



# Jefferson County Fire Inspectors Association

## Food Truck Checklist NFPA 1 & 96

410 S Fifth Street, Ste. 141  
Louisville, Ky. 40202  
Tel: 502-572-3597  
Fax: 502-572-3498

**815 KAR 10:060 Requires That All Food Trucks comply with NFPA 1, 2018 ed.**

<u>Compliant</u>	<u>Y</u>	<u>N</u>
Hood & Suppression System:	<input type="checkbox"/>	<input type="checkbox"/>
Fire Extinguishers:	<input type="checkbox"/>	<input type="checkbox"/>
10 ft. Clearance:	<input type="checkbox"/>	<input type="checkbox"/>
Main Shutoffs:	<input type="checkbox"/>	<input type="checkbox"/>
Propane Secure:	<input type="checkbox"/>	<input type="checkbox"/>
FD Access Provided:	<input type="checkbox"/>	<input type="checkbox"/>
Training Completed:	<input type="checkbox"/>	<input type="checkbox"/>
Portable Generators:	<input type="checkbox"/>	<input type="checkbox"/>
Propane Leak Test:	<input type="checkbox"/>	<input type="checkbox"/>
Piping Compliant:	<input type="checkbox"/>	<input type="checkbox"/>
Appliances Listed:	<input type="checkbox"/>	<input type="checkbox"/>



Corrections Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Food Truck Name:** \_\_\_\_\_  
**Owner:** \_\_\_\_\_  
**License Plate:** \_\_\_\_\_  
**Inspector:** \_\_\_\_\_  
**Fire Department:** \_\_\_\_\_  
**Date:** \_\_\_\_\_

2023 Review

<b><u>Approved:</u></b> <input type="checkbox"/>
<b><u>Corrections Required:</u></b> <input type="checkbox"/>

Brian S. Meurer, President  
Jamie Hundley, Vice President  
Brad Silveria, 2nd Vice  
Chris Noe, Secretary



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### **Further Details:**

### **All Food Trucks shall comply with NFPA 1, 2018 ed. And 815 KAR 10:060.**

Hood & Suppression System: Approved, Installed, Inspected, Operational

Fire Extinguishers: One 2A:10BC Extinguisher Required, Class K if Fryer Present

10 ft. Clearance: From Buildings, Combustibles, other Cooking Operations

Main Shutoffs: Present, Unobstructed, Sign in Reflective Decal Material 2 inches Height

Propane Secure: Cylinders Secured Upright with Tip Prevention in Approved Location and Vented

FD Access Provided: Units Shall Not Block Fire Lanes, Hydrants, or Access

Training Required: Workers Shall be Trained in Emergency Procedures:

