



COLUMBIA FIRE & RESCUE



Stephen Otero
Fire Marshal

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ON-DEMAND MOBILE FUELING

Mobile fueling operations that dispense Class I, II, and III liquids into the fuel tanks of motor vehicles shall comply with the 2018 International Fire Code (IFC):

- Mobile fueling operations shall not be conducted without first obtaining a permit and approval from the fire code official (IFC, 5707.1.1)
- Mobile fueling shall occur only at approved locations (IFC, 5707.1.1)
- An on-demand mobile fueling vehicle shall comply with 2018 IFC 5707.2
- Mobile fueling operators shall have an approved written safety and emergency response plan (IFC, 5707.3.1)
- Mobile fueling vehicles shall be operated only by designated personnel who are trained on proper fueling procedures and the safety and emergency response plan (IFC, 5707.3.2)
- A site plan shall be developed for each location at which mobile fueling occurs (IFC, 5707.3.3)
- Mobile fueling shall not occur on public streets, public ways, or inside buildings. Fueling on the roof level of parking structures or other buildings is prohibited (IFC, 5707.4)
- Mobile fueling shall not take place within 25 feet of buildings, property lines, or combustible storage (IFC, 5707.4.1)
- Smoking, open flames, and other sources of ignition shall be prohibited within 25 feet of fuel dispensing activities (IFC, 5707.4.2)
- Dispensing nozzles and hoses shall be approved and listed. Dispensing hose shall not exceed 50 feet in length (IFC, 5707.5.1)



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- Mobile fueling vehicles shall be equipped with a fuel limit switch set to a maximum of 30 gallons and a nozzle or other approved device that, when activated, immediately causes flow of fuel from the mobile fueling vehicle to cease (IFC, 5707.5.2)
- Mobile fueling vehicle shall have a minimum 40-B:C fire extinguisher (IFC, 5707.5.3)
- Mobile fueling vehicle shall contain a minimum 5-gallon spill kit of an approved type (IFC, 5707.5.4)
- Mobile fueling vehicles shall be constantly attended to during fueling operations with brakes set and warning lights in operation. Mobile fueling vehicles shall not obstruct emergency vehicle access roads (IFC, 5707.6)
- Where equipped, mobile fueling vehicles shall be positioned in a manner to preclude traffic from driving over the dispensing hose. The dispensing hose shall be properly placed on an approved reel or in an approved compartment prior to moving the mobile fueling vehicle (IFC, 5707.6.1)
- Operators shall place a drip pan, or an absorbent pillow under the nozzle of each fuel fill opening prior to and during dispensing operations to catch drips (IFC, 5707.6.2)
- Spills shall be reported in accordance with Section 5003.3.1 (IFC, 5707.6.3)

700 North Garden Street, Columbia, TN 38401 Phone: 931-560 1740

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Application for On-Demand Mobile Fueling Permit

APPLICANT INFORMATION

Applicant Name: _____

Applicant Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Mobile Phone: _____

Government Issue ID #: _____

Email Address: _____

BUSINESS INFORMATION

Business Name: _____

Business Address: _____

City: _____ State: _____ Zip Code: _____

Length of time for which mobile vehicle will be staged on property: _____

GENERAL BUSINESS DESCRIPTION

Please provide a brief description of the nature of the business:

VEHICLE INFORMATION – Must include photographs (front, back, sides, and rear)

Make: _____ Model: _____ Description: _____

Registration Number: _____ Length: _____ Width: _____

List other cities or towns, if any, where within the past twelve (12) months the applicant conducted business immediately preceding the date of application:

I certify that all information in this application and the required documents are accurate and to the best of my knowledge. I agree to comply with the City of Columbia regulations regarding On-Demand Mobile Fueling Vehicles. I understand that if any changes are made to the information included in this application, I should notify the City of Columbia Fire Marshal's Office.

Applicant's Signature: _____ Date: _____

Applicant's Name Printed: _____



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Application for On-Demand Mobile Fueling Permit Required Documents Checklist

Name of Mobile Vendor: _____

City Recorder's Required Items:	Applicant	Staff
Fire Inspection Completed by Fire Marshal	___	___
Copy of City & County Business License	___	___
Copy of Government Issued ID	___	___
Copy of Vehicle Registration	___	___
Copy of Proof of Liability Insurance	___	___
Color Photos of the Mobile Vehicle	___	___
Letter of Permission from Business Owner and/or Property Owner	___	___
Application Fee, Non-Refundable	___	___
Fire Marshal Permit	___	___

I have read, completed, and acknowledge that inspections and all documentation has been completed and the annual permit fee has been paid to the City of Columbia. I also acknowledge and agree that the City of Columbia has the right to require the movement of mobile vehicle, trailer, and other associated structures/furnishings should the City determine its presence is a threat to public safety.

Signature: _____ Date: _____

<p>For Office Use Only:</p> <p>Date of Receipt of Application: _____</p> <p>Date City Recorder's Office Issued Permit: _____</p> <p>Permit Number: _____</p> <p>Payment Type: Cash: ___ Check: ___ Check # _____</p>
