



Operational Permit Application

Mobile Food Vehicles



www.cityofvancouver.us/departments/fire-department

International Fire Code as adopted by VMC 16.04 (Washington State Fire Code)

Permitting Requirements

A single inspection is accepted by participating jurisdictions throughout Washington. This document is a standardized inspection recognized by multiple fire jurisdictions. You may receive a single inspection once every 12 months from any participating jurisdiction, and that inspection will be recognized by all participating jurisdictions. This document must be posted in the vehicle at all times. For a list of participating jurisdictions please visit: [www.wsafm.com/Food Trucks](http://www.wsafm.com/Food_Trucks)



Local permits are still required. You must contact the local fire department where you are vending and, if required, receive a food truck permit prior to operating in that jurisdiction. Many jurisdictions will reduce their permit fees if you have received a valid WSAFM Food Truck Inspection from another jurisdiction.

In the City Limits of Vancouver, an **operational permit** is required to operate a mobile food truck. This includes those vehicles that operate in a fixed location or relocate from location to location. Each mobile food vehicle permit shall be renewed on an annual basis or if the vehicle has any change from the approved inspection.

Electronic Plan Standards

File Naming Standards:

Electronic plans and documents shall be named as specified in the City of Vancouver [ePLANS](http://www.cityofvancouver.us/business/permits-licenses-and-inspections/eplans/) system:
<https://www.cityofvancouver.us/business/permits-licenses-and-inspections/eplans/>



Acceptable File Types:

Plans, calculations, specifications and supporting documents shall be uploaded as a PDF file.

Plan Sheet Standards:

All plans shall be drawn to scale, as identified in the checklist, and each sheet shall state the scale and show a measurable scale on the page for measurement calibrations.

Document Orientation:

All plans must be uploaded in "Landscape" format in the horizontal position with a north indicator. All other documents can be in "Portrait" format.

Stamped:

Where documentation contains a code analysis or engineering calculations, such documents shall be stamped by the design professional.

Minimum Submittal Checklist for Upload to ePLANS

- ☐ Completed Fire Installation Permit Application – Mobile Food Vehicles (this document) Check all *Permit Conditions* checkboxes that are applicable to your project
- ☐ Supporting documents listed below (See *Document Details* below)
- ☐ Site plans and floor plans (see *Plan Details* below)

Summary of Inspection and Results

--- **THIS SECTION IS FOR OFFICIAL USE ONLY** ---

- ☐ Approved – No violations. ☐ Not approved to operate.
- ☐ Approved to operate, correct violations by date below.
- ☐ Violations noted must be corrected by (date/time) _____ When all violations are corrected, email/call for final inspection sign-off and for permit issuance.

Inspector Name: _____ Phone or email: _____

Date Inspected: _____ Fire Agency: Vancouver Fire Department Fire Marshal's Office

Inspector Approval Signature: _____ Permit Number: _____

Vendor Information

| | | | |
|-------------------|--|-----------------|-------|
| Business Name: | | Owner Name: | |
| L & I VEN # | | License Plate # | State |
| Cellular Phone #: | | Email: | |

Inspection Checklist

| <u>Documentation</u> | PASS | FAIL | N/A |
|---|--------------------------|--------------------------|--------------------------|
| 1. Washington State L&I Approval Insignia | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Fire Department Permit | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <u>Cooking System Type-1 Hood (If produces grease laden vapors)</u> | PASS | FAIL | N/A |
| 1. Cooking suppression system is UL300 listed, serviced, and cleaned (Semiannually). Date of last suppression inspection service: _____ Date of last cleaning/inspection service: _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Manual pull station accessible and unobstructed. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Signage shall be provided on the exhaust hood or system cabinet, indicating the type and arrangement of cooking appliances protected by the automatic fire-extinguishing system. Signage shall indicate appliances from left to right, be durable, and the size, color, and lettering shall be approved. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <u>Cooking Oil Storage</u> | PASS | FAIL | N/A |
| 1. Aggregate volume of containers is less than 120 gallons. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Storage containers stored in such a way as to not be toppled or damaged during transport | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Metallic cooking oil storage tank in listed per UL80 or UL 142 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Nonmetallic storage tank installed per manufacturer's instructions and listed for use with cooking oil and does not exceed 200 gallons per tank. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Normal and emergency vents are provided for metallic tanks. [Not required to vent to the exterior] | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

