



FOOD VENDOR AND MOBILE FOOD VEHICLE PERMIT REQUIREMENTS

These guidelines are to be followed when a business, facility or organization proposes for a food vendor and mobile food vehicle permit within the Lake Cities Fire Department Jurisdiction for public and private special events. This document shall assist in the preparation of a for permit. These guidelines are not to be interpreted as containing all data required for proper design, installation, or approval.

All food vendor and mobile food vehicles for the purposes of this guideline and the requirements of the Fire Department shall conform to the current adopted International Fire Code, and amendments by Hickory Creek, Shady Shores, Lake Dallas, and Corinth.

This guide does not replace, nor supersede any codes and/ or ordinances adopted by Hickory Creek, Shady Shores, Lake Dallas, Corinth.

Non-compliant food vendors will not be allowed to participate in event for safety reasons.

FOOD VENDOR AND MOBILE FOOD VEHICLE SPECIAL EVENT REQUIREMENTS

1. All food vendors and mobile food vehicles will be inspected by the Lake Cities Fire Department for compliance prior to event.
2. **Non-compliant food vendors or mobile food vehicles will not be allowed to participate in event for safety reasons.**
3. Cooking under a tents, canopy, or temporary membrane structure, it **SHALL** be fire retardant (shall provide documentation)
4. If cooking will be done on the premises, you will be required to have current and inspected fire extinguishers.
 - a) General cooking (grills and flat tops) or the use of an open flame equipment (sternos), **SHALL** require one (1) 2A10BC fire extinguisher.
 - b) If any type of deep frying will be conducted, one (1) 2A10BC fire extinguisher **and** one (1) Class K fire extinguisher **SHALL** be required. All extinguishers must have been serviced within the last month and year of this event date and have a service tag attached to fire extinguisher(s).
5. Mobile Food Vehicles (vehicle and enclosed trailers), shall comply with the current **International Fire Code (IFC)** requirements that have been adopted by Corinth, Lake Dallas, Hickory Creek and Shady Shores.
 - a) Cooking equipment that produces grease-laden vapors **SHALL** be provided with a kitchen exhaust hood.
 - b) Cooking equipment **SHALL** be protected by automatic fire extinguisher system and must be maintained and serviced and have current inspection tag.
 - c) Portable fire extinguishers **SHALL** be provided with one (1) 2A10BC **and** one (1) Class K fire extinguisher. All extinguishers must have been inspected and tagged by a state-licensed inspector within the last year of the event date and have a service tag attached.

Note: If the fire extinguisher is purchased new, a copy of the receipt shall be attached to the cylinder body of the extinguisher.

Below are Safety and Operation Guidelines for Having a Safe Event

COOKING AND WARMING DEVICES

6. All cooking and warming shall be approved by the Fire Marshal or designee. All cooking and warming devices shall be listed by a recognized testing laboratory such as **Underwriters Laboratories (UL) or Factory Mutual (FM)**. Unless approved by the Fire Marshal.
7. Cooking and warming devices shall be isolated from the public by either placing the devices a minimum of 48-inches from the public accessible area or providing a 16-inch-tall fire rated Plexiglas between the public and the devices.
8. Outdoor cooking that produces sparks or grease-laden vapors **SHALL NOT** be performed within 20-feet of a tent, canopy or membrane structure. If tent is **NOT** fire retardant.
9. Cooking tents, canopy or temporary membrane structure must be fire retardant (provide documentation) and separated from other tents or other membrane structures by a minimum of 20-feet.
10. Gas, solid, and liquid fuel burning cooking equipment located outside of a tent, canopy, or temporary membrane structure shall not be located within 20-feet of such structures in accordance with the current International Fire Code, Chapter.
11. Food warming and cooking demonstrations and similar operations that use solid flammables Sternos (**only of the gel type may be used**), butane or other similar devices which do not pose an ignition hazard, requires review and approval. Warming devices and heated products may be accessible to the public. Safety precautions necessary to prevent burns shall be taken as necessary for each device.
12. Butane burners are allowed provide that:
 - a) The cylinders and appliances shall be listed.
 - b) Appliances shall not have more than two 10oz (296-ml) non-refillable butane gas cylinders.
 - c) Each having a maximum capacity of 1.08 lb. (.490 kg).
 - d) All cylinders shall be connected directly to the appliance, without a hose and shall not be manifold.

