



MOBILE FOOD VENDORS – TOWN OF SIDNEY OVERVIEW

Introduction

Mobile food vendors, in the form of self-propelled trucks or vehicles, trailered units, carts, or rudimentary table-top set-ups, have been growing in numbers in recent years. Mobile food vendors often travel between municipalities to work and may not be part of a routine inspection process which would ensure compliance with the BC Fire Code and other life safety requirements.

Scope

Any operator of a mobile food vending unit that is used outdoors for the preparation and dispensing of food or beverages and that contains cooking appliances or associated equipment may have to comply with these guidelines. Mobile food vending includes the preparation and serving of food and/or beverages with the use of cooking facilities, apparatus or equipment contained within but not limited to:

- Self-propelled trucks and vehicles,
- Trailered units,
- Carts, and
- Any outdoor cooking processes directly associated to the above.

Some mobile vendors will not be part of this approval process; however many of the requirements contained within these guidelines will apply. On-site inspections may be conducted by the Sidney Fire Department to ensure compliance with relevant parts of these guidelines and local regulations. These include:

- Standalone cooking processes (e.g. equipment located under a canopy and not associated to mobile food vending), and
- Trucks, vehicles, trailered units, carts and other cooking processes that do not contain any propane or 120V or greater electrical systems (e.g. battery powered only).



MOBILE FOOD VENDORS – TOWN OF SIDNEY PUBLIC OVERVIEW

Process

In order to obtain the proper approval to operate under these guidelines, operators are required to:

- Review these guidelines and ensure that all requirements are met.
- Make an application for a [business licence](#) (if required) with the Town of Sidney's Development Services department.
- Make arrangements for an inspection with the Sidney Fire Department (see below)*
- Once your vehicle has been inspected and a Town of Sidney Food Vendor Sticker applied, you are able to operate in Sidney subject to Business Licence approval and compliance with all local site specific requirements. (see below)
- The Town of Sidney may consider approved mobile food vendor applications from jurisdictions within the Capital Regional District. If applicable, please forward to developmentsservices@sidney.ca and firedept@sidney.ca.
- Keep a copy of the checklist as provided by the Sidney Fire Department in the vehicle at all times.
- The vending operation shall be self-sufficient in all utilities, including but not limited to electricity, water and greywater management and shall not discharge any water or other waste on site. If generators are used they must comply with the [Noise Bylaw](#).
- Any vendor shall supply garbage containers and shall not deposit or cause to be deposited on any Town streets or sidewalk any rubbish or litter and shall promptly pick up any such material dropped by patrons in the vendor's area of operation.
- Operators are encouraged to use the Victoria Food Trucks [website](#) to see who will be at the parks. This is accessible to vendors through the Street Food App, vendors are responsible for posting their schedules and keeping them up to date.

Site Specific Requirements

Approved operators will still be required to comply with the Town of Sidney Fire Department in relation to site specific requirements such as:

- Distances from buildings and fire hydrants,
- Vehicle spacing,
- Fuel storage and use,
- Etc.

*Please contact the Fire Department to discuss their requirements and to clarify any questions at firedept@sidney.ca or 250-656-2121.



MOBILE FOOD VENDORS – TOWN OF SIDNEY ACCEPTABLE GUIDELINES

1. GENERAL SAFETY

- All tents and awnings, including other fabrics attached to the vehicle, shall have flame resistance conforming to CAN/ULC S-109, and identified as such with a factory label (regardless of clearances). Flame retardant treatments to tents and awnings shall be renewed as often as required to meet the match test of NFPA 705. No visible grease is permitted on tents and awnings.

- Temporary electrical power, generators and any connections to vendors must be of proper gauge, properly rated (eg; CSA, CAN/ULC), protected from weather and vehicle traffic, properly grounded, restricted from public access and utilized as per manufacturers specifications. Do not use damaged cords. No household extension cords permitted.

- Adequate egress shall be provided (for all staff) from the kitchen preparation area of the vehicle to an open public thoroughfare.

- Check that there is a clearance of at least 3m away from buildings, structures, vehicles and any combustible materials.

- Verify fire department vehicular access is provided for fire lanes and access roads and ensure clearance is provided for the fire department to access fire hydrants and fire department connections.

- Appliances should have a clearance of 18" from combustible materials.

- Ensure that workers are trained in the proper use of portable fire extinguishers, proper method of shutting off fuel sources, proper procedure for notifying the local fire department, proper procedure for how to perform simple leak tests on gas connections.

- Ensure there is no public seating within the food truck.

- Do not leave cooking equipment unattended while it is still hot.

- Operation of cooking equipment should be done only when all windows, service hatches and ventilation sources are fully opened.

- Any oils or grease used for cooking should be adequately cooled prior to movement of the mobile unit.



