

## Draft Food Truck Legislative Proposal

- Scope:** Citywide
- Permitting Office:** Health Department. Multi-Agency Permit Center in Code Administration will process the applications.
- Permits Required:** Permits will be issued on an annual basis. Food truck license; Health Permit; Business License; Special Events Permit if applicable; Fire Marshal if using propane tanks; and permission slip from private property owner if applicable.
- Permit Fees:** Application fee is \$100.00. Annual Food Vending License Fee is \$40.00 and other applicable fees. If in a metered parking space, must pay applicable fee.
- Parking Parameters:** Food trucks will be allowed in any legal parking space where there is an existing sidewalk that will allow for the maintenance of a five-foot walkable area, and 20 feet away, measured along the curbline, from outdoor dining. **In the following transit corridors: King Street from the Metro Station to the Potomac River, Mt. Vernon Avenue, and Carlyle, parking spaces will be clustered and designated by on street signage.**
- Trucks will be clustered on the east side of the 100 block of N. Royal Street abutting City Hall,
  - On the block face in front of the Alexandria Courthouse, and the block face in front of King Street Gardens.
  - On Mt. Vernon Avenue, trucks will be clustered in front of the DCHS building, the Arlandria City parking lot, and the Four Mile Run Park.
  - Carlyle cluster location is along the interior loop road of Dulaney Street.

The City Manager may establish vending zones with appropriate regulations in any area if the demand exceeds the capacity of the right of way to accommodate the food trucks. The City Manager will also periodically review the administrative regulations and make adjustments as needed.

Food trucks are prohibited within the right of way on streets included in a Residential Permit Parking District, unless there under a special event permit or at a private event on private property. Trucks not included in the

special event permit may not park within two blocks of a special event.

Food trucks are allowed immediately adjacent to or within Farmers Markets, with the permission of the Market Master and in City parks with the permission of the Director of the Department of Recreation, Parks, and Cultural Activities.

Trucks should fit within a standard 8x20 foot parking space and, due to the Gadsby lights in certain areas of the City, be less than 10.5 feet in height. If parked in a metered space, vendors must pay applicable parking fees and display the meter space ticket on the dashboard of the vehicle.

Food trucks are allowed to vend from 7:00 a.m. – 8:00 p.m. unless authorized under a special events permit or in conjunction with a private event on private property. Trucks are restricted to four hours of continuous vending in one location or the existing posted parking regulations if more restrictive, unless permitted in conjunction with a special event or private event on private property.

If on private residential property, the truck must be there for a private event and may not vend to the public from the driveway. The driveway on the private property must be large enough to accommodate the truck with no overhang on the public or private sidewalk adjacent to the r-o-w. The truck may only be in the driveway for no more than four hours at a time, exclusive of set up and take down.

Food trucks on private or public surface parking lots will be allowed with the following restrictions.

- The truck must be parked fully on the private property and not block or park in any drive aisle or fire lane.
- The truck vendor must have written permission from the property owner to be located in the private parking lot;
- The truck may not block ingress and/egress from the parking lot;
- The truck must be parked in a location on the parking lot that has the least impact on adjacent residential properties; and
- There may be no more than three trucks in a parking lot at any one time, unless authorized under a special event permit.

**Other Requirements:**

A food truck vendor must place a portable appropriately sized trash receptacle within the r-o-w next to the truck while vending and is responsible for collecting and disposing of any litter collected as a result of sales;

All food trucks must comply with all zoning ordinance requirements for signage. Trucks may have signs painted on the truck advertising the food truck and may use a menu board when the truck is vending. The truck may not advertise for other businesses on the truck, and may not have balloons or windblown signs attached to the truck;

All vending shall take place from inside the truck. Loudspeakers or amplified sound are prohibited from the exterior of the truck.

Trucks shall be kept in good repair and shall have all required inspections and registrations.

**Enforcement:**

Health Department

**Appeals Process:**

Appeals related to permit denial, suspension, or revocation will be heard by the City Manager or his designee.