

DEPARTMENT OF PUBLIC WORKS

100 Terri Street
Campbellsville, KY 42718
(270) 465-7011

Steps for obtaining a Food Truck or Mobile Vendor Permit

Please Allow 7-14 Days for Processing. Contact The Public Works Admin Assistant with Any Questions at meranda.quinn@Campbellsville.US

1. COMPLETED application.
2. Dimensions and photographs (front, both sides, and rear) of the dispensing unit or vehicle.
3. Application fee of \$250.00 per year, per vehicle (January 1 through December 31). Applications can be made at any time during the year; however, the fee is not pro-rated.
4. A Special Temporary mobile food vending permit may be issued in conjunction with any civic event for a specified and limited time, not to exceed the duration of the civic event. An application fee of \$50 per event, per vehicle is required.
5. Register with the Occupational Tax office and show proof of filling.

203 N. Court St., # 10
Campbellsville, KY 42718
P. (270) 465-9760
F. (270) 465-0380
occtax@taylorcounty.us
www.taylorcounty.us

6. If applicant is selling food and/or drink which are not pre-packaged, a permit will be needed from the Department of Health. You must show proof of approval upon submitting an application.

Taylor County Health Department
1880 N Bypass Road
Campbellsville, KY 42718
P. (270) 465-4191
F. (270) 789-3873

7. Must pass the Mobile Food Unit Safety Inspection Conducted by Campbellsville Fire-Rescue and documentation of approval must be provide at the time application is submitted.

Campbellsville Fire-Rescue
100 West Broadway
Campbellsville, KY 42718
P. (270) 465-4131

8. The vehicle license number, description, identification number, registration, and proof of insurance for all vehicles from which the applicant proposes to conduct business.
9. Applicant must have an approved application and valid permit prior to conducting business.

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For Office Use Only	
<input type="checkbox"/>	Approved
<input type="checkbox"/>	Denied

APPLICATION FOR FOODTRUCK / MOBILE VENDING PERMIT

NAME OF APPLICANT _____

D/B/A: _____

HOME ADDRESS _____ CITY/STATE/ZIP _____

CONTACT PERSON _____

HOME ADDRESS _____ ZIP _____

BUSINESS PHONE _____ HOME PHONE _____

EMAIL ADDRESS: _____

TAX ID NUMBER _____

HAS THE APPLICANT EVER BEEN DENIED A LICENSE OR HAD A LICENSE SUSPENDED OR REVOKED? Yes _____ No _____

****IF YES, PLEASE ATTACH A WRITTEN EXPLANATION****

LIST OF ITEMS TO BE VENDED _____

EQUIPMENT/VEHICLE INFORMATION

TYPE OF EQUIPMENT/VEHICLE TO BE USED _____

LENGTH OF CART _____ DEPTH _____ HEIGHT W/O UMBRELLA _____ HEIGHT OF UMBRELLA _____

VEHICLE _____ YEAR: _____ MAKE: _____ MODEL: _____

INSURANCE INFORMATION _____ LICENSE PLATE AND/OR VIN # REQUIRED: _____

WILL YOU HAVE EMPLOYEES AT THE REQUESTED LOCATION? Yes ___ No ___

IF YES, PLEASE SPECIFY THE NUMBER OF EMPLOYEES AND THEIR NAMES: NUMBER OF EMPLOYEES _____

LICENSEE HEREBY AGREES THAT IT WILL INDEMNIFY AND HOLD THE CITY OF CAMPBELLVILLE, ITS OFFICERS, EMPLOYEES AND AGENTS HARMLESS FROM ANY AND ALL CLAIMS OF DAMAGE TO PERSON(S) OR PROPERTY WHICH MAY RESULT FROM THE ACTIVITIES PERMITTED HEREUNDER, AND SHALL, IF REQUESTED, FURNISH CORPORATE SURETY OR PROOF OF INSURANCE FOR SUCH INDEMNITY AND IN SUCH MANNER AND AMOUNT AS MAY BE DEEMED REQUISITE.