MOBILE FOOD VENDORS – TOWN OF SIDNEY ACCEPTABLE GUIDELINES

2. GENERAL REQUIREMENTS & STANDARDS

- A valid Business License, if applicable, if not covered by blanket market licence.

- All mobile food vendors are to be inspected annually and display the appropriate TOS inspection sticker (2023). The completed inspection report will be kept in the vehicle for review by the Sidney Fire Department.

- A Food Permit to operate shall be obtained from the local Health Authority.

- Trucks, trailers and/or carts shall display a certified Technical Safety BC inspection tag verifying that gas and electrical operation has been approved.

- All appliances are required to have appropriate certification and/or listing (ie; CSA, ULC, Technical Safety BC).

- Vendors using heating or cooking units shall provide, for their own use, at least one 10lb portable multi-purpose fire extinguisher with a rating of not less than 4A-40:BC. Extinguishers must be visible, assessable, mounted and must be within 30 feet of the cooking area.

- All commercial deep fryers or other cooking processes using oil are required to have a portable Class K wet chemical extinguisher.

- All solid fuel appliances, whether under a hood or not, with fire boxes of 0.14 m³ (5 ft³) volume or less shall have at least a listed 2-A rated water spray fire extinguisher or a 6 L (1.6 gal) Class K wet chemical extinguisher.

- All commercial cooking units that create grease laden vapors (deep fryers, burners, grills, etc) in trailers or trucks shall have an automatic suppression system meeting ANSI/UL300 or ULC/ORD-C 1254.6, and a ventilation system conforming to NFPA 96, as per BC Fire Code 2.6.1.9.

- The automatic suppression system shall be interconnected to an electrical contact and/or fuel shut off, so if the system is discharged the gas valve will close and the electricity or fuel to the appliances will be shut off.

- Stand-alone stoves or burners and self-contained cooking appliances located outside should be supported on an acceptable sturdy base and table, approved by the AHJ, with a minimum 1 meter clearance from combustibles. Appliances shall not be placed directly on the ground.

3. SERVICE

- While some municipalities do have a requirement with respect to ASTT servicing, in order to obtain a Sidney Fire approval sticker, ASTT servicing must be complete. Local jurisdictions may allow you to operate, but will not be able to provide you with multi-jurisdictional approval.

- All service reports shall be kept with the vehicle for review by the Sidney Fire Department.

- All commercial cooking suppression systems shall be tagged by a qualified ASTT service technician within the past 6 months, have no deficiencies on the tag, and be in approved operating condition (eg: lineup, nozzles, manual pull, signage).

- All commercial cooking exhaust hoods and ventilation systems shall have required filters and trays installed at all times (mesh filters not permitted) and have been cleaned and serviced by a qualified ASTT service technician within 6 months, have no deficiencies on the tag, and have no evident grease accumulation.

- Extinguishers to have current service completed by an ASTT tech and be in compliance with NFPA 10.

4. FUEL SAFETY



MOBILE FOOD VENDORS – TOWN OF SIDNEY ACCEPTABLE GUIDELINES

a) Solid Fuels

- Solid fuel should not be stored within 3 ft of any cooking appliance or above any heat producing appliance or vent.
- Solid fuel should not be stored near any combustible/flammable liquids, ignition sources, chemicals, food supplies or packaged goods.
- Fire debris should be removed from the firebox at regular intervals and at least once a day.
- Removed fire debris should be placed in a closed metal container located at least 3 ft from any cooking appliance.
- Solid fuel should not be stored within the path of ash removal or near moved ashes.

