



# West Orange Fire Department

## Fire Prevention Bureau

415 Valley Road, West Orange, New Jersey 07052

Phone: (973) 325-4180 Fax: (973) 669-1080

E-mail: [Fireprev@westorange.org](mailto:Fireprev@westorange.org)

*Susan McCartney*  
Mayor

*Fire Captain Joseph Matullo*  
Fire Official

## Enclosed Mobile Food Trucks Permitting & Inspection Requirements

The New Jersey Division of Fire Safety has determined that “Enclosed Mobile Food Truck” vehicles, once they are parked and operating, are “premises” and subject to ALL regulations and permit requirements contained in the NJ Uniform Fire Code.

### Administrative Requirements

- 1) The operator must obtain a Type 1-Permit (enclosed mobile food truck requiring a fixed suppression system) (*N.J.A.C. 5:70-2.7(a)3.xii*)
- 2) Permit will not be granted unless, a completed application and payment of the application fee is received by, The Office of Fire Prevention Bureau during normal business hours, at least two (2) business days prior to the commencement of the event. (*N.J.A.C. 5:70-2.7(b)*)
- 3) For the purposes of this policy, “completed application” shall include all information requested on the application form.
- 4) A permit application will not be accepted unless the permit fee in the form of cash, check, money order or credit card payment is provided. (*N.J.A.C. 5:70-2.7(i)*)
- 5) The applicant shall specify date/time requested for inspection on the application form. No permit will be issued until such time as an inspection is completed. (*N.J.A.C. 5:70-2.7(c)*)
- 6) The ignition of gas powered appliances prior to an inspection shall constitute a violation of the code and the operator shall be subject to penalty (*N.J.A.C. 5:70-2.12(b)7.i*)
- 7) **If the applicant is someone other than a representative of the property owner, a letter from the property owner authorizing the applicant to perform the permitted function is required to be included with the initial application.**

## **Technical Requirements**

- ❑ A food truck utilizing a cooking operation that, by way of cooking method or type of cuisine, creates grease laden vapors, must be equipped with an exhaust hood and a kitchen hood fire suppression system. (*N.J.A.C. 5:70-4.7(g)*)
- ❑ The suppression system must be inspected/tested within previous six (6) months by a company possessing a valid NJ Division of Fire Safety Contractor License (If the truck is registered in another state, such as PA or NY, then it must have been inspected within the last six (6) months, but the inspection does not have to be performed by a company having a NJ Division of Fire Safety Contractor License). (*Section 904.5.1, 2006 IFC, NJ Ed.*)
- ❑ The operator must have a copy of the actual fire suppression system inspection report in the vehicle (not just the cylinder tag).
- ❑ The truck must be equipped with a “K” type portable fire extinguisher, if the truck is equipped with deep fat fryers. (*Section 906-4, 2006 IFC, NJ Ed.*)
- ❑ Propane cylinders must be inspected for rust, damage, dents, leaks, alterations. (*NFPA 58-5.2.2.1*)
- ❑ Propane hoses, exposed portions, must be inspected for general condition and leaks. (*NFPA 58-6.18.2*)
- ❑ Maximum propane tank size is 125 lbs. (300 gal wc). (There is no maximum amount per vehicle) (*NFPA 58-6.21.3.1(E)*).
- ❑ Propane containers and regulators must be installed on the outside of the vehicle, unless in a cabinet that is vapor tight to the inside of the vehicle, accessible only from outside the vehicles, and properly vented to the exterior of the vehicle. (*NFPA 58-6.21.3.3*)
- ❑ Propane cylinders must be attached to the vehicle-they may not be free standing, even if properly secured. (*NFPA 58-6.21.3.4*)
- ❑ Propane cylinder valves, regulators, hoses, etc., must be protected from damage from physical impact, stones, mud, etc. (*NFPA 58-6.21.3(B)*)
- ❑ Regulators must be installed so that the pressure relief valve is pointing downward and the vent must be protected to prevent dirt, mud, etc., from entering the vent. (*NFPA 58-6.21.4.2*)
- ❑ The entire vehicle is subject to full inspection for all other applicable requirements provided for “premises” in accordance with the NJ Uniform Fire Code, sub-chapter 3.



