Mobile Food Truck
Business License Application

Name of Business: _____

Commercial Food Supply Source:

Name: _____
Address: _____

Truck Description: (Please describe each truck to be used in conducting business including, but not limited to, a description of any method to display food or products to be offered):

_____

_____

_____

Truck Plate No: _____ Trailer: Complete a different application.

Please describe the preparation methods and food product offered for sale: _____

_____

_____

(Note: If you have additional trucks, please include the information requested above for each truck on a separate sheet)

Items to include with your application:

- ☐ Salt Lake City Application for Business License
- ☐ Copy of all necessary licenses or permits required by state or local health and transportation authorities.
- ☐ Copy of menu
- ☐ Certificate of Insurance. (Must show Salt Lake City as additional insured.)
- ☐ Proof of State Tax Identification for Salt Lake City
- ☐ Copy of a valid driver's license for each driver
- ☐ Where applicable, written permission for use of private property from property owner.

I,_____ shall hold the city and its officers and employees harmless from any and all liability and shall indemnify the city and its officers and employees for any claims for damage to property or injury to persons arising from any activity carried on under the terms of this license.

_____
(Signature)

Public Right of Way:
Mobile food trucks are allowed to operate in the public right-of-way only within the , M-1, M-2, D-1, D-2, D-3, D-4, G-MU zones. Go to the following link for a zoning map:
http://www.slcgov.com/search?search=ZONING+MAP

SALT LAKE CITY CORPORATION APPLICATION FOR NEW BUSINESS AND REGULATORY LICENSE

451 South State Street #225 / PO Box 145458 • Salt Lake City, UT 84114-5458 Phone (801) 535-6644

ALL FEES ARE NON-REFUNDABLE

(Applications must be submitted no more than 30 days prior to your anticipated opening)

-ALL information must be completed-

Previous ID: _____

A. Name of Business _____

Has this name been registered with the State of Utah, Commerce Department? ☐ Yes ☐ No Type of license: ☐ Commercial ☐ Home-Based

Ownership Type: ☐ Corporation ☐ Partnership ☐ Sole Proprietorship ☐ LLC

If Corporation or LLC, list Corp. /LLC name _____

(You must attach a copy of Certificate of Incorporation/LLC)

B. Business Location: _____

(Street Number) (Suite or Space #) (City) (State) (Zip)

Business Phone _____ Fax Number _____ Business Email _____

Business Mailing Address: _____

(Street Number) (City) (State) (Zip)

Please Note: The information provided above is considered public information and will be made available for public review.

C. Primary Contact: (Local): _____ Phone 1: _____ Phone 2: _____

The primary contact will be the person contacted to arrange your city inspections. City inspections must be approved before a business license will be issued. This will also be the person contacted in the event of an emergency and Fire or Police need access to the location.

D. Information on: ☐ **President** ☐ **General Partner** ☐ **Sole Proprietor** ☐ **Officer** ☐ **Other** _____

Name_____ Home Phone _____

Home Address _____

(Street Number) (City) (State) (Zip)

E. Information on: ☐ **Vice President** ☐ **Partner** ☐ **Member** ☐ **Local Manager** ☐ **Rep** ☐ **Other** _____

Name_____ Home Phone _____

Home Address _____

(Street Number) (City) (State) (Zip)

F. Business Operation: (Give a DETAILED explanation of ALL business activities): _____

_____

_____

_____

_____

_____

_____

Do you intend to use, store or dispense hazardous material in this facility? ☐ **Yes** ☐ **No**

G. Anticipated Business Start Date: _____ **Number of Employees:** _____

F. Federal Tax Number: _____ **State Sales Tax Number:** _____

This form is an application for a business license. The receipt for payment of license fees thereof does not constitute being approved to operate a business. The actual license will be issued only when all inspections are completed and signed off by the various City departments and approval is given by the Business License Office. Salt Lake City shall not be held responsible for delays in processing an incomplete application, or for property improvements and other business expenditures occurring before the license applicant receives final approval. ***To open and/or operate a business without final approval is a Class "B" misdemeanor and is subject to a $1,000 fine and/or six month sentence.***

I, _____ hereby agree to conduct said business strictly in accordance with all Salt Lake City codes governing such business, and swear under penalty of law that the information contained herein is true and correct. I/we also understand that to falsify any information on this application is grounds for denial and/or revocation of this license and other penalties as provided by law. I/we also agree that the signature on this application constitutes waiver of confidentiality as it pertains to a background investigation, if deemed necessary.

