



# FIRE DISTRICT OPERATIONAL PERMIT

## MOBILE FOOD PREPARATION

### Purpose

The purpose of this document is to establish minimum requirements, consistent with nationally recognized best practices and the adopted International Code Council International Fire Code (IFC), as well as applicable standards from the National Fire Protection Association, for mobile food preparation vehicles. These requirements are intended to provide a reasonable level of life safety and property protection from the hazards of fire, explosion, carbon monoxide, electrical hazards, and other dangerous conditions associated with mobile food preparation operations, and to support the safety of vendors, customers, the community, and emergency responders during both normal operations and emergency incidents.

### Permit Type:

Operational Permit - Mobile Food Preparation

### Permit/Inspection Requirements:

A Fire District Operational Permit is required for all mobile food preparation vehicles and similar vendor operations utilizing cooking equipment, heating devices, generators, or fuel sources, regardless of classification as a cottage food operation by the health department. Such classification does not exempt vendors from compliance with the adopted International Fire Code (IFC) and applicable standards of the National Fire Protection Association. No waivers shall be granted.

All applicable vendors shall be inspected and approved by the Fire District prior to operation within the jurisdiction. Vendors shall comply with all approved permit requirements. Unauthorized deviations, as determined by the Fire Code Official, may result in immediate permit suspension or revocation and enforcement action in accordance with the adopted International Fire Code (IFC).

### Participating Fire Agencies:

Boise Fire Department; Meridian Fire Department; Eagle Fire Department; Star Fire Protection District; Kuna Fire District; Idaho Falls Fire Department; Middleton Rural Fire District; Nampa Fire Department; Caldwell Fire Department; Emmett Fire Department; Marsing Fire District; Madison Fire Department; Parma Fire District; Payette Fire Department; New Plymouth Fire Department; Weiser Fire District; Sun Valley Fire Department; Rupert City Fire Department; Cascade Fire Department; Mountain Home Fire Department; Burley Fire Department; Jerome City Fire Department; Twin Falls Fire Department; Buhl Fire Department; Pocatello Fire Department; West End Fire Department.

### Permit Fees:

- **Standard Fee:** \$45.00 – Includes plan review, permit issuance, and one inspection
- **Penalty Fee (Unpermitted Operation):** Additional \$150.00 fee. A stop work order may also be issued.

### Permit Expiration:

The permit and associated inspection approval (compliance sticker) are valid from January 1 through December 31 of the calendar year in which the inspection is performed.

### Application:

To apply for an Operational -Mobile Food Preparation Vehicle Permit Fire visit the District Permit Portal:

#### Permit Application Information

[www.midstarfire.org/permits](http://www.midstarfire.org/permits)

#### Permit Portal

[www.midstarfirepermits.org](http://www.midstarfirepermits.org)

Additional permits or approvals may be required to legally operate within the jurisdiction. Applicants shall contact the applicable city and/or county in which they intend to operate to verify zoning, licensing, and all local requirements. Failure to obtain required approvals may result in enforcement action or denial of operation.

# MOBILE FOOD PREPARATION VEHICLE

## Fire Extinguishers

- Minimum of one (1) sized 2A-10BC all-purpose dry chemical fire extinguisher.
- If you use grease in your cooking process, a Class K liquid chemical extinguisher is also required.
- Extinguishers mounted in an accessible location, with the top of the extinguisher three to five (3-5) feet above the floor.
- Extinguishers must also have a current service tag affixed to it, at the time of inspection. This tag must indicate that the extinguisher has been serviced and inspected within the past eleven (11) calendar months, and the extinguisher shall be a serviceable model per NFPA 10. No plastic fire extinguishers will be allowed.

## Commercial Cooking Appliance Systems

- The fire suppression system, and the portable Class K liquid chemical extinguisher, must have a current service tag within the last six (6) months. If it has not been serviced within the last six (6) months, you will need to have it professionally serviced prior to inspection.
- A Class K liquid chemical extinguisher must be mounted as indicated above.
- The Class K liquid chemical extinguisher must be tagged as indicated above.
- The manual activation for the hood suppression must be accessible and unobstructed.
- The mechanism of activating the suppression system shall also shut off gas to the burners.