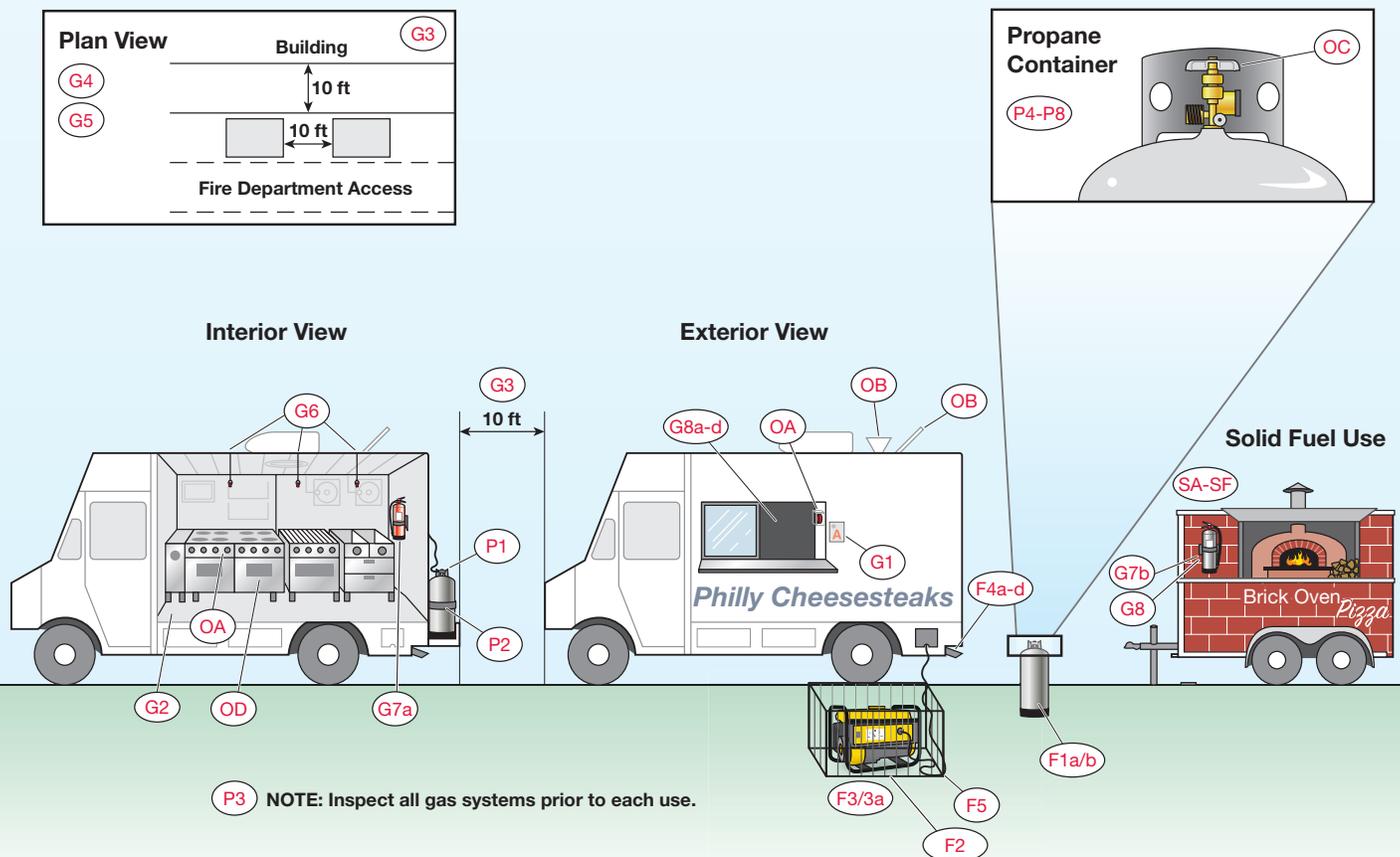
- Use of portable fire extinguishers and extinguishing systems
- Proper method of shutting off fuel sources
- Proper procedure for notifying the fire department
- Proper refueling
- How to perform leak detection
- Fuel properties

Portable Generators: Exhaust 5 ft. Away from Openings, Air Intakes, Egress

Propane Leak Test: Name of Company, Date of Test, "The LP Gas system has been inspected for compliance with the current edition of NFPA 58 and found to be in compliance with the provisions of the code. In addition, leak detection has been conducted on the LP-Gas system piping and the piping has been found to maintain integrity"



## FOOD TRUCK SAFETY



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 NFPA 1 and Chapter 17 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. [1:50.8.3.2] **G2**
- Check that there is a clearance of at least 10 ft away from buildings, structures, vehicles, and any combustible materials. [96:17.2] **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. [1:13.1.4; 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] **G7a**
- Where cooking appliances that use solid fuel, such as charcoal or wood, produce grease-laden vapors, make sure the appliances are protected by listed fire-extinguishing equipment. [96:15.7.1] **G7b**
- Ensure that workers are trained in the following: [96:17.10]: **G8**
  - Proper use of portable fire extinguishers and extinguishing systems [96:17.10.1(1)] **G8a**
  - Proper method of shutting off fuel sources [96:17.10.1(2)] **G8b**
  - Proper procedure for notifying the local fire department [96:17.10.1(1)] **G8c**
  - Proper procedure for how to perform simple leak test on gas connections [96:17.10.1(5)] **G8d**



# 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. [1:10.14.11.1 for carnivals only] **F1a**
- Ensure that refueling is conducted only during non-operating hours. [96:17.8.3] **F1b**
- Check that any engine-driven source of power is separated from the public by barriers, such as physical guards, fencing, or enclosures. [96:17.5.2.2] **F2**
- Ensure that any engine-driven source of power is shut down prior to refueling from a portable container. [1:10.15.4] **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 12 ft in all directions from openings and air intakes [96:17.5.2.3(1)] **F4a**
  - At least 12 ft from every means of egress [96:B.13] **F4b**
  - Directed away from all buildings [96:17.5.2.3(2)] **F4c**
  - Directed away from all other cooking vehicles and operations [96:17.5.2.3(3)] **F4d**
- Ensure that all electrical appliances, fixtures, equipment, and wiring complies with the NFPA 70® [96:17.8.1] **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. [96:17.7.2.3] **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 is tested monthly. [96:17.7.2.2] **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. [96:12.1.1] **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. [96:12.4] **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. [96:15.9.2.2] **SA**
- Fuel is not stored closer than 3 ft to any cooking appliance. [96:15.9.2.2] **SB**
- Fuel is not stored near any combustible flammable liquids, ignition sources, chemicals, and food supplies and packaged goods. [96:15.9.2.7] **SC**
- Fuel is not stored in the path of the ash removal or near removed ashes. [96:15.9.2.4] **SD**
- Ash, cinders, and other fire debris should be removed from the firebox at regular intervals and at least once a day. [96:15.9.3.6.1] **SE**
- Removed ashes, cinders, and other removed fire debris should be placed in a closed, metal container. [96:15.9.3.8.1] **SF**