IT IS UNDERSTOOD THAT FOR REASONS OF SAFETY OR TRAFFIC FLOW, ANY LAW ENFORCEMENT OFFICER MAY MOVE LICENSEE OR HIS/HER AGENT FROM SPECIFIED LOCATION.

BY SIGNING THIS APPLICATION, APPLICANT ATTESTS THAT THEY HAVE RECEIVED A COPY OF ORDINANCE 22-07.

PERMIT APPLIED FOR AND ALL TERMS AND STIPULATIONS AGREED TO BY:

SIGNATURE OF APPLICANT

TITLE DATE

SIGNATURE OF PERMIT ISSUER

TITLE DATE

ANNUAL VENDOR PERMIT
STATEMENT OF INTENT AND UNDERSTANDING

The City of Campbellsville through the Department of Public Works recognizes the positive benefits that could be derived by The City of Campbellsville, its citizens and an enhanced ambience created by thoughtfully granted vendor permits. Moving toward achieving that goal, The City of Campbellsville recognizes the need to provide control and guidance of this area. It is the intent of The City of Campbellsville to regulate the activities mentioned in this area and to create an atmosphere in which the permit holder and The City of Campbellsville mutually benefit whenever possible.

All permits issued under this ordinance and these rules and regulations will expire on December 31st of each year. The permits may be applied for at any time of the year but all will expire on December 31st.

It is agreed and understood that any items that are available to the public for use, sale, display or conveyance not approved on the application and permit that is issued by the Department of Public Works will be subject to seizure without warrant by an investigator of the department. The intent here is to control the types of items to be distributed and to insure a competitive balance.

It is agreed and understood that any permit issued by the Department of Public Works under the authorization of The City of Campbellsville is conditional to the terms of the ordinance; the rules and regulations of the department; and the best interest of The City of Campbellsville. The department may modify, suspend, cancel, revoke or otherwise influence the terms of any issued permit.

Hold Harmless Clause: The Applicant will indemnify and hold harmless The City of Campbellsville, its agents and employees from and against all claims, damages, losses and expenses, including attorney's fees resulting from the permitted activity. The applicant will indemnify and hold harmless The City of Campbellsville, its agents and employees for bodily injury, disease or death, or injury to or destruction of property, including the loss of use there from, and/or breach of contract that is not caused by any negligent act or omission of willful misconduct of The City of Campbellsville or its agents and employees acting within the scope of their employment.

The applicant ensures compliance with the following:

- The observance of all applicable laws and ordinances;
- Any stipulations or restrictions of the permit;
- The applicant assumes all liabilities that may arise from the permitted activity.

I have read and understand the above and attached rules and regulations, terms, stipulations, required and prohibited conduct, and statement of intent and understanding. Upon issuance of the requested permit, I hereby agree to all terms and conditions mentioned herein.

Name/Signature

Date

Witness

Date

ORDINANCE 22-07

AN ORDINANCE RELATED TO LICENSING AND REGULATING MOBILE
FOOD UNITS AND PUSH CARTS OPERATING WITHIN THE CITY OF
CAMPBELLSVILLE, KENTUCKY

WHEREAS, mobile food units are an expanding business operating within the City of Campbellsville, Kentucky; and

WHEREAS, the City Council of the City of Campbellsville recognizes it is in the best interest of the City to adopt an ordinance providing for regulations of mobile food vendors and pushcarts operating within the City of Campbellsville, Kentucky;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CAMPBELLSVILLE, KENTUCKY, AS FOLLOWS:

