. Do not drain melted ice water into storm drains, hand sinks, or onto the ground or asphalt.
6. All foods shall be protected from dust, insects, vermin, degradation or pollution by rodents, improper handling, droplet infection, overhead leakage, and other contamination.
7. All food must come from an approved source. **Any type of food preparation or storage at home is prohibited.**
8. Proper utensils must be provided to minimize bare hand contact with ready to eat foods. The use of utensils or disposable gloves to handle ready-to-eat food is required.
9. Shaved ice stands shall provide only single-service articles for use by the consumer.
10. A supply of liquid hand soap and paper towels and a hand wash sign must be available in the shaved ice stand at all times. The hand sink must be available and accessible at all times for operator hand washing only.
11. Manual washing, rinsing and sanitizing shall be conducted in the following sequence in the 3 compartment sink:
  - (1) Equipment and utensils shall be thoroughly washed in a sink compartment with a hot detergent solution that is kept clean.
  - (2) Equipment and utensils shall be rinsed free of detergent and abrasives with clean water in the second compartment.
  - (3) Equipment and utensils shall be sanitized in the third compartment by complete immersion into a sanitizing solution at the length of time, concentration and temperature specified by manufacturer's instructions. (An example is a solution containing 50-100 part per million of available chlorine such as hypochlorite at temperature of a least 75° F.) Other approved sanitizing compounds may be used.
12. Sanitizing wiping clothes are required. Store clean wiping cloths in a sanitizing solution. The sanitizing solution must be 50 parts per million (PPM) of available chlorine such as hypochlorite. (You can mix 1/2 ounce of bleach to one gallon of clean water to produce a sanitizing solution of 50-PPM concentration.) Other approved sanitizing compounds at manufactures recommended concentrations may be used.
13. Sanitizer testing kits must be available for measuring sanitizer solution concentration.
14. The regulatory authority may impose additional requirements to protect against health hazards related to the operation of the shaved ice stand.

## **VI. PERSONAL HEALTH AND CLEANLINESS**

1. No person shall work in any shaved ice stand if he/she:
  - A. Has symptoms associated with an acute gastrointestinal illness such as: diarrhea, fever, vomiting, jaundice, cold, flu, sore throat, runny nose, cuts, burns, and wounds.
  - B. Has been diagnosed with an illness due to *Salmonella typhi*, *Shigella spp.*, *Escherichia coli* O157:H7, or Hepatitis A virus.
2. Food service workers shall use hair restraints, which prevent hair entering into food or contaminating food contact surfaces.
3. Food service workers shall keep their fingernails trimmed, filed, and maintained so the edges and surfaces are smooth and cleanable.
4. Unless wearing intact gloves in good repair, food service workers may not wear fingernail polish or artificial fingernails when working with exposed food.
5. Food service workers shall wash their hands and the exposed portions of their arms thoroughly with soap and warm water before starting work, during work as often as is necessary to keep them clean, and after smoking, eating, drinking, cleaning, or using the toilet.

6. Food service workers, while engaged in preparing or handling food shall not use tobacco in any form.
7. Food service workers shall wear clean outer garments, maintain a high degree of personal cleanliness, and conform to approved hygienic practices while engaging in handling, processing, preparing or serving food.
8. Only persons necessary in the preparation and serving of food, management or maintenance of the shaved ice stand shall be allowed in the shaved ice stand.
9. While preparing food, food employees may not wear jewelry on their arms and hands. This section does not apply to a plain ring such as a wedding band.

## **VII. RESPONSIBILITIES OF THE PERMIT HOLDER**

**In order to retain the Food Service Establishment Permit, the permit holder shall:**

1. Post the permit in a location in the shaved ice stand that is conspicuous to consumers.
2. Comply with provisions of the Salt Lake Valley Health Department Regulation #5 including other stipulations or conditions.
3. Immediately discontinue operations and notify the Health Department if an imminent health hazard may exist.
4. Allow representatives of the Health Department access to the shaved ice stand.
5. Replace existing equipment with equipment that comply with the Health Code if:
  - A. The Health Department directs the replacement because the equipment constitutes a public health hazard or nuisance or no longer complies with the criteria upon which the equipment was accepted.
  - B. The Health Department directs the replacement of equipment because of a change of ownership, or
  - C. The equipment is replaced in the normal course of operations.
6. Comply with directives of the Health Department including time frames of corrective actions specified in inspection reports, notices, orders, warnings, and other directives issued by the Health Department in regard to the permit holder's shaved ice stand or in response to community emergencies.
7. Accept notices issued and served by the Health Department according to law.
8. Be subject to the administrative, civil, injunctive, and criminal remedies authorized in law for failure to comply with the Health Code or a directive of the Health Department, including time frames for corrective actions specified in inspection reports, notices, orders, warnings, and other directives.

