

**CITY OF BLACK HAWK FIRE DEPARTMENT
OFFICE OF THE FIRE MARSHAL**


23-3 Field Services Guideline

Special Event and Mobile Food Vendor Requirements

Effective Date: 02/01/2024

Replaces: 04/01/2023

Approved By: _____


Jason Walsh
Fire Marshal

Special Event and Mobile Food Vendor Requirements

Purpose

The purpose of this guideline is to establish the minimum requirements for fire safety during a special event, including the use of mobile food vendors (food trucks).

Scope

The Black Hawk Fire Department is providing checklists which outline the minimum fire/life safety requirements in accordance with the City of Black Hawk adopted fire code. It is the intent of these checklists to assist the applicant with site layout, fire protection, and inspection requirements.

Requirements

The following is required by the Black Hawk Fire Department at the time of inspection(s) or the inspection will be rescheduled:

1. Attached are the checklists for special events and mobile food vendors. Please provide all applicable information and return to the city clerk's office with your application.
2. The Fire Marshal will review the information and site plan for code compliance. If it is determined that the site-plan or other items are not compliant, the Fire Marshal will contact you for additional information.
3. A fire safety inspection will be required on the day of the event prior to any public attendance. Please contact the fire department to schedule the inspection at least 72 hours in advance at:

(303) 582-2255
fireinspection@cityofblackhawk.org

SPECIAL EVENT INFORMATION CHECKLIST – FIRE SAFETY

Please complete the questions below and provide the details on the site plan for Fire Department review.

Event Information

Number of tents over 400 square feet, but not more than 700 square feet: _____

Number of tents over 700 square feet: _____

Number of booths: _____

Food and Cooking:

- Catered on/off site.
- Barbeques and/or Grills
- Deep Fryers
- Barbeques and/or Grills
- Ranges and/or Woks

Will cooking operations be conducted in tents, canopies, or booths? Yes No

Copy of tent or canopy flame propagation performance certificate provided? Yes No

Quantity of Generators: _____

Other types of flammable or combustible operations? _____

Tents, Canopies or Booths

Enclosed temporary special event structures in excess of 400 square feet shall require approval from the Fire Marshal and Building Code Official, tents that are open on all sides can be a maximum of 700 square feet. The aggregate area of multiple tents placed side by side shall not exceed 700 square feet without a 12ft. clearance to all other structures.

Cooking appliances or devices that produce sparks or grease laden vapors shall not be used within 20ft. of a tent or temporary structure.

Exception: Designated cooking tents not occupied by the public when approved by the Fire Marshal.

Generators

Generators shall be installed not less than 10ft. from combustible materials, be Isolated from public by physical guard not less than of 3 feet and all wiring must be secured.

Portable Fire Extinguishers

A portable fire extinguisher sized not less than 2-A:20-B:C, shall be located no more than 75ft. from any tent, canopy or booth.

Each generator shall be provided with a portable fire extinguisher sized not less than 2-A:20-B:C.

Cooking equipment using combustible oils or solids shall have an approved portable fire extinguisher.

MOBILE FOOD VENDOR FIRE SAFETY INSPECTION CHECKLIST

Fire Protection Systems

- Cooking equipment that produces grease-laden vapors shall be provided with a Type 1 kitchen hood. A current hood inspection and cleaning tag shall be displayed on the hood unit in a conspicuous location. Records of hood system service shall be made available for review by the inspector.
- Cooking equipment shall be protected by automatic fire extinguishing systems. Automatic fire extinguishing systems shall be serviced every six months by a licensed fire protection contractor. A current service tag shall be attached to the fire extinguishing system.
- If accumulated grease is found during the inspection, system components shall be cleaned in accordance with ANSI/IKECA C10.

Fire Extinguishers

- One 2A:10BC fire extinguisher shall be mounted in the unit with service tag affixed to the extinguisher showing that inspection and service has been performed within the last twelve months.
- One Class-K fire extinguisher shall be mounted in the unit when deep fat fryers are installed in the unit, which shall have a service tag affixed to the extinguisher showing that inspection and service has been performed within the last twelve months.

Electrical safety

- Electrical wiring, devices appliances or other equipment that is modified or damaged and constitutes a safety hazard are prohibited.
- Multi-plug adaptors or non UL 1363 compliant listed power strips are prohibited.
- Extension cords shall not substitute for permanent wiring.

Cooking oil storage

- Cooking oil storage containers within the unit shall have a maximum aggregate volume of 120 gallons and be stored in such a way as to not be toppled or damaged during transport.
- Metallic cooking oil storage tanks shall be listed in accordance with UL 80 or UL 142 and shall be installed in accordance with the tank manufacturer's instructions.
- Non-Metallic cooking oil storage tanks shall be installed in accordance with the tank manufacturer's instruction and shall be listed for use with cooking oil and exposure temperatures. The tank capacity shall not exceed 200 gallons per tank.
- Normal and emergency tank venting shall be provided for cooking oil storage tanks.

Liquid Petroleum GAS (LP) and Compressed Natural Gas (CNG)

- The maximum aggregate volume of LP-gas transported and used for fuel cooking appliances shall not exceed 200 pounds.
- The maximum aggregate capacity of CNG containers transported shall not exceed 1,300 pounds water capacity.
- LP-Gas and CNG containers shall be securely mounted and restrained to prevent movement. Containers shall not be installed in locations subject to direct vehicle impact.
- LP-Gas and CNG piping systems shall be adequately protected to prevent tampering, impact damage and damage from vibration.
- A Listed LP or methane gas alarm shall be installed in the vehicle in accordance with the manufacturer's instructions.
- LP-Gas containers installed on the vehicle and fuel gas piping systems shall be inspected annually by an approved inspection agency that is registered by the US Department of Transportation to requalify LP-gas cylinders and ensure the system components are free from damage and working properly. CNG containers shall be tested every three years, the approved inspection agency shall affix a tag to the fuel gas system or within the vehicle indicating the inspection agency name and date of the satisfactory inspection.



Fire Marshals Association Of Colorado

<https://fmac-co.wildapricot.org/>
secretaryfmac@gmail.com

Certificate of Inspection Mobile Food Vehicles

Date of Inspection: _____ **Expiration:** varies by fire jurisdiction

Business Name: _____

Business Address: _____

City, State Zip: _____

Phone: _____ **Email:** _____

Vehicle Owner: _____ **Vehicle Owner Phone:** _____

Owner Address: _____

City, State, Zip: _____

Mobile Vehicle Type: _____

VIN: _____ **License Plate:** _____

Type of Inspection (Renewal/New/Re-inspect): _____

Result (Pass/Fail): _____

Comments:

Owner/Operator Signature: _____ **Date:** _____

Inspector Signature: _____ **Jurisdiction:** _____

ICC Fire Inspector Certificate number: _____ **Date:** _____

Office Use Only Below Line

Files Uploaded

Payment Received