## Waste

- One (1) OSHA compliant, metal can for oily waste, with a tight-fitting lid is required. The size of the can depends on the amount of rags utilized.
- Oily waste cans are required to be emptied daily.
- The oily waste can may be located just outside the booth or stand, in cases where space is limited, so long as it is accessible during hours of operation.
- No other trash or debris may be placed in these cans.

## Generators

- All generators and fuel cans shall be located at least twelve (12) feet from the mobile food preparation vehicle. All fuel cans onsite shall have a secure lid or cover to control vapor release.
- Generators must be isolated from the public to prevent accidental touching of a hot unit.
- Generators may not be refueled while the unit is running. Shut the unit down and move it away from the food truck when refueling.
- No multi-outlets strips may be used to power cooking appliances.

## LP Gas

- LP tanks must be ten (10) feet from tents and canopies.
- LP tanks must be stored and secured in the upright position.
- LP refueling may only be done after event hours.
- Vendors using propane/LP gas must place “NO SMOKING” signs above or near their tanks and enforce a “NO SMOKING” policy around the mobile food unit.

## Miscellaneous

- No straw, wood chips or other combustible material may be used as ground cover where open flame cooking/heating devices are used.
- No open flame cooking devices may be located under or near any type of canopy and must be ten (10) feet from any flammable fabric.
- There shall always be at least one food unit operator on-site who has been trained in the use of portable fire extinguishers.
- Vendors using solid fuel cooking appliances must have a water extinguishing source available (hose, bucket or water extinguisher)

# CHECKLIST

**Business Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**City:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**AHJ:** \_\_\_\_\_

## GENERAL REQUIREMENTS:

### Fire Extinguishers:

Yes No N/A

- Portable fire extinguisher 2A:10B:C are installed near kitchen cooking areas
- Cooking appliances that produce grease-laden vapors protected by listed fire extinguisher (Class K) (One per 4 fryers)
- 1.5 Gallon Class K or 2A Water Extinguisher for solid fuels

### LP (Propane):

Yes No N/A

- Flexible connector is installed between the regulator outlet and the fixed piping system [NFPA 58:6.26.5.1(B)]
- LP gas containers installed on the vehicle shall be securely mounted and restrained to prevent movement [2018 IFC 319.8.2]
- LP gas system piping, including valves and fittings, shall be adequately protected to prevent tampering, impact damage, and damage from vibration [2018 IFC 319]
- Maximum aggregate capacity of LP gas containers transported on the vehicle, and used to fuel cooking appliances only, shall not exceed two-hundred (200) pounds propane capacity [2018 IFC 319.8.1]
- A listed LP gas alarm shall be installed, within the vehicle, near LP gas system components, in accordance with the manufacturer's instruction [2018 IFC 319.8.5]
- Tanks not stored on the roof or interior
- Tanks do not extend past the bumper or provided with impact protection

### Exhaust Hood and Fire Protection:

Yes No N/A

- Cooking equipment that produces grease-laden vapor shall be provided with a kitchen exhaust hood in accordance with 2018 IFC Section 607 [2018 IFC 319.3]
- The exhaust system including, including hood, grease-removal devices, fans ducts and other appurtenances, shall be inspected and cleaned in accordance with 2018 IFC 607.3.3.1 [2018 IFC 319.10.1]
- Cooking equipment shall be protected by automatic fire extinguishing system in accordance with 2018 IFC Section 904.12 [2018 IFC 319.4.1]
- Fire protection system and devices shall be maintained in accordance with 2018 IFC Section 901.6 [2018 IFC 319.10.2]
- Manual activation mechanism for fire suppression system is visible and accessible "No Smoking" sign is mounted above/near LP tanks with four (4) inch minimum lettering

**Solid Fuel Operations:**

**Yes   No   N/A**

- Solid fuel is not stored above any heat-producing appliance or vent [NFPA 96:14.9.2.2]
- Solid fuel is not stored closer than three (3) feet from any cooking appliance [96:14.9.2.2]
- Solid fuel is not stored near any flammable liquids, ignition sources or chemicals [96:14.9.2.7]
- Solid fuel is not stored in the path of the ash removal or near removed ashes [96:14.9.2.4]
- Ash, cinders and other fire debris should be removed from the firebox at regular intervals and at least once a day [96:14.9.3.6.1]
- Removed ashes, cinders and other removed debris should be placed in a closed, metal container located at least three (3) feet from any cooking appliance [96:14.9.3.8]

