



COEUR D'ALENE FIRE DEPARTMENT

Fire Prevention Bureau

300 E. Foster Ave. Coeur d'Alene, ID 83814
(208) 769-2245

Mobile Vendor Safety Sheet

Business Name _____ Owner/Operator _____

Dates: From: _____ to: _____ Location: _____

Phone Number _____ Address (Physical/Billing)- _____

All Mobile and Non-mobile concessions must have a permit and approval from the fire department.

Cost **\$80.00** for single Food Truck/Mobile Food Vendor and **\$40.00** for Food Court. Make checks out to the City of Coeur d'Alene and payable at Customer Service at City Hall.

Permits are subject to the latest edition of the Coeur d'Alene city ordinance, IFC and IBC: The following is a brief synopsis of fire code requirements, additional requirements may be necessary based upon the event or location.

- A map/sketch of the site shall be submitted and approved by the Fire Department prior to the event. This map/sketch shall include the following: (1) Location of the Food Truck/Mobile Food Vendor, (2) 20' access to the Food Truck/Mobile Food Vendor and adjacent structures (this access shall be clearly marked and maintained throughout the event), (3) Clearance of at least 10' from all vegetation, landscaping and buildings. (4) All fire hydrants in the general area of operation. And proof of owner/agent agreement for the property use.
- Signs stating 'NO SMOKING WITHIN 25 FEET' shall be posted on all propane tanks.
- No storage of flammable or combustible liquids is allowed except for in fuel powered appliances tanks.
- Fire Extinguishers (3-A:40-B:C), shall be installed, maintained, inspected, tested and tagged with a travel distance not to exceed 75'.
- Propane Tanks: For Food Trucks, propane tanks shall be properly secured on the outside (not inside) of the vehicle, hydro date clearly visible (not to exceed 10 years), limited sizes of 125 single or 250 combined water LBS. or less and maintained in a clean and safe condition. Propane tanks for Mobile Food Vendors shall be located a minimum of 10 feet from any other vendor or property lines. Clearances may be reduced when approved by the Fire Department for Special events.
- Propane radiant heaters shall have a clearance of 5' from any building, structure or combustible materials. Clearance may be reduced if manufacturer's recommendation allows.
- Propane lines and fittings shall not leak. There shall be a bottle of soapy water available for Inspectors to conduct spray tests on all propane lines and fittings.
- Where any cooking operation produces grease laden vapor a Type I fire extinguishing hood system shall be required. This Type I Hood shall be inspected, tested and tagged with current service date. A K class fire extinguisher will also be required and located near the cooking operation. This K class extinguisher shall be mounted, inspected, tested and tagged with current service date.



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- Electrical heating and cooking equipment shall comply with the NFPA 70 Electrical Code, International Mechanical Code and the International Fuel Gas code(s).
- Fuel powered generators shall not produce offensive or visible exhaust. They shall be physically separated from people and no extra fuel can may be stored at the venue. Refueling must be completed before or after the event, when the engine is cool.
- Electrical cords shall not be subject to pedestrian or vehicle traffic and shall be a minimum 10 gauge wire. Electrical extension cords shall be in safe condition with no visible damage and be plugged into an approved receptacles.
- Flammable and combustible liquids shall be stored outside of the structure in an approved manner. Refueling shall occur outside a structure not less than 20' from the structure. The operator must protect the public from any fuel stored on site. The Fire Department will approve the storage location.
- All tents, canopies or membrane structures used for motor vehicles, places of assembly or are an accessory to the Food Truck/Mobile Food Vendor event will require a separate Tent Permit. Also, outside cooking utilizing propane, wood or charcoal is not part of the Food Truck/Mobile Food Vendors permit agreement and is subject to additional regulations and fees. Contact the Coeur d'Alene Fire Department at 208-769-2245 for these additional requirements and fees.

The Coeur d'Alene Fire Department requires 48 hours notice prior to the inspection process to complete the permit process.

PLEASE COMPLETE THIS CHECK LIST FOR ALL THE ABOVE ITEMS PRIOR TO SUBMITTING THE PERMIT.

To the best of my knowledge, the information I provided is true and correct in compliance with the locally adopted codes and ordinances, the appropriate NFPA Standards, and the State of Idaho regulations.

REPRESENTATIVE SIGNATURE

DATE

CITY REPRESENTATIVE (WITNESS)

INSPECTION DATE(S)