_____ Authorized Signature

_____ Date

BUSINESS LICENSE USE ONLY

City ID Number: [ ]

Accepted by _____ Date _____

License Type: (Commercial **OR** Home Based)	**Amount:**	
Commercial Location	$ _____	$157.00
Home Occupation	$ _____	$ _____
Employees @ 23.00 ea X _____	$ _____	$ _____
Freight Parking @ _____ ea X _____	$ _____	$ _____
Disproportionate Fee:		
Mobile Food	$ _____	$101.00
Other applicable fees:		
_____	$ _____	$ _____
_____	$ _____	$ _____
_____	$ _____	$ _____
_____	$ _____	$ _____

Total Due: $ _____

Keep this Box Clear

MOBILE FOOD TRUCKS

Public Right-Of-Way on Street Parking
Information Sheet

Mobile Food Trucks using on-street parking are to abide by all parking and traffic regulations as stated in Title 12 of the Salt Lake City Code. Please note the specific parking regulations at each location which are posted on signs, placards, or markings along the street.

As a reminder much of the on-street parking in the downtown area is regulated by Parking Pay Stations where payment is required and there is a maximum 2-hour parking time limit.

The 2-hour time limit is effective 8am to 6pm Monday through Saturday. Payment is required Monday through Friday for any space or portion of a space occupied that is controlled by a pay station. For example if a Food Truck takes up one and a third parking spaces, payment at a pay station for 2 spaces is required.

On Saturdays payment for parking is not required however the 2-hour time limit from 8am to 6pm is still in effect.

During effective hours, after the 2-hour time limit is met, a vehicle is required to move off of that block face.

If it is desired to reserve in advance a metered parking space for longer than 2 hours then a permit can be obtained by paying $27.50 per space per day. The permit is available at the Transportation Division Office located at 349 South 200 East, Suite 450. For more information please call 801-535-6630.

Chapter 5.69
MOBILE FOOD BUSINESSES IN THE PUBLIC RIGHT OF WAY

5.69.010: PURPOSE AND INTENT:

The city council expressly finds that mobile food businesses within public streets pose special dangers to the public health, safety and welfare of residents in the city of Salt Lake City. It is the purpose and intent of the city council, in enacting this chapter, to provide responsible companies and individuals who engage in the operation of mobile food businesses with clear and concise regulations to prevent safety, traffic and health hazards, as well as to preserve the peace, safety and welfare of the community. (Ord. 24-12, 2012)

5.69.020: DEFINITIONS:

MOBILE FOOD BUSINESS: A business that serves food or beverages from a self-contained unit either motorized or in a trailer on wheels, and conducts all or part of its operations on premises other than its own and is readily movable, without disassembling, for transport to another location. The term "mobile food business" shall not include vending carts or mobile ice cream vendors.

MOBILE FOOD TRAILER: A mobile food business that serves food or beverages from a nonmotorized vehicle that is normally pulled behind a motorized vehicle. The term "mobile food trailer" shall not include vending carts, mobile food trucks or mobile ice cream vendors.

MOBILE FOOD TRUCK: A mobile food business that serves food or beverages from an enclosed self-contained motorized vehicle. The term "mobile food truck" shall not include vending carts, mobile food trailers or mobile ice cream vendors. (Ord. 24-12, 2012)

5.69.030: MOBILE FOOD BUSINESS ALLOWED:

A. No person shall operate a mobile food business, without first having obtained a business license from the city in accordance with chapter 5.02 of this title, or its successor.

B. Mobile food truck vehicles are allowed to operate in the public right of way only within the M-1, M-2, D-1, D-2, D-3, D-4, G-MU, in accordance with the provisions of this chapter.