**Cooking Area:**

**Yes   No   N/A**

- Eight (8) inch steel baffle between fryer and surface flames, or eighteen (18) inch space between fryer and surface flames [96:6.2.2.1, 96:6.2.2.2]
- No more than one-hundred-twenty (120) gallons of cooking oil, which is protected from damage and secured during transport [2018 IFC 319.6]
- Metal storage tanks are UL 80 or 142 listed [2018 IFC 319.7.1]

**Emergency Egress:**

**Yes   No   N/A**

- Minimum of thirty (30) inches of unobstructed clear aisle space throughout the unit
- Clear unobstructed height over the aisle of at least seventy-four (74) inches
- Walking surface of egress path has a slip-resistant surface

**Generators/General Safety:**

**Yes   No   N/A**

- Generator is grounded and visually in good repair [96: B17]
- Any generator that is not mounted to the vehicle shall be twelve (12) feet away from mobile or temporary cooking operations [96: B16.2.1]
- Fuel is stored in a UL or FM listed flammable liquids safety container [2018 IFC 5704.3.1.1]
- Fuel is stored away from heat sources, with a secure lid, and the container is secured from tipping [2018 IFC 5704.3.4.4]
- Extension cords shall be commercial grade extension cords. No light-weight extension cords are allowed [2018 IFC 604.5]
- Generator shall be shut down and moved away from the mobile food unit prior to refueling [96: B18.3.2]
- Electrical panel shall be accessible [2018 IFC 604.3]

**FIRE USE ONLY**

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

Inspector's Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Department Performing Inspection: \_\_\_\_\_

Sticker Number: \_\_\_\_\_

Vehicle/Trailer Information: \_\_\_\_\_

Vehicle Notes: \_\_\_\_\_

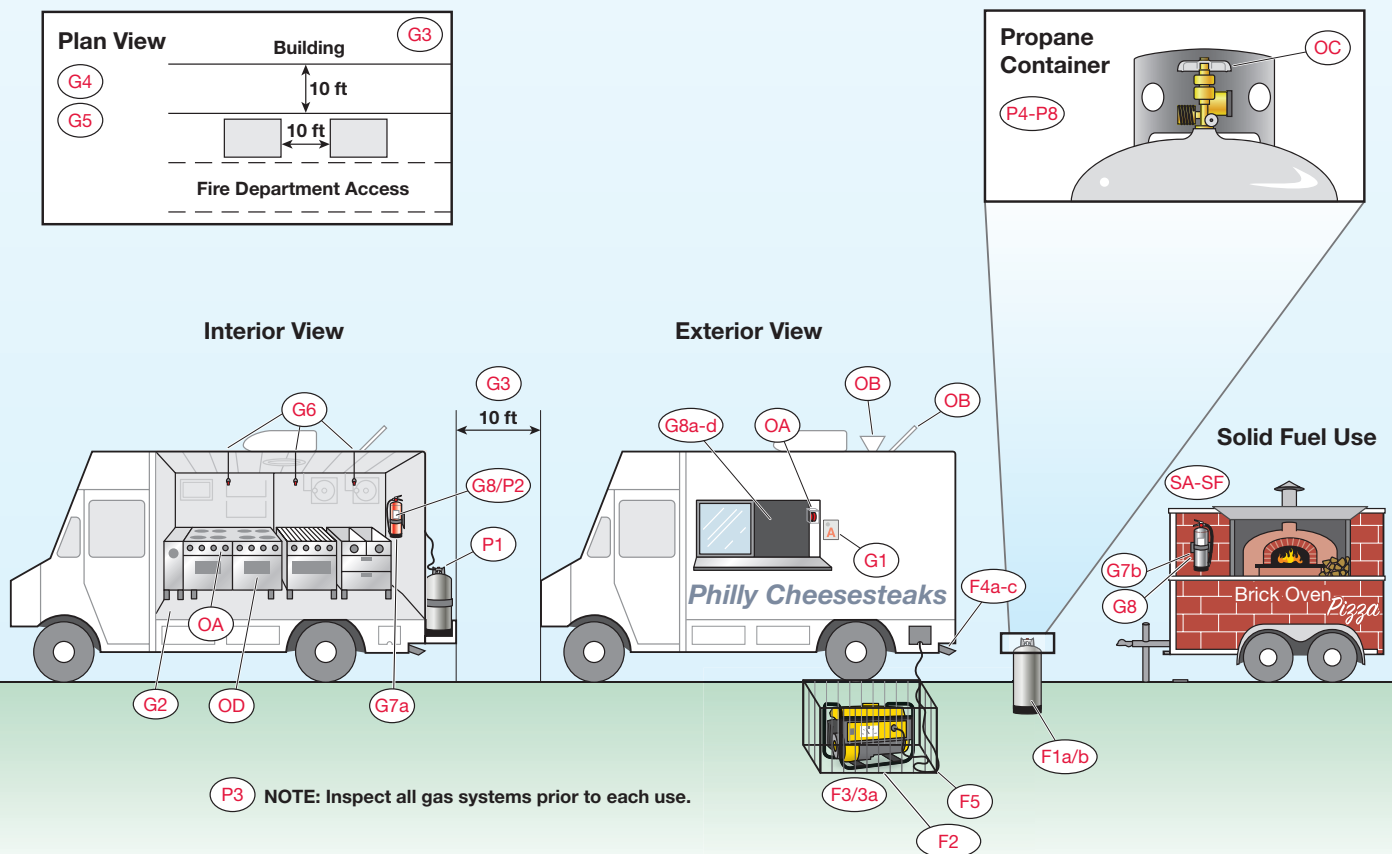
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Comments: \_\_\_\_\_