1. **DEFINITIONS**

- a. **MOBILE FOOD UNIT**. Food establishment which is on wheels, mobile and/or which is self-propelled as a licensed vehicle including the sale of both prepared and pre-packaged consumable foods. Mobile Food Unit shall also include food concession trailers pulled by licensed vehicles which are used to prepare or sell consumable foods. Mobile Food Unit shall not include vendors such as ice cream vehicles who are primarily mobile and who only stop at undetermined locations and for a very brief periods of time to service customers.
- b. **MOBILE FOOD UNIT VENDOR** shall mean any person or business entity who conducts business from a Mobile Food Unit with the City of Campbellsville.
- c. **PUSHCARTS** shall mean a non-self-propelled mobile food unit that is lightweight enough, designed and intended to be moved by one person that are used to prepare or sell consumable foods.
- d. **PUSHCART VENDOR** shall mean any person or business entity who conducts business from a Pushcart within the City of Campbellsville.

2. **SUBJECT TO APPLICABLE ORDINANCES AND REGULATIONS**

- a. The operation of a mobile food unit, a pushcart, mobile food unit vendor, and pushcart vendor shall be subject to all applicable ordinances and regulation

unless expressly provided otherwise herein. These include, but are not necessarily limited to, those matters pertaining to zoning, public safety, pedestrian and state traffic laws, restricted sales or vending areas, parking and licensing.

3. **LICENSING AND REGULATORY REQUIREMENTS.** A mobile food vendor and a pushcart vendor shall be subject to the licensing and regulatory requirements herein set out.

- a. The licensing of the vendor shall be on a per unit basis with each different mobile food unit vendor and pushcart vendor requiring a separate license for each mobile food unit or pushcart.
- b. All applications for permits/licenses shall be accompanied with the required certificate of insurance, proof of health department approval, proof of filing with the Occupation Tax Administrator and required fee(s) as specified in the following schedule of fees:
 - i. Mobile food vending permit: two hundred fifty dollars (\$250.00).
 - ii. Special Temporary mobile food vending permit: fifty dollars (\$50.00)
- c. Permits are valid for 12 months unless otherwise invalidated, revoked or terminate prior to the end of the 12-month term. Mobile food vendors and pushcart vendors must reapply (including payment of all applicable fees) each year.
- d. Special Temporary Permits may be issued in conjunction with any civic event for a specified and limited time, not to exceed the duration of the civic event.
- e. The owner of the real property to be used for mobile food unit/pushcart vending operations or his or her designee may, in advance of such a business operating on that property, submit for approval to all applicable agencies to have the property used on a regular basis by one (1) or more mobile food/pushcart vendors, in compliance with the following:
 - i. The location of mobile food/pushcart vendors shall be subject to all applicable zoning ordinances and restrictions.
 - ii. That the site is zoned in a category that permits restaurants as a principle permitted use, or that site restrictions are in place that make the mobile vending use compliant with applicable zoning restrictions related to the serving of food within the zone.
 - iii. Notwithstanding the above, a mobile food unit/pushcart vendor(s) must make available to the government a duly executed statement of

permission from the property owner or owners or his, her or its agent for use of the property upon request.

- iv. Nothing contained in this section shall relieve a mobile food unit/pushcart vendor from obtaining its mobile food vending permit with the City of Campbellsville, and any other permits required by state agencies or the local health department.

4. PERMITTED AREAS AND TIMES.

- a. Properly licensed mobile food units/pushcarts may park on the following city property areas during the designated times:
 - i. City Parking Lots located adjacent to Court Street, Commercial Street and South Central Avenue. Mobile food units/pushcarts may use the designated food unit parking spots within the parking areas from 6:00 a.m. to 9:00 p.m. from the day after Labor Day through the Thursday before Memorial Day weekend and from 6:00 a.m. to 11:00 p.m. between Friday of Memorial Day weekend through Labor Day.
 - ii. City Parks and Recreational Areas. Mobile food units/pushcarts may use designated food unit parking spots within City Parks and Recreational areas from 11:00 a.m. to 7:00 p.m. from the day after Labor Day through the Thursday before Memorial Day weekend and from 11:00 a.m. to 10:00 p.m. between Friday of Memorial Day weekend through Labor Day. Mobile food units/pushcarts shall not, during any organized sporting event locate, operate or vend inside the event footprint without the express written permission of the event organizer.