C. Provisions found in this section shall not apply to, vending carts, mobile food trailers, mobile ice cream vendors, seasonal farm stands and other temporary merchants or uses that are specifically authorized by this title or other city ordinances. (Ord. 24-12, 2012)

5.69.040: APPLICATION FOR A BUSINESS LICENSE:

Application for all mobile food businesses shall be made with the city business licensing division, prior to the commencement of operation. The applicant shall submit the following information:

A. Name and address of applicant.

B. Name and address of the approved commercial supply source and primary licensed food establishment, if applicable.

C. Pass a background check on owner/driver(s).

D. License plate number.

E. A description of the preparation methods and food product offered for sale, including the intended menu, display, and distribution containers.

F. A description of the vehicle to be used in conducting business including, but not limited to, a description of any method to display food or products to be offered for sale.

G. The anticipated volume of food to be stored, prepared and sold.

H. A valid copy of all necessary licenses or permits required by state or local health and transportation authorities.

I. Each applicant for a license or renewal under this chapter shall submit, with its application, a certificate of insurance executed by an insurance company or association authorized to transact business in this state, approved as to form by the city attorney, that there is in full force and effect general liability insurance in an amount not less than amounts as set forth in section 63-30-34 of the Utah code, as amended, or its successor. Such policy or policies shall include coverage of all motor vehicles used in connection with applicant's business. A current certificate of insurance shall be kept on file with the city recorder at all times that applicant is licensed by the city verifying such continuing coverage and naming the city as an additional insured. The certificate shall contain a statement that the city will be given written notification at least thirty (30) days prior to cancellation or material change in the coverage without reservation of nonliability for failure to so notify the city. Cancellation shall constitute grounds for revocation of the license issued hereunder unless another insurance policy complying herewith is provided and is in effect at the time of cancellation/termination.

J. A signed statement that the permittee shall hold the city and its officers and employees harmless from any and all liability and shall indemnify the city and its officers and employees for any claims for damage to property or injury to persons arising from any activity carried on under the terms of the permit.

K. Where applicable, the written consent of the property or business owner. (Ord. 24-12, 2012)

5.69.050: SEPARATE APPLICATIONS:

Separate business license applications may be required for each mobile food business. Separate business license fees shall be required for each mobile food business vehicle operating under one business license. (Ord. 24-12, 2012)

5.69.060: FEES; ANNUAL OPERATION:

No license shall be issued or continued in operation unless the holder thereof has paid an annual business regulatory fee as set forth in section 5.04.070 of this title, or its successor section for each mobile food business. (Ord. 24-12, 2012)

5.69.070: BUSINESS ACTIVITY TO BE TEMPORARY:

All business activity related to mobile food businesses shall be of a temporary nature, the duration of which shall not extend for more than twelve (12) hours within a twenty four (24) hour period at any one premises or location. (Ord. 24-12, 2012)

5.69.080: USE OF PUBLIC RIGHT OF WAY:

Each mobile food business, offering food from or on motorized vehicles within the public right of way shall abide by the following conditions and requirements. Failure to comply may result in the suspension or revocation of a business license, and is a class B misdemeanor:

A. Mobile food businesses shall obey all parking and traffic regulations as stated in title 12 of this code.

B. Parking on a park strip, or otherwise landscaped area is not allowed.

C. Mobile food truck vehicles utilizing the parking space within the public right of way shall park only in parallel parking spaces. Mobile food truck vehicles must be parked so that neither the vehicle nor the customers block driveways of existing buildings or uses.

D. The operator shall locate the vending window facing the sidewalk. Mobile food truck vehicles manufactured to vend out the rear of the vehicle must obtain special permission from the transportation division to operate in the public right of way.

E. No mobile food truck vehicle shall occupy required parking stalls of the primary use.

F. The mobile food truck vehicle shall use positive action to assure that its use of the right of way, including the sidewalk, in no way interferes with or limits sidewalk users' free and unobstructed passage.

G. The mobile food truck vehicle shall be prohibited from pulling any type of trailer.

H. The operator of the mobile food truck vehicle shall not sell to any person standing in the roadway unless approved by the transportation division.