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## FOOD TRUCK SAFETY



NFPA code references are provided at the end of each item. The red keys correspond to the NFPA food truck safety diagram. For more detailed information, see NFPA 1, Chapter 17 in NFPA 96, and Chapter 16 in NFPA 58.

### General Safety Checklist

- Obtain license or permits from the local authorities. [1:1.13.8] **G1**
- Ensure there is no public seating within the mobile food truck. [1:50.8.3.2] **G2**
- Check that there is a clearance of at least 10 ft away from buildings, structures, vehicles, and any combustible materials or as prescribed by the AHJ. [96:17.2] **G3**
- Verify fire department vehicular access is provided for fire lanes and access roads. [1:18.2.4] **G4**
- Ensure clearance is provided for the fire department to access fire hydrants and access fire department connections. [1:13.1.4; 1:13.1.5] **G5**
- Check that appliances that produce grease-laden vapors and that might be a source of grease in the hood, grease removal device, or duct are protected by fire-extinguishing equipment. [96:10.1.2] **G6**
- Verify portable fire extinguishers have been selected and installed in kitchen cooking areas in accordance with NFPA 10. [96:10.9] **G7a**
- Where cooking appliances that use solid fuel, such as charcoal or wood, produce grease-laden vapors, make sure the appliances are protected by listed fire-extinguishing equipment. [96:15.7.1] **G7b**
- Ensure that workers are trained in the following: [96:17.11]: **G8**
  - Proper use of portable fire extinguishers and extinguishing systems [96:17.11.1(1)] **G8a**
  - Proper method of shutting off fuel sources [96:17.11.1(2)] **G8b**
  - Proper procedure for notifying the local fire department [96:17.11.1(3)] **G8c**
  - Proper procedure for how to perform simple leak test on LP-Gas connections [96:17.11.1(5)] **G8d**



# FOOD TRUCK SAFETY CONTINUED

## Fuel & Power Sources Checklist

- ❑ Verify that fuel tanks are filled to the capacity needed for uninterrupted operation during normal operating hours. [1:10.14.11.1 for carnivals only] **F1a**
- ❑ Ensure that refueling is conducted only during non-operating hours. [96:17.8.3] [1:10.14.11.2 for carnivals only] **F1b**
- ❑ Check that any engine-driven source of power is separated from the public by barriers, such as physical guards, fencing, or enclosures. [96:17.6.2.2] **F2**
- ❑ Ensure that any engine-driven source of power is shut down prior to refueling from a portable container. [1:10.15.4] **F3**
- ❑ Check that surfaces of engine-driven source of power are cool to the touch prior to refueling from a portable container. **F3a**
- ❑ Make sure that exhaust from engine-driven source of power complies with the following: **F4**
  - ❑ At least 12 ft in all directions from openings, air intakes, and means of egress [96:17.6.2.3(1)] **F4a**
  - ❑ Directed away from all buildings [96:17.6.2.3(2)] **F4b**
  - ❑ Directed away from any mobile or temporary cooking operations [96:17.6.2.3(3)] **F4c**
- ❑ Ensure that all electrical appliances, fixtures, equipment, and wiring complies with the NFPA 70® [96:17.9.1] **F5**

