



FIRE PREVENTION BUREAU

Scott Conley, Fire Official
Phone (973) 475-7132 Fax (973) 962-7823

ENCLOSED MOBILE FOOD TRUCKS/TRAILERS PERMITTING & INSPECTION REQUIREMENTS (09/2025)

A mobile enclosed unit is defined as a unit of closed construction designed to be driven or towed from place to place, which includes commercial cooking equipment producing grease-laden vapors and which allows for occupancy by the operator. (N.J.A.C. 5:70-3, Section 202, 2015 IFC)

PERMIT REQUIREMENTS

The New Jersey Division of Fire Safety has determined that enclosed mobile food truck vehicles and trailers, once they are parked and operating, are “premises” and subject to all regulations and permit requirements contained in the New Jersey Uniform Fire Code.

Permits are valid for the duration of the event and only for the location listed on the permit. Events spanning non-consecutive days will require a separate permit for each date that the food truck/trailer is operating.

1. The operator must obtain a Type 1 Permit from the Ringwood Fire Prevention Bureau by submitting the attached application and associated permit fee of \$54.00. Checks should be payable to the Borough of Ringwood.
2. The operator is responsible for scheduling the inspection. **No inspections are done after normal business hours or on weekends.** No permit will be issued, and no cooking operations can begin until the application and payment have been submitted and the inspection has been completed.
3. The permit will be issued upon satisfactory inspection of all equipment and set-up.
4. If you have any questions regarding the application and inspection process, please contact Fire Official Scott Conley at sconley@ringwoodnj.net.

NOTE: The igniting of gas-powered appliances prior to an inspection shall constitute a violation of the code and the operator may be subject to a penalty (N.J.A.C. 5:70-2.12(b)7.i), and operation will be stopped until all requirements of permitting have been completed.



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TECHNICAL FIRE SAFETY REQUIREMENTS (All Required)

- All commercial cooking operations that produce grease-laden vapors shall be equipped with a ventilating hood, duct, and automatic fire suppression system designed and installed in accordance with the New Jersey Uniform Fire Code (N.J.A.C. 5:70-4.7(g))
- **A Hood Cleaning Report or sticker from a professional cleaning company, indicating that the hood has been cleaned within the previous six (6) months, must be available at the time of inspection.**
Hoods need to be clean and free of grease accumulation. No trucks will operate without proof of cleaning from a vendor.
- The suppression system must have been inspected/tested within the previous six (6) months by a company possessing a valid NJ Division of Fire Safety Contractor Permit. If the truck is registered in another state, the suppression system must have been inspected within the previous six (6) months but does not have to be performed by a company having a NJ Division of Fire Safety Contractor Permit. (N.J.A.C. 5:70-3,904.12.6.2, 2015 IFC – NJ edition)
- A Kitchen System Report (NJFA Form 17A) showing that the suppression system was serviced and inspected within the past six (6) months, must be available at the time of inspection, and a copy provided to the inspector. (An emailed copy of the report prior to inspection will be accepted) The system must also be tagged by the company that performed the inspection.
- A copy of the Kitchen System Report must be kept in the vehicle/trailer at all times.
- The truck/trailer must be equipped with a “K” type portable fire extinguisher with current inspection tag if the truck is equipped with deep fat fryers and/or solid fuel cooking appliances. (N.J.A.C. 5:70-3,904.12.5.2)
- A 2A:10BC rated fire extinguisher with current inspection tag shall be mounted in the vehicle/trailer and readily accessible to the operator.
- Propane cylinders must be inspected for rust, damage, dents, leaks, or alterations. (NFPA 58-5.2.2.1)
- Propane hoses must be inspected for general conditions and leaks. (NFPA 58-6.18.2)
- Maximum propane tank size is 125lbs.
- 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 vehicle, and properly vented to the exterior of the vehicle.
- 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 cylinders, valves, regulators, and hoses 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 from dirt, mud, etc. from entering the vent (NFPA 58-6.21.4.2)
- Generators and gasoline storage containers will be a minimum of 10’ from the vehicle/trailer during operation, and no gasoline is to be stored inside the vehicle/trailer during operation.
- The entire vehicle is subject to inspection for all other applicable requirements provided for “premises” in accordance with New Jersey Uniform Fire Code.
- If you are serving food to the public, you are required by State law to have approval from the Ringwood Health Department prior to operating. Contact the Ringwood Health Department at 973-962-7079 for further information.



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FOOD TRUCK INSPECTION SHEET

Event: _____ Date of Event: _____

Event Sponsor: _____ Time of Event _____ to _____

Type of Event: _____ Setup Time: _____

Location of Event _____

Business Name (food truck/trailer): _____

Business Address: _____

Business Phone: _____ Vehicle number/License Plate: _____

Vehicle equipped with an exhaust hood: _____ (yes/no) # of appliances under hood: _____

Appliance type (number of each type – all that apply):

Stove _____ Griddle _____ Oven _____ Deep Fryer _____ Other _____

Heat sources used for cooking: Propane _____ Charcoal _____ Wood _____ Other _____

Vehicle equipped with a “K-Type” fire extinguisher: _____ (yes/no)

Vehicle equipped with a 2A:10-BC fire extinguisher: _____ (yes/no)

Date of last suppression system inspection: _____ Date of last hood cleaning: _____

Number of propane tanks mounted on the vehicle: _____ Size of propane tank(s) _____

Shutoff valve accessible _____ (yes/no) Cylinders in upright position _____ (yes/no)

All gas fittings and piping secure and free of wear _____ (yes/no)

All windows, hatches, ventilation sources open while operating _____ (yes/no)

Vehicle 10’ from a structure _____ (yes/no) Exhaust aimed away from buildings _____ (yes/no)

Extension cords _____ Gasoline cans _____ Generator _____

Comments _____ (over)

Inspector: _____ Date: _____