



FREDERICK COUNTY FIRE AND RESCUE DEPARTMENT

LIFE SAFETY DIVISION OFFICE OF THE FIRE MARSHAL

1080 Coverstone Drive
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MOBILE FOOD PREPARATION VEHICLE CHECKLIST

OVERVIEW

This publication outlines the safety guidelines and permit application requirements related to Mobile Food Preparation Vehicles conducting business in Frederick County, VA.

Mobile Food Preparation Vehicles are defined as vehicles and enclosed trailers able to be occupied by persons during cooking operations that have cooking equipment that utilizes open flames or produces smoke or grease laden vapors for the purpose of preparing and serving food to the public.

PERMIT REQUIREMENTS

If your mobile food preparation vehicle meets the criteria as defined above, a valid Mobile Food Preparation Vehicle permit from your local Virginia Fire Marshal's office where your vehicle is registered or from the Virginia State Fire Marshal's Office may be required to operate in Frederick County, VA.**

A permit application can be obtained from the Fire Marshal's Office located at 1080 Coverstone Drive, Winchester, VA or by visiting their website at www.fcva.us/fmo

INSPECTION REQUIREMENTS

The Frederick County Fire Marshal's Office has the right to inspect any Mobile Food Preparation Vehicle operating in Frederick County, VA per the Virginia Statewide Fire Prevention Code. The Fire Code Official is authorized to conduct such inspections as deemed necessary to determine the extent of compliance with the provisions of the Code. Vendors shall comply with any applicable Frederick County, VA permits and fees.

Questions regarding the content of this publication should be directed to the Fire Marshal's Office at 540-665-6350 during regular office hours, Monday through Friday, 8:00am - 4:00pm.

VEHICLE REQUIREMENTS	YES	NO	N/A
LICENSE PLATE W/ CURRENT DECALS			
CURRENT VEHICLE REGISTRATION			
CURRENT GENERAL LIABILITY INSURANCE			
CURRENT STATE INSPECTION W/ AFFIXED DECAL			
TRUCK AND/OR TRAILER IS REQUIRED TO HAVE A LEGIBLE V.I.N.			
CURRENT HEALTH DEPARTMENT INSPECTION *WITHIN 12 MONTHS OR LESS*			
A VALID MOBILE FOOD PREPARATION VEHICLE PERMIT FROM YOUR LOCAL FIRE MARSHAL'S OFFICE WHERE YOUR VEHICLE IS REGISTERED OR VIRGINIA STATE FIRE MARSHAL'S OFFICE			
WHEEL CHOCKS SHALL BE USED TO PREVENT VEHICLE FROM MOVING			
MOBILE FOOD PREPARATION VEHICLE SHALL BE SEPARATED FROM BUILDINGS OR STRUCTURES, COMBUSTIBLE MATERIALS, VEHICLES, AND OTHER COOKING OPERATIONS BY A MINIMUM OF 10 FEET*			

ELECTRICAL	YES	NO	N/A
ALL ELECTRICAL PANEL BOXES PROPERLY SECURED TO THE VEHICLE			
ALL ELECTRICAL PANEL BOXES AND OUTLETS HAVE COVER PLATES INSTALLED			
NO OPEN WIRING OR SPLICES			
EXTENSION CORDS NOT USED AS PERMANENT WIRING			
ALL ELECTRICAL APPLIANCES INSTALLED IN A SAFE MANNER			
CIRCUIT BREAKERS/FUSES ARE LABELED TO IDENTIFY THE AREA PROTECTED			
IF MULTIPLE ITEMS NEED TO BE PLUGGED IN, IS A POWER TAP UTILIZED WITH A BUILT-IN CIRCUIT BREAKER & IS THE POWER TAP PLUGGED DIRECTLY INTO A PERMANENTLY INSTALLED RECEPTACLE?			
EASY ACCESS TO ELECTRICAL PANEL BOXES			
MULTIPLUG ADAPTORS, SUCH AS CUBE ADAPTORS, INFUSED PLUG STRIP OR ANY DEVICE NOT COMPLYING WITH NFPA 70 SHALL BE PROHIBITED			

MANUAL / PORTABLE FIRE EXTINGUISHERS	YES	NO	N/A
SHALL BE PROPERLY INSTALLED WITH MOUNTING BRACKETS			
SHALL BE VISIBLE, UNOBSTRUCTED, & ACCESSIBLE			
SHALL BE INSPECTED & TESTED W/ INSPECTION TAG AFFIXED			
ABC FIRE EXTINGUISHER MINIMUM SIZE 2:A 10:BC REQUIRED			
CLASS K FIRE EXTINGUISHER REQUIRED			

