



CITY OF LEMOORE
SEMI-PERMANENT MOBILE FOOD VENDOR APPLICATION
ADMINISTRATIVE USE PERMIT
 (Section 9-4D-13 and 9-2B-10)

Planning Services
 711 Cinnamon Drive
 Lemoore, CA 93245
 (559) 924-6740
 (559) 924-6708 Fax

The purpose of an Administrative Use Permit is to allow for the individual review of land uses having unique or unusual site development features or operating characteristics to ensure consistency with this title and the general plan. An Administrative Use Permit is required prior to the establishment of any such use. These land uses benefit from a focused, administrative review outside of the general business license and zoning clearance process. [Examples include, but are not limited to, large family home daycare; second unit dwelling in the DMX-2 zoning district; two family dwelling in the RLD zoning district; crop production in the RLD zoning district; and assembly uses. (Section 9-2B-10)]

The City finds that the vending of produce, prepared or prepackaged foods, goods, wares, and/or services at semi-permanent locations on public streets, sidewalks, or alleys and on private property may, under certain circumstances, pose unsafe conditions and special dangers to the public health, safety, and welfare of the residents of the city. It is the purpose of this section to provide clear and concise regulations governing these types of vending operations to prevent safety, traffic, and health hazards, as well as to preserve the peace, safety, and welfare of the city and its residents and to prevent the unregulated proliferation of too many vendors near one location, thus negatively impacting traffic and pedestrian safety. **(Section 9-4D-13)**

The following material constitutes a completed application to be submitted to the Planning Department:

- a. Application form filled out completely
- b. Submit Health Department clearance forms, license and permits.
- c. One (1) set of an 8 1/2" X 11" or 11"x17" Site Plan drawn showing the existing site layout, off street parking, permanent light sources location where mobile food vehicle will be located, concrete paved area, fencing, landscaping and trees (pictures of the location will be accepted so long as they show the entire area.)
- d. A map showing all properties within 1,000 foot radius of the proposed location in order to determine if it meets requirements and standards for this location.
- e. Letter from property owner(s) giving permission to use the site and required restroom facilities.
- f. Any other information required by the Planning Department.
- g. No public hearing or notices are required unless elevated to the Planning Commission as provided in subsection 9-2A-7 or appealed to the City Council.
- h. Applicable filing fee payable to the City of Lemoore.

GENERAL INFORMATION

1. APPLICANT/DESIGNER: Name: _____ Address: _____ Telephone: _____ Fax: _____ Email: _____	2. PROPERTY OWNER: (if other than applicant, signature required) Name: _____ Address: _____ Telephone: _____ Fax: _____ Email: _____
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SITE & PROJECT SPECIFIC INFORMATION

3. Name, address and description of locations proposed for conducting business (list all that apply): _____
4. Zone District (NC, RC, MU, ML allowed): _____
5. Existing Use: _____
- Hours of Operation: _____ Location of food commissary where food will be stored: _____
6. Will the mobile unit include cooking at the location? Explain: _____
7. Address/Assessor Parcel Number of site/location where unit will be stored (a home occupation may be required): _____
8. Where will the mobile unit be cleaned and grease (if any) be disposed? _____
9. How many and what type of vehicles will be used? _____
10. What type noise, if any will be emitted from your mobile business as a result of the proposed activity? _____
11. Type and dimensions of signs to be used (if any): _____

SIGNATURE

12. Applicant Signature: _____ 13. Date: _____

14. Print Name: _____

15. Owner's Signature: _____ 16. Date: _____

17. Print Name: _____

This Permit is granted subject to compliance with the attached standards at all times. If there are any changes or additions to the approval or the applicant moves to a different location and would like to continue the business, a Administrative Use Permit will be necessary. This permit shall be revoked if it is determined by the Planning Department that any of the attached standards and conditions are not being met. Applicant must obtain a business license prior to starting business.

The following are not subject to this section:

1. Any person engaged in vending conducted in connection with:
 - a. The operations of a state certified farmers market;
 - b. Events authorized by a special event permit or other permit/ entitlement issued by the city of Lemoore, such as an authorized street fair;
 - c. vents at a sports complex, little league facility, school facility, or recreational facility if the vendor is in partnership with the organization conducting the event and is located on the site of the event.
2. Any person not exceeding the time thresholds established in the description of a semi-permanent mobile food vendor.