### Learn More

- ▶ Get free digital access to NFPA codes and standards at: [nfpa.org/docinfo](https://nfpa.org/docinfo)
- ▶ Read the latest news and updates at: [nfpa.org/foodtrucksafety](https://nfpa.org/foodtrucksafety)
- ▶ Review the following and other NFPA resources at: [nfpa.org](https://nfpa.org)
  - NFPA 1, *Fire Code*, 2021 Edition
  - *NFPA 1 Fire Code Handbook*, 2021 Edition
  - NFPA 10, *Standard for Portable Fire Extinguishers*, 2018 Edition
  - NFPA 58, *Liquefied Petroleum Gas Code*, 2020 Edition
  - *LP-Gas Code Handbook*, 2020 Edition
  - NFPA 70®, *National Electrical Code*®, 2020 Edition
  - *National Electrical Code*® *Handbook*, 2020 Edition
  - NFPA 96, *Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations*, 2021 Edition
  - NFPA 96: *Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations Handbook*, 2017 Edition



# DEPARTMENT OF CODES & REGULATIONS

444 South 5<sup>th</sup> Street; Suite 200

Louisville, KY 40202

(502) 574-3591

## Steps for obtaining a Food Truck or Mobile Vendor Permit

1. COMPLETED application.
2. Dimensions and photographs (front, both sides, and rear) of the dispensing unit or vehicle.
3. Application fee of \$200.00 per year, per vehicle (**April 1 through March 31**). Applications can be made at any time during the year; however, the fee is not pro-rated.
4. Register the business name with the Secretary of State and file the business name with Metro Deeds and Records. If the business is a sole proprietorship, filing of the business name is only necessary.

Office of the Secretary of State  
The Capital Building  
700 Capital Avenue  
Suite 152  
Frankfort, KY 40601  
(502) 564-3490  
[www.sos.ky.gov](http://www.sos.ky.gov)

Metro Deeds and Records  
Metro Hall  
527 West Jefferson Street  
Room 204  
Louisville, KY 40202

5. Proof of registration with the Louisville Metro Revenue Commission.

Louisville Metro Revenue Commission  
617 West Jefferson Street  
Louisville, KY 40202  
(502) 574-4860

6. Proof of tax ID number from the Kentucky State Revenue Cabinet.

Kentucky State Revenue Cabinet  
600 Cedar Street  
2<sup>nd</sup> Floor  
Louisville, KY 40202  
(502) 595-4512

7. If applicant is selling food and/or drink which are not pre-packaged, a permit will be needed from the Department of Health.

Louisville Metro Department of Health  
400 East Gray Street  
Louisville, KY 40202  
(502) 574-6650

8. The vehicle license number, description, identification number, registration, and proof of insurance for all vehicles from which the applicant proposes to conduct business.
9. Applicant and anyone vending for the applicant will need a Mobile Vendor ID.

**Vending is not permitted in Waterfront Park or in rights-of-way immediately adjacent to Waterfront Park without a License Agreement from the Waterfront Development Corporation. For more information on vending in Waterfront Park, please contact Waterfront Development Corporation at 502-574-3768 or [Kelley.Runyon@louisvilleky.gov](mailto:Kelley.Runyon@louisvilleky.gov).**

DEPARTMENT OF CODES & REGULATIONS

444 South Fifth Street, Suite 200

Louisville, KY 40202-4314

502-574-3591

APPLICATION FOR FOODTRUCK / MOBILE VENDING PERMIT

FOOD

DESSERT

CLOTHING/ NOVELTY

PROFESSIONAL

NAME OF APPLICANT \_\_\_\_\_

D/B/A: \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_ ZIP \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_

HOME ADDRESS \_\_\_\_\_ ZIP \_\_\_\_\_

BUSINESS PHONE \_\_\_\_\_ HOME PHONE \_\_\_\_\_

LOCATION(S) \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

PLEASE ATTACH SEPARATE SHEET FOR MULTIPLE LOCATIONS (FOOD TRUCKS ONLY)

