



ITINERANT VENDOR & FOOD ESTABLISHMENT PERMIT APPLICATION

NOTICE: Itinerant Vendor & Food Establishment Permit is only valid for the approved time period & site location(s). Permit Application package may be submitted by email at planning@weatherfordtx.gov and fees paid over the phone at (817) 598-4284. A site plan (e.g., Google maps, GIS) must be submitted with each application & for each event or location. **All sites must be approved prior to set up. New sites unlisted on application require approval prior to set up. State approved Food Managers and Food Handlers Certifications are required with permit application and to be maintained on-site at all times.**

Food Establishment Permit (Step 1 of 2)

Mobile Food Vender (New) Provide proof of licensing or pending application within the State of Texas and initial health inspection (If no health inspection the City will schedule initial inspection [\$150 fee] prior to or at first event)

Mobile Food Vender (Renewal) Provide proof of two (2) health inspections and licensing within the State of Texas.

****Mobile Food Vendors trucks or trailers must be readily moveable and must have a Commissary Permit, Menu, and Current Inspection Certificate available for review at time of permit.**

Itinerant Vendor Permit (Step 2 of 2)

- \$75 per event (72 hours or less / must include site plan)
- \$225 per month (30 days from start date on application / site plan for each setup in a new location required)
- \$675 annually (Valid until the end of the calendar year/site plan for each setup in a new location required)
- \$475 Food Truck in conjunction with existing Permanent Food Establishment within City of Weatherford

Name of brick & mortar establishment: _____

*** Ownership information must match both Food Establishment Permits*.**

Health Inspection

\$150 per inspection (First time food truck in the State of Texas with no proof of previous health inspections or if an additional health inspection is required to renew an Itinerant Vendor Permit [Proof of 2 required at renewal] the City of Weatherford will schedule a health inspection at the next scheduled event)

Applicant: _____ Establishment Name: _____

Street Address/Location: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Owner(s) Name: _____ Street Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Permit or application shall be readily available for inspection by the public wherever food services are rendered. An additional fee of \$100 will be imposed for anyone operating without a valid permit.

LICENSE HOLDER INFORMATION: Please enter the 11 digit State Tax Payer's Identification number on file with the Texas Comptroller of Public Accounts. Also your 9 digit Federal Employee Identification Number (EIN).

Tax Payer #

EIN #

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With the signing and submittal of this application the applicant agrees to follow all City Ordinances and applicable State and local health codes and regulations. Applicant acknowledges that businesses are required by state law to collect and pay sales tax.

I, _____, as owner or duly authorized officer for the above referenced business, hereby confirm that all the information included in this application is true and correct to the best of my knowledge.

Applicant Signature: _____

SEC. 12-5-101(C) FOOD TRUCK REGULATIONS

1. **Permit Required.** No food truck shall operate without a permit approved by the Planning Director to operate on private property for the duration specified on the permit. Application for a food truck shall be made on a form provided by the Planning Director and shall include all information required thereupon and any applicable fees.

2. Quality Standards

- a. Food trucks shall be located only on property for which eating establishments are an approved use.
- b. Food trucks shall be operable vehicles with current registration and verifiable insurance.
- c. Food trucks and all required parking shall be located on an approved all-weather surface adequate to support the anticipated loads and traffic for the intended use. No food truck may be parked on unimproved surfaces such as dirt, grass, or loose gravel.
- d. All sites containing a food truck shall provide a continuous, unobstructed, all-weather surface route to a public street for the food truck as well as other motor vehicles and pedestrians accessing the site.
- e. Parking areas shall not encroach on any public right-of-way, including streets, sidewalks, or multiuse paths or trails. Drive aisles and queueing lanes for onsite circulation and/or maneuvering shall likewise be provided outside of the public right-of-way
- f. All food truck and parking areas shall be illuminated when operated during any hours between sunset and sunrise and are subject to the performance standards of this title.

3. Quantity Standards.

- a. A maximum of two (2) permits may be issued for food trucks at one time on any property.
- b. A maximum of ten (10) permits may be issued for food trucks at one time within an approved food truck court.
- c. The Planning Director may approve temporary food trucks exceeding these maximums under a Special Event permit.
- d. Minimum parking requirements. A minimum of two off-street parking spaces shall be provided for each food truck, except that food truck courts shall be required to meet the minimum parking for Eating and Drinking Establishments provided in the Parking and Loading section of this title. These requirements shall not apply in the CBD Central Business District and CN Central Neighborhood District.