LPG/CNG GAS SYSTEMS	YES	NO	N/A
LP TANKS, CYLINDERS, AND/OR BOTTLES MUST BE SECURED TO PREVENT TIPPING OR MOVEMENT			
LP SYSTEM PIPING, VALVES, & CONNECTIONS ARE PROTECTED TO PREVENT TAMPERING, IMPACT DAMAGE, & VIBRATION FROM TRAVEL			
ALL LINES & CONNECTIONS IN GOOD CONDITION WITH NO DAMAGE, CORROSION, OR LEAKS			
ANNUAL INSPECTION & TAG OF LPG SYSTEMS REQUIRED. TAG MUST BE AFFIXED TO TANK/BOTTLE OR INSIDE THE UNIT			
IF USING A CNG SYSTEM, INSPECTION REQUIRED EVERY THREE YEARS. TAG MUST BE AFFIXED TO TANK/BOTTLE OR INSIDE THE UNIT			
COMPRESSED GAS SHALL HAVE APPROPRIATE WARNING(S)			
GAS SYSTEMS SHALL BE INSPECTED FOR LEAKS BEFORE EACH USE AND FOLLOWING FUEL TANK REPLACEMENT.			
LPG/CNG CYLINDERS SHALL BE RETESTED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS			

COOKING OPERATIONS	YES	NO	N/A
HOOD SUPPRESSION SYSTEM MAINTAINED & OPERABLE			
HOODS, DUCTS, AND FILTERS SHALL BE FREE OF GREASE & DUST			
HOOD SUPPRESSION SYSTEMS SHALL BE INSPECTED EVERY 6 MONTHS BY A CERTIFIED FIRE PROTECTION COMPANY WITH TAG AFFIXED ON PULL STATION			
INSPECTION/MAINTENANCE RECORDS KEPT IN VEHICLE/EASILY ACCESSIBLE			
PROPER TYPE OF HOOD SUPPRESSION NOZZLES INSTALLED AND ALIGNED WITH COOKING APPLIANCES			
PULL STATION EASILY ACCESSIBLE			
GREASE FILTERS IN PLACE			
PROPER VENT/HOOD SYSTEM TYPE INSTALLED			
SYSTEM PROFESSIONALLY CLEANED AT PROPER INTERVALS W/ TAG AFFIXED TO SYSTEM			
CLASS K EXTINGUISHER(S) SHALL BE WITHIN 30 FT. OF THE COOKING PROCESS			

OPERATING EQUIPMENT	YES	NO	N/A
GENERATOR MAINTAINED IN OPERABLE & SAFE MANNER			
GASOLINE/FLAMMABLE LIQUIDS STORED SAFELY & AWAY FROM COOKING AREA & OTHER IGNITION SOURCES			
GASOLINE/FLAMMABLE LIQUIDS STORED IN PROPER CONTAINERS & LABELED			
FLAMMABLE LIQUID CONTAINERS SECURED TO PREVENT FALLING, TIPPING, OR DAMAGE FROM TRAVEL.			
COVERS & CAPS SHALL BE TIGHTLY IN PLACE			

ALARM EQUIPMENT	YES	NO	N/A
DETECTOR/SIGNALING DEVICES SHALL BE ON AND OPERABLE			
DETECTORS & SIGNALING DEVICES SHALL BE FREE OF DEBRIS/DEFECTS			
IF PROPANE SYSTEM, A LISTED LPG ALARM SHALL BE INSTALLED			
IF CNG SYSTEM, A LISTED METHANE ALARM SHALL BE INSTALLED			

STORAGE	YES	NO	N/A
ITEMS STORED NEAT & ORDERLY			
ITEMS STORED TO PREVENT FALLING/SHIFTING DURING TRANSPORT			
ITEMS KEPT CLEAR OF EXIT/CLEAR PATH TO EXIT MAINTAINED			
ITEMS STORED AWAY FROM HEAT SOURCES			
COVERS & CAPS SHALL BE TIGHTLY IN PLACE			
COMPRESSED CYLINDERS SHALL BE PROPERLY STORED AND SECURED			
COMPRESSED GAS SHALL HAVE APPROPRIATE WARNING(S)			
COOKING OIL STORAGE CONTAINERS WITHIN MOBILE FOOD PREPARATION VEHICLES SHALL HAVE A MINIMUM AGGREGATE AREA VOLUME NOT TO EXCEED 120 GALLONS AND SHALL BE STORED IN SUCH A WAY AS TO NOT BE TOPPLED OR DAMAGED DURING TRANSPORT.			

Frederick County Fire Prevention Code

***319.1.2 Separation** Mobile food preparation vehicles shall be separated from buildings or structures, combustible materials, vehicles, and other cooking operations by a minimum of 10 feet.

****319.2.1 Permit Authority Having Jurisdiction (AHJ)** The enforcing agent of a permit requirement on a mobile food preparation vehicle (MFPV) shall be the appointed fire official for the Virginia local government which the food truck is identified for personal property tax payment of the vehicle. If no such entity exists, or the local government has elected to not enforce this section of the SFPC, or if the MFPV is housed out of state, then it shall be the State Fire Marshal's Office (SFMO) or designee.

Note:

This checklist is not all-inclusive and serves to provide general guidance for assistance in maintaining your mobile food preparation vehicle within Frederick County Fire Prevention Code standards. Please refer to the current Frederick County Fire Prevention Code for any further guidance.

All Mobile Food Preparation Vehicles and/or operators may be subject to locality specific fees, inspections, and/or permits.

Recent inspection reports (12 months or less from date) shall be maintained and available upon request.

Please contact the Frederick County Fire Marshal's Office if you have any questions (540) 665-6350.