



Monroe Development Department
233 South Main Street, Monroe, Ohio 45050
(513) 539-7374 x1020

MOBILE FOOD VENDING/ FOOD TRUCK

Zoning Permit Requirements:

A zoning permit is required for all businesses and/or persons wishing to operate a mobile food vending service, or “food truck”, in the City of Monroe. Persons operating these food trucks shall be subject to the following regulations in addition to completing a **Zoning Permit Application (Fee - \$100.00)**, to be submitted to the Development Department for approval.

Mobile Food Vending: A readily movable, motorized-wheeled vehicle or a towed vehicle designed and equipped to prepare, or serve, and sell food, including mobile vending carts. Mobile food vending excludes food delivery operations, vending machines, or any vehicle not parked or stopped for more than 10 minutes at any one location (i.e. Ice Cream Truck).



Mobile Vending Cart: A vehicle propelled by human power which has been specifically designed or used for mobile food vending.



Applicants are reminded this handout does not serve as a substitute for any of the City of Monroe's adopted ordinances and is intended only as a guide.

Mobile Food Vending Services may be permitted only in commercial zoning districts or city-owned parks or property, provided the following criteria are met:

Location:

- Service must be located on private property and shall not be located in any required setback, sight distance triangle, buffer, or public right-of-way.
- Service shall be at least 150' from any existing restaurant unless documentation stating approved consent from all restaurant owners within that distance is provided. Such distance shall be measured by the closest point of the property perimeter of the service to the closest point of the property perimeter of the restaurant. In the event the proposed location is on the same property, the distance shall be measured from the closest wall of the restaurant to the mobile food vending unit.
- Service shall be 150' from any residential zoning districts except as approved on city-owned land or parks.
- Impede safe movement of vehicular and pedestrian traffic, parking lot circulation, or access to any public alley or sidewalk.
- The operator of a mobile food vending service shall obtain, in writing, the permission of the property owner to operate on the property and shall submit a copy to the Code Enforcement Officer.

Operation:

- Anything other than food and non-alcoholic beverages shall not be sold unless a special events liquor license is approved by the appropriate licensing authority.
- Operate more than 90 days per calendar year or more than 5 days consecutively at a single location.
- Operate before 10:00 a.m. or after 2:00 a.m. (Vehicle and all equipment must be removed from the site)
- Vehicle must be attended at all times.
- Trash receptacles shall be provided for customers to dispose of food wrappers, food utensils, paper products, cans, bottles, food, and other such waste. Such receptacle shall be located not more than 10 feet from the mobile food vendor.
- Liquid wastes such as grease or oil used in the operation shall not be discharged from the mobile vehicles.
- Signs and/or banners in or alongside the public right-of-way or across roadways are not permitted. Signs must be permanently affixed to or painted on the mobile food vehicle or mobile vending cart, or in the case of a mobile retail food establishment, attached directly to the table, awning, canopy, or similar item upon or under which sales are directly made.

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- Any person(s) so engaged shall not be relieved from complying with the provisions of this section by reason of association with any local dealer, trader, operator, merchant, organization, or by conducting the mobile food vending service in connection with, as part of, or in the same name of any local dealer, trader, operator, merchant, or organization.
- The issuance of a permit does not grant or entitle the exclusive use of the property, in whole or in part, to the mobile food vending permit holder, other than the time and place as approved for the term of the permit.

Notes:

- Each permit issued under this section shall expire at the end of each calendar year and each licensee must comply with new application requirements for renewal.

Exceptions:

- No mobile food vending permit shall be required for any mobile food vending unit that operates exclusively within special events (i.e. within a park festival) as determined by the Code Enforcement Officer
- Mobile food vending carts are excluded from the number of days limitation as regulated in this section when located within a commercial use

I have read and understand the performance standards and regulations applying to mobile food vending services identified in Section 1205.01 (D)(4) and agree to abide by these standards.

Applicant Signature: _____

Date: _____