5. ISSUANCE OF PERMIT OR LICENSE

- a. It shall be unlawful for any person or entity to intentionally provide false information or to intentionally omit requested information on an application for any license or permit pertaining to mobile food unit/pushcart vendors.
- b. As a condition of issuance of any license or permit, the mobile food unit/pushcart vendor agrees to indemnify, hold harmless, and defend the City of Campbellsville and its officials, officers, employees, representatives, and agents against liability and/or loss arising from activities connected with and/or undertaken pursuant to the permit or license. The City of Campbellsville is not liable for any business loss, property loss, or other damage that may result from use of the permit or license, or suspension or revocation of the permit or license, or the discontinuance of the practice of permitting such activity, and no such vendor shall maintain any claim or action against the City of Campbellsville

and/or its officials, officers, employees, or agents on account of any issuance, or suspension or revocation or discontinuance.

- c. Any permit or license issued to a mobile food unit/pushcart vendor shall be valid for the time period specified thereon. Re-application shall be required upon expiration of said permit or license if the person wishes to continue such activity.
- d. Every mobile food unit/pushcart vendor to whom a license or permit is issued shall, at all times while engaged in that business, have the applicable license or permit in his or her possession, prominently displayed for public viewing, and shall produce the same at the request of any City of Campbellsville official or at the request of any individual to whom the vendor is exhibiting his or her food or attempting to sell same.
- e. Each mobile food unit/pushcart vendor must obtain all necessary licenses and permissions and comply with all requirements imposed by the health department and/or other regulatory agencies.

6. **REGULATION OF MOBILE FOOD UNIT AND PUSH CART VENDORS.** All mobile food unit and pushcart vendors must comply with the following:

- a. The requirements of all applicable ordinances and regulations.
- b. Comply with NFPA 1 and Chapter 17 in NFPA 96 as it relates to Food Truck Safety.
- c. Shall at all times operate in a manner that ensures the safety of patrons, pedestrians and the public.
- d. Shall not park or operate in a manner which prohibits others from parking in otherwise available spaces or areas.
- e. Shall obtain any necessary permits and comply with the requirements of any applicable rules and regulations of the health department.
- f. Shall not locate or operate within 15 feet of any driveway or other main entrance to a building without the express written permission of the affected property owner or owners or her, his or its authorized agent.
- g. Shall provide, in a prominent location, trash and recycling container(s) sufficient in size to collect all waste and recyclables generated by customers and staff of the vendor. All trash and debris related to the operation shall be collected by the vendor throughout the duration of their vending and deposited in their own trash or recycling container(s) and removed from the site by the vendor. Such waste shall not be placed in public trash receptacles. The vendor shall be responsible

for any litter or debris located within a ten (10) feet radius of their unit, including sidewalks in the immediate vicinity.

- h. Shall not, during any City of Campbellsville recognized special event locate, operate or vend inside the event footprint without the express written permission of the event organizer.
- i. Shall only use lighting which is permanently or semi-permanently affixed to its unit and which does not cause any glare that could be considered a public hazard, nuisance or distraction to vehicular movement, neighboring business operations or residential uses. No flashing or strobe lighting shall be permitted.
- j. Shall not use any electrical outlet located within the public right-of-way or on public property, unless specifically authorized by the City of Campbellsville or, if required, the utility company. A vendor shall not create any tripping or other hazard related to its use of electricity.
- k. Shall not block access to or use of, any public bench or any public utility pole or set up any chairs or tables on the public right-of-way.
- l. Shall not in any manner damage public property or the public right-of-way. Examples, include, but are not necessarily limited to, using stakes, rods or any method of support that is required to be drilled, driven or otherwise fixed in asphalt pavement, curbs, sidewalks, or buildings. The vendor shall be solely responsible for any such damage.
- m. Shall not locate or operate within an area closed or not accessible due to an emergency.
- n. Shall not locate or operate within 50 (fifty) feet of the property line of the real property where there is any business lawfully operating that is primarily engaged in the retail sale of prepared or packed food to the general public or, where such business occupies less than half of the platted real property within 50 (fifty) feet of that portion of the building occupied by the business primarily engaged in the sale of prepared or packaged food to the general public.
- o. Mobile food unit vendors shall only be permitted to serve customers or otherwise sell from the passenger side of the unit.

