

TOWN OF EAST GREENBUSH
2022 FOOD TRUCK DEMONSTRATION PROGRAM
GUIDELINES AND PERMIT REQUIREMENTS

FOOD TRUCK DEMONSTRATION PROGRAM APPLICABILITY

The Food Truck Demonstration Program was enacted by the Town Board of the Town of East Greenbush on **DATE** for a period of time not to exceed **NUM. OF MONTHS**. This is an interim demonstration program and it may not be repeated next year, or there may be significant changes to the program in the future. For the purposes of this Food Truck Demonstration Program, there is a limit of five (5) total permits to be issued within the Town of East Greenbush, a maximum of three (3) permits of these five (5) permits to be issued along Columbia Turnpike. Food truck operators shall be required to comply with food truck demonstration program guidelines to allow permitted vendors to operate within the Town of East Greenbush. The Food Truck Demonstration Program is intended to permit food trucks that operate as an accessory use or principal use and is not intended to change existing permitting of food trucks for temporary use or special events. Definitions below;

- **Accessory Use:** A mobile food business which is incidental and subordinate to the principal use, occupancy or tenancy, and located on the same lot or premises as the principal use;
- **Principal Use:** The main or primary purpose or purposes for which land and/or mobile food business may be occupied or maintained;
- **Special Event:** An accessory or transient use whether on public or private property that operates as a mobile food business at a specified occurrence and for a period of time determined to be temporary;
- **Temporary Use:** An accessory or transient use whether on public or private property that operates as a mobile food business during approved hours of operation for a period of time not exceeding one (1) day.

APPLICANT INFORMATION:

Mobile Food Vendor/Food Truck Name: _____

Mobile Food Vendor Owner/Operator Name: _____

Owner Phone Number: _____ Owner Email: _____

Owner Driver's License or State ID Number: _____

Contact Person, if different, Phone Number: _____ Email: _____

PROPERTY OWNER INFORMATION:

Property Owner Name: _____

Property Owner Phone Number: _____ Property Owner Email: _____

FOOD TRUCK LOCATION INFORMATION:

Address: _____

Location Parcel Number: _____

Attach a detailed drawing or site sketch, that shows the following;

- The proposed location of the mobile food vending unit and any other associated activity;
- Existing public improvements adjacent to the site, such as fire hydrants, bus shelters, etc.;
- Adjacent driveways, sidewalks, property entrances/exits etc.;
- The nature of the existing property surfaces (e.g. asphalt, gravel, etc.);
- The location of parking and number of spaces;
- Location of existing and proposed trash receptacles;
- Existing buildings;
- Existing site lighting.

Include as much detail as you can to fully illustrate how your operation will work on the site.

Attach an additional detailed drawing or site sketch that identifies existing restaurants, or an establishment that is open to the public and where ready-to-eat food is prepared, cooked, wrapped, packaged, processed or portioned for service, sale, or distribution or any other known mobile food vending operations within buildings and any other known mobile food vending operations within three hundred (300) feet.

Feel free to use an aerial photo from a mapping service as the base for either site sketch.

FOOD TRUCK OPERATIONS:

Additional required attachments:

1. Current photo of food truck
2. Copies of all required health department license(s) and permit(s).
3. Copies of current required insurance(s).

Trash Receptacles – please provide a description of how trash and other waste will be handled:

Hours & Days of Operation – Opening hours are between 7:00AM and 9:00PM. Food truck operations permitted under the Food Truck Demonstration Program must occur as an accessory use or a principal use, definitions above.

What are your proposed operating hours?

Operating Hours

Sundays: _____
Mondays: _____
Tuesdays: _____
Wednesdays: _____
Thursdays: _____
Fridays: _____
Saturdays: _____

ACKNOWLEDGEMENT AND SIGNATURE

1. Complete applications will be processed beginning **DATE** on a first come – first served basis. Complete applications are those that include all necessary information for staff to conduct required evaluation and make an informed decision. For the purposes of this Food Truck Demonstration Program, there is a limit of five (5) total permits to be issued within the Town of East Greenbush, a maximum of three (3) permits of these five (5) permits to be issued along Columbia Turnpike.
2. Food Truck Demonstration Program permit will not be issues until the **\$ FEE AMOUNT** permit fee is received.
3. The Food Truck Demonstration Program permit will be valid from date of issuance through the end of the last day of the Food Truck Demonstration Program.
4. This is an interim demonstration program and it may not be repeated next year, or there may be significant changes to the program in the future. There is no guarantee, expressed or implied, regarding continuation outside of the dates included herein.
5. Food trucks shall not be located within any public street right-of-way, or in any way block a public sidewalk or pathway, fire lane or otherwise impeded pedestrian or vehicular movements.
6. If allowed by the property owner, the food truck may park and operate on private property during business hours. Food truck operator shall provide written authorization by property owner.

7. Food trucks shall not be located within three hundred (300) feet of existing restaurants, or an establishment that is open to the public and where ready-to-eat food is prepared, cooked, wrapped, packaged, processed or portioned for service, sale, or distribution or any other known mobile food vending operations within buildings and any other known mobile food vending operations.
8. Food trucks must be self-contained and are prohibited from using water from public hydrants and disposing of liquid wastes, including but not limited to grease, into storm drains or sanitary sewers.
9. If a generator is used, it may not produce sound that is in violation of Comprehensive Zoning Law section 3.6.1 H, table below.

| Zoning District | Maximum Allowable Decibel Level Measured at Lot Line |
|--|---|
| All Residential Districts, PPB, PDD, B-1 | 50 db |
| B-2 | 60 db |
| O, OC | 65 db |
| OI | 70 db |
| CI | 75 db |

10. Power cables, extension cords or similar devices may not extend across any street, sidewalk, or pathway.
11. Trash receptacles shall be provided for use by patrons of food trucks. Trash shall be removed by food truck operator from site each day.
12. No banners, streamers, flags, flashing or blinking lights are permitted on any portion of the site where the food truck is parked.
13. Proper insurance, including vehicle and liability, must be maintained.
14. Compliance with all State and local health department requirements must be maintained, including all necessary inspections and food safety requirements.
15. The Food Truck Demonstration Program permit and county health department permit(s) must be displayed.
16. I, the undersigned mobile food vendor operator, will comply with any other conditions placed on the Food Truck Demonstration Program permit as issued by the Town Board of the Town of East Greenbush that are determined necessary to protect health, safety, and welfare.
17. Failure to comply could result in revocation of the Food Truck Demonstration Program permit.

Signature of Authorized Representative: _____ Date: _____

Printed Name: _____

Title: _____