Development Standards

Semi-permanent mobile food vendors shall comply with all of the following development standards:

1. The vehicle must be located on a private "developed site" (as defined in chapter 9-12) zoned neighborhood commercial (NC), regional commercial (RC), mixed use (MU), or light industrial (ML), subject to the following:
 - a. The owner(s) of the property shall give permission to use the site and required restroom facilities for food service workers within two hundred feet (200') of the vehicle and access to such must be available during the mobile vehicle's business hours. Portable toilets shall not be allowed.
 - b. Vendor shall not use or permit use of parking spaces on the site if doing so will adversely affect the on-site parking available for the primary use of the site as determined by the city.
 - c. Vendor cannot interfere with or create hazards for vehicular or pedestrian access, aisles, circulation, driveways, or fire lanes and hydrants.
 - d. Tables, chairs, shade structures, and trash cans for patrons shall be maintained in a safe and clean manner at all times and removed nightly if used.
 - e. Hours of operation at an approved semi-permanent location shall be no earlier than seven o'clock (7:00) A.M. and no later than ten o'clock (10:00) P.M., and the vehicle shall be moved each night to an area not open to public view.
 - f. Food products must be stored at a commissary (as defined in chapter 9-12) approved by the Kings county health department.
 - g. Vendor shall have adequate lighting to ensure customer safety either on the vehicle or at the location of the vehicle during business hours.
 - h. There shall be no more than one other semi-permanent mobile food vendor or permanently located vendor of produce, prepared, or prepackaged food located within one thousand feet (1,000') of the site.
2. Vendor shall obtain, display, and keep a current city of Lemoore business license and comply at all times with this section as well as title 3, chapter 5 (food handling) and title 6, chapter 4 (stopping, standing or parking), including section 6-4-10 (peddlers and vendors), of this municipal code, and all other applicable federal, state, and local laws and regulations.
3. Mobile food vehicle shall be entirely self-sufficient in regard to gas, water, and telecommunications. Should any utility hookups or connections to on-site utilities be required, the vendor shall be required to apply for appropriate permits to ensure building and public safety and consistency with applicable building and zoning regulations. Any cords or plugs used from the vehicle to electrical sources shall be appropriately covered or tied down so as to not cause trip hazards and may not be strung across parking lots.
4. All Kings county health department permits/licenses must be obtained, displayed, and kept current at all times and submitted with the administrative review application.
5. Applicants and the subject mobile food vehicles shall comply with all California retail food code provisions (California Health and Safety Code §113700 et seq.), including more specifically, but not limited to, chapter 10, mobile food facilities, of such code and Health and Safety Code §114250.1 regarding the availability of adequate toilet facilities for use by food service personnel within two hundred feet (200') of unit location.
6. Vendor shall display, in plain view and at all times, current permits and licenses in or on the mobile food vehicle.
7. Daily cleanup and disposal of waste products shall be done at an approved commissary with proof of such being provided when renewing the annual business license. The vendor shall not discharge or allow discharge of items from any mobile food vehicle onto the sidewalk, gutter, storm inlets, or streets. The vendor shall not dispose or allow the disposal 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. At least two (2) such vendor-provided trash containers shall be available on site. Violation of this provision can lead to the suspension and/or revocation of the permit to do business pursuant to section 3-5-11 of this code.
8. The vendor shall install and maintain signage in a visible location indicating that loitering is not permitted and that customers may only remain on the site to pick up and, if applicable, consume their orders. The vendor shall be responsible for ensuring that customers comply with this no loitering provision.
9. In approving an application for a semi-permanent mobile food vehicle, the planning director shall impose on the vendor such conditions and requirements as may be necessary to ensure compliance with the standards, conditions, and requirements in this subsection 9-4D-11-D and other provisions of this title.

FOR OFFICE USE ONLY

File Number: _____ Zone District: _____ Assessors Parcel Number: _____

Date filed: _____ Receipt No.: _____ Fees Paid: _____

Approved Denied by: _____ Date: _____

If appealed: City Council Review action on: _____