

City of Woodlake
City Hall – 350 N. Valencia Blvd. – Woodlake, CA 93286 – P: (559)-564-8055 – F: (559)-564-8776

MOBILE FOOD VENDOR LICENSE APPLICATION

BUSINESS NAME AS DISPLAYED ON THE VEHICLE OR CART:

Write the name and address of the location where the food truck/cart is kept overnight:

APPLICANT INFORMATION:

Name: _____

Business Name (if applicable): _____

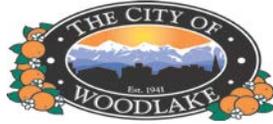
Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

LICENSING INFORMATION:

- Proof of current vehicle registration (for mobile vending unit if applicable).
- Designation of period of operation (limited to one year).
- Four photographs (showing different exterior views) of each mobile vending unit.
- Dimensioned sample or rendering of proposed signage.
- A copy of a current Tulare County Environmental Health permit, if operating a mobile food facility as defined in California Health and Safety Code section 113831.
- Proof of automobile insurance as required by the Vehicle Code (for mobile vending unit if applicable).
- Woodlake Business License
- No person shall engage in, conduct or carry on the business of a mobile vendor unless there is on file with the city, in full force and effect at all times, documents issued by an insurance



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company authorized to do business in the state of California evidencing that the operator is insured under a liability insurance policy providing minimum coverage of one million dollars (\$1,000,000.00) for injury or death arising out of the operation of the mobile vending unit.

- A signed indemnification agreement in favor of the city.

HOW TO APPLY AND OWNER’S RESPONSIBILITIES AFTER LICENSING:

1. Submit the application by email to: jwaters@ci.woodlake.ca.us ; subject line ‘Mobile Food Vendor Application’
2. OR Fax the application to : 559-564-8776
3. OR Drop off application at City Hall 350 N. Valencia BLVD., Woodlake CA 93286
4. Call City Hall 559-564-8055 to schedule inspection of vehicle/cart
5. Instruct employees about when and where they can and cannot conduct business

FOOD ITMES AND FOOD SOURCE – INCLUDE:

ITEMS FOR SALE

COMMISSARY/FOOD SUPPLIER

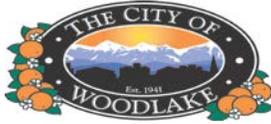
REQUIRED ROSTER OF EMPLOYEES (attach additional sheets if necessary)

Each employee must have a company-issued ID on their person at all times.

Name	Home Address	Phone	Driver’s License #

GUIDELINES AND RESTRICTIONS FOR MOBILE VENDORS:

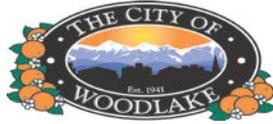
The following may constitute grounds for denial of a permit to operate or renewal application:



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1. The proposed mobile vending activity does not comply with all applicable laws including, but not limited to, housing, fire, safety and health regulations;
 2. The applicant is unable to obtain a business license;
 3. The applicant has, within three years immediately preceding the application filing date, had a permit to operate, vending license or similar permit suspended or revoked in another California jurisdiction;
 4. The applicant has made a material misstatement in the application for a permit to operate;
 5. Failure to obtain clearance from Tulare County Environmental Health.
 6. Failure to maintain or provide the city with evidence of the insurance required by this chapter;
 7. Failure to provide the city with a signed indemnification agreement in favor of the city; and
 8. Failure to fully comply with any provision of this chapter or any applicable laws and permit conditions.
- A.** The planning commission shall be the decision making authority for any initial application of a permit to operate. The city administrator or designee shall be the decision making authority for any renewal application of a permit to operate.
1. Location. Mobile vendors may only operate in city approved mobile vending locations. These vending areas will be selected and approved by the city planning commission but may be timely appealed to the city council.
- B.** Within the approved mobile vending locations, the mobile vendor will be subject to the following conditions:
1. Permitted hours of operation are from eight p.m. to twelve a.m.
 2. Vendors shall not interfere with access, driveways, aisles, circulation or fire lanes and hydrants.
 3. The mobile vendor shall display, in plain view and at all times, current permits and licenses.
 4. While vending, drive wheels of the mobile vending unit shall be chocked in such a manner as to prevent movement.
 5. The mobile vending unit shall be entirely self-sufficient in regards to gas, water and telecommunications. Should any utility hook-ups or connections to on-site utilities be used or required, the mobile vendor shall be required to apply for appropriate permits or receive approval by the appropriate city department to ensure building and public safety and consistency with applicable building and zoning regulations.
 6. The mobile vendor shall not discharge items onto the sidewalk, gutter, storm drainage inlets or streets.



