



**GROSSE POINTE FARMS FIRE DEPARTMENT
FIRE PREVENTION BUREAU
90 KERBY RD. GROSSE POINTE FARMS, MI 48236**

313-885-2100

Mobile Food Truck Inspection Guide

Each mobile food vending platform operating in the City of Grosse Pointe Farms is required to be inspected annually and obtain an annual permit from the Grosse Pointe Farms Fire Prevention Bureau. Each permit will be valid only for the calendar year in which the permit is issued, and will expire on December 31st of such calendar year (regardless of the issue date). The annual permit fee is described in the materials below. Failure to obtain an annual inspection, or failure to obtain and display a valid annual permit, will result in an additional administrative fee (in addition to the regular permit fee) in the amount of \$100. Failure to obtain and display a valid annual permit also may result in the issuance of a misdemeanor citation, which upon conviction carries criminal penalties (a fine of up to \$500.00, or imprisonment of up to 90 days, or both, in the discretion of the Court) pursuant to Fire Code No. 6-05, Ordinance No. 396.

Scope

This permit covers the operation of all mobile food vending platforms operating within the City of Grosse Pointe Farms, which are required to be inspected and approved by the Grosse Pointe Farms Fire Prevention Bureau to ensure all operations are done in a fashion that is safe for the public and its operators.

References

NFPA 1 – National Fire Protection Association: Fire Code

NFPA 58 - National Fire Protection Association: LP Gas Code

NFPA 70- National Fire Protection Association: The National Electric Code

NFPA 96 – National Fire Protection Association: Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations

NFPA 1192 – National Fire Protection Association: Standard on Recreational Vehicles

Definitions

Mobile Food Vendor Platform – Any push cart, trailer, enclosed trailer or enclosed truck that uses propane or any other heat source to prepare food.

Licensing Requirements

1. Copy of Valid Driver's License
2. Copy of Current Vehicle Registration
3. Copy of Current Vehicle Proof of Insurance (Public Liability and Property Damage \$1,000,000)
4. Copy of Commercial General Liability Insurance for \$1,000,000
5. Copy of Current MDARD State of MI Mobile Food License



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GPF Mobile Food Truck Permit Fees

Annual Inspection/Permit Fee - \$50.00

- a. Upon receipt of an annual mobile food truck permit sticker, it shall be affixed in a prominent and easily visible location on the mobile food vending platform.
- b. The inspection fee as outlined covers the **initial inspection and a single re-inspection.**
- c. If additional re-inspections are necessary, an additional inspection fee may be required.

GPF Mobile Food Truck Permit Procedure

1. Once obtaining the required State of MI/County Health Department licenses and inspections, complete the attached pre-inspection checklist found online or in-person at City Hall to ensure vehicle compliance.
2. Complete and save the fillable document with the year and name of the business (ex: 2022Pizzakitchen.pdf)
3. To schedule a food truck permit inspection, please email fireprevention@gpfdps.com with your request, at minimum, of five (5) days prior to your preferred date and time (Monday - Friday, any time after 09:00am). **Please also include in this email the completed inspection application for review along with copies of all required documentation.**
4. The inspection fee will be collected at the time of inspection. Payment may be made by cash, check (payable to the City of Grosse Pointe Farms), or credit card.
5. Spot checks will be conducted randomly by Fire Code Officials throughout the city at venues and Special Events. Should a vendor be found to be in violation:
 1. An inspection shall be conducted.
 2. Upon a completed inspection with no violations, an inspection permit shall be issued.
 3. The inspection fee may be paid at the time of inspection at City Hall, or the business shall receive an invoice for the inspection fee, payable to the City of Grosse Pointe Farms.
 4. Should a vendor refuse inspection or fail the inspection (i.e.- unable to abate the violation), the vendor may not operate pursuant to the Grosse Pointe Farms Fire Code.
 5. Failure to obtain a permit and/or a mobile food truck fire inspection PRIOR to operating within the City, as outlined above, will result in an additional administrative fee (in addition to the regular permit fee) in the amount of \$100. Failure to obtain and display a valid annual permit also may result in the issuance of a misdemeanor citation, which upon conviction carries criminal penalties (a fine of up to \$500.00, or imprisonment of up to 90 days, or both, in the discretion of the Court).
6. Each mobile food vending platform (i.e., each vehicle, trailer, push cart, enclosed truck) must be inspected individually, and the fee structure shall apply to each vending platform separately.



