



Mercer Island Fire Marshal's Office  
 3030—78th Avenue SE • Mercer Island, WA 98040  
 (206) 275-7607 • Fax: (206) 275-7970

# APPLICATION FOR OPERATIONAL PERMIT

## (IFC 105.1.2-A)

### FOOD VENDOR OR CRAFT VENDOR USING OPEN FLAME DEVICE

Return to Fire Marshal's Office  
 3030 78th Avenue SE, Mercer Island, WA 98040  
 Fax: 206-275-7970  
 E-mail: Fire\_Marshal@mercerisland.gov

**Check Appropriate Boxes Below:**

Event Type:      Farmers Market    Summer Celebration    Food Truck    Other

If food truck—location(s): \_\_\_\_\_

Date(s) of event: \_\_\_\_\_

Type of Cover:    Food Truck    Tent                    Canopy            Open Air

**Proposed Operation (check applicable operation below):**

- Amusement building (105.6.2)
- Compressed Gas: storage, use or handling (105.6.8)
- Use of open-flame or exposed flame (3104.7)
- Hot work operations, welding, cutting, glass blowing or melting, metal crafting (105.6.23)
- Carnival and fairs (105.6.4)
- Use of a tent (105.6.43)- Required for tents over 400 sq/ft only
- Exhibitions or trade show (105.6.13)
- LP-gas use (3104.16)
- Open outdoor burning (105.6.30)
- Open flames and torches in hazardous fire area (105.6.31)
  - Open flames and candles in connection with an assembly area (105.6.32)
  - Deep fryer (outside) (Class K, 1.5 gallon wet chemical extinguisher is required with current inspection tag)
  - Deep fryer (well frying) in travel trailer or motor home. Class 1 hood with wet chemical extinguishing system is REQUIRED. Current inspection and cleaning certification is required.
  - Wok Frying (outside) (Class K, 1.5 gallon wet chemical extinguisher is required with current inspection tag)
  - Wok frying in travel trailer or motor home. Class 1 kitchen hood with wet chemical extinguishing system is required. Current inspection tag required.

Describe your use of flame or heat source (if applicable):

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Mercer Island Fire Marshal's Office  
 3030 78<sup>th</sup> Avenue SE  
 Mercer Island, WA 98040  
 (206) 275-7966

## Regional Mobile Food Truck Checklist

This document is a regional fire inspection checklist for mobile food preparation vehicles with the intent of providing a standardized inspection that multiple fire jurisdictions recognize. This program does not omit local jurisdiction requirements and their permitting processes. All mobile food preparation vehicle operators are required to contact each jurisdiction prior to operating within that jurisdiction.

**Name of Mobile Food Vehicle:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**L&I Number (VEN):** \_\_\_\_\_ **License Plate#:** \_\_\_\_\_

**Date Inspected:** \_\_\_\_\_ **Fire Agency:** \_\_\_\_\_

**Inspector Signature:** \_\_\_\_\_ **Other Agency Permit Number** \_\_\_\_\_

<b>Summary of Inspection - Regional</b>
<input type="checkbox"/> Approved – No Violations
<input type="checkbox"/> Approved to operate – violations noted below must be corrected
<input type="checkbox"/> Not approved to operate

### Regional Inspection Checklist

**Documentation**

<b>1. Washington State L&amp;I Approval Sticker</b>	PASS	FAIL	N/A
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Cooking System Type-1 Hood *(If produces grease laden vapors)***

<b>1. Cooking suppression system is UL300 listed, serviced, and cleaned.</b>	PASS	FAIL	N/A
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- **Date of last service:** \_\_\_\_\_  
*(Semiannually)*
- **Date of last cleaning:** \_\_\_\_\_

<b>2. Manual Pull Station accessible and unobstructed.</b>	PASS	FAIL	N/A
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Cooking Oil Storage**

**PASS FAIL N/A**

- 1. Aggregate volume less than 120 gallons.
- 2. Storage tanks stored in such a way as to not be toppled or damaged during transport.