- e) A maximum of 24 – 10oz butane containers can be stored inside in an approved manner.
 - f) Any additional replacement and empty cylinders shall be stored outside the building.
13. Individual cooking or warming devices shall not exceed 288-square-inches of cooking surface.
 14. The table surface holding the cooking or warming devices shall be of noncombustible material.
 15. A minimum of 2-feet shall be provided between devices.
 16. Combustible materials (including booth drapes) shall be maintained a horizontal distance a minimum of 4-feet from any cooking and warming device.
 17. One (1) Wet Chemical Type “K” fire extinguisher **and** one (1) 2A10BC fire extinguisher shall be located within 30-feet of cooking devices using animal, vegetable oil, or any other type of cooking oil. One (1) 2A10BC rated fire extinguisher and a metal lid for each device **SHALL** also be provided for all other cooking areas not utilizing cooking oils. If an automatic extinguishing system is provided, portable fire extinguishers are still required. The fire extinguishers shall be within 30-feet of and not closer than 10-feet from the cooking or warming device.
 18. Cooking and heating equipment shall not be located within 10-feet of exits or combustible materials.
 19. Only the use of listed, self-contained Fryers equipped with automatic extinguishing systems may be used at cooking demonstration events. The use of tabletop fryers without self-contained automatic suppression system may not be used.
 20. All cooking is subject to Health Department regulations and associated permitting.
 21. Heaters located inside or under a tent, canopy or temporary membrane structure shall be approved by the Fire Marshal.

22. Mobile Food Preparation Vehicles must comply with the current International Fire Code and must be inspected by the Fire Marshal's Office prior to the event.
- a) Inspection of the food vehicle must be scheduled with the Fire Marshal's Office prior to event.
 - b) A permit will be issued if the vehicle meets the requirements.

COOKING EQUIPMENT

23. Cooking & heating equipment shall be at least 10-feet from exits. (Enclosed Tents)
24. All cooking equipment shall be of an approved type.
25. Coleman-type stoves shall conform to the following requirements:
- a) No gasoline or kerosene may be used.
 - b) No fueling of a stove may be done in a tent/ canopy.
 - c) There may be no storage of fuel in the tent/ canopy.
 - d) A minimum of 5-feet of clearance must be maintained between the public and all cooking devices.
26. LPG tanks used for cooking in a tent, canopy, or temporary membrane structure:
- a) Shall be located outside the tent/ canopy.
 - b) All tanks shall have a shut-off valve.
 - c) Hoses shall be of an approved type for use with the equipment.
 - d) All tanks must be protected from damage and secured in the upright position.
 - e) Tanks in excess of 5-gallon capacity must have pressure regulators.
 - f) There shall be no storage of butane or propane in the tent/ canopy.
 - g) All tanks must be turned off when not in use.
 - h) Prior to use, all connections must be tested (may be done with a soap and water solution).
 - i) A minimum of 18-inches shall be provided between the tent/ canopy backdrop material and cooking appliance.

Note: Clearance may be reduced as approved by the Fire Marshal.

27. Charcoal Barbeque Cooking shall conform to the following requirements:
- a) Charcoal barbeque cooking is prohibited inside of tent/ canopy.

- b) Charcoal cooking shall be performed only in areas away from public access and shall be located a minimum of 10-feet from any tent/ canopy or any permanent structure. Only commercially sold charcoal lighter fluid or electric starter may be used (no gasoline, kerosene, etc.).
- c) Storage of starter fuel in tents/canopies is not permitted.
- d) Coals shall be disposed of only in metal containers that have been designated for such use and are approved by the Fire Marshal. Dumping of coals in trash containers is prohibited.

28. Deep Fat Frying/Flambé Cooking shall conform to the following requirements:

- a) Deep fat frying or flambé cooking operations shall be located in a separate enclosure where only cooking operations are performed. Such enclosures shall conform to tent/canopy construction requirements as previously outlined.
- b) A minimum of 16-inches shall be provided between deep fat frying appliances/woks and open flame stoves. An alternative to the 16-inch separation requirement would be to provide a 16-inch high, full width splash guard.

29. The event sponsor shall supply each vendor with any information required for loading in and loading out of the special event.

30. Each cooking tent/ canopy **SHALL** be provided with one (1) 2A10BC all purpose-type portable fire extinguisher **and** one (1) Class K rated fire extinguisher for frying or flambé cooking operations.