b) Propane

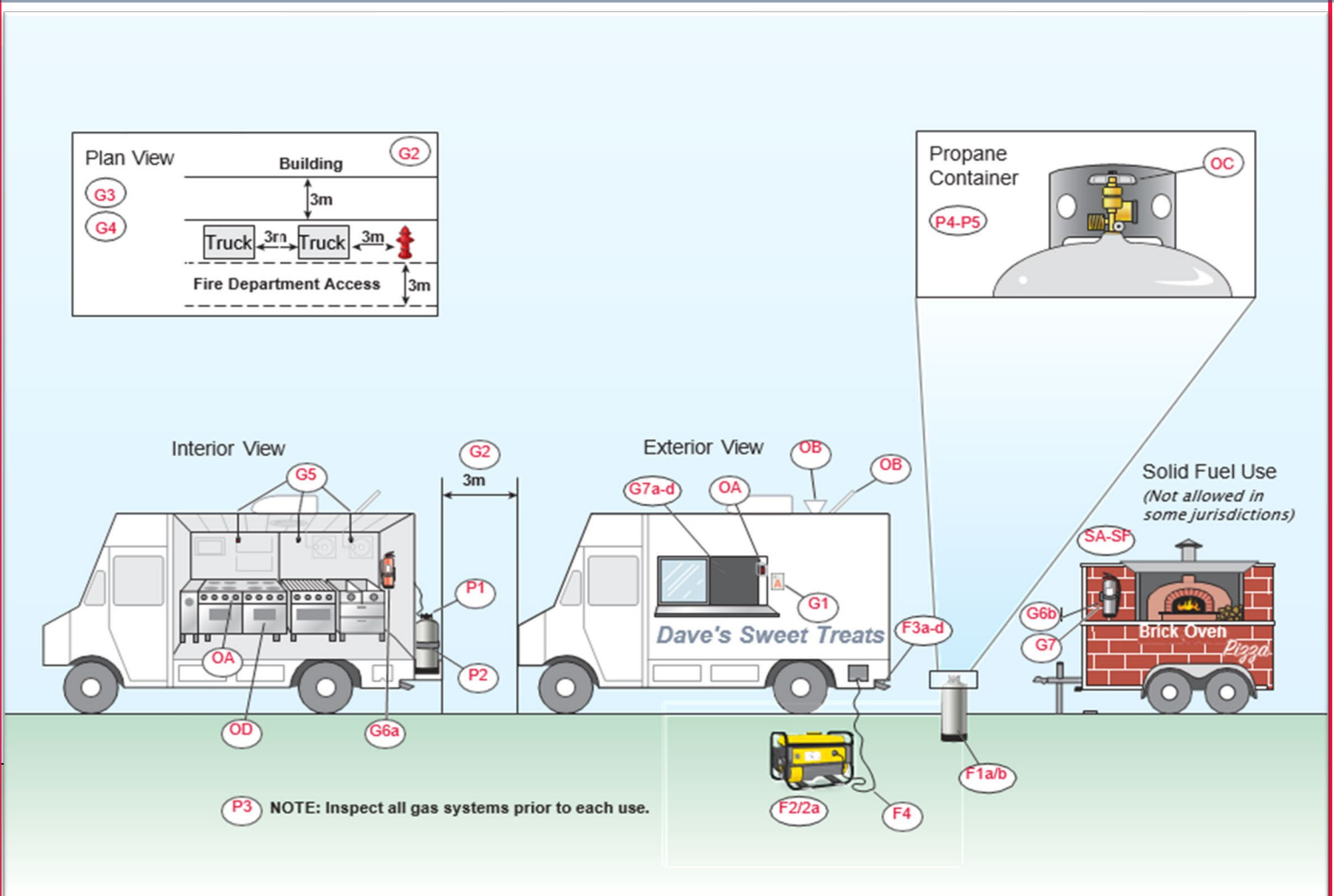
- Separation is to be maintained between propane cylinders and ignition sources as per BC Gas Safety Regulation.
- Propane cylinders and tanks shall be secured to a permanent surface to prevent tipping, not be stored in an exit or access to an exit, and located away from cooking and heat devices as per BC Gas Safety Regulation.
- No unattached or spare propane tanks or fuel cans are permitted in cooking area, in public access areas, or in areas where there is an operational generator.
- Ensure that the main shutoff valve on all propane cylinders are readily accessible.
- Inspect propane systems prior to each use and perform leak testing on all connections.
- Document leak testing and make documents available for review by the authorized official.
- Close propane supply valves and propane container valves when equipment is not in use.

c) Generator, Refueling & Fuel Storage

- Ensure that exhaust from engine-driven source of power is at least 3m in all directions from openings and air intakes, 3m from all means of egress, directed away from all buildings and directed away from all other cooking vehicles and operations.
 - No storage of combustible liquids (portable gas cans) are permitted inside of an operational food truck.
 - Ensure that refueling is only done during non-operational hours, and that engine-driven sources of power are shut down and cool to the touch prior to refueling from a portable container.
 - Portable gasoline cans are to be certified, maintained in good repair and stock fittings shall remain intact.
 - Generators may require a noise cover or acceptable non-combustible housing depending on location and be in good repair. Combustible items may not be placed on generators in contact with hot surfaces (ie; tarps). Generator may not operate in an area where there are spare propane or fuel tanks.
 - Ensure that engine-driven sources of power are separated from the public by barriers, such as physical guards, fencing or enclosures.
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FOOD TRUCK SAFETY



The red keys correspond to the Town of Sidney Fire Department food truck safety diagram.