GROSSE POINTE FARMS

FIRE PREVENTION BUREAU

Mobile Food Truck Checklist

- References are to the 2021 edition of NFPA 1, Chapter 50, unless noted otherwise.
- Checklist is summarized - **See the code references for detailed requirements.**

LP Gas Systems**

	Cylinders ≤ 200 gal. and secured upright (50.8.7.1.1 & 50.8.7.4.3.2)
	Disconnected containers & cylinders secured upright during transport & storage (50.8.7.4.4)
	Cylinders located outside vehicle shall meet the following
	Proper road clearance (50.8.7.4.7.1)
	Valves, appurtenances, and connections are protected (50.8.7.4.7.5)
	Weather protection (50.8.7.4.7.8)
	Cylinders inside must be in a compartment that meets the following (50.8.7.4.6)
	Vapor tight to inside
	Accessible only from outside
	Vents provided near top & bottom of compartment
	Vents at least 3' from vehicle openings below the vent level
	Cylinders are tested at the following intervals (50.8.7.4.9)
	Designation E= 5 years S = 7 years No letter = 12 years
	Propane leak detector provided & UL 1484 listed for vehicle use (50.8.7.3.1)*
	Propane leak detector tested monthly (50.8.7.3.2)*
	Gas shutoff on each appliance (50.8.4.4)
	Main shutoff, if provided: accessible & permanent reflective sign (50.8.7.1.2)
	Flex connector is provided between regulator outlet & fixed piping (50.8.7.7.1.2)
	Gas piping enters vehicle directly beneath or adjacent to appliance (50.8.7.7.1.9)

	Grease-producing equipment has listed hood, filters, and exhaust (50.2.1.1)
	Make-up air openings are provided and unobstructed (50.6.1.3)
	Grease buildup inspection documentation; can be by operator (50.6.4):
	Monthly for solid fuel
	Quarterly for wok cooking & charbroiling
	Semi-annually for other cooking
	Baffle 8" high installed between deep fat fryers and flame-producing cooking, or min. 16" between appliances (50.7.1.2.4 & 50.7.1.2.5)
	Deep fat fryers have lids that are secured when vehicle in motion (50.8.12.1)*
	Appliances located so that a fire does not block escape (50.8.4.9)

Vehicle-Mounted Generators & Electrical Systems

	Generator unit is listed (50.8.6.2)
	Generator compartment vapor resistant to vehicle interior (50.8.6.3)
	Generator fuel lines and exhaust piping do not penetrate interior area (50.8.6.4)
	No damaged wires, open boxes/panels, etc. per NEC (50.8.5.2)

Fire Suppression System

	Grease-producing cooking equipment, hoods, and plenums have suppression system compliant with UL-300 (50.5.1.1 and 50.5.2.2)
	Semi-annual maintenance by approved company NFPA 17A, 2021 (8.3.2)
	Interlocked with fuel and electric power (50.5.3.1)
	Manual station in escape path (50.5.4.1.1)
	Audible and visual alarm on vehicle exterior (50.5.5.2)*

Fire Extinguishers

	Fire extinguishers of proper types must be charged, tagged, mounted, unobstructed, near a means of escape (50.5.7.1)
	Class K for cooking with oil and fat (50.5.7.2)
	Class 20:BC for generators and fuel-fired equipment (50.5.7.5)
	Class 2:A for wood or charcoal (50.5.7.3)
	CO2 extinguishers shall not be aboard (50.5.7.6)
	Placard next to class K extinguisher stating to activate system first (50.5.2.1)