REVENUE COMMISSION NUMBER \_\_\_\_\_ KY STATE SALES & USE TAX NUMBER \_\_\_\_\_

HAS THE APPLICANT EVER BEEN DENIED A LICENSE OR HAD A LICENSE SUSPENDED OR REVOKED? Yes \_\_\_\_\_ No \_\_\_\_\_

**\*\*IF YES, PLEASE ATTACH A WRITTEN EXPLANATION\*\***

LIST OF ITEMS TO BE VENDED \_\_\_\_\_

EQUIPMENT/ VEHICLE INFORMATION

TYPE OF EQUIPMENT/VEHICLE TO BE USED \_\_\_\_\_

LENGTH OF CART \_\_\_\_\_ DEPTH \_\_\_\_\_ HEIGHT W/O UMBRELLA \_\_\_\_\_ HEIGHT OF UMBRELLA \_\_\_\_\_

VEHICLE YEAR: MAKE: MODEL:

INSURANCE INFORMATION \_\_\_\_\_

WILL YOU HAVE EMPLOYEES AT THE REQUESTED LOCATION? Yes \_\_\_ No \_\_\_

IF YES, PLEASE SPECIFY THE NUMBER OF EMPLOYEES AND THEIR NAMES: NUM OF EMPLOYEES \_\_\_\_\_

DOES THE APPLICANT HAVE ANY CRIMINAL CONVICTIONS WITHIN THE PAST 10 YEARS? Yes \_\_\_\_\_ No \_\_\_\_\_ IF YES, PLEASE LIST CONVICTION(S) AND DISPOSITION(S) \_\_\_\_\_

ATTACH A SEPARATE SHEET OF PAPER, IF NEEDED

LICENSEE HEREBY AGREES THAT IT WILL INDEMNIFY AND HOLD THE CITY OF LOUISVILLE, ITS OFFICERS, EMPLOYEES AND AGENTS HARMLESS FROM ANY AND ALL CLAIMS OF DAMAGE TO PERSON(S) OR PROPERTY WHICH MAY RESULT FROM THE ACTIVITIES PERMITTED HEREUNDER, AND SHALL, IF REQUESTED, FURNISH CORPORATE SURETY OR PROOF OF INSURANCE FOR SUCH INDEMNITY AND IN SUCH MANNER AND AMOUNT AS MAY BE DEEMED REQUISITE.

IT IS UNDERSTOOD THAT FOR REASONS OF SAFETY OR TRAFFIC FLOW, ANY LAW ENFORCEMENT OFFICER MAY MOVE LICENSEE OR HIS/HER AGENT FROM SPECIFIED LOCATION.

PERMIT APPLIED FOR AND ALL TERMS AND STIPULATIONS AGREED TO BY:

SIGNATURE \_\_\_\_\_

TITLE \_\_\_\_\_

DATE \_\_\_\_\_

## **REQUIRED CONDUCT:**

Anyone granted any permit under the authorization of LMCO 115.350 to 115.999(K) including the 1999 Series Amendments thereto will be required to:

- A. Confine the permitted use to the specified area and not take more room for storage or other use than that which was permitted.
- B. Have visible to the public the issued vendor permit on the dispensing unit and vendor I.D. on the permit holder.
- C. At a minimum be dressed in shoes, shirt/blouse, pants or skirt. Dress in conformance with reasonable acceptable dress norms. The department will make the decision as to the appropriateness of the dress should the dress become an issue.
- D. Not allow the permitted location to sit idle. The department, at its option, may declare a stationary/sidewalk vendor permit void and treat the permitted location associated with it as vacated and eligible to be reassigned to another applicant should a permit holder allow sporadic use of a stationary/sidewalk vendor permit to occur. For purpose of this requirement, sporadic use will be defined as the stationary/sidewalk permit holder not being at the permitted location at a minimum of three days a week for four consecutive weeks, weather permitting. The cold weather months of November through March are an exception to the above requirement.
- E. Not alter the nature or location of the stated use of the issued permit. More specifically the vendor permit holders may not change to a location different from that which was stated on the application and approved upon issuance of the permit without approval of the department. Nor may they alter without the department's approval the intended use of the issued permit.
- F. Notify the department of intent to change affiliation with vendor permit holders and being issued a new vendor I.D. card.
- G. Not allow anyone to work or assist in the nature of the permitted activity that has not been issued a permit to do so by the department.