I. Mobile food truck vehicles shall not operate on public streets where the speed limit exceeds forty five (45) miles per hour.

J. Unless licensed prior to January 1, 2013, a parked mobile food business shall conform to all requirements in the Salt Lake City idling ordinances (title 12, chapter 12.58 of this code).

K. Any auxiliary power required for the operation of the mobile food truck shall be self-contained. No use of public or private power sources are allowed without providing written consent from the owner.

L. All motorized vehicles of the applicant and operators shall comply with all other requirements of this chapter and any other requirements of ordinance or statute that may be applicable.

M. All materials generated from a mobile food business that are to be disposed of should be disposed of properly. It is illegal to discharge or dispose of any substance, material, food, or waste into the storm drain system. (Sections 17.84.100 prohibition of discharge into storm drain system; 17.36.220, prohibition against opening manhole covers, of this code.) (Ord. 24-12, 2012)

5.69.090: DESIGN AND OPERATION GUIDELINES:

Mobile food trucks operating in the public right of way shall comply with the following design requirements:

A. Mobile food truck vehicles shall be designed to meet all applicable Salt Lake Valley health department requirements relating to the handling and distribution of food.

B. The mobile food truck shall not have a drive-through.

C. Mobile food truck vehicles shall be kept in good operating condition, no peeling paint or rust shall be visible.

D. No mobile food truck vehicle operating in the public right of way shall operate within the same block face of another mobile food vendor at any one time.

E. No mobile food truck vehicle shall operate within one hundred feet (100') on the same linear block face of a door to a restaurant, mobile food vendor, food cart, or city authorized special event selling food, except:

1. The above requirement may be waived if the application is submitted with the written consent of the proprietor of such restaurant or shop. The consent shall be on forms deemed appropriate by the business license administrator. Such waiver shall not exempt the applicant from compliance with the other location and distance restrictions of this chapter.

F. All grounds utilized by a mobile food business shall at all times be maintained in a clean and attractive condition.

G. Trash and recycling containers shall be provided for use of the business patrons.

H. Mobile food businesses shall source local products when available.

I. Any enclosures or canopy extensions must be integrated into the design of the mobile food business vehicle and must not project onto the public sidewalk or any other part of the public right of way not authorized by the transportation division. (Ord. 24-12, 2012)

5.69.100: SIGNS:

No signs shall be used to advertise the conduct of the mobile business at the premises other than that which is physically attached to the vehicle, except temporary signs authorized by section 21A.46.055 of this code. (Ord. 24-12, 2012)

5.69.110: PROFESSIONAL AND PERSONAL SERVICES PROHIBITED:

The performance of professional or personal services for sale shall not be provided from a mobile food truck. (Ord. 24-12, 2012)

5.69.120: COMPLIANCE RESPONSIBILITY:

The holder shall not be relieved of any responsibility for compliance with the provisions of this chapter, whether the holder pays salary, wages or any other form of compensation to drivers. (Ord. 24-12, 2012)

5.69.130: SPECIAL EVENTS:

The restrictions of this chapter notwithstanding, nothing herein shall prohibit the city from authorizing mobile food businesses, other than those licensed under this chapter, to conduct concurrent vending operations within the public right of way, or such other areas as the city may deem appropriate, during special events (special event vendors). The special event vendors shall not be governed by this chapter, but shall be governed by such other ordinance, city policy, or executive order as may be applicable. However, as long as the public right of way remains open to the general public, such authorization of special event vendors shall not require removal of a permittee under this chapter from operating within his/her designated permit operating location or a mutually acceptable adjacent alternative location during such special event, unless otherwise provided under the city's ordinances. If the city is closing a public right of way to general access, either partially or fully, in order to accommodate a special event, the mobile food business may not access that right of way unless specifically authorized by the city. (Ord. 24-12, 2012)

21A.36.160: MOBILE BUSINESSES:

A. Mobile Food Business Allowed:

1. Persons selling food or beverages from mobile food businesses may do so by use of private property only, unless otherwise permitted under title 5, chapter 5.69 of this code. Use of private property by mobile food businesses shall be arranged with the real property owner and proof of such property owner authorization shall be required prior to the issuance of a business license.

