



Berlin Bureau of Fire Prevention
59 S. White Horse Pike
Berlin, NJ 08009
856-767-7777 Ext 308

Food Truck & Trailer Fire Safety Permit Requirements

All food trucks and trailers operating within Berlin Borough must comply with the following requirements to obtain a Type I Fire Safety Permit.

State Request – DCA Registration All units must be registered with the New Jersey Department of Community Affairs (DCA). Visit <https://firesolutions.dca.nj.gov>, register for the DCA Service Portal, select the pink **Fire Safety** box, click **Enter**, then choose **Apply for an Application** and follow the prompts. For assistance, call (609) 930-1581. **This is a State requirement, not a Berlin Borough requirement. All questions must be directed to the DCA.**

Berlin Borough Requirements

- Complete the Berlin Borough Type I permit application clearly and fully.
- **Permit Fees:** If the event is during regular business hours, then the permit fee is **\$54**, if the event is after hours, then it's **\$154**. Payments may be made by **cash, check, or money order** payable to *Berlin Borough*.
- Provide a **certificate of liability insurance**.
- Provide a **current County Health Satisfactory Sanitary Inspection certificate**.
- Provide a **certificate from a New Jersey licensed plumber** confirming all fuel tanks, piping, and connections are in safe working order. Certificate must include the plumber's name, address, phone number, license number; vendor name; vehicle make/model; VIN or plate number; and items inspected.

Safety Requirements (Must Be in Place at Time of Inspection)

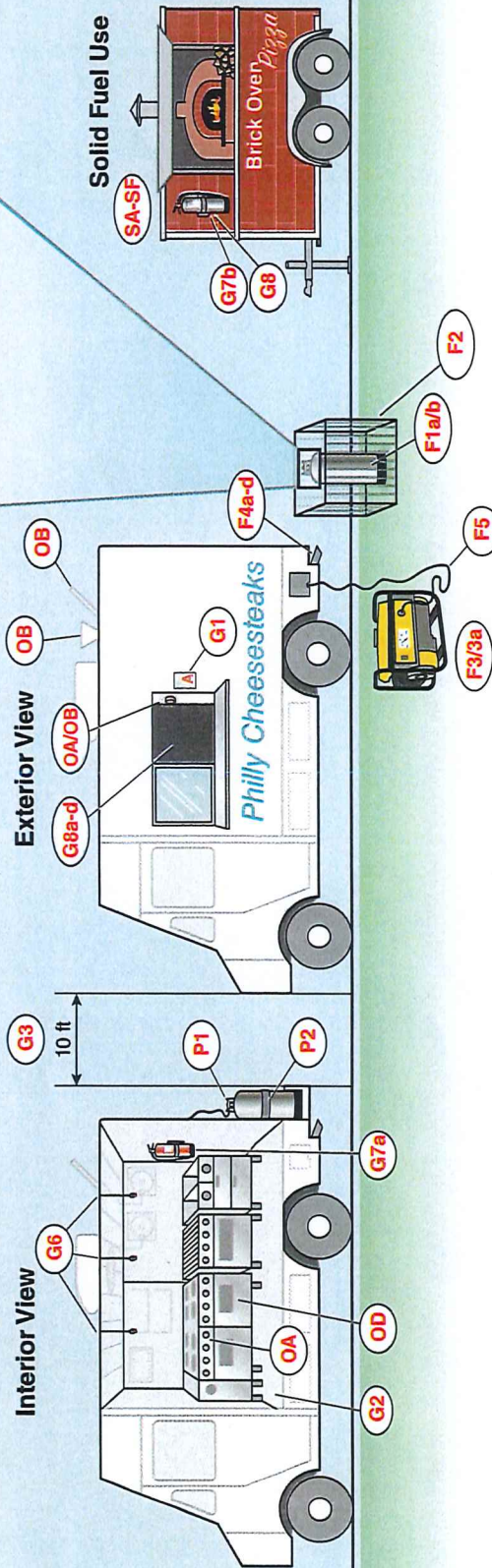
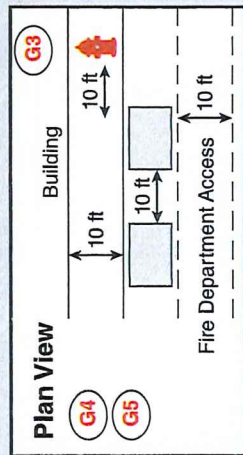
- Maintain **15 feet** between food trucks, structures, fire hydrants, means of egress, and property lines.
- Cooking suppression systems must have a **current inspection tag** and **paperwork from the last inspection** (every six months). Missing or expired documentation will result in **permit denial**.
- Portable generators must be separated from the public. Exhaust must be **10 feet** from openings or air intakes of other trucks or buildings. Gas cans must be **10 feet** from the generator. Cords must not create hazards.
- Fire extinguishers required:
 - Minimum **2A-10BC** extinguisher with current tag
 - **Class K** extinguisher if a hood system or deep fryers are present
 - Extinguishers must be **certified annually** Expired certification will result in **permit denial**.
- Each food truck or trailer must have a **battery-operated carbon monoxide detector**.
- Each food truck or trailer must have a **gas leak alarm** compatible with its fuel source.

Submission Deadline All documents and payments must be received **10 business days before the event**. **ABSOLUTELY NO EXCEPTIONS.** Failure to meet any requirement will result in **permit denial**.