Anyone wishing to personally engage in vending, peddling, soliciting, selling, promoting, dispensing, distributing conveying any items or merchandise or offering to do any of the above acts as found in LMCO 115.350 – 115.999(K) will be required to apply for a permit to engage in that activity. The annual fees for these permits are:

Mobile Vendor Vehicle Permit	\$200
Stationary/Sidewalk Vendor Permit	\$200
Private Property Stationary Vendor Permit	\$200
Private Property Stationary Vendor Permit I.D.	\$50
Stationary/Sidewalk Vendor Permit I.D.:	\$50
Mobile Vendor Permit I.D.:	\$50
Solicitor/Peddler Permit I.D.:	\$25
Temporary Vendor Permit (3days):	\$125
Temporary Vendor Permit I.D. (3 days)	\$25

**ANNUAL VENDOR PERMIT**  
**STATEMENT OF INTENT AND UNDERSTANDING**

The Louisville Metro Government through the Department of Codes and Regulations recognizes the positive benefits that could be derived by Louisville Metro, its citizens and an enhanced ambiance created by thoughtfully granted vendor permits. Moving toward achieving that goal, Louisville Metro recognizes the need to provide control and guidance of this area. It is the intent of Louisville Metro to regulate the activities mentioned in this area and to create an atmosphere in which the permit holder and Louisville Metro mutually benefit whenever possible.

All permits issued under this ordinance and these rules and regulations will expire on March 31<sup>st</sup> of each year. The permits may be applied for at any time of the year but all will expire on March 31<sup>st</sup>.

It is agreed and understood that any items that are available to the public for use, sale, display or conveyance not approved on the application and permit that is issued by the Department of Codes and Regulations will be subject to seizure without warrant by an investigator of the department. The intent here is to control the types of items to be distributed and to insure a competitive balance.

It is agreed and understood that any permit issued by the Department of Codes and Regulations under the authorization of LMCO 115.350 to 115.999(K) is conditional to the terms of the ordinance; the rules and regulations of the department; and the best interest of Louisville Metro. The department may modify, suspend, cancel, revoke or otherwise influence the terms of any issued permit.

**Hold Harmless Clause:** The Applicant will indemnify and hold harmless Louisville Metro, its agents and employees from and against all claims, damages, losses and expenses, including attorney's fees resulting from the permitted activity. The applicant will indemnify and hold harmless Louisville Metro, its agents and employees for bodily injury, disease or death, or injury to or destruction of property, including the loss of use there from, and/or breach of contract that is not caused by any negligent act or omission of willful misconduct of Louisville Metro or its agents and employees acting within the scope of their employment.

The applicant ensures compliance with the following:

The observance of all applicable laws and ordinances;

Any stipulations or restrictions of the permit;

The applicant assumes all liabilities that may arise from the permitted activity.

I have read and understand the above and attached rules and regulations, terms, stipulations, required and prohibited conduct, and statement of intent and understanding. Upon issuance of the requested permit, I hereby agree to all terms and conditions mentioned herein.

\_\_\_\_\_  
Name/Signature

\_\_\_\_\_  
Date

# Steps to Permit a Food Truck

**Submit plans for review**

## Email

[LMPHW\\_PlanReview@louisvilleky.gov](mailto:LMPHW_PlanReview@louisvilleky.gov)

## Mail or drop off

Louisville Metro Public Health & Wellness

Attn: Plan Review

400 E Gray St., 2<sup>nd</sup> Floor

Louisville, KY 40202

# Steps to Permit a Food Truck

## **Additional information:**

<https://louisvilleky.gov/government/health-wellness/services/welcome-lmphw-plan-review>

## Plans must include:

1) Plumbing application

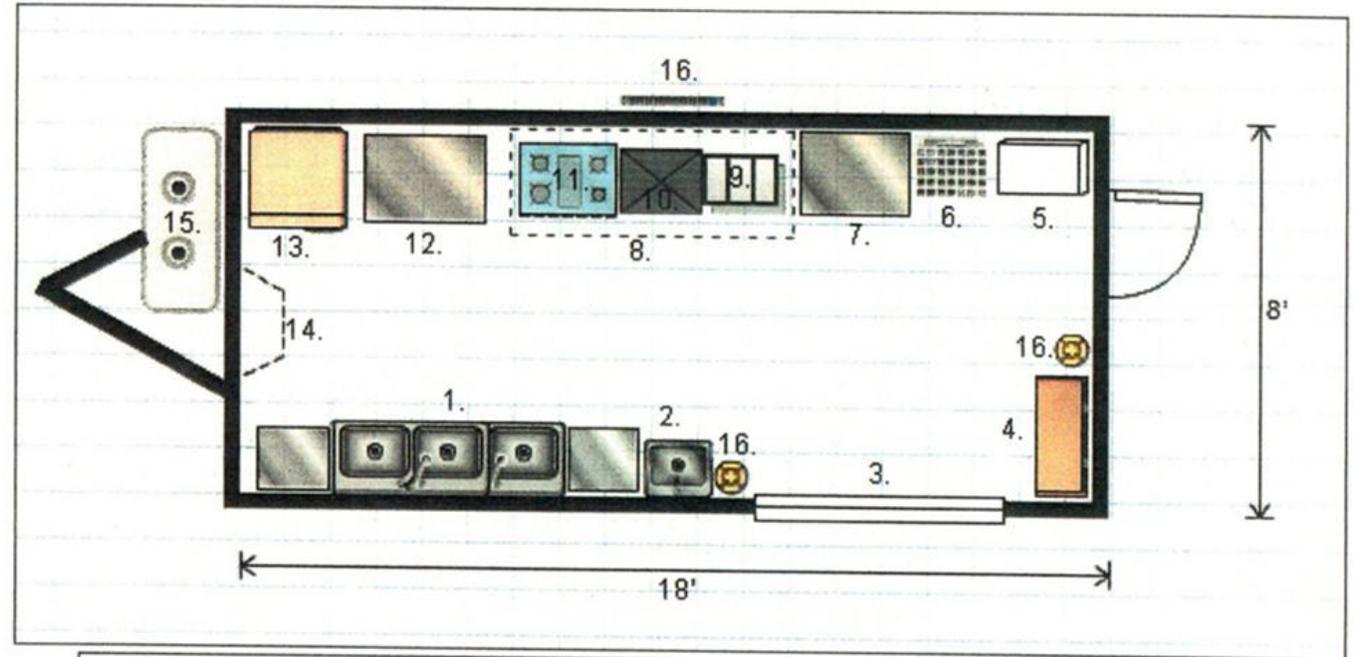
2) Floor plans with required equipment labeled

