



**TOWN OF NASHVILLE
PLANNING DEPARTMENT**
499 S. Barnes Street, Nashville, NC 27856
252.459.4511 Phone / 252.459.8926 Fax
www.townofnashville.com

MOBILE FOOD VENDING COMPLIANCE APPLICATION

FOR ADMINISTRATION ONLY

Date Submitted	Date Approved	Certificate Number	Fee Paid

APPLICANT / OWNER INFORMATION

Applicant/Operator & Name of Food Truck/Stand _____

Mailing Address _____

Email Address _____ Phone _____

Property Owner (if different from applicant) _____

Owner Address _____

Note: If you are not the owner of the property, you must attach an "Owner's Consent Form".

PROPOSED USE

___ Food Truck ___ Food Pushcart Date(s) on Property _____ Time: ___AM - ___PM

SITE INFORMATION

Property Address _____ Zoning _____ Acreage of Property _____

ParID: _____ PIN: _____ Off Street Parking Spaces _____

Floodplain: _____ Floodplain Type: _____ Watershed: _____ Watershed Type: _____

Business / Shopping Center Name: _____

Types of Food to be Offered: _____

Site Plan Checklist Required: ___ Vendor Location ___ Existing Structures/Sidewalks ___ Street Names

___ Off-Street Parking ___ Ingress & Egress ___ Trash/Waste Receptacles

Other Requirements Required: ___ Completed Consent Form ___ Drawing/Picture of Food Vendor

___ Health Department Permit

APPLICATION AFFIDAVIT

Please attach a copy of a site plan. Fees are due prior to issuance of permit.

I certify that all the information contained in this application is true and correct to the best of my knowledge and belief. I acknowledge that the permit applied for shall be subject to all provisions of the Town of Nashville's Zoning Code: *Ordinance 2022-04*, under which the permit is granted, and shall be subject to all provisions and statutes and rules adopted under the State of North Carolina governing food service establishments and mobile food vendor units.

COMMENTS _____

APPLICANT

ZONING ADMINISTRATOR



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MOBILE FOOD VENDING OWNER'S CONSENT FORM

Name of Applicant: _____

Submittal Date: _____

OWNER'S AUTHORIZATION

I _____, am the legal owner(s) of the property located at
(Owner(s) name, print)

_____, in Nashville, North Carolina. I do hereby give CONSENT to
(Address)

_____ to locate on my property listed above, to operate on:
(Mobile Food Vendor)

(Date)

(Time)

I certify I have full knowledge the property I have an ownership interest in, is the subject of this application. I acknowledge and agree to abide by Section 18-109.b: Note 17. Mobile Food Vending of the Nashville Code of Ordinances (Ordinance 2022-04), so long as the land or structures (or any portion thereof) covered under an approved Mobile Food Vending Certificate continues to be used for the purposes for which it was granted.

Signature of Owner(s)

Date



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MOBILE FOOD VENDING COMPLIANCE PROCEDURE

- **STEP 1: APPLICATION & FEE**
 - Application is available online and at Town Hall.
 - The Mobile Food Vending Application fee is \$40 and is due prior to issuance of permit.
- **STEP 2: APPLICATION & SITE PLAN SUBMITTAL**
 - Application must be completed and submitted with a site plan showing the vendor location, existing structures, sidewalks, off-street parking, ingress/egress, trash/waste receptacles, street names, completed consent form, photo/drawing of food vendor, and health department permit.
 - Application and site plan can be submitted in-person and emailed to permits@townofnashvillenc.gov.
 - Incomplete applications **WILL NOT** be processed.
- **STEP 3: PLANNING STAFF REVIEW**
 - Staff will review application and site plan to ensure compliance of the zoning code.
- **STEP 4: APPROVAL AND PAYMENT**
 - Once application is approved, applicant is responsible for making the \$40 payment.
 - The Mobile Food Vending Certificate is signed by Planning staff.
 - Planning staff will provide a copy of the Mobile Food Vending Certificate for the applicant.
- **STEP 5: NASH COUNTY HEALTH DEPARTMENT DIVISION OF ENVIRONMENTAL HEALTH**
 - Nash County Commissary Form and Plan Review Application for Mobile Food Units and Pushcarts are required.
 - For more information, please see below:

Nash County Health Department
Division of Environmental Health
120 W. Washington Street
Suite 2127
Nashville, NC 27856
(252) 459-1312

ORDINANCE 2022-04

AN ORDINANCE AMENDING CHAPTER 18 “LAND USE REGULATIONS” IN THE CODE OF ORDINANCES FOR THE TOWN OF NASHVILLE

BE IT ENACTED by the Town Council of the Town of Nashville, Nash County, North Carolina as follows:

SECTION 1. Amended Section. That Section 18-109 “Notes to the Table of Permitted Uses” of Chapter 18 of the Code of Ordinances of the Town of Nashville are hereby amended as follows:

(17) *Note 17, Mobile food vending.* Mobile food vending requirements are as follows:

- a. ~~Only~~ On private **and public** property, with written dated permission of the owner **or designee** provided to the town.
- b. No mobile vending may take place in the town without **i)** prior written approval of the zoning administrator **or ii) by a special event permit approved by Town Council.**
- c. Name, address, and phone number of the vendor must be included in request.
- d. A drawing or site plan must be submitted showing location of vendor, buildings, parking, and pedestrian facilities within a 50-foot radius.
- e. Shall not operate between the hours 10:00 pm and 6:00 a.m. and shall be removed from the premises of which they operate during these hours.
- f. A drawing or picture of the vending apparatus so that it can be reasonable identified be submitted to the town.
- g. Current department of health permit be on file with the town.
- h. Only allowed in a I-1 (industrial district), B-1 (Highway Business District), and B-2 (Central Business District).
- ~~i. Exemption: Festival or other events approved by town council.~~
- j. Shall be located at least 100 from the front entrance of an existing restaurant and outdoor dining area and at least 50 feet from any permitted mobile food vending cart location.
- k. Must be parked at least 15 feet away from any fire hydrant, any fire department connection and 5 feet away from any driveway, sidewalk, utility box or vault, handicapped ramp, building entrance or exit, or emergency call box.
- l. Temporary connections to water are allowed for cleaning and hand washing only, not drinking water, and shall be equipped with backflow check valve. All plumbing and electrical connections shall be in accordance with the State Building Code.
- m. Grease and wastewater must be contained and disposed of in an approved grease receptacle.
- n. The Planning Director may engage in zoning enforcement or prohibit/suspend a food truck vendor’s operation if they are causing parking, traffic congestion, or litter problems either on or off the property where the use is located or such use is otherwise creating nuisance or danger to the public health or safety.
- o. If mobile food vendor is found to be in violation of these requirements, a fine will be issued in accordance with Section 1-12, and subsequent violations may result in revocation of the permit.
- p. No signage shall be allowed, other than signs permanently attached to the motor vehicle, **and a freestanding** An easel sign ~~no more than~~ **limited to** 12 square feet per sign face, ~~in display area~~ may be placed ~~displayed~~ within the customer waiting area.

SECTION 2. Effective Date. This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

PASSED and APPROVED THIS 12th day of July, 2022.

 _____

Brenda Brown, Mayor

Attest:

 _____

Sarah Tinkham, Town Clerk