7. INSURANCE.

- a. **COMMERCIAL GENERAL LIABILITY** – Including contractual liability, bodily injury and property damage combined at a minimum of \$1,000,000 for each occurrence; personal and advertising injury of \$1,000,000 for any one person or organization and \$1,000,000 in aggregate.

- b. **AUTOMOBILE LIABILITY** – Insuring all Owned, Non-Owned and Hired Motor Vehicles. The minimum coverage for Liability Limit is \$1,000,000 Combined Single Limit for any one accident. The limit of liability may be subject to increase according to any applicable State of Federal Transportation Regulations.
- c. **WORKERS' COMPENSATION** - Insuring the employers' obligations under Kentucky Revised Statutes Chapter 342 at Statutory Limits.
- d. The commercial General Liability Policy shall be endorsed to contain the following provisions:
 - i. The City of Campbellsville, its elected and appointed officials, employees, agents and successors and volunteers are to be added as "Additional Insured". The coverage shall contain no special limitations on the scope of protection afford to the City, its elected and appointed officials, employees, agents, successors and volunteers and may not include terms which may make the coverage excess to other insurance on which the City, its elected and appointed officials, employees, agents, successors and volunteers may also qualify as an additional insured.

8. **RECEIPTS.**

- a. A mobile food unit/pushcart vendor shall, on request by the customer, render to the customer, a receipt for the amount charged, either by a mechanically printed receipt or by a specially prepared receipt on which shall be the name of the license holder of the mobile food vending unit, all charges, and the date of transaction.

9. **CLEAN AND SAFE CONDITIONS.**

- a. Every mobile food unit shall ensure that the interior, including the windows, shall be maintained in a clean and safe condition, free of grease, dirt, debris, or other trash.
- b. The exterior of the vehicle shall also be maintained in a clean, undamaged condition and present a favorable appearance, including:
 - i. The body of the vehicle;
 - ii. The paint;
 - iii. All glass;
 - iv. Hubcaps (if installed);
 - v. Head and tail lights (if applicable); and

vi. Grill and bumpers.

vii. No person shall smoke within a mobile food unit.

10. PENALTY.

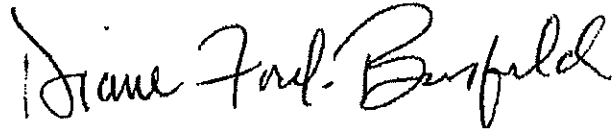
- a. Any person convicted of violating any provision of this ordinance shall be subject to a fine of not less than Two Hundred Fifty Dollars (\$250.00) or no more than Five Hundred Dollars (\$500.00). Each day shall constitute a separate violation under this ordinance.

* * * * *

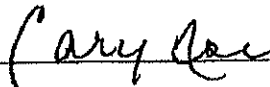
This Ordinance is sponsored by Council Person Deanna Cowherd and Council Person Donnie Munford

This Ordinance was introduced and given a first reading at a regular meeting of the City Council held on the 17 day of October, 2022. It received its second reading, passage and become effective at a regular meeting of the City Council held on the 19th day of December, 2022.