3) Plumbing Riser diagram to meet Kentucky State Plumbing Code

4) Menu

Include: sinks, tanks and water heater

## Mobile Unit Floor Plan Example



- Floor plan apps that may be used:
- Floorplanner.com
- Roomsketcher.com
- Smartdraw.com
- MagicPlan App (iOS/Android)

- |                               |                                       |
|-------------------------------|---------------------------------------|
| 1. 3 Comp Sink                | 10. Griddle                           |
| 2. Hand Sink                  | 11. Range                             |
| 3. Service Counter            | 12. Stainless steel work table        |
| 4. Drink station              | 13. Reach-in fridge                   |
| 5. Microwave/ toaster         | 14. Fresh & waste water holding tanks |
| 6. Prep table                 | 15. Propane tank or generator         |
| 7. Stainless steel work table | 16. Exhaust vent                      |
| 8. Hood System                |                                       |
| 9. Fryer                      |                                       |

*(Business Name)*  
 Total Square Feet = 144  
 Fresh water tank = 50 gals  
 Waste water tank = 100 gals  
  
 Scale ¼" = 1'

# Required Equipment

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Includes:

- Waste tank
  - 50% larger than potable water tank
- Screening or air curtains to prevent entrance of flying insects
- At least one 2A-40BC Fire extinguisher



Air curtain



hot & cold holding units



hand wash sink



3- compartment sink  
freshwater tank



# Required Equipment

# Plumbing Application & Riser Diagram

**PLAN APPLICATION FORM**  
 PUBLIC PROTECTION CABINET  
 DEPARTMENT OF HOUSING, BUILDINGS AND CONSTRUCTION  
 DIVISION OF BUILDING CODE ENFORCEMENT & DIVISION OF PLUMBING  
 600 BOND ST., 11<sup>TH</sup> FLOOR  
 FRANKFORT, KENTUCKY 40601-1387  
**BUILDING CODES: 502/ 573-0373 PLUMBING: 502/ 573-0397**

NOTE: Complete all applicable spaces Today's Date: REV 12/2019

NAME OF PERSON SUBMITTING PLANS Phone ( ) - Ext. IS THE BCP PLAN REVIEW FEE INCLUDED WITH PLANS?  YES  NO

MAILING ADDRESS: NUMBER STREET, CITY, STATE & ZIP CODE. FAX: ( ) - Ext. MAILING ADDRESS: NUMBER STREET, CITY, STATE & ZIP CODE. MAILING ADDRESS: NUMBER STREET, CITY, STATE & ZIP CODE. MAILING ADDRESS: NUMBER STREET, CITY, STATE & ZIP CODE.

