



Town of Minturn Mobile Vendor Guidelines Agreement

This document must accompany the business license application

This policy of the Planning Department applies to pushcarts and food trucks, as defined by the Colorado Department of Public Health and Environment. All other itinerant sales shall conform to the provisions of Minturn Municipal Code, Chapter 6, Article 8. This policy does not apply to mobile retailers associated with special events, private parties, or farmers' markets; but licensing requirements may still apply.

Pushcarts are retail food establishments that are non-motorized, non-self-propelled units designed so foods are served from the exterior of the unit. They are intended to physically report to and operate from a commissary for servicing, restocking, and maintenance.

Mobile Retail Food Establishments ("Food Trucks") are retail food establishments that report to and operate from a commissary and are readily moveable. They are motorized wheeled vehicles, or towed wheeled vehicles designed and equipped to serve food.

Mobile retail food establishments and pushcarts are temporary uses, permitted under the following conditions:

- a. Mobile food sales are only permitted on private property that is commercially or industrially zoned or on property in any zone district with an institutional or semi-public use (unless approved by Town Staff as part of a civic event).
- b. Written approval of:
 - 1) The property owner;
 - 2) The Business owner if different than the property owner; and
 - 3) The Town staff
- c. Mobile food sales are not permitted in the public right-of-way, unless approved as part of a civic event.
- d. The food sales must be ancillary to an existing primary use. An active construction site is considered a primary use.
- e. Only one pushcart or mobile retail food establishment is allowed per principal use on any one private property.
- f. Sales may include only food and non-alcoholic beverages.
- g. Hours of operation shall be between 7:00 a.m. and 11:00 p.m.
- h. Food trucks and pushcarts shall be parked only on paved surfaces, unless otherwise approved by Town Staff. In the case of an active construction site where a paved surface may be unavailable or unbuilt, a vendor shall be parked on an approved material that minimizes the tracking of dirt into the street and complies with the approved stormwater management plan.

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- i. Operation shall not obstruct the visibility of motorists or pedestrians; interfere with the sight distance triangle; impede parking lot circulation; block access to a public street, alley or sidewalk; impede handicap or emergency access; or unreasonably reduce the area required for parking for any other use on the lot.
- j. Site plan approval by the Planning Department is required. Site plans shall be drawn to scale and may be accompanied by available surveys of the private property, photographs and aerial mapping available from Eagle County GIS. (Should we follow our procedure for liquor license applications' site plans?)
- k. Signage must be permanently affixed to or painted on pushcarts and food trucks—projecting signs are not permitted. One portable sign per vendor is allowed with a sign permit—up to six (6) square feet per side, A-frame or pedestal style only. Sandwich board signs less than six (6) square feet are permitted without a sign permit. All signage must not block or obstruct public streets, alley or sidewalk areas; must not block or obstruct sight distance triangle; impede parking lot circulation; or unreasonably reduce the area required for parking for any other use on the lot.
- l. Permanent structures, accessory furniture (canopies, tables, chairs, etc) and amplified music are not permitted on any public property. Seating may be approved for a private property location, but requires both Town approval and property owner approval).
- m. Any lighting must be indirect and downcast so as not to direct glare off-site. No lighting shall be permitted that causes safety hazards by projecting glare onto public rights-of-way or travel corridors; or, that adversely or unreasonably impacts neighboring property owners' enjoyment of private property or business owners' ability to conduct business.
- n. Operators shall be responsible for the storage and daily disposal of all trash, refuse, and litter. No liquid wastes shall be discharged from the food truck onto the ground (with the exception of clean ice melt).
- o. A business license is required and all sales tax and health department regulations must be met.
- p. **All operators must be licensed / approved by the Eagle County Health Department prior to applying.**
- q. Applicable Permits (to include Minturn Food Truck license permit, Eagle County Health Department Permit, Fire Safety Permits, etc) shall be prominently displayed and clearly conspicuous and visible to the public in the food handling area during operation.

All new food truck license applications are REQUIRED to submit a site plan with their application.

If at any time a business license, health department certificate, or property owner permission is revoked or suspended, approval from the Planning Department is revoked or suspended simultaneously.

Food Truck Owner Signature

Date

Printed Name