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|--|--------------------------|--------------------------|--------------------------|
| 6. Normal vent is provided for non-metallic tanks. [Not required to vent to the exterior.] | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| LP-Gas Systems | PASS | FAIL | N/A |
| 1. LP tanks are located on the outside of the vehicle or in a vapor tight cabinet vented to the outside. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. LP tanks are not located on the back of the vehicle extending beyond the bumper, except where approved by L&I in stamped plan set available to fire inspector. (For assistance: www.lni.wa.gov/licensing-permits/manufactured-modular-mobile-structures/food-trucks-trailers/#do-you-have-a-food-truck). | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Maximum LP tank size less than 200 pounds. (4.23 lbs. = 1 gal) Number of tanks: _____ Size of tanks: _____ Date last inspected by an approved inspection agency: (Annually) _____ Date of last hydro: _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. LP tanks securely mounted, and piping protected. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. LP gas alarm installed, operational and tested. Last test date: _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. LP shut off valves installed and accessible. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. LP tanks used or stored outside of the vehicle shall be secured with a non-combustible strap or chain in an upright position and protected from impact. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| CNG Systems | PASS | FAIL | N/A |
| 1. All CNG containers are NGV-2 cylinders with a max size less than 1300 pounds. (1 ft ³ = 8 lbs.) Number of tanks: _____ Size of tanks: _____ Tank expiration date(s): _____ Date last inspected (Every 3 years) _____ Date of last hydro: _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Tanks securely mounted, and piping protected. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Methane gas alarm installed, operational and tested. Last tested date: _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Portable Fire Extinguishers | PASS | FAIL | N/A |
| 1. Class K Extinguisher installed along egress path (If using deep fat fryer or solid fuels) Date last Serviced (Annually) _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Fire protection system use placard installed near Class K Extinguisher. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Portable extinguisher for combustibles shall be provided along egress path. Minimum 2A:10B:C in addition to Class K (if required) for UL-300 system, 20B:C for generator use, and 2A:40B:C for LP-gas/propane. Date last serviced(Annually) _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Electrical | PASS | FAIL | N/A |
| 1. Extension cords protected from damage. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. No open electrical junction boxes or wiring. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Generators | PASS | FAIL | N/A |
| 1. Generators that are not vehicle-mounted located a minimum of 10 feet from combustibles. 2021 NFPA 96 17.2.2 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

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|--|--------------------------|--------------------------|--------------------------|
| 2. Refueling of internal combustion engines shall not be allowed during cooking operations and only when the electric generators and internal combustion power sources are not in use. 2021 NFPA 96 17.8.3 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Fire extinguisher rated 1A:20:BC is provided in egress path (may use extinguisher identified in Fire Extinguisher section above for this purpose). | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Keep Required Documentation in Your Food Truck

Operators must keep a copy of the following documents in the inspected food truck. You may be asked to produce these at any time by a fire department inspector.

- Complete drawings for hood suppression system commissioning (NFPA 96 11.6.1)
- WSAFM Food Truck Inspection Checklist (this form or other documentation provided to you by the fire agency that completed your inspection).
- Inspection, test, and/or cleaning reports for your commercial range hood, fire suppression system and extinguishers, completed by the contractor you use.
- Any permit(s) issued by a local fire department for your food truck.

Document Details

- ☐ Valid vehicle/trailer registration
- ☐ Fire inspection reports for operation
- ☐ Copy of the inspection, test, and/or cleaning reports for commercial range hood, fire suppression system, and extinguishers
- ☐ Washington state L&I approval sticker
- ☐ Approval of the health department for food vending
- ☐ Copy of gas test for all gas appliances and gas cylinders

Plan Details

The following is a list of information required on all plan submittals for review of a Mobile Food Vending permit. The applicant is required to submit all applicable information so an accurate and timely review may be done:

- ☐ Location of all deep-fat-fryers, installed with at least 16-inch space between the fryer and the surface flames or adjacent cooking equipment (NFPA 96 13.1.2.4).
Exceptions:
 1. Where a steel or tempered glass baffle plate is installed at a minimum 8-inch height between the fryer and surface flames of the adjacent appliance, the requirement for a 16-inch space shall not apply.
 2. If the fryer and the surface flames are at different horizontal planes, the minimum height of 8-inches shall be measured from the higher of the two.
- ☐ Identify LP-gas tanks either located on the outside of the vehicle or in a vapor tight cabinet vented to the outside. Display all tank information as described below:
 1. Number and size of tanks
 2. Last inspection date
- ☐ The placement of all Class K extinguishers installed along the egress path from the mobile vehicle.
- ☐ The location of ABC type fire extinguishers
- ☐ Location of generators that are located a minimum of 10 feet from combustibles.
- ☐ Satellite view of the mobile food vehicles at proposed location.

Permit Conditions

The following is a list of WSFC requirements related to mobile food truck operations. Use this form to confirm that all applicable requirements are met. Non-applicable requirements can be left blank.