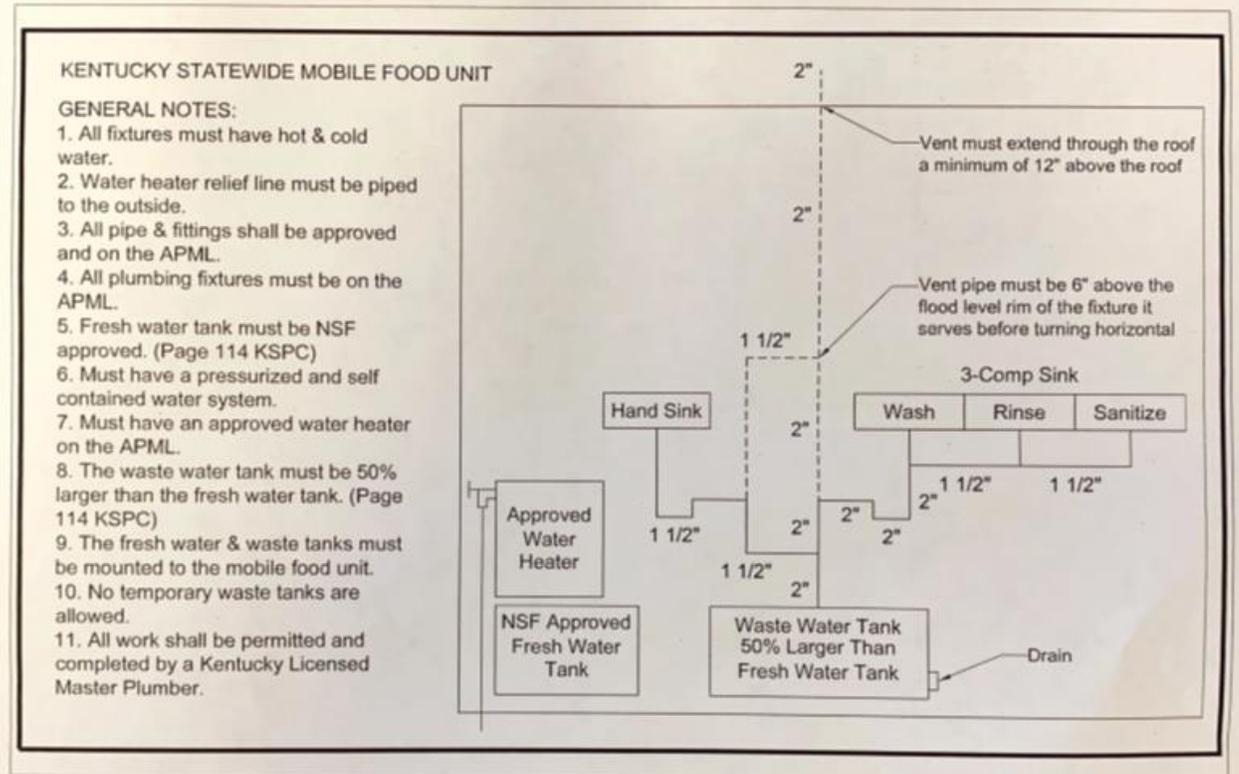
BUSINESS & PROJECT NAME: PROJECT LOCATION: CITY, STATE, ZIP CODE. IF PROJECT IS EXISTING, PLEASE NOTE PREVIOUS NAME: PROJECT LOCATED WITHIN CITY LIMITS?  YES  NO. OWNER (INDIVIDUAL & COMPANY): PHONE ( ) - Ext. MAILING ADDRESS: NUMBER STREET, CITY, STATE & ZIP CODE. TAX: ARCHITECT (NAME & FIRM): PHONE ( ) - Ext. AS THE ARCHITECT LISTED ABOVE, I AM RESPONSIBLE FOR CONSTRUCTION CONTRACT ADMINISTRATION:  YES  NO. MAILING ADDRESS: NUMBER STREET, CITY, STATE & ZIP CODE. TAX: ENGINEER (NAME & FIRM): PHONE ( ) - Ext. MAILING ADDRESS: NUMBER STREET, CITY, STATE & ZIP CODE. TAX: PROJECT CONTRACTOR: PHONE ( ) - Ext. MAILING ADDRESS: NUMBER STREET, CITY, STATE & ZIP CODE. TAX:

**BUILDING INFORMATION**  
 NUMBER OF BUILDINGS IN THIS SUBMITTAL: USE OF BUILDINGS:  RESTAURANT, OFFICE, CLASSROOM, STORAGE or other (please specify)  NEW FREESTANDING BUILDING  NEW ADDITION TO EXISTING STRUCTURE  RENOVATION  RENOVATION & ADDITION. BUILDINGS IN THIS PROJECT IS ARE: TOTAL AREA IN NEW BLDG. ON ADDITION: FT<sup>2</sup>. NUMBER OF LEVELS (INCLUDING BASEMENTS): BASEMENT:  YES  NO. TOTAL AREA IN EXISTING BLDG.: FT<sup>2</sup>. DATE OF CONSTRUCTION TO BEG.: ESTIMATED COMPLETION DATE:

**TYPE OF PLAN SUBMITTALS**  
 BUILDING PLAN SUBMITTALS (Check the type of evaluations requested at this time): BUILDING PLAN REVIEW (SCE)  Full Building Review  Expedited Site & Foundation Review. PLUMBING PLAN REVIEW  Plumbing Review ONLY  Water Supply Review  Waste Water Review  Other (please specify). SHOP DRAWING PLAN SUBMITTALS (Check the type of evaluations requested at this time):  Sanitation System (Sprinkler, CO, etc.)  Alarm Systems  Boiler System  Bleacher Seating  Range Hood System  Fuel Tank  Elevator  Demolition Pool  Prefabricated Truss

