

Town of Arundel, Maine

Mobile Food Truck Conditional Use Application

APPLICANT INFORMATION

1. **Food Truck /Business Name:** _____
2. **Property Owner Name:** _____
 Mail Address: _____
 Town, State, ZIP Code _____
 Telephone #: _____ Email _____
3. **Applicant Name:** _____
 Mail Address: _____
 Town, State, ZIP Code _____
 Telephone #: _____ Email _____

GENERAL INFORMATION

4. **Project Location:** _____ **Arundel Tax Map** ____ **Lot** ____
5. **Land Use District(s):** (*refer to Land Use and Shoreland Zoning Map*) _____
6. **Lease/ Contract:** Please attach copy of lease, contract, or other binding legal instrument granting permission for the food truck to operate at the proposed location.
7. **Food Truck Details:** Please describe the type and size of the proposed food truck/trailer. Attach a photo of the vehicle:

 - a. How many gallons of water does the vehicle carry for food preparation and sanitation?

 - b. How is waste water disposed of? _____
 - c. Proposed Hours of operation _____

8. Dimensional Setbacks

- a. Setback of Mobile Food Truck / Trailer from Street or Private Way **right-of-way** _____ feet
- b. Setback of Mobile Food Truck / Trailer from a Permanent Food Service Establishment on an adjacent parcel _____ feet
- c. Setback of Mobile Food Truck from Side property line _____ feet
- d. Setback of Mobile Food Truck from Rear property line _____ feet

- e. Setback from existing building entrance on the lot

9. Parking and Outdoor Seating:

- a. How many outdoor seats will be provided? _____
- b. How many customer parking spaces? _____
- c. Please attach a sketch showing location of the food truck/trailer, entrance from the street, designated parking spaces, seating, trash receptacles, electrical connection, if any.

9. Performance Standards: Food truck operations must adhere to the following operational performance standards:

- a. All Food Trucks and Trailers shall obtain and maintain a *Food Truck License* from the Arundel Board of Selectmen.
- b. Hours of operation shall start no earlier than 7am and shall cease before 1:00 am.
- c. Additional trailers and adjunct structures shall not be permitted as part of the operation.
- d. All customers shall park on private property only and off all streetset and right-of-way.
- e. Mobile Food Trucks or Mobile Food Trailers may connect to a hardwired electrical service receptacle installed by a Maine-licensed electrician. approved by the Arundel Code Enforcement Officer.
- f. No amplified music shall be played at any time.
- g. Sales shall be limited to food and non-alcoholic beverages.
- h. The Mobile Food Truck or Mobile Food Trailers shall be attended at all times, during hours of operation.
- i. The operation shall provide appropriate trash and recycling receptacles for customer refuse and all trash and recyclables shall be removed from the operation at closing.
- j. All signage shall be painted or permanently affixed to the body of the truck / trailer or located inside the vehicle for public viewing. Roof signage, digital signage, flashing lights, or moving images characters are prohibited. One sandwich board sign meeting the definition in the Land Use Ordinance may be permitted.

To the best of my knowledge, all of the above stated information is true and correct, and I agree to abide by all of the performance standards in Section 9.3.22 of the Arundel Land Use Ordinance	
_____	_____
Applicant's Signature	Date

Staff Use Only
<input type="checkbox"/> Applicant Qualifies for Exemption under section LUO 9.3.22.2
<input type="checkbox"/> Applicant to apply for Administrative Conditional Use Permit per LUO 9.3.22.9

If the applicant is required to obtain an *Administrative Conditional Use Permit*, please mail five (5) copies of this application and all attachments plus a pdf of the entire application package and a check for \$300 to the Town Planner's Office 257 Limerick Road Arundel, Maine 04046. PDFs may be emailed to townplanner@arundelmaine.org

Excerpt from Arundel Land Use Ordinance Section 9.3.22

9.3.22 MOBILE FOOD TRUCKS AND TRAILERS *(Adopted April 1, 2019)*

1. **Location:** Mobile Food Trucks and Mobile Food Trailers may be permitted to operate only on private property located in the DB-1, DB-2, AR, BI, GW, and the TC business districts, provided an Administrative Conditional Use permit is secured from the Staff Review Committee, the operation receives a Food Truck license from the Arundel Board of Selectmen, and the operation complies with all requirements established in Section 9.3.22.
2. **Exemption:** Mobile Food Trucks/ Trailers may operate without a Conditional Use permit under the following conditions:
 - a. On a private lot in any district, at a one -time event for a no more than fifteen (15) hours in duration;
 - b. On the premises of an existing food service or business establishment that provides adequate parking for customers and food truck/trailer patrons. Such operations conform with all other performance standards in LUO §9.3.22

3. Dimensional Requirements

Standard	Dimension
Setback of Mobile Food Truck / Trailer from Street or Private Way right-of-way	20 feet
Setback of Mobile Food Truck / Trailer from a Permanent Food Service Establishment on an adjacent parcel	100 feet
Side and rear yard setbacks	Same as District setbacks
Setback from existing building entrance	15 feet

4. Operational Requirements: All Mobile Food Truck and Mobile Food Trailer operations shall comply with the following standards:

- k. All Food Trucks and Trailers shall obtain and maintain a *Food Truck License* from the Arundel Board of Selectmen.
- l. Hours of operation shall start no earlier than 7am and shall cease before 1:00 am.
- m. Additional trailers and adjunct structures shall not be permitted as part of the operation.
- n. Mobile Food Trucks and Mobile Food Trailers shall operate as self-contained units, carrying all potable water required for operation on board and storing all liquid wastes and gray water on board. No wastes shall be discharged onto the ground or into a private septic system.
- o. Mobile Food Trucks or Mobile Food Trailers may connect to a hardwired electrical service receptacle installed by a Maine-licensed electrician. approved by the Arundel Code Enforcement Officer.
- p. No amplified music shall be played at any time.
- q. Sales shall be limited to food and non-alcoholic beverages.

- r. The Mobile Food Truck or Mobile Food Trailers shall be attended at all times, during hours of operation.
 - s. The operation shall provide appropriate trash and recycling receptacles for customer refuse and all trash and recyclables shall be removed from the operation at closing.
5. **Seating:** Outdoor seating may be provided at the Mobile Food Truck/ Trailer site for no more than 16 persons. All seating must be anchored or of sufficient weight to prevent tables and chairs from being displaced off the site or into streets, driveways, and parking areas.
6. **Off-street Parking:** One (1) parking space per 3 customers seats with a minimum of three (3) parking spaces for every food. truck/trailer. All parking spaces shall be constructed in conformance with the design standards of Section 5.12 of the Arundel Land Use Ordinance. Food trucks and trailers that serve as an ancillary use to an existing business with adequate on-site parking are exempt from providing additional parking spaces.
7. **Signage:** All signage shall be painted or permanently affixed to the body of the truck / trailer or located inside the vehicle for public viewing. No signage shall be located above the level of the roof. Digital signage is not permitted nor is any signage with flashing lights or moving images/characters. One sandwich board sign meeting the definition in the Land Use Ordinance may be permitted.
8. **Lighting:** There will be no exterior lighting permitted on the site, excepting illumination in the inside food preparation area and on the menu. A single battery powered light may be set on each serving table.
9. **Permit Required:** Excepting those exempt operations specified in §9.3.22.2, all proposed food tuck/trailer operations must first receive an Administrative Conditional Use Permit from the Staff Review Committee in accordance with procedures specified in LUO § 9.2.

Food Courts consisting of (4) or more food trucks/food trailers operating from a single property or single driveway entrance may be required to obtain a Major Conditional Use Permit from the Arundel Planning Board.