**LP-Gas Systems**

**PASS FAIL N/A**

- 1. LP tanks located on the outside of the vehicle or in a vapor tight cabinet vented to the outside.
- 2. LP tanks located on back of vehicle are provided with adequate impact protection provided.
- 3. Maximum LP tank size less than 200 pounds. (4.23 lb = 1 gal)   
  - Number of tanks: \_\_\_\_\_
  - Size of tanks: \_\_\_\_\_
  - Date last inspected: \_\_\_\_\_  
(Annually)
  - Date of last hydro: \_\_\_\_\_
- 4. LP tanks securely mounted and piping protected.
- 5. LP gas alarm installed, operational and tested.   
  - Last test date: \_\_\_\_\_
- 6. LP shut off valves installed and accessible.
- 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.

**CNG Systems**

**PASS FAIL N/A**

- 1. All CNG containers are NGV-2 cylinders with a maximum size less than 1300 pounds. (1 ft<sup>3</sup> = 8 lbs)   
  - Number of tanks: \_\_\_\_\_
  - Size of tanks: \_\_\_\_\_
  - Tank expiration date(s): \_\_\_\_\_
  - Date last inspected: \_\_\_\_\_  
(Every 3 years)
  - Date of last hydro: \_\_\_\_\_
- 2. Tanks securely mounted and piping protected.
- 3. Methane gas alarm installed, operational and tested.   
  - Last tested date: \_\_\_\_\_

**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) \_\_\_\_\_
- 2. Fire protection system use placard installed near Class K Extinguisher.

- |   |  |
|---|--|
| 3. 2A:10B:C portable extinguisher shall be provided along egress path. If LP-gas is used the portable extinguisher shall be a 2A:40B:C. | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> |
| <ul style="list-style-type: none"> <li>• Date last serviced<br/>(Annually) _____</li> </ul>   |  |

- |   |                          |                          |                          |
|---|--------------------------|--------------------------|--------------------------|
| <b><u>Electrical</u></b>                        | <b>PASS</b>              | <b>FAIL</b>              | <b>N/A</b>               |
| 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"/> |

- |  |                          |                          |                          |
|--|--------------------------|--------------------------|--------------------------|
| <b><u>Generators</u></b>   | <b>PASS</b>              | <b>FAIL</b>              | <b>N/A</b>               |
| 1. Generators located a minimum of 10 feet from combustibles.  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 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. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

## Keep Required Documentation in Your Food Truck

Please ensure you keep a copy of the following documents in your truck. You may be asked to produce these at any time by a fire department inspector.

- Your fire inspection report (this form or other documentation provided to you by the fire agency that completed your inspection).
- A copy of the inspection, test, and/or cleaning reports for your commercial range hood, fire suppression system and extinguishers, completed by the contractor you use.
- A copy of any permit(s) issued by a local fire department for your food truck.

## ***Additional Checklist Information and Guidance***

Mobile food preparation vehicles are regulated by several different agencies as well as several different Codes and Standards. The below list, while not inclusive of all possible codes, standards, and regulations, is the general focus of local fire jurisdictions when evaluating food vehicles for operational permits.

2018 International Fire Code Sections:

- 105 – Permits
- 319 – Mobile food preparation vehicles
- 607 – Commercial kitchen hoods
- 608 – Commercial kitchen cooking oil storage
- 904.12 – Commercial cooking systems
- 906 – Portable extinguishers

National Fire Protection Association Standards

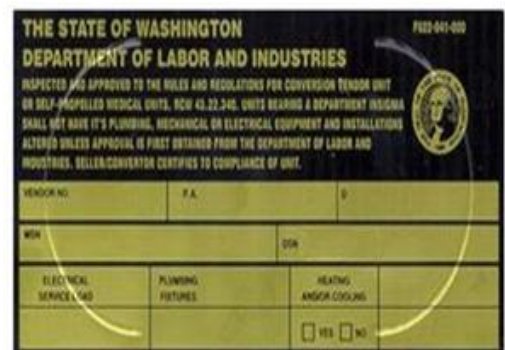
- 17A – Wet chemical extinguishing systems
- 58 – Liquid petroleum gas code
- 96 - Ventilation control and fire protection of commercial cooking operations

Additionally, the manufactureres recommendations for the installation, use and maintenance of their products should always be followed.