ATTEST:



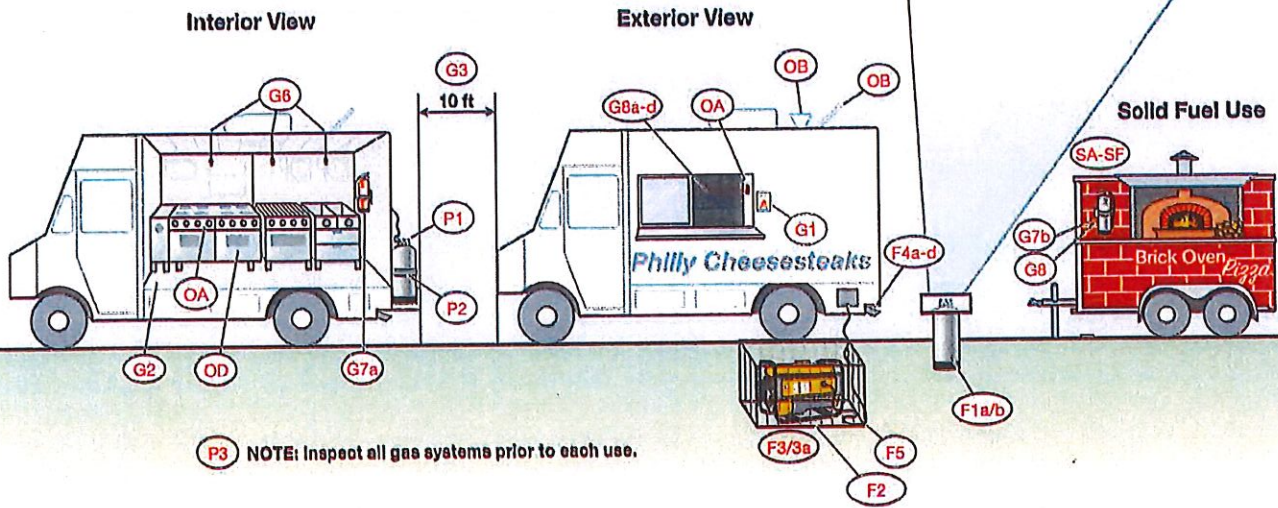
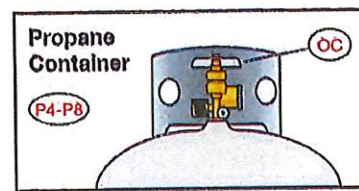
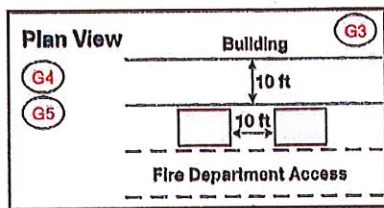
Diane Ford-Benningfield, Mayor



Cary Noe, City Clerk



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 and Chapter 17 in NFPA 96.

General Safety Checklist

- Obtain license or permits from the local authorities. [1:1.12.8(a)] **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. [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 using combustible media are protected by an approved fire extinguishing system. [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: [96:17.10] **G8**
 - Proper use of portable fire extinguishers and extinguishing systems [96:17.10.1(1)] **G8a**
 - Proper method of shutting off fuel sources [96:17.10.1(2)] **G8b**
 - Proper procedure for notifying the local fire department [96:17.10.1(1)] **G8c**
 - Proper procedure for how to perform simple leak test on gas connections [96:17.10.1(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] **F1b**
- Check that any engine-driven source of power is separated from the public by barriers, such as physical guards, fencing, or enclosures. [96:17.5.2.2] **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 and air intakes [96:17.5.2.3(1)] **F4a**
 - At least 12 ft from every means of egress [96:8.13] **F4b**
 - Directed away from all buildings [96:17.5.2.3(2)] **F4c**
 - Directed away from all other cooking vehicles and operations [96:17.5.2.3(3)] **F4d**
- Ensure that all electrical appliances, fixtures, equipment, and wiring complies with the NFPA 70°. [96:17.8.1] **F5**