Vehicle Safety

	At least one CO detector installed where heat sources are nonelectric and open flames used (50.8.9.1)*
	No seating for the public inside the vehicle (50.8.3.2)

Staff Emergency Training

	At least one worker initially trained in the following (50.8.10.1)
	Using portable extinguishers and extinguishing systems
	Shutting off fuel sources
	Notifying the Fire Department
	Proper refueling and gas cylinder change-out
	Performing leak detection
	F=Understanding fuel properties
	Annual refresher training provided to designated personnel (50.8.10.4)
	Training documentation remains on board & available upon request (50.8.10.5)

Event Setup

	Vehicle 10' from building entrances & exits, other vehicles, tents, and other combustible materials (50.8.2.1 and 50.8.2.2)
	Chocks, jacks, or wheel clamps in use (50.8.2.3)
	Access maintained for fire lanes, hydrants, FDCs, other fire equipment (50.8.1.4)
	No impediments to immediate escape (50.8.1.7)
	Windows are open and/or ventilation is on before cooking (50.6.1.1)
	Exhaust systems with filters are operated only with filters in place (50.6.1.2)
	Portable generator 12' from cooking operations (50.8.5.4.1)*
	Portable generator guarded with cones, fencing, other barrier (50.8.5.4.2)*
	Portable generator fueled only when shut down and cooled (50.8.8.3)
	Propane leak detection testing done each time a connection is made, or cylinder changed (50.8.7.3.4)
	Propane system inspected before use (50.8.7.3.3)
	Documentation of propane detection testing is maintained on vehicle (50.8.7.3.5)
	Flammable liquids must be outside vehicle or meet NFPA 30 (50.8.1.6)
	Phone available or other approved emergency communication (50.8.1.5.1)
	Location address posted for emergency reporting (50.8.1.5.2 & 50.8.10.6)
	Public not allowed inside (50.8.3.2)
	One staff person has documented emergency training (50.8.10.2)

* Items new or revised in the 2021 edition of NFPA 1 Ch. 50

** Gas fitter certification removed from NFPA 1, but NFPA 58 compliance still required

Check Box Key

X or NA = item not applicable

√ or OK = item in compliance

Number = item with corrections needed, time to comply, or additional notes as follows:



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Mobile Food Vendor Permit Application

NAME OF BUSINESS OR PLATFORM: _____

NAME OF OWNER: _____

PHONE # _____ **EMAIL ADDRESS:** _____

MAILING ADDRESS:

STREET _____ APT/SUITE # _____
 CITY _____ STATE _____ ZIP CODE _____

TYPE OF PLATFORM: TRAILER TRUCK FOOD CART TENT

LICENSE PLATE NUMBER _____ **ISSUING STATE** _____

STATE OF MI MOBILE FOOD LICENSE # _____

STATE OF MI MOBILE FOOD LICENSE EXPIRATION MONTH/YEAR: _____

DOES IT HAVE A VENTILATION SYSTEM? YES NO

IF YES, WHEN WAS THE LAST TIME IT WAS SERVICED/CLEANED: _____

DOES THE FOOD YOU COOK PRODUCE GREASE LADEN VAPORS? YES NO

DOES IT HAVE A FIRE SUPPRESSION SYSTEM? YES NO

LAST INSPECTION DATE: _____

DOES THE VEHICLE HAVE FIRE EXTINGUISHERS? YES NO

TYPE _____ SIZE _____ QUANTITY _____ DATE OF LAST SERVICE _____

TYPE _____ SIZE _____ QUANTITY _____ DATE OF LAST SERVICE _____

DOES THE VEHICLE USE PROPANE OR COMPRESSED NATURAL GAS TO HEAT OR COOK FOOD?

YES NO

IF YES: DATE OF LAST HYDROSTATIC TEST _____

IF NO: WHAT TYPE OF FUEL IS USED TO COOK _____

SIGNATURE _____ DATE _____

NAME _____

***Administrative Use Only** GPF Permit Number Issued: _____