2. Mobile food businesses are allowed only within the SNB, CN, CB, CS, CC, CSHBD, CG, TC-75, TSA, M-1, M-2, D-1, D-2, D-3, D-4, G-MU, RP, BP, UI, MH, MU, R-MU, R-MU-35, and R-MU-45 zones, in accordance with the provisions of this section.

3. Provisions found in this section shall not apply to vending carts, mobile ice cream vendors, seasonal farm stands and other temporary merchants or uses that are specifically authorized by this title or other city ordinances.

B. Business License And Fees Required: No mobile food business shall continue in operation unless the holder thereof has paid an annual business regulatory fee and has met all applicable requirements as set forth in section 5.04.070 of this code, or its successor section for each mobile food business.

C. Separate Applications: Separate business license applications may be required for each mobile food business. Separate business license fees shall be required for each mobile food business vehicle operating under one business license.

D. Business Activity To Be Temporary: All business activity related to mobile food businesses shall be of a temporary nature subject to the requirements below:

1. A mobile food truck may not park in one individual location for more than twelve (12) hours during any twenty four (24) hour period.

2. The mobile food truck shall be occupied by the owner or operator thereof at all times.

3. No overnight parking is allowed.

E. Location And Placement Requirements: The business operating location must be on private property, on city streets as defined in title 5, chapter 5.69 of this code, within the specified zones, or as otherwise authorized by applicable city ordinance, subject to the requirements below:

1. Parking on a park strip, or otherwise landscaped area is not allowed.

2. A mobile food business shall park on a hard surface. Alternatives to asphalt and cement may be approved by the transportation engineer if the applicant is able to demonstrate that the alternative will not result in the accumulation of debris on the city right of way.

3. Mobile food business vehicles must be parked so that neither the vehicle nor the customers block driveways of existing buildings or uses, or in such a manner as to create a traffic hazard.

4. No mobile food business shall occupy required parking stalls of the primary use.

5. No mobile food business shall interfere with the internal parking lot circulation.

6. Mobile food businesses shall not use the public right of way unless otherwise allowed by ordinance.

7. Any auxiliary power required for the operation of the mobile food truck shall be self-contained. No use of public or private power sources are allowed without providing written consent from the owner.

8. Unless licensed prior to January 1, 2013, a parked mobile food business shall conform to all requirements in the Salt Lake City vehicle idling ordinances (title 12, chapter 12.58 of this code).

9. All materials generated from a mobile food business that are to be disposed of should be disposed of properly. It is illegal to discharge or dispose of any substance, material, food, or waste into the storm drain system. (Sections 17.84.100, prohibition of discharge into storm drain system; 17.36.220, prohibition against opening manhole covers, of this code.)

10. Mobile food businesses shall comply with all other applicable city ordinances.

    Provisions found in this section shall not apply to downtown vendors, vending carts, mobile ice cream vendors, seasonal farm stands and other temporary merchants or uses that are specifically authorized by this title or other city ordinances.

F. Design And Operation Guidelines: Mobile food trucks operating in the public right of way shall comply with the following design requirements:

1. Mobile food truck vehicles shall be designed to meet all applicable Salt Lake Valley health department requirements relating to the handling and distribution of food.

2. The mobile food truck shall not have a drive-through.

3. Mobile food truck vehicles shall be kept in good operating condition, no peeling paint or rust shall be visible.

4. No mobile food truck vehicle operating in the public right of way shall operate within the same block face as another mobile food vendor at any one time.

5. No mobile food truck vehicle shall operate within one hundred feet (100') on the same linear block face of a door to a restaurant, mobile food vendor, food cart, or city authorized special event selling food, except:.

   a. The above requirement may be waived if the application is submitted with the written consent of the proprietor of such restaurant or shop. The consent shall be on forms deemed appropriate by the business license administrator. Such waiver shall not exempt the applicant from compliance with the other location and distance restrictions of this section.