DESIGN CAPACITY OF BUILDING: NO. OF MALES: NO. OF FEMALES: ARE RESTROOMS ACCESSIBLE TO PUBLIC?  YES  NO. ARE RESTROOMS ACCESSIBLE TO DISABLED?  YES  NO. WATER SUPPLY:  PUBLIC  DRILLED WELL  CISTERN  HAULED WATER  ROOF WATER  SPRING  STREAM. IF PRIVATE, INDICATE THE TYPE AND THE DESIGN OR SOURCE.

THIS SECTION TO BE COMPLETED BY THE LOCAL HEALTH DEPARTMENT OFFICIAL (Must be completed prior to sending Plumbing Plans to Frankfort). THIS AREA FOR OFFICE USE ONLY. REVIEWED BY:



## Plans Approved! What next?

Kentucky State plumbing inspector will make contact to set up final plumbing approval appointment.

DHBC 31-01 Division of Plumbing Frankfort, Kentucky PPC DHBC

Permit No. 2205-004930 Date 10/4/22

Plumbing Contractor CHUCK HANSEN

Location 2961 Breckenridge Ln.

**APPROVED**

This plumbing installation has been inspected and approved by Ait

Underground  Rough in  Final

Water Heater  Water Service  Sewer

Plumbing Inspector Craig McCord Phone # \_\_\_\_\_

TEAM KENTUCKY.

### After you obtain the green sticker....

- Contact The Food Safety and Protection program (574-6650) to schedule an opening inspection appointment with a member of the Food Safety team.
- The food safety inspector must be able to verify all required equipment is working properly without an electrical outlet.
  - Hot and cold running water
  - Refrigeration units...etc.

# Certified Food Manager

- According to a local government ordinance, there must be a certified food manager on duty at all times for a food service permit.
- A certified food manager course is offered through the health department at the cost of \$35 and is valid for 3 years.
- Apply and pay online for our in-person food manager course HERE.

OR

- Apply and pay online for our online food manager course HERE.

**\*\*If you are currently certified in ServSafe, a Certified Professional food manager, or National Registry for Food Safety you will need to pay \$35 and transfer your certificate to Louisville Metro.**



# Commissaries

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Butchertown

240 Adams Street

502-384-9007

Chef Space

1812 W. Muhammad Ali Blvd.

502-992-9436

Mesa

216 Pearl Street

New Albany, IN

Commissary Guidelines:

<https://louisvilleky.gov/health-health-wellness/document/mobilefoodunitcommissariesguidelinespdf>

# Mobile Truck Waste Disposal Sites

## **B&H Environmental Services**

3610 Camp Ground Rd,  
Louisville, KY 40211  
(502) 447-3000

## **Chef Space**

1812 W Muhammad Ali Blvd  
Louisville, KY 40203  
(502) 992-9436

## **Headden Septic & Environmental Service, Inc.**

3111 Dixie Highway  
Louisville, KY 40216  
(502) 448-1493

## **Roto Rooter**

1600 S. Preston Street  
Louisville, KY 40217  
(502) 583-1550 (Call for  
Appt)

## **Waste Management**

2673 Outer Loop  
Louisville, KY 40219  
(800) 963-4776

# Vendor Permit & ID

- Once your opening inspection is complete, you may obtain a vendors permit and ID through the Codes and Regulations Department.
- This permit allows you to operate on public and private property in Jefferson County.
- Additional permits are required for vending in Metro Parks and within Waterfront Park.
- More information can be found here, <https://louisvilleky.gov/codes-regulations/document/itinerant-vendor-application>
- **Contact Louisville Metro Codes and Regulations to discuss any potential city permit requirements 502-574-3321**

# Contacts

Louisville Metro - Dept. of Public Health and Wellness  
Plan Review  
400 E. Gray Street  
Louisville, KY 40202  
502-574-6650/6593

Department of Codes & Regulations-Vendor Permit  
444 S 5<sup>th</sup> Street Suite 200  
Louisville KY 40202  
502-574-3591

Louisville Metro Codes and Regulations  
444 S. 5<sup>th</sup> Street  
Louisville, KY 40202  
502-574-3321

Kentucky Division of Plumbing  
502-429-4441

For more information or to set up an opening inspection:

Department of Public Health and Wellness Food Safety Program  
502-574-6650

**THANK YOU FOR YOUR TIME**  
ANY QUESTIONS?