## Propane System Integrity Checklist

- ❑ The main shutoff valves on a container for liquid and vapor are either accessible without the use of tools, or other equipment is provided to shut off the container valve. [58:16.3.4] **P1**
- ❑ Ensure that during cooking operations at least one person is trained in emergency response procedures and knows how to shut off fuel sources, change out LP-Gas containers, and the properties of LP-Gas. [58:16.8.1] **P2**
- ❑ Visually inspect LP-Gas systems daily for damage and proper operation prior to each use. [96:17.8.2.3] **P3**
- ❑ Perform pressure testing on all new or modified piping systems. [58:16.6.10] **P4**
- ❑ Perform leak testing on cylinder connections with a noncorrosive leak-detecting fluid or other approved leak detection method each time a cylinder(s) is replaced. [58:16.11.5] **P5**
- ❑ Document leak testing and keep documentation in the mobile food facility. [58:16.11.3, 16.11.3.1] **P6**
- ❑ Ensure that on gas system piping, a flexible connector is installed between the regulator outlet and the fixed piping system. [58:16.6.8.1] **P7**
- ❑ Where a gas detection system is installed, ensure that it is tested monthly. [96:17.8.2.2] **P8**

## Operational Safety Checklist

- ❑ Do not leave cooking equipment unattended while it is still hot. (This is the leading cause of home structure fires and home fire injuries.) **OA**
- ❑ Operate cooking equipment only when exhaust systems are on. [96:12.1.1] **OB**
- ❑ Close LP-Gas container valves when system is not in use. [58:6.26.8.3] **OC**
- ❑ Keep cooking equipment, including the cooking ventilation system, clean by regularly removing grease. [96:12.4] **OD**

## Solid Fuel Safety Checklist (Where Wood, Charcoal, Or Other Solid Fuel Is Used)

- ❑ Fuel is not stored above any heat-producing appliance or vent. [96:15.9.2.2] **SA**
- ❑ Fuel is not stored closer than 3 ft to any cooking appliance. [96:15.9.2.2] **SB**
- ❑ Fuel is not stored near any combustible flammable liquids, ignition sources, chemicals, and food supplies and packaged goods. [96:15.9.2.7] **SC**
- ❑ Fuel is not stored in the path of the ash removal or near removed ashes. [96:15.9.2.4] **SD**
- ❑ Ash, cinders, and other fire debris should be removed from the firebox at regular intervals and at least once a day. [96:15.9.3.6.1, 15.9.3.6.2] **SE**
- ❑ Removed ashes, cinders, and other removed fire debris should be placed in a closed, metal container. [96:15.9.3.8.1] **SF**

### Learn More

- ▶ Get free digital access to NFPA codes and standards at: [nfpa.org/docinfo](https://nfpa.org/docinfo)
- ▶ Read the latest news and updates at: [nfpa.org/foodtrucksafety](https://nfpa.org/foodtrucksafety)
- ▶ Review the following and other NFPA resources at: [nfpa.org](https://nfpa.org)
  - NFPA 1, *Fire Code*, 2024 Edition
  - *NFPA 1 Fire Code Handbook*, 2021 Edition
  - NFPA 10, *Standard for Portable Fire Extinguishers*, 2022 Edition
  - NFPA 58, *Liquefied Petroleum Gas Code*, 2024 Edition
  - *LP-Gas Code Handbook*, 2024 Edition
  - NFPA 70®, *National Electrical Code®*, 2023 Edition
  - *National Electrical Code® Handbook*, 2023 Edition
  - NFPA 96, *Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations*, 2024 Edition
  - NFPA 96, *Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations Handbook*, 2017 Edition

