



Town of Islip Fire Marshal's Office

Mobile Food Preparation Vehicle Operating Permit Guidelines

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The Town of Islip now requires all mobile food preparation vehicles to obtain an operating permit from the Fire Marshal's Office. The requirements for Mobile Food Preparation Vehicles are found in the NYS Fire Code, section 319, and Islip Town Code, Chapter 19, Article XXXII. The following information is provided in order to assist food vehicle owners in obtaining the operating permit, and is taken directly from the above referenced Town Code. Please note that the requirement for an operating permit is in addition to any other required license, permit, or permission from the Town of Islip Town Clerk, Suffolk County Health Department, or any other agency or authority having jurisdiction.

Operating Permit Required

- A.** An operating permit shall be obtained from the Chief Fire Marshal for the operation of a Mobile Food Preparation Vehicle (MFPV). The following shall be submitted in order to obtain an operating permit:
- [1] A completed Permit application, including the fee (amount listed on application);
 - [2] The installation and/or testing records for fire protection equipment or systems in use;
 - [2] A copy of the MFPV's registration, proof of insurance and inspection.
- B.** Upon receipt of such application (with fee and associated paperwork), the Chief Fire Marshal shall cause the MFPV to be inspected for compliance with the NYS Fire Code and Town of Islip Fire Prevention Code.
- C.** No permit for a MFPV shall be granted if, in the opinion of the Chief Fire Marshal, such vehicle is not in compliance with the NYS Fire Code and Town of Islip Fire Prevention Code.
- D.** An operating permit for a MFPV shall be effective for a period not to exceed one (1) year. An application for renewal must be made prior to the expiration of the current permit.
- E.** An operating permit for a MFPV may be suspended or revoked if, in the opinion of the Chief Fire Marshal, there is a violation of the Uniform Fire Prevention Code of New York State resulting in immediate danger to life or health.
- F.** Fees for an operating permit for a mobile food preparation vehicle or for renewal of such permit shall be established by the Chief Fire Marshal according to § **19-11** of this chapter.
- G.** Permits shall be issued to the business owner for the specific mobile food preparation vehicle listed on the permit. Permits are non-transferable to other owners or vehicles.
- H.** The requirement for an operating permit is in addition to any required license, permit, or permission from the Town of Islip Town Clerk, Suffolk County Health Department, or any other agency or authority having jurisdiction.

Summary of MFPV Code Requirements

This section is intended to provide information regarding the requirements for Mobile Food Preparation Vehicles (MFPV) per the NYS Fire Code, Chapter 3, section 319. **NOTE:** The NYS Fire Code contains requirements that pertain specifically to MFPV's that were constructed on or after May 12, 2020, as well as requirements that pertain to all MFPV's, regardless of the date of manufacture.

All MFPV's shall comply with the following code sections:

- Section 319.4.2-requirements for a portable fire extinguisher;
- Section 19.6-provisions for cooking oil storage;
- Section 319.8-provisions for LP-gas systems used for the cooking appliances;
- Section 319.9-provisions for CNG systems used for the cooking appliances;
- Section 319.10-provisions for the maintenance of systems on MFPV's.

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If the MFPV is manufactured, assembled, or altered on or after May 12, 2020, and contains appliances that when in use produce grease-laden vapors, then **in addition to** the requirements from the NYS Fire Code listed above, the MFPV shall also comply with the following code sections:

- Section 319.3-a kitchen exhaust hood;
- Section 319.4.1-the cooking equipment protected by an automatic extinguishing system;
- Section 319.5-provisions for appliance connection to fuel supply piping;
- Section 319.7-provisions for cooking oil storage tanks.

Requirements for the installation of new kitchen exhaust hoods and automatic extinguishing systems in MFPV's are as follows:

NOTE: No Permit is required from the Town of Islip Fire Marshal's office for the installation of the kitchen exhaust hood or fire suppression system, but shall adhere to:

- Plans for the kitchen exhaust hood and the automatic fire extinguishing system shall be supplied to the owner of the vehicle showing the installation of the systems. The plans shall be stamped by a licensed design professional.
- After the systems have been installed, the contractor shall provide a letter to the owner of the vehicle stating that the system has been installed to the designed plans, and complies with the NYS Fire Code and the NFPA standards.
- Any changes to the system will require updated plans and letter.
- The stamped plans and letter from the installing contractor shall be maintained for the life of the system and made available for review by the Fire Marshal's office.

The kitchen exhaust hood and automatic fire suppression system shall be inspected and serviced as follows:

- The exhaust hood shall be inspected, serviced and cleaned by qualified individuals every six (6) months, or every thirty (30) days for solid fuel appliances. Documentation of the most recent inspection shall be maintained with the vehicle at all times and made available for review by the Fire Marshal's office.
- The automatic fire suppression system shall be inspected and serviced by a licensed contractor every six (6) months. The system shall be tagged or documentation maintained with the vehicle at all times and made available for review by the Fire Marshal's office as proof of inspection and service.