### **Documentation**

Washington State L&I insignia or approval on vehicle or appliance

Obtain Labor and Industries inspection and seal (black label affixed to the outside of the vehicle) prior to final inspection with the local health district. All occupied vehicles (commercial coaches, trucks, trailers) must obtain approval from the Washington State Department of Labor and Industries. Labor and Industries regulations govern the safety of design and the installation of plumbing, heating, and electrical equipment. Contact the Labor and Industries Plans Examiner at 360.902.5222 for more information.



### **Cooking System Type-1 Hood**

***(If produces grease laden vapors)***

**Type-1 Hood inspection shall include but is not limited to verifying the following:**

- The system is a UL300 system.
- The system has been serviced within the last six months or after activation.
- Fusible links are replaced annually.
- Grease filters are UL 1046.
- Grease filters are arranged so that all exhaust air passes through them.

- Grease filters are installed at an angle of not less than 45 degrees from the horizontal and orientation to drain grease.
- Drip Trays and/or containers are present and installed correctly.
- Manual Actuator located in an accessible, unobstructed location in a path of egress.
- Manual Actuator is installed between 48 to 42 inches above the floor.
- System Annunciation indicator (audible or visual) is provided to show that the system has been activated.
- Exhaust, including hood, grease-removal devices, fans, ducts and other appurtenances, shall be inspected, cleaned and tagged by a qualified individual.

TYPE OF COOKING OPERATIONS	FREQUENCY OF INSPECTION & CLEANING
High-volume cooking operations such as 24-hour cooking, charbroiling or wok cooking.	3 months
Low-volume cooking operations such as places of religious worship, seasonal businesses and senior centers.	12 months
Cooking operations utilizing solid fuel-burning cooking appliances.	1 month
All other cooking operations.	6 months
Cleaning	Required when dirty or based on local requirements

## Cooking Appliances

**Deep-fat fryers** – installed with at least a 16-in space between the fryer and surface flames or adjacent cooking equipment. Exception: Where a steel or tempered glass baffle plate is installed at a minimum 8-inches in height between the fryer and surface flames of the adjacent appliance. (NFPA 96 12.1.2.4)

**Movement of appliances** – To minimize possible damage and impaired operation due to items shifting in transit, cooking appliances shall be constructed and secured in place or otherwise protected. (IFC 319.5)

**Cooking equipment cleaning** – Cooking equipment that collects grease below the surface, behind the equipment, or in cooking equipment flue gas exhaust, such as griddles or char-broilers, shall be cleaned and maintained. (IFC 607.3.3.2)

## LP-Gas Systems (IFC 319.8/IFC 61)

**System location** – LP-Gas supply systems, including the containers, shall be installed either on the outside of the vehicle or in a recess or cabinet that is vapor tight to the inside of the vehicle but accessible from and vented to the outside, with the vents located near the top and bottom of the enclosure and 3 feet horizontally away from any opening into the vehicle and below the level of the vents.

**Protection of containers** – LP-gas containers installed or stored in or on the vehicle shall be:

- Securely mounted and restrained to prevent movement.
- LP tanks located on back of vehicle must have adequate impact protection provided.
- Stored in an approved manner in an upright position.
- Protected from weather.
- Have a cap or collar to protect against physical damage regardless of whether they are full, partially full, or empty, and cylinder outlet valves shall be closed.

**Protection of system piping** – LP-gas system piping, including valves and fittings, shall be adequately protected to prevent tampering, impact and damage, and damage from vibration.

**Tanks within hydro** – All tanks shall be within hydro dates. Dates can be verified on new cylinders by checking for a manufacturer’s 4-digit month/year stamped on the collar. Cylinders that have previously been recertified will have an aftermarket 6 or 8 alphanumeric stamp that will read like the following example: 02X07E or 07ABC07E.

**Inspected for damage** – Damage can threaten the integrity of the tanks.

**LP-gas alarm** – 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.

**Shutoff valves** – There shall be a minimum of two shutoff valves:

- Main shutoff valve on the LP-Gas containers for liquid and vapor shall be readily accessible.
- Emergency shutoff valve shall be a quarter-turn manual gas ball valve installed within the LP-Gas piping installed on the exterior of the vehicle and readily accessible.