31. Extinguishers need to be within 30 feet of the cooking area and not closer than 10-feet from the appliance(s) it is protecting.

32. Fire extinguishers shall conform to the following:

- a) All extinguishers shall be mounted and secured so that it will not fall over.
- b) All extinguishers shall be mounted and secured so that it will remain in the same location throughout the event. C- clamps can be used to clamp the mounting bracket onto a pole, table leg or other stable object.
- c) All extinguishers must have been inspected and tagged by a state-licensed inspector within the last year and have a service tag attached.

Note: If the fire extinguisher is purchased new, a copy of the receipt shall be attached to the cylinder body of the extinguisher.

FIRE EXTINGUISHERS

33. All fire extinguishers shall conform to the following:
- a) For all events, approved fire extinguishing equipment must be provided for all areas.
 - b) For general fire protection a 2A10BC size extinguisher is recommended and will be required for each vendor. All extinguishers must be visible and accessible, and located a maximum of 75-foot travel distance from all portions inside of the structures, tents or temporary membranes.
 - c) Fire extinguishers must be inspected and tagged by a state-licensed inspector annually. Extinguishers without an inspection tag or with an expired tag will not be permitted.
 - d) A Class "K" rated portable extinguisher is required to be within 30-feet of a cooking location where cooking involves animal, vegetable, or any other type of cooking oil.
 - e) This is in addition to the 2A10BC general fire protection extinguisher.
 - f) All extinguishers shall be mounted and secured so that the fire extinguisher will not fall over.

Note: If the fire extinguisher is purchased new, a copy of the receipt shall be attached to the cylinder body of the extinguisher.

PROPANE (LPG) POWERED EQUIPMENT & CYLINDERS

34. Propane (LPG) Powered Equipment & Cylinders shall comply with the following:
- a) The number of cylinders attached to a piece of equipment shall not exceed two.
 - b) When the equipment is not in use, the cylinder shutoff valve shall be closed.
 - c) Stored equipment with cylinders attached shall be separated from the public.
 - d) Cylinders used on equipment shall have fully operational pressure relief valves. These valves shall be replaced by a new or unused valve within 12 years of date of the manufacture of the cylinder and every 10 years thereafter. The Lake Cities Fire Department can inspect the cylinders at any time and deny their use in the facility. Cylinders may be exchanged indoors provided one of the following is met to minimize the release of fuel. Using an approved quick closing coupling in the fuel line OR closing the shutoff valve at the cylinder and allowing the engine to run until the fuel in the line is exhausted.

LP-GAS GUIDELINES

35. Containers shall be located outside of tent, canopy and safety release valves shall be directed away from any tent.
36. Containers of 500-gallons or less shall be located at least 10-feet from the tent or structure; more than 500-gallons – 25-feet.
37. Portable LP-gas containers which are located outside and are fueling equipment inside a tent must be secured and protected from tampering and/or damage to the container. This is best accomplished by providing a fenced area directly behind the cooking tent.
38. Portable LP-gas containers shall be secured in place to prevent overturning; structural members of tents and canopies shall not be utilized.
39. Plumbing and hoses shall be listed, labeled and of the appropriate type and tested.

ADDITIONAL FIRE SAFETY TIPS

40. Know where the fire extinguishers are located and how to use them.
41. Do not leave food cooking unattended.
42. Don't wear loosed-fitting clothing when cooking.
43. In case of an emergency, call 9-1-1.

IMPORTANT PHONE & FAX NUMBERS

- 44. Fire/EMS and Police Emergences – 911
- 45. Fire Marshal's Office Phone – 940-279-4590
- 46. Fire Marshal's Fax – 940-497-3455
- 47. Township of Hickory Creek – 940-497-2528
- 48. Township of Shady Shores – 940-498-0044
- 49. City of Lake Dallas – 940-497-2226
- 50. City of Corinth – 940-498-3200

**Please Print Final Page, Sign and Submit Form to the Lake
Cities Fire Department That You Have Understood and Will
Conform to The Safety
Requirements.**

**I Acknowledge I Have Read and Understand the Lake Cities Fire Department
Food Vendor and Mobile Food Vehicle Requirements:**

Event Name and Date

Vendor Name

Print Name

Signature

Date



“Loyalty, Respect, Courage”