



Delray Beach Fire Rescue

Division of Fire and Life Safety

Special Events - Fire Inspection Requirements for Tents, Food Trucks, and Mobile Cooking Operations

(Applicable to Special Events both permitted AND non-permitted within the City Limits)

This document outlines fire inspection requirements for all food vendors participating in special events in the City of Delray Beach. DBFR Inspectors will be checking for these items on the day of the event. Requirements are divided into the following categories:

- Tents- Cooking Under Tents.
- Food Trucks – Concession Vehicles.
- Grills and Pits.
- General Special Event Rules and Regulations.

All food vendors must complete, sign, and return the last page of this document, at least 10 days prior to the event, showing you have read and understand all food vendor requirements. All food vendors cooking under tents must submit the required proof of flame retardancy as described in the Tents- Cooking under tents section at least 10 days prior to the event.

Failure to submit the required document at least 7 days prior to the special event and failure to meet the food inspection requirements may result in your operation being shut down on the day of the event.

Please submit all documentation and direct any questions to:

Stephanie Craney
Delray Beach Fire Rescue
Special Events Coordinator
501 W. Atlantic Ave
Delray Beach, Fl. 33444
561-243-7452

FireSpecialEvents@mydelraybeach.com

Tents- cooking under tents

Cooking conducted under tents will be permitted if ALL the following conditions are met and required documentation is received at least 7 days prior to the event. Once your documentation is received and approved, you will receive an email from DBFR acknowledging that the submitted tent meets the flame-retardant standard.

- Documentation showing that the tent fabric meets NFPA 701 or CPAI 84 flame retardancy standard by providing ONE of the following:
 - Flame propagation performance treatment certificate. (Tent manufacturer's websites often have a downloadable certificate showing the tent meets the flame-retardant standard.)
 - Copy of the manufacturer's pamphlet showing it meets NFPA 701 or CPAI 84 standard.
 - An Inherently Fire-Resistive (IFR) certified tag affixed to the tent by the manufacturer. (Please submit a photo of the Fire-Resistive (IFR) certified tag on the tent.)
 - OR contact Stephanie Craney, 561-243-7452, to schedule a flame test of a 2"x2" swatch of the tent's material.
- Mobile or temporary cooking operations shall be separated from buildings or structures, combustible materials, vehicles, and other cooking operations by a minimum of 10 ft. unless pre-approved by the AHJ.
- Seating for the public shall not be located within any mobile or temporary cooking vehicle or tent.
- The tent/canopy is NOT open to the public; meaning only vendors are allowed under the tent/canopy.
- The tent/canopy must be clean; no accumulation of grease will be allowed.
- The tent/canopy must be open; no sides will be allowed.
- The sales counter, where the public may approach, is on the opposite side of the tent or canopy from where the cooking equipment is located, when possible.
- Only commercial, listed cooking appliances are allowed to be used.
- The cooking appliances will be located as close to the tent edge as possible.
- Combustibles must be a minimum of 3 feet away from the cooking appliance. Examples of combustibles include, but are not limited to cooking gas, wood, propane, charcoal, paper, straw.
- Class K fire extinguishers shall be present for cooking appliance hazards that involve combustible cooking media (vegetable oils and animal oils and fats).
- Minimum of one 2A:10BC fire extinguisher will be present within 30 feet.
- All fire extinguishers must have a tag or sticker indicating that they have a current annual inspection.
- No grilling with charcoal or wood is allowed under any tented structure.

Food Trucks – Concession Vehicles.

- Cooking equipment that produces grease-laden vapors shall be protected by a fire-extinguishing hood system. (Grease laden vapors are produced when heat and steam rise from a cooking surface that contains grease.)
- Hood suppression must have a current service tag and be in operable condition.
- At least one fire extinguisher with minimum 3A-40BC rating with current tag.