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## **Mobile ENCLOSED Food Truck** **NJ State Type 1 Permit \$54.00**

**Date:** \_\_\_\_\_

### **Applicant:**

Business Name: \_\_\_\_\_

Food Truck Name (if different than above): \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### **Request for Fire Safety Permit for Mobile Enclosed Food Truck**

Event Location: \_\_\_\_\_

Type of Event: \_\_\_\_\_

The Food Truck will be used on or between (dates): \_\_\_\_\_

And between the hours of \_\_\_\_\_ and \_\_\_\_\_

Name \_\_\_\_\_ phone number \_\_\_\_\_

of contact/responsible person to be present at the time of the inspection.



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### Vehicle Information

Vehicle Registration (License #): \_\_\_\_\_ State: \_\_\_\_\_

Is this Vehicle equipped with an exhaust hood:  Yes  No

### Cooking Appliances

Stove  Griddle  Oven  Deep Fryer  Other \_\_\_\_\_

- Cooking operations that produce grease laden vapors, must be equipped with an exhaust hold and a hood fire suppression system
- The Fire Suppression System must have a valid inspection tag. Hood Fire Suppression Systems are required to be inspected every 6 months. The Operator must have a copy of the actual Fire Suppression System Inspection Report (not just a tag) and submit with application
- If the truck has a deep fat fryer, the vehicle must be equipped with a "K-Type" portable fire extinguisher. Other trucks must have a fire extinguisher compatible with the fire suppression system. All fire extinguishers must have a current service tag
- Propane cylinders, piping and hoses must be in good condition and free from leaks

### **Health Department: Requires a Permit from West Orange Township Health Department for Temporary Food License Application (973) 325-4120**

I hereby acknowledged that I have read this application, that the information given is correct, and that I am the Owner or Duly Appointed Person, authorized to act in the Owner's behalf and as such hereby agree to comply with the applicable requirements of the Fire Code as best as any specific conditions imposed by the Fire Official.

\_\_\_\_\_  
**Applicant Signature**

\_\_\_\_\_  
**Name/Title**

\_\_\_\_\_  
**Date**



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### **TYPE 1 PERMIT: REQUIREMENTS FOR FOOD TRUCKS**

**FEE: \$ 54.00**

- Food Truck Vendors shall apply for Type 1 Permit for **every event**
- Food Trucks shall be inspected **each and every time** they operate in West Orange Township
- Two-week Notice is required prior to any permit inspection
- Fire Official and Fire Inspectors will use the NFPA Food Truck Safety Fact Sheet and checklists pertaining to, but not limited to General Safety, Fuel and Power Sources, Propane System Integrity, Operation Safety and Solid Fuel Safety. <https://www.nfpa.org/-/media/Files/Public-Education/By-topic/Food-trucks/FoodTruckFactSheet.pdf>
- Propane Tanks:
  - Must be secured at all times
  - All fitting and connections must be tight and tested for leaks
  - Shall be clearly labeled if inside a cabinet
- Kitchen Fire Suppression System:
  - Shall have a valid service tag (within 6 months)
  - Shall have a copy of the most recent inspection report (within 6 months)
  - Kitchen ventilation exhaust hood and filters shall be clean of any grease residue
  - Fuel for portable generators must be stored in the appropriate fuel container
- Fire Extinguisher
  - Commercial grade ABC Extinguisher required
  - Shall have a valid service tag (within 1 year)
  - Needle must be green
  - Class K Extinguisher needed if cooking produces grease laden vapors
- **FOOD TRUCKS MUST BE PARKED AT LEAST 10 FEET FROM ANY BUILDING, STRUCTURE, VEHICLE OR COMBUSTIBLE MATERIALS**

REQUIRED TO FOLLOW ALL APPLICABLE CODE REQUIREMENTS IN THE NEW JERSEY UNIFORM FIRE CODE AS WELL AS THE INTERNATIONAL FIRE CODE 2015, NEW JERSEY EDITION