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C. Appearance of site.

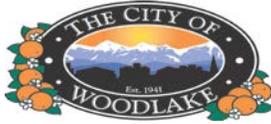
1. The site shall be maintained in a safe and clean manner at all times.
2. No tables, chairs, fences, shade structures or other site furniture, (permanent or otherwise) or any free standing signs shall be permitted in conjunction with the mobile vendor
3. Any site improvements required for mobile vendor operations shall require application for the appropriate permits to ensure building and public safety and consistency with applicable building and zoning regulations.
4. Exterior storage of refuse, equipment or materials associated with a mobile food facility is prohibited.

D. Sanitation.

1. All mobile vendors operating a mobile food facility as defined by the Health and Safety Code shall operate out of a commissary pursuant to Health and Safety Code Section 114295.
2. All mobile units shall be equipped with refuse containers large enough to contain all refuse generated by the operation of such a unit, and the vendor of the mobile unit shall pick up all refuse generated by such operation within a twenty-five (25) foot radius of the vehicle before such unit is moved. No mobile vendor shall dispose of any trash or refuse in any such public or private trash receptacle other than a trash receptacle owned, operated or otherwise provided by and under the control of such vendor.
3. All mobile vendors operating a mobile food facility as defined by the Health and Safety Code shall comply with Health and Safety Code Section 114315 regarding the availability of adequate toilet and handwashing facilities for use by food service personnel.

E. Safety and security.

1. No vending shall be permitted except after the mobile vending unit has been brought to a complete stop and parked in a lawful manner.
2. The mobile vendor shall install signage in a visible location on the mobile vending unit indicating that loitering is not permitted.
3. The mobile food vendor shall enforce the no loitering rule.
4. On-Street Operation. Pursuant to Vehicle Code Section 22455, a mobile vendor may stop to conduct business from a mobile food facility at a location within the right-of-way of a public street within the city only when all of the following conditions are satisfied:
 - a. The mobile food facility shall not constitute an encroachment on the highway.
 - b. The mobile food facility must be safely parked:



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- i. At least one hundred (100) feet from any intersection, including intersections with public alleys;
 - ii. Where the applicable speed limit is thirty-five (35) mph or slower;
 - iii. In such a manner that travel upon the street, vehicular access to any driveway, the view of drivers, or lawful movement of any vehicle on the public right-of-way is not impeded or obstructed;
 - iv. In such a manner that patrons are not permitted to do business with the mobile vendor from their vehicles;
 - v. In such a manner that patrons of the mobile food facility may safely park on the same side of the road as the mobile food facility and walk to and from the mobile food facility using a sidewalk or other area away from the vehicular right-of-way; and
 - vi. In such a manner that the window for patrons is on the side of the mobile food facility away from traffic.
5. Off-Street Operation. A mobile food facility may be parked for conducting business at a location off the public street only when all of the following conditions are satisfied:
- a. The mobile food facility must be safely parked at least twenty (20) feet from the paved edge of the nearest public vehicular right-of-way and;
 - b. The mobile food facility as parked must not to impede or obstruct the view of drivers on any public road;
 - c. Patrons of the mobile food facility must not be permitted to transact business with the mobile vendor from their vehicles;
 - d. Patrons of the mobile food facility must be able to safely park on the same side of the road where the mobile food facility is parked and walk to and from the mobile food facility using a sidewalk or other area which is not part of the public vehicular right-of-way; and
 - e. The window or other service area for patron transactions must be located on the side of the mobile food facility which faces away from vehicular traffic on the nearest public vehicular right-of-way.

I certify that I intend to conduct all mobile vending operations in compliance with all City ordinances.

NAME _____ **DATE** _____