



City of Manassas

TEMPORARY USE FOOD TRUCK APPLICATION AND PERMIT

Application Date: _____

Permit Number: _____

Site Address: _____ Manassas, VA 20110

Site Acreage (must be one acre or larger): _____

Phone #: _____ Email: _____

Owner: _____

Owner's Mailing

Address (if different from above): _____

Application Requirements:

- Completed Application
- Owner's Written Permission or Signature Below
- Site Layout (Copy of Current Site Plan or Survey) Showing:
 - Location of food trucks (maximum 3) in approved parking or loading spaces
 - Current or updated parking tabulation
 - Location of any accessory structures including outdoor seating and trash cans

I request, under the requirements of Section 130-104 of the Code of Manassas, a Food Truck Permit at the above location. I understand that this permit must be renewed annually and that any food truck operating at this location under this permit is required to separately obtain all state and local permits and approvals.

Applicant Signature: _____ Date: _____

Owner's Signature: _____ Date: _____

| | |
|---|------------------------------|
| <u>For Office Use Only</u> | FEE PAID: \$50.00 |
| ZONING DISTRICT: _____ | Account # 100-0000-313.33-22 |
| Permit Expiration Date: _____ | PARCEL ID # _____ |
| Zoning Administrator or Designee: _____ | Approval Date: _____ |
| <p>You have a right to appeal this decision within thirty days in accordance with Virginia Code §15.2-2311. This decision shall be final and unappealable if not appealed within thirty days. You may appeal by filing a notice of appeal, specifying the grounds thereof, with the Zoning Administrator. The fee for an appeal is \$500, plus the cost of public hearing newspaper advertisements.</p> | |

Food Truck Application Requirements

Must be initialed by applicant and included with application submittal.

I, the undersigned, do affirm that the location permitted above will operate under the requirements set forth under Sec.130-104 of the zoning ordinance and that I have reviewed and understand the ordinance as provided below.

Owner's initials: _____

Sec. 130-104. Temporary uses and structures.

- 1) Written approval of the owner of the site shall be obtained. This approval shall identify the site address, owner's name, owner's mailing address, owner's telephone number, and owner's acknowledgment of proposed activity and date(s) activity is to operate.
- 2) No permanent structure shall be constructed.
- 3) The City may revoke any permit issued for a temporary use or temporary structure if the permit holder violates any requirement of this chapter or other applicable local or state requirements. If no permit was required, the City may prohibit the temporary use or temporary structure by appropriate notice if the use or structure violates any part of this chapter.
- 4) Food trucks shall only be permitted with an approved zoning certification and in zoning districts permitting temporary uses (outdoor sales) or accessory to public facilities. The zoning certification shall designate the approved location for each food truck, the location of any accessory equipment or outdoor seating, and compliance with all requirements of this section. The zoning certification shall be issued for a maximum of one year and may be renewed.
- 5) A maximum of three food trucks shall be permitted on any one lot at any one time. Food trucks shall not be permitted on lots with an area of less than one acre.
- 6) A food truck may only operate for a maximum of four hours (exclusive of set-up and break-down) from 6 AM to 9 PM in any one day at any single property. The trucks and all accessory structures shall be removed each day.
- 7) Except when permitted as accessory to a public facility, food trucks shall not be located within 50 feet of a "R" (residential) district.
- 8) Food trucks shall only be parked in approved off-street parking or loading spaces meeting the parking and loading requirements of this chapter. Food trucks shall be prohibited in any off-street parking or loading areas used to meet the minimum requirements of this chapter and shall not be placed in or obstruct any fire lanes, travelways, sidewalks, buffers, yards, or landscaped areas. Food trucks shall be prohibited from making an electrical connection to any pole or similar structure used for parking lot lighting or other utilities.
- 9) Each food truck shall provide adequate trash receptacles and the area shall be kept clear of trash and debris. The trash receptacles and any trash or debris on the site or in the immediate vicinity of the food truck shall be removed daily upon termination of the activity. No liquid waste used in the operation of a food truck shall be allowed to discharge from the vehicle, except into an approved sanitary sewer system as permitted by applicable regulations and laws.
- 10) No permanent signage shall be permitted. All temporary signage shall conform to Article IV of this chapter and removed daily upon termination of the activity.