General Safety Checklist

- Obtain license or permits from the local authorities. **G1**
- Check that there is a clearance of at least 3m away from buildings, structures, vehicles, and any combustible materials. [96:7.8.2; 96:7.8.3] **G2**
- Verify fire department truck access is provided for fire lanes and access roads. **G3**
- Ensure clearance is provided for the fire department to access fire hydrants and access fire department connections. **G4**
- Check that appliances using combustible media are protected by an approved fire extinguishing system. [96:10.1.2] **G5**
- Verify portable fire extinguishers have been selected and installed in kitchen cooking areas in accordance with NFPA 10. [96:10.9.3] **G6a**
- Where solid fuel cooking appliance produce grease-laden vapors, make sure the appliances are protected by listed fire-extinguishing equipment. [96:14.7.1] **G6b**
- Ensure that workers are trained in the following: [96:B.15.1]: **G7**
 - Proper use of portable fire extinguishers and extinguishing systems [10:1.2] **G7a**
 - Proper method of shutting off fuel sources [96:10.4.1] **G7b**
 - Proper procedure for notifying the local fire department [1:10.14.9] **G7c**
 - Proper procedure for how to perform simple leak test on gas connections **G7d**



FOOD TRUCK SAFETY CONTINUED

Fuel & Power Sources Checklist

- Verify that fuel tanks are filled to the capacity needed for uninterrupted operation during normal operating hours. **F1a**
- Ensure that refueling is conducted only during non-operating hours. [96:B.18.3] **F1b**
- Check that any generator is separated from the public
- Ensure that any generator is shut down prior to refueling from a portable container. **F2**

- Check that generator surfaces are cool to the touch prior to refueling from a portable container. **F2a**
- Make sure that exhaust from engine-driven source of power complies with the following: **F3**
 - At least 3m in all directions from openings and air intakes [96:B.13] **F3a**
 - At least 3m from every means of egress [96:B.13] **F3b**
 - Directed away from all buildings **F3c**
 - Directed away from all other cooking vehicles and operations **F3d**
- Ensure that all electrical appliances, fixtures, equipment, and wiring complies with the applicable BC Code **F4**

Propane System Integrity Checklist

- Check that the main shutoff valve on all gas containers is readily accessible. **P1**
- Ensure that portable gas containers are in the upright position and secured to prevent tipping over. **P2**
- Inspect gas systems prior to each use. [96:B.19.2.3] **P3**
- Perform leak testing on all new gas connections of the gas system. **P4**
- Document leak testing and make documentation available for review by the authorized official. **P5**

Operational Safety Checklist

- Do not leave cooking equipment unattended while it is still hot. (This is the leading cause of home structure fires and home fire injuries.) **OA**
- Operate cooking equipment only when all windows, service hatches, and ventilation sources are fully opened. [96:14.2.2; 96:14.2.3] **OB**
- Close gas supply piping valves and gas container valves when equipment is not in use. **OC**
- Keep cooking equipment, including the cooking ventilation system, clean by regularly removing grease. [96:11.4] **OD**

Solid Fuel Safety Checklist (*Only where permitted by local regulations)

- Fuel is not stored above any heat-producing appliance or vent. [96:14.9.2.2] **SA**
- Fuel is not stored closer than 1m to any cooking appliance. [96:14.9.2.2] **SB**
- Fuel is not stored near any combustible flammable liquids, ignition sources, chemicals, and food supplies and packaged goods. [96:14.9.2.7] **SC**
- Fuel is not stored in the path of the ash removal or near removed ashes. [96:14.9.2.4] **SD**
- Ash, cinders, and other fire debris should be removed from the firebox at regular intervals and at least once a day. [96:14.9.3.6.1] **SE**
- Removed ashes, cinders, and other removed fire debris should be placed in a closed, metal container located at least 1m from any cooking appliance. [96:14.9.3.8] **SF**
- Not permitted to operate in some jurisdictions - check with local Fire Dept**

BC CODE RESOURCES

- British Columbia Safety Act and it's Regulations
- British Columbia Building Code, 2012 Edition
- British Columbia Fire Code, 2012 Edition
- CSA C22.1-15 Canadian Electrical Code
- CSA B149.1-15 Natural Gas and Propane Installation Code
- CSA B149.2-15 Propane Storage and Handling Code
- CSA B149.5-15 Installation Code for Propane Fuel Systems and Containers on Motor Vehicles
- NFPA 10 Standard for Portable Fire Extinguishers, 2007 Edition
- NFPA 96 Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations, 2008 Edition

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LET'S PROTECT IT TOGETHER.

Note: This Safety Sheet has been developed by the Town of Sidney Fire Department (SVFD) and is based on the "Fact Sheet for Food Truck Safety" created by the National Fire Protection Association ("NFPA"). The SVFD is solely responsible for the content of this Sheet and therefore the NFPA takes no responsibility whatsoever for its contents and further the NFPA makes no warranty as to the accuracy or completeness of any information contained therein. This information is provided to help advance safety of mobile and temporary cooking operations. It is not intended to be a comprehensive list of requirements for mobile and temporary cooking operations. Check with the local jurisdiction for specific requirements. This safety sheet does not represent the official position of the NFPA or its Technical Committees. The NFPA disclaims liability for any personal injury, property, or other damages of any nature whatsoever resulting from the use of this information. For more information, go to www.nfpa.org/foodtrucksafety