Requirements are based on: NJ-DCA, NJ-DFS and Berlin Borough ordinance 2026-09



FACT SHEET » Food Truck Safety



FACT SHEET » Food Truck Safety (continued)

NFPA code references are provided at the end of each item. The red keys correspond to the NFPA food truck safety diagram. For more detailed information, see Annex B in NFPA 96.

GENERAL SAFETY CHECKLIST

- ☐ Obtain license or permits from the local authorities. [1:1.12.8(a)] **G1**
- ☐ Ensure there is no public seating within the mobile food truck. **G2**
- ☐ Check that there is a clearance of at least 10 ft away from buildings, structures, vehicles, and any combustible materials. [96:7.8.2; 96:7.8.3 for carnivals only] **G3**
- ☐ Verify fire department vehicular access is provided for fire lanes and access roads. [1:18.2.4] **G4**
- ☐ Ensure clearance is provided for the fire department to access fire hydrants and access fire department connections. [1:13.1.3; 1:13.1.4; 1:13.1.5] **G5**
- ☐ Check that appliances using combustible media are protected by an approved fire extinguishing system. [96:10.1.2] **G6**
- ☐ Verify portable fire extinguishers have been selected and installed in kitchen cooking areas in accordance with NFPA 10. [96:10.9.3] **G7a**
- ☐ Where solid fuel cooking appliance produce grease-laden vapors, make sure the appliances are protected by listed fire-extinguishing equipment. [96:14.7.1] **G7b**
- ☐ Ensure that workers are trained in the following: [96:B.15.1]: **G8**
 - ☐ Proper use of portable fire extinguishers and extinguishing systems [10:1.2] **G8a**
 - ☐ Proper method of shutting off fuel sources [96:10.4.1] **G8b**
- ☐ Proper procedure for notifying the local fire department [1:10.14.9 for carnivals only] **G8c**
- ☐ Proper procedure for how to perform simple leak test on gas connections [58:6.16, 58:6.17] **G8d**

FUEL & POWER SOURCES CHECKLIST

- ☐ Verify that fuel tanks are filled to the capacity needed for uninterrupted operation during normal operating hours. [1:10.14.10.1 for carnivals only] **F1a**
- ☐ Ensure that refueling is conducted only during non-operating hours. [96:B.18.3] **F1b**
- ☐ Check that any engine-driven source of power is separated from the public by barriers, such as physical guards, fencing, or enclosures. [96:B.16.2.2] **F2**
- ☐ Ensure that any engine-driven source of power is shut down prior to refueling from a portable container. [1:11.7.2.1.2] **F3**
- ☐ Check that surfaces of engine-driven source of power are cool to the touch prior to refueling from a portable container. **F3a**
- ☐ Make sure that exhaust from engine-driven source of power complies with the following: **F4**
 - ☐ At least 10 ft in all directions from openings and air intakes [96:B.13] **F4a**
 - ☐ At least 10 ft from every means of egress [96:B.13] **F4b**
 - ☐ Directed away from all buildings [1:11.7.2.2] **F4c**
 - ☐ Directed away from all other cooking vehicles and operations [1:11.7.2.2] **F4d**
- ☐ Ensure that all electrical appliances, fixtures, equipment, and wiring complies with the NFPA 70®. [96:B.18] **F5**

PROPANE SYSTEM INTEGRITY CHECKLIST

- ☐ Check that the main shutoff valve on all gas containers is readily accessible. [58:6.26.4.1(3)] **P1**
- ☐ Ensure that portable gas containers are in the upright position and secured to prevent tipping over. [58:6.26.3.4] **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. [58:6.16; 58:6.17] **P4**
- ☐ Perform leak testing on all gas connections affected by replacement of an exchangeable container. [58:6.16; 58:6.17] **P5**
- ☐ Document leak testing and make documentation available for review by the authorized official. [58:6.26.5.1(M)] **P6**
- ☐ Ensure that on gas system piping, a flexible connector is installed between the regulator outlet and the fixed piping system. [58:6.26.5.1(B)] **P7**
- ☐ Where a gas detection system is installed, ensure that it has been tested in accordance with the manufacturer's instructions. [96:B.19.2.1] **P8**

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. [58:6.26.8.3] **OC**
- ☐ Keep cooking equipment, including the cooking ventilation system, clean by regularly removing grease. [96:11.4] **OD**

SOLID FUEL SAFETY CHECKLIST (WHERE WOOD, CHARCOAL, OR OTHER SOLID FUEL IS USED)

- ☐ Fuel is not stored above any heat-producing appliance or vent. [96:14.9.2.2] **SA**
- ☐ Fuel is not stored closer than 3 ft 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 3 ft from any cooking appliance. [96:14.9.3.8] **SF**

NFPA RESOURCES

NFPA 1, Fire Code, 2015 Edition	NFPA 96, Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations, 2017 Edition
NFPA 1 Fire Code Handbook, 2015 Edition	NFPA 96: Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations Handbook, 2017 Edition
NFPA 58, Liquefied Petroleum Gas Code, 2017 Edition	
LP-Gas Code Handbook, 2017 Edition	
NFPA 70® National Electrical Code® 2017 Edition	
National Electrical Code® Handbook, 2017 Edition	

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