**Caution plate** - A permanent caution plate shall be provided, affixed to either the appliance or the vehicle outside of any enclosure and adjacent to the container(s), and shall include the following items:



**CAUTION**

- (1) Be sure all appliance valves are closed before opening container valve.**
- (2) Connections at the appliances, regulators, and containers shall be checked periodically for leaks with soapy water or its equivalent.**
- (3) Never use a match or flame to check for leaks.**
- (4) Container valves shall be closed when equipment is not in use.**

## **CNG Systems (IFC 319.9)**

**Inspected for damage** – Damage or exposure to certain chemicals can threaten the integrity of CNG tanks.

**Protection of system piping** – CNG system piping, including valves and fittings, shall be adequately protected to prevent tampering, impact damage and damage from vibration.

**Methane alarms** – A listed methane gas alarm shall be installed within the vehicle in accordance with manufacturer’s instructions.

**Diamond-shaped label** - CNG vehicles shall be identified with a permanent, diamond-shaped label complying with the following:

- Minimum of 4.72 in. long × 3.27 in. high
- Marking in the label shall consist of a border and the letters “CNG” 1 in. minimum height centered in the diamond of silver or white reflective luminous material on a blue background.
- Placed on an exterior vertical surface on the lower right rear of the vehicle. (not on the bumper)



## Train Your Food Truck Staff on These Fire Safety Basics:

- **Know where the fire extinguisher is and how to use it.** You may find the acronym PASS helpful – Pull out the pin, Aim at the base, Squeeze, and make a back and forth Sweeping motion.
- **Clean up grease.** Cleaning exhaust hoods is especially important since grease build-up can restrict air flow. Be sure to also clean walls and work surfaces; ranges, fryers, broilers, grills, and convection ovens; vent and filters.
- **Never throw water on a grease fire.** Water tossed into grease will cause grease to splatter, spread, and likely erupt into a larger fire.
- **Remove ashes** from charcoal and wood burning ovens at least daily.
- **Store flammable liquids properly.** Keep them in their original containers or puncture-resistant, tightly sealed containers. Store in well ventilated areas away from combustible supplies, food, food-preparation areas of any source of flames.



### Have an Emergency Plan:

If a fire breaks out in your mobile food facility, your staff must take control of the situation and all employees must exit the vehicle to a point safely away from the vehicle.

- **Power down.** Train staff how to shut off propane and electrical power in case of emergency.
- **Call 911.** Ensure everyone exits the vehicle and call 911. Ensure you advise your customers to evacuate away from the vehicle.

# ATTENTION.

## Are you aware that your compressed gas cylinders must be inspected?

Cylinders are required to be requalified, or replaced every 5-12 years depending on the cylinder type, condition, and previous requalification method (Ref. 49 CFR §§ 180.205(d) and 180.209).

The original manufacture/test date and any requalification/retest dates must be presented in a specific manner. Cylinders that are overdue for requalification must not be refilled.

If propane tanks are manufactured to ASTM Standards and built into the truck's body making it difficult to remove, then these tanks are exempt from the DOT reinspection requirements.

For more information, contact the Hazmat Info-Center: 1-800-467-4922.



RIN number identifying retester/requalifier

7<sup>A1</sup><sub>32</sub>14

Month last requalified    Year last requalified

### Requalification Date



### Original Manufacture/ Test Date

If no requalification markings are found, the cylinder must be requalified within 12 years of the original manufacture date. (Must be requalified by 5/2017 in this example)



### Volumetric Test.

Basic Marking. Must be requalified within 12 years of stamped date (Must be requalified by 7/2026 in this example)



### Proof Pressure Test.

"S" indicates cylinder must be requalified within 7 years of stamped date (Must be requalified by 7/2021 in this example)



### External Visual Test.

"E" indicates cylinder must be requalified within 5 years of stamped date (Must be requalified by 7/2019 in this example)



U.S. Department of Transportation  
Pipeline and Hazardous Materials Safety Administration

If cylinder is out of test find an approved requalifier to requalify your cylinder. A list of DOT approved requalifiers is available from the PHMSA website:  
<https://portal.phmsa.dot.gov/rinlocator>