## **VIII. MANAGEMENT AND PERSON-IN-CHARGE KNOWLEDGE**

During inspections and upon request the person-in-charge shall demonstrate to the Health Department knowledge of foodborne disease prevention and the requirements of this Code. The person-in-charge shall demonstrate this knowledge by showing proficiency of required information by responding correctly to the inspector's questions as they relate to the specific food operations. These areas of knowledge include:

1. Describing the relationship between the prevention of foodborne diseases and the personal hygiene of a food service worker.
2. Explaining the responsibility of the person-in-charge for preventing the transmission of foodborne disease by a food service worker who has a disease or medical condition that may cause foodborne illness.
3. Describing the relationship between the prevention of foodborne illness and the management and control of the following:
  - Cross contamination,
  - Bare hand contact with ready-to-eat foods,
  - Hand washing.

4. Explaining the relationship between food safety and providing equipment that is sufficient in number and capacity.
5. Explaining correct procedures for cleaning and sanitizing utensils and food-contact surfaces of equipment.
6. Identifying the source of water used and measures taken to ensure that it remains protected from contamination such as providing protection from backflow and precluding the creation of cross connections.
7. Identifying poisonous or toxic materials in the shaved ice stand and the procedures necessary to ensure that they are safely labeled, stored, dispensed, used, and disposed of according to law.
8. Identifying critical control points in the operation from purchasing through sale or service of food that when not controlled may contribute to the transmission of foodborne illness and explaining the steps taken to ensure that the points are controlled in accordance with Codes.

## **IX. PUBLIC HEALTH AND CONSUMER EXPECTATIONS**

It is a shared responsibility of the food industry and the Health Department to ensure that food provided to the consumer is safe and does not become a vehicle in a disease outbreak or in the transmission of communicable disease. This shared responsibility extends to ensuring that consumer expectations are met and that food is unadulterated, prepared in a clean environment, and honestly presented. Accordingly, this handout should provide you with adequate information and systems of preventing and overlapping safeguards designed to minimize foodborne illness, ensure employee health, industry manager knowledge, safe food, nontoxic and cleanable equipment, and acceptable levels of sanitation in shaved ice stand; and promote fair dealing with the consumer. This handout provides and addresses controls for risk factors identified by the Center for Disease Control and Prevention as contributors to foodborne outbreaks that have been investigated and confirmed. Those factors are unsafe sources; contaminated equipment; and poor personal hygiene. It further establishes 3 public health interventions pertaining to shaved ice stands to protect consumer health:

1. Demonstration of knowledge
2. Food worker health controls
3. Controlling hands as a vehicle of contamination

## **X. INSPECTIONS OF SHAVED ICE STANDS**

All shaved ice stands must be in full compliance with all current Health Codes before any permit is issued. In order to pass inspection, the unit must be fully operational; with all water tanks filled but not stocked with food supplies and be inspected at the location of operation. If the shaved ice stand is portable for use from event-to-event and has a commissary, the initial inspection will be at the commissary. If the shaved ice stand is portable and not associated with a commissary it will be inspected at above listed address. Once inspected, approved and permitted the shaved ice stand is routinely inspected at operational locations.

## **XI. RENEWAL OF SHAVED ICE STAND PERMIT**

Owners or operators of shaved ice stands are required to maintain a valid permit from the Salt Lake Valley Health Department. Each year the owner or operator of the shaved ice stand must apply for and pay for a new permit. If the shaved ice stand is portable and going to be used from event-to-event the area inspector will place a new decal on the unit when it passes inspection for renewal.

**The Health Department may renew your permit for an existing shaved ice stand after the following:**

1. Properly completed application is submitted, reviewed, and approved.
2. Applicable fees are paid.
3. Documentation of a current lease with the property owner.
4. Current agreement with an approved commissary is submitted, if applicable
5. Documentation of a signed agreement to use toilet facilities.
6. Current plan for wastewater disposal is submitted
7. Inspection for renewal shows that the shaved ice stand is in full compliance with current Salt Lake Valley Health Department Codes.
8. Food Handler Cards are submitted.

**XII. BUSINESS RESPONSIBILITY**

THE OWNER(S) OF A SHAVED ICE STAND ESTABLISHMENT WILL ASSUME ALL RESPONSIBILITY FOR THE BUSINESS TO BE CONDUCTED AND THAT THE ESTABLISHMENT WILL BE OPERATED IN FULL COMPLIANCE WITH ALL APPLICABLE ENVIRONMENTAL REGULATIONS DULY ADOPTED AND ALL OTHER LOCAL, COUNTY, AND STATE RULES, ORDINANCES AND REGULATIONS PERTAINING THERETO. IN ADDITION, OWNER(S) ARE RESPONSIBLE FOR KNOWING AND COMPLYING WITH THE CONTENTS OF THE APPLICABLE REGULATIONS AS THEY PERTAIN TO SAID BUSINESS.