General:

- ☐ Mobile food preparation vehicles that are equipped with appliances that produce smoke or grease-laden vapors utilize LP-gas or CNG systems shall comply with WSFC 319.
- ☐ Cooking equipment that produces grease-laden vapors shall be provided with a kitchen exhaust hood in accordance with WSFC 606.
- ☐ All cooking equipment shall be protected by automatic fire-extinguishing systems in accordance with WSFC 904.13 and portable fire extinguishers shall be provided in accordance with WSFC 906.4 (319.4).
- ☐ Gas cooking appliances shall be secured in place and connected to fuel-supply piping with an appliance connector complying with ANSI Z21.69/CSA 6.16. The connector installation shall be configured in accordance with the manufacturer's installation instructions. Movement of appliances shall be limited by restraining devices installed in accordance with the connector and appliance manufacturer's instructions (319.5).
- ☐ Cooking oil storage tanks within mobile food preparation vehicles shall have a maximum aggregate volume not more than 120 gallons and shall be stored in such a way as to not be toppled or damaged during transport (319.6).

Cooking Oil Storage Tanks:

- ☐ Metallic cooking oil storage tanks shall be listed in accordance with UL 80 or UL 142 and shall be installed in accordance with the tank manufacturer's instructions (319.7.1).
- ☐ Nonmetallic cooking oil storage tanks shall be listed in accordance with the tank manufacturer's instructions and shall comply with both of the following (319.7.2):
 1. Tanks shall be listed for use with cooking oil, including maximum temperature to which the tank will be exposed during use.
 2. Tank capacity shall not exceed 200 gallons per tank.
- ☐ Metallic and nonmetallic cooking oil storage system components shall include, but are not limited to, piping, connections, fittings, valves, tubing, hose, pumps, vents and other related components used for the transfer of cooking oil (319.7.3)
- ☐ Normal vents shall be located above the maximum normal liquid line and shall have a minimum effective area no smaller than the largest filling or withdrawal connection. Normal vents are not required to vent to the exterior (319.7.5.1).
- ☐ Emergency relief vents shall be located above the maximum normal liquid line and shall be in the form of a device or devices that will relieve excessive internal pressure caused by an exposure fire. For nonmetallic tanks, the emergency relief vent shall be allowed to be in the form of construction. Emergency vents are not required to discharge to the exterior (319.7.5.2).

LP-Gas Systems:

- ☐ The maximum aggregate capacity of LP-gas containers transported on the vehicle and used to fuel cooking appliances only shall not exceed 200 pounds propane capacity (319.8.1).
- ☐ LP-gas containers installed on the vehicle shall be securely mounted and restrained to prevent movement and each LP-gas container shall be manufactured in compliance with the requirements of NFPA 58 (319.8.2 and 319.8.3).
- ☐ LP-gas system piping, including valves and fittings, shall be adequately protected to prevent tampering, impact damage, and damage from vibration (319.8.4).
- ☐ A listed LP-gas alarm shall be installed within the vehicle in the vicinity of LP-gas system components, in accordance with the manufacturer's instructions (319.8.5).

CNG Systems:

- ☐ The maximum aggregate capacity of CNG containers transported on the vehicle shall not exceed 1300 pounds water capacity (319.9.1.1).
- ☐ CNG containers shall be NGV-2 cylinders and shall be securely mounted and restrained to prevent movement. Containers shall not be installed in locations subject to a direct vehicle impact (319.9.1.2 and 319.9.1.3).
- ☐ Where CNG containers and systems are used to supply fuel for cooking purposes in addition to being used for transportation fuel, the installation shall be in accordance with NFPA 52 (319.9.2).
- ☐ CNG system piping, including valves and fittings, shall be adequately protected to prevent tampering, impact damage and damage from vibration (319.9.3).
- ☐ A listed methane gas alarm shall be installed within the vehicle in accordance with manufacturer's instructions (319.9.4).

Maintenance:

- ☐ The exhaust system, including hood grease-removal devices, fans, ducts and other appurtenances, shall be inspected and cleaned in accordance with WSFC 606.3 (319.10.1).
- ☐ Fire protection systems and devices shall be maintained in accordance with WSFC 901.6 (319.10.2).
- ☐ LP-gas container installed on the vehicle and fuel-gas piping systems shall be inspected annually by an inspection agency or a company that is registered with the US DOT to requalify LP-gas cylinders, to ensure that system components are free from damage, suitable for the intended service and not subject to leaking (319.10.3).
- ☐ CNG containers shall be inspected every 3 years in a qualified service facility. CNG containers shall not be used past their expiration date as listed on the manufacturer's container label. Upon satisfactory inspection, the inspection agency shall affix a tag on the fuel gas system or within the vehicle indicating the name of the inspection agency and the date of satisfactory inspection (319.10.3).

NOTE: *This is not intended to be an all-inclusive list. The WSFC requirements listed are intended to ensure that we have adequate information to begin a review of the application. Additional information may be required.*

I understand that all applicable codes apply and that other regulatory codes may also apply. Errors and/or omissions on the plans and corrections from field inspections are the responsibility of the owner/contractor. All work is subject to compliance with City of Vancouver ordinances and laws of the State of Washington.

APPLICANT NAME: _____ APPLICATION DATE: _____

APPLICANT SIGNATURE: _____