

Allen County Fire & EMS District

Code Enforcement Division

Department of Health Sign-Off

Before a food establishment can open or re-open in our jurisdiction, the Allen County Fire & EMS District must confirm it meets fire and life safety requirements. Our sign-off is one of the approvals the Allen County Department of Health requires as part of the food establishment permitting process.

This authority comes from the Allen County Food and Beverage Ordinance (Allen County Code, Title 10, Article 2), which requires that *all food establishments fully comply at all times with all local and state building, zoning, and fire codes*. Establishments must meet all applicable fire prevention ordinances adopted within our jurisdiction, along with the International Fire Code as adopted by the State of Indiana.

When a Sign-Off Is Required

A fire district sign-off is required in situations that include, but are not limited to, the following:

- **New and changing establishments** — new ownership of an existing establishment, new construction, remodel of an existing establishment, or an existing occupancy that will begin selling pre-packaged food items or made-to-order food or drink.
- **Mobile food vendors** — mobile food trucks operating in our jurisdiction.
- **Re-opening after an emergency** — any event that requires an ACFD sign-off to re-open, such as:
 - Discharge of an automatic protection system, for any reason
 - A building fire
 - A specific need on a case-by-case basis as required by the Department of Health

The Inspection Process

1. Contact ACFD to schedule an inspection.
2. If any violations are found, a reasonable time frame will be given to make the necessary repairs or changes.
3. Once the repairs or changes are complete, ACFD will sign the Department of Health form.

Schedule an Inspection

Assistant Chief Brian Armstrong, Fire Marshal

Call or text: 260-507-0665 (between 8:00 a.m. and 4:00 p.m.)

Email: barmstrong@allencountyfire.org