Propane System Integrity Checklist

- Check that the main shutoff valve on all gas containers is readily accessible. [58:6.26.4.1(3)] **P1**
- Ensure that portable gas containers are in the upright position and secured to prevent tipping over. [58:6.26.3.4] **P2**
- Inspect gas systems prior to each use. [96:17.7.2.3] **P3**
- Perform leak testing on all new gas connections of the gas system. [58:6.16; 58:6.17] **P4**
- Perform leak testing on all gas connections affected by replacement of an exchangeable container. [58:6.16; 58:6.17] **P5**
- Document leak testing and make documentation available for review by the authorized official. [58:6.26.5.1(M)] **P6**
- Ensure that on gas system piping, a flexible connector is installed between the regulator outlet and the fixed piping system. [58:6.26.5.1(B)] **P7**
- Where a gas detection system is installed, ensure that it is tested monthly. [96:17.7.2.2] **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 all windows, service hatches, and ventilation sources are fully opened. [96:12.1.1] **OB**
- Close gas supply piping valves and gas container valves when equipment 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] **SE**
- Removed ashes, cinders, and other removed fire debris should be placed in a closed, metal container. [96:15.9.3.8.1] **SF**



- Get free digital access to NFPA codes and standards at: nfpa.org/docinfo
- Read the latest news and updates at: nfpa.org/foodtrucksafety
- Review the following and other NFPA resources at: nfpa.org
 - NFPA 1, *Fire Code*, 2021 Edition
 - NFPA 1 *Fire Code Handbook*, 2021 Edition
 - NFPA 10, *Standard for Portable Fire Extinguishers*, 2018 Edition
 - NFPA 58, *Liquefied Petroleum Gas Code*, 2020 Edition
 - *LP-Gas Code Handbook*, 2020 Edition
 - NFPA 70°, *National Electrical Code*®, 2020 Edition
 - *National Electrical Code*® *Handbook*, 2020 Edition
 - NFPA 96, *Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations*, 2021 Edition
 - NFPA 96: *Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations Handbook*, 2017 Edition



IT'S A BIG WORLD.
LET'S PROTECT IT TOGETHER.®

NOTE: This information is provided to help advance safety of mobile and temporary cooking operations. It is not intended to be a comprehensive list of requirements for mobile and temporary cooking operations. Check with the local jurisdiction for specific requirements. This safety sheet does not represent the official position of the NFPA or its Technical Committees. The NFPA disclaims liability for any personal injury, property, or other damages of any nature whatsoever resulting from the use of this information. For more information, go to nfpa.org/foodtrucksafety.



CAMPBELLVILLE FIRE-RESCUE

Chris Taylor, Fire Chief

100 West Broadway
Campbellsville, KY 42718
Phone: 270-465-4131

Email: chris.taylor@campbellsville.us

CODE COMPLIANCE GUIDELINE

Mobile Food Unit Safety Inspection

Below are guidelines to be used for the Campbellsville Fire-Rescue (CFR) portion of the Mobile Food Unit safety inspections. This list does not cover every possible item that will be inspected, nor does meeting all the guidelines listed below guarantee that a unit will pass inspection.

The CFR inspection is an operational safety inspection only of the MFU on the date that it is inspected. It is not an approval of the MFU's design, construction, road worthiness or an indication of the long term safety of its combined elements. CFR reserves the right to modify these guidelines as needed.

It is advised that all electrical, ventilation and propane/natural gas piping, tanks, fittings, appliances and systems be constructed and installed by licensed bonded professionals in accordance with NFPA, DOT and Kentucky Fire Code standards.

All fire department mobile food inspections can take place on site by appointment only. Once appropriate paper work is submitted through Campbellsville Public Works you will be contacted by a CFR inspector.