6. All grounds utilized by a mobile food business shall at all times be maintained in a clean and attractive condition.

7. Trash and recycling containers shall be provided for use of the business patrons.

8. Mobile food businesses shall source local products when available.

9. Any enclosures or canopy extensions must be integrated into the design of the mobile food business vehicle and must not project onto the public sidewalk or any other part of the public right of way not authorized by the transportation division.

G. Signs: No signs shall be used to advertise the conduct of a mobile food business at the premises other than that which is physically attached to the vehicle, except temporary signs authorized by section 21A.46.055 of this title.

H. Professional And Personal Services Prohibited: The performance of professional or personal services for sale shall not be provided from a mobile food business.

I. Approved Kitchen: If the mobile food business includes an area for food preparation and/or sale, it must be approved by the Salt Lake Valley health department. (Ord. 24-12, 2012)

21A.36.161: MOBILE FOOD COURTS:

A. Mobile Food Courts A Conditional Use:

1. Operating a mobile food court is unlawful without first obtaining conditional use approval subject to the qualifying provisions written below as well as those in chapter 21A.54 of this title.

2. Mobile food courts are allowed by administrative conditional use approval only within the M-1, M-2, D-1, D-2, D-3, D-4, G-MU, in accordance with the provisions of this chapter.

3. Provisions found in this section shall apply to mobile food businesses, vending carts, and seasonal farm stands that are specifically authorized by this title or other city ordinances.

B. Qualifying Provisions:

1. A mobile food court is required to be on a parcel of at least two thousand (2,000) square feet in size.

2. No less than two (2) and no more than ten (10) individual mobile food businesses or other authorized vendors are allowed on a parcel.

3. No participating mobile food business or other authorized vendor shall continue in operation at the mobile food court unless the holder thereof has paid an annual business regulatory fee as set forth in section 5.04.070 of this code, or its successor section.

4. All requirements of chapter 21A.48, "Landscaping And Buffers", of this title and section 21A.36.020, "Conformance With Lot And Bulk Controls", of this chapter, or their successor chapter or section shall be met prior to the issuance of a permit.

5. Mobile food courts are for the sale of food products only. Retail sale of nonfood items is not permitted.

6. A master sign plan for the mobile food court shall be submitted for review and approval as part of the conditional use process. The plan shall provide information relating to permanent signs for the court, as well as individual signs for each business.

7. All the proposed activities will be conducted on private property owned or otherwise controlled by the applicant and none of the activities will occur on any public right of way.

8. The proposed mobile food court will not impede pedestrian or vehicular traffic in the public way.

9. The proposed mobile food court complies with all conditions pertaining to any existing variances, conditional uses or other approvals granted for the property.

10. All activities associated with a mobile food court must comply with all Salt Lake Valley health department requirements.

11. A detailed site plan demonstrating the following is required:

    a. The location and orientation of each vendor pad.

    b. The location of any paving, trash enclosures, landscaping, planters, fencing, canopies, umbrellas or other table covers, barriers or any other site requirement by the international building code, or health department.

    c. The location of all existing and proposed activities on site.

    d. The circulation of all pedestrian and vehicle traffic on the site.

    e. The mobile food court shall not occupy required parking stalls of any primary use of the site.

12. Live music will not be performed nor loudspeakers played in the mobile food court area unless the decibel level is within conformance with the Salt Lake City noise control ordinance, title 9, chapter 9.28 of this code.

13. Parking for a mobile food court is required at a ratio of two (2) stalls per mobile food business. This requirement may be waived by the planning commission as part of the conditional use process. No additional parking is required in the D-1, D-2, D-3, D-4, G-MU, CSHBD1, CSHBD2, R-MU, R-MU-35, R-MU-45, MU, G-MU, TC-75 and TSA zones. Hard surface paving at the vehicular entrance to the mobile food court, and for each individual mobile food business is required. Alternatives to asphalt and cement may be approved as part of the conditional use process if the applicant is able to demonstrate that the alternative will not result in the accumulation of mud or debris on the city right of way. (Ord. 24-12, 2012)