



Mobile Vendor

Guidelines for the mobile vendor application process in the City of Revelstoke.

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Development Services
Department

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What is a Mobile Vendor?

Mobile vending is business that is carried out entirely from a mobile unit, whereby, the entire stock of goods, wares, merchandise, or foodstuffs offered for sale is actually carried and contained within a unit that is designed to be or is mobile at the time the items are offered for sale within a fixed period of time (i.e. Food trucks and trailers, bicycles, carts, etc.).

Requirements to Operate

We encourage all applicants to consult with Development Services staff before submitting an application.

- Valid City of Revelstoke Business Licence (required to operate anywhere within the City).
 - Business proposal summary
 - Property Owner Authorization – if applicable
 - Proposed location and site plan
 - Technical Safety BC Approval (Certificate of Electrical / Gas) – if applicable
 - Interior Health Approval – if applicable

The City of Revelstoke will complete the following:

- Fire Inspection
 - Zoning check
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- Valid City Mobile Vendor Agreement and issued Encroachment Permit (if operating on City land). See page 3 of the Agreement for the Supporting Documentation Checklist.
 - Copy of valid City of Revelstoke Business Licence
 - Liability Insurance for \$2,000,000 naming the City as an additional insured
 - Letter of Intent
 - Location Map and Dimensional Site Drawing



Revelstoke Fire Department – Food Vendor Requirements

The following is a list of local requirements for all mobile food vendors who wish to operate within the City of Revelstoke. As part of the Business Licence review, a Fire Inspection must be conducted and the unit must receive a satisfactory review. Vendors are subject to an annual inspection from the City Fire Department. Vendors who are non-compliant will not be permitted to operate.

- The mobile vendor must be approved by the BC Safety Authority and ensure that all decals are visible.
- All tents being in conjunction with the mobile vending must conform to NFPA 705 requirements. The tent must have a visible tag stating that it complies with this requirement.
- Cooking and/or grilling shall not be conducted under tents. All cooking appliance must be at least 1 meter away from tent. Cooking is not permitted under tents.
- Cooking appliances must be a minimum of 3 meters from any building.
- A guard/barrier, not less than 1 meter high, must be provided to act as a barrier between the public and cooking appliances. This would not apply if the cooking appliances are located within an enclosed trailer.
- All deep fryers must be approved commercial appliances. Residential grade deep fryers will not be accepted.
- Minimum of one 2A10BC rated extinguisher shall be provided and shall be mounted in an acceptable location.
- A type K fire extinguisher must be provided for all deep frying and/or hot oil cooking.
- Fire extinguishers must be up to date. The extinguishers are required to be inspected annually by an approved agency. The cylinder must be pressurized and the safety pin must be in secured in place. Continued on next page..



- Enclosed cooking units, creating grease laden vapors, require a kitchen canopy and suppression system conforming to NFPA 96.
- Enclosed cooking units with a kitchen canopy require a fixed suppression system to be installed within the unit. The fixed suppression system shall be serviced bi-annually by an approved technician.
- Kitchen canopy has been cleaned from filter to fan in conformance with NFPA 96 requirements.
- All spare propane bottles must be secured 3 meters from any cooking appliances or open flame.
- All propane connections must be soap tested to ensure there are no leaks in conformance with BC Gas Code requirements.
- Wood burning appliances are prohibited.
- All mobile vendors with trailers must provide wheel chocks to prevent trailer movement.
- Electrical equipment shall be used and maintained as to not constitute an undue fire hazard
- Any alterations or modifications to a previously accepted cooking configuration must be re-inspected
- Vendors must be positioned to allow for Fire Department access and operations keeping any required access routes clear and obstruction free. Public and private fire hydrants are to be kept clear and obstruction free, no vehicles or displays shall be located within 5 meters of a fire hydrant.

Random inspections may be conducted. Ensure your inspection decal is current and available for viewing.



Events with Mobile Vendors on City Property

The organizer of any event or activity that is proposed on City property (i.e., green spaces, parks, streets, sidewalks and parking lots) will need to submit a Special Event Permit application to the City, if they plan to have mobile vendors operate at the event this information will need to be included with the application.

The Parks, Recreation & Culture Department (PRC) reviews all Special Event Permit applications. More information and the permit application is available on the PRC Special Events on City Property webpage.





Questions?

We are here to help make the application process as smooth as possible. If you have questions, please contact us.

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Photos provided by Tourism Revelstoke.