Propane:

- Propane/natural gas piping must be constructed and installed in accordance with manufacturer's recommendations. Propane/natural gas lines that are routed beneath an MFU must be constructed with rigid pipe. Includes piping to LP generators.
- Any propane/natural gas line that penetrates a wall/partition must be constructed of rigid piping.
- Any propane/natural gas line/connector that it is not easily identifiable as to its construction or type will not be allowed and the burden of proof that it is being used according to manufacturer's recommendations will be on the MFU owner.
- All propane tanks DOT approved (within re-qualification date) not to exceed 200lb total for all tanks. Painting of tanks that obscure tank manufacturing or qualification information will not be approved.
- All tanks securely mounted with metal to exterior of vehicle.
- Rear mounted tanks at least 36" above ground to bottom of tank.
- No quick disconnects on any exterior propane tanks (quick disconnects on chassis mounted tanks may be allowed).
- No copper lines connected to LPG tanks.
- Rubber propane hose from regulator to tank to be stamped "Approved for LP Gas 350 psi".
- Moveable-grade, braided, PVC-coated, 304 stainless steel commercial gas connector designed for use with moveable equipment and caster-mounted equipment that is moved on a regular basis for cleaning

and repair. Moveable equipment is defined in ANSI Standard Z21.69/CSA 6.16 as gas utilization equipment that may be counted on casters or otherwise be subject to movement.

- A daily propane system leak check should be performed prior to putting the unit into service and after any movement of the vehicle and after movement/change or addition of any gas fed appliance. These leak checks shall be performed with a hand-held listed flammable gas leak detector.
- Exterior emergency shut off sufficient to stop the supply from all propane/natural gas tanks. Required emergency shut off sign.

Extinguishers:

- All units will have at least (1) 3A:40 B-C rated extinguisher (1A:20B-C for pushcarts).
- Any unit using a deep fryer electric or gas will, in addition to the above extinguisher, have at least (1) 6L type "K" wet chemical extinguisher.
- Fire extinguishers shall bear a current inspection tag validated within the past twelve months OR a receipt of purchase within the last 12 months shall be available for inspection.

Truck/Trailer Ventilation:

- It is recommended that any unit using an appliance that produces grease laden vapors should have a Type 1 hood system installed.
- Hood systems shall be of commercial grade: inspected, cleaned and maintained per the Fire Code.
- All trucks/trailers must be equipped with a working adequate ventilation system. Small -trailers will be evaluated for adequate ventilation on a case by case basis.
- Units with deep fryers (electrical/propane/natural gas) must have a commercial/restaurant grade hood system.

Cooking Appliances:

- All cooking appliances must be listed by Underwriters Laboratories or NSF International for mobile applications for the appropriate fuel and be clearly marked with the appropriate rating sticker
- All deep-fat fryers shall be installed with at least a 406mm (16 in.) space between the fryer and surface flames from adjacent cooking equipment. Where a steel or tempered glass baffle plate is installed at a minimum 203mm (8 in.) in height between the fryer and surface flames of the adjacent appliance, the requirement for a 406 mm (16 in.) space shall not apply.
- Movement of appliances with casters shall be limited by a restraining device installed in accordance with the connector and appliance manufacturer's installation instructions.

Detection Systems:

- All food trucks/trailers must be equipped with a working UL listed carbon monoxide detector suitable for commercial use.
- All food trucks/trailers/push carts must have a hand-held listed flammable gas leak detector.

Signage:

- Signs shall be clearly visible and of contrasting colors and shall be readable from a distance of 25 feet.
- Signs shall indicate type of fuel present (1) "PROPANE" (2) "NO SMOKING" inside and outside (3) "EMERGENCY SHUT OFF".



CAMPBELLSVILLE FIRE-RESCUE

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Electrical:

- All wiring should meet commercial restaurant standards.
- No exposed wiring.
- Installed per NEC 70

Egress/Exits:

- Egress/exits must be adequate and unencumbered by storage, appliances or design.

Generators:

- Must be safely mounted as not to extend into the public right of way.
- Must be securely mounted.
- Must be mounted so as not to impact propane/natural gas systems.