- Class K extinguisher for vehicles with fryers. Extinguishers must have a current tag.
- All electrical appliances, fixtures, equipment, or wiring shall be installed and maintained in accordance with NFPA 70, National Electrical Code.
- Portable electric generators shall be operated in accordance with the manufacturer's specifications, instructions, and safety precautions.
- Gas for generators shall be stored in approved safety cans.
- Provide spray bottle with water/soap solution to check for leaks in hoses and connections.
- Fuel cylinders properly stored or mounted.
- 8-inch baffle between fryer and grill.
- A minimum of 10 feet clearance in all directions from other vehicles.
- A clearance of 20 feet from tents or buildings must be maintained.
- Vehicles shall not obstruct fire department access to any structure or fire dept. connection.

Grills and Pits

- No grilling with charcoal or wood is allowed under any tented structure.
- Any **solid fuel** appliances should have a cover (grills and pits). Solid Fuel appliances include, but are not limited to wood stoves, coal stoves, grills, pits, and wood pellet stoves.
- Outside BBQ pits with stacks must have a 5 ft. clear circumference from combustibles, a 15ft. clearance above the stacks, and be 10 ft. from any permanent structure or tent.
- Portable fire extinguishers shall be provided for solid fuel cooking operations. Minimum of one 2A:10BC fire extinguisher will be present within 30 feet.
- All fire extinguishers must have a tag or sticker indicating that it has a current annual inspection.

General Special Event Rules and Regulations

- Adjacent non-cooking tents shall be spaced to provide an area to be used as a means of emergency egress.
- The placement of tents relative to other structures shall be at the discretion of the authority having jurisdiction, with consideration given to occupancy, use, opening, exposure, and other similar factors.
- Fire Department access roads will always be made available during the event so that emergency apparatus can have access to all buildings. Minimum access road width may be obtained from the City of Delray Beach Special Events Manager or the Delray Beach Fire Department Special Events Coordinator.
- Smoking shall not be permitted in any tent, unless approved by the authority having Jurisdiction.
- Generators and other internal combustion power sources shall be separated from temporary membrane structures and tents by a minimum of 5 ft. and shall be protected from contact by fence, enclosure, or appropriate means.
- Fueling. Fuel tanks shall be of adequate capacity to permit uninterrupted operation during normal operating hours. Refueling shall be conducted only when not in use.



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(Applicable to Special Events both permitted AND non-permitted within the City Limits)

By signing and returning this document, the vendor acknowledges that they have been notified of the requirements for operating a food tent, food truck, or mobile cooking operation within the City of Delray Beach. **Please read, check boxes acknowledging receipt of requirements, and return:**

- All food vendors:** I understand that these requirements will be verified by a Delray Beach Fire Inspector on the day of the event, prior to opening.
- All food vendors:** I understand that failure to meet any one of the applicable requirements may result in my food operation being shut down on the day of the event.
- All food vendors:** I understand that failure to submit the required paperwork at least 10 days prior to the event may result in disapproval of the tent/booth/truck and the vendor may not be permitted to operate at the event.
- Cooking under tents only:** I understand I must submit documentation showing that the tent fabric meets NFPA 701 or CPAI 84 flame retardancy standard.

Event Name: _____ Event Date: _____

Food vendor type _____

(ie. Food truck/Food cart/Cooking under tent/propane/grill/fryer/etc.)

Day of Event Vendor Location: _____

Day of Event Point of Contact: _____

Business Name: _____ Phone: _____

Address: _____ Email: _____

City: _____ State: _____ Zip Code: _____

Owner/Manager Name: _____

Signature _____ Date _____

Return all documentation to:
Stephanie Craney- DBFR Special Events Coordinator
FireSpecialEvents@mydelraybeach.com

561-243-7452

Fire Code References

- **FFPC** - 2020 Florida Fire Prevention Code 7th Edition
- **NFPA 1** - Fire Code
- **NFPA 96** - Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations
- **NFPA 101** - Life Safety Code
- **NFPA 102** - Standard for Grandstands, Folding Seating, Tents, and Membrane Structures
- **NFPA 701** - Standard Methods of Fire Tests for Flame Propagation of Textiles and Films