



FOOD TRUCK

ON PUBLIC PROPERTY (4 HOUR LIMIT PER LOCATION; PERMITTED BY ANNUAL LOTTERY)

Please fill out this form completely, supplying all necessary information and documentation to support your request. *Your application will not be considered complete or processed for review until all necessary information is furnished.*

Application:

Name: _____

Business/Vendor Name: _____

E-mail: _____

Address: _____

Phone: _____

Attachments:

- 1. Describe food/ beverage or other menu offered: (attach a menu if available) _____
- 2. Photograph of Food Truck: _____

Arkansas Sales and Use Tax ID Number: _____

Date of Approval by the Arkansas Department of Health (attach a copy of the permit) _____

APPLICANT / VENDOR: I certify under penalty of perjury that the foregoing statements and answers herein made, all data, information, and evidence herewith submitted are in all respects, to the best of my knowledge and belief, true and correct. I understand that submittal of incorrect or false information is grounds for invalidation of application completeness, determination, or approval. I understand that the City might not approve what I am applying for, or might set conditions of approval.

NAME (PRINTED): _____ Date: _____

Signature: _____



Staff Use Only

Administrative Approval:

For the purposes of Ch. 178 Outdoor Mobile Vendors of the Unified Development Code, it shall be unlawful to open for business until a permit has been issued by the City Planning Division. Approval of this application shall confirm that the proposed use conforms to the requirements of the City's zoning code. The food truck permit for public property is hereby approved, and is valid for the time period noted below.

Start Date: _____ End Date: _____

Zoning & Development Administrator

Date

Conditions:

Checklist:

Attach the following items to this application:

- 1. Payment in full of applicable fees for processing the application (\$100.00).
- 2. Written description of the food/ beverage or other menu offered:
- 3. A photograph of the food truck.
- 4. A copy of the HMR tax remittance form filed with the City of Fayetteville (contact: 575-8287)
- 5. A copy of State Health Department permits and proof of inspection for the food truck (applicable for food/beverage).
- 6. Verification that the City Fire Marshal has inspected and approved the building/structure and heating or cooling system for the food/beverage. Food trucks must have the following to pass Fire Marshal inspection: (Chief Harley Hunt, 718-7639; hhunt@ci.fayetteville.ar.us).
 - The vendor must have a 10lb ABC fire extinguisher mounted inside the vehicle with a current service tag. If the vendor has a deep fat fryer then an addition Class K fire extinguisher is required.
 - LP tanks must be secured to the truck/trailer.
 - Truck/trailer cannot be located within 10ft of a structure if truck has a fuel burning appliance (i.e. LP, natural gas or wood).
- 7. Verification of a sign permit issued by the Planning Division for any proposed signage.

The food truck shall comply with the following:

- The applicant has the responsibility to dispose of all wastes in accordance with all applicable laws. Food trucks are not permitted to dispose of their trash in public trash receptacles.
- The applicant agrees to move to a different location after a four (4) hour time period. This time period includes onsite set-up and break-down time. The applicant agrees to move at least 325 feet away or out of sight/view of their previous location once their initial 4 hour time period has expired.
- The applicant agrees to not locate on the same side of the street directly in front of an existing restaurant.
- The applicant agrees to only vend towards the sidewalk side of the street and to keep the sidewalk unobstructed to allow for free flow pedestrian movement along the street.
- The applicant agrees to locate on public property such that they will not cause an unsafe traffic or pedestrian situation.
- The applicant agrees not to set up in a parking space adjacent to a parking pay station kiosk.
- Food trucks are prohibited from parking or vending from angled on-street parking spaces and from public parking lots in the Entertainment District or the Downtown Business District. Food trucks are prohibited from parking in marked parallel parking spaces that are posted reserved for residential use.
- The City reserves the right to limit food trucks from utilizing public parking spaces during special events such as; parades, Bikes, Blues and BBQ, etc. Special event permits may be available to food trucks for certain events. Contact the City's Parking Division for special event permits.