

Food Truck Guide

A Multi-Departmental Guide

Food Truck Businesses

2.10.2011

What is a Food Truck?

A Food Truck, or Mobile Retail Food Vendor/Establishment is a readily movable, motorized wheeled vehicle, or a towed wheeled vehicle, designed and equipped to serve food.

Where can I locate a Food Truck and what do I need before operating a Food Truck?

| | Parked on the street | Parked on private property | Parked in a public park | As part of a larger public event |
|---------------------------------------|------------------------------------|----------------------------|----------------------------|-----------------------------------|
| Allowed? | • | • | • | • |
| Business License Required? | • | • | • | • |
| Permit Required? | Permit may be required, see page 2 | two exceptions | • | • |
| Conditions on location and operations | See page 2 | See page 3 | See page 4 | See www.denvergov.org/ doca |

ALL FOOD TRUCKS - Business License

To operate a Food Truck, a business license is required under the class of "Retail Food Establishments, Restaurant Mobile." Environmental Health requires that all Food Trucks, or mobile units, operate in conjunction with a commissary kitchen or other licensed kitchen. Commissary shall mean an approved catering establishment, restaurant, or other approved place in which food, containers or supplies are kept, handled, prepared, packaged or stored.

What you need to get approved...

- Pass required inspections:
 Environmental Health
 Fire (If propane used on truck)
- A completed Affidavit of Commissary form. Applicants need to contract with a local commissary, or may use their own approved commercial kitchen if they have one.
- Zoning use permit for where vehicle will be stored, if in the City and County of Denver

How to get approved...

- Apply in person at Excise and License
- Submit required documents:
 - Need valid Colorado identification
- Complete General business questionnaire
- Pay fees:
 - Application Fee: \$200.00
 - License Fee (per year): \$125.00
- Schedule a licensing inspection with the Department of Environmental Health. Licensing inspections are conducted between 9 am 11 am every Wednesday
- Upon completion of a satisfactory inspection, DEH shall approve the affidavit and the applicant shall return the signed documents to Excise and Licenses to receive a license.

More info...

Excise and Licenses www.denvergov.org/exciseandlicenses 201 West Colfax Ave Room 2.H.9 Denver, CO 80202

Environmental Health www.denvergov.org/phi 201 West 14th Ave Suite 200

Denver, CO 80204

References:

Denver Revised Municipal Code: Definitions: Section 23-2 (23) Regulations: Section 23-51 Fees: Section 32-106.5

FOOD TRUCK PARKED ON THE STREET - Department of Public Works

Public Works allows licensed Food Trucks on most streets without a permit; however if parked within 300' of a public park or parkway a permit from Department of Parks and Recreation is required.

You can park for vending on any street, with the following exceptions:

- Within 20' of an intersection when making a sale or attempting to make sale
- Any street, alley or public rightof-way within a central business district defined by ordinance (see map below)
- If selling ice cream as more than 10% of the gross income from the food truck, you cannot sell on any arterial street, collector street or laned highway. (See street types at www.denvergov.org/LUTP/FunctionalClassification/tabid/390275/Default.aspx)

What rules apply...

- If parked within 300' of a public park or parkway, a permit from the Department of Parks and Recreation is required. (DRMC Section 39-11)
- All parking rules must be followed. For example, you cannot double park or park at a meter without paying the required fee. If a parking meter is bagged for a special event, you can only park there if part of the event
- Cannot sell to any person who is standing in the street
- Cannot place anything, including chairs, tables, and signs on a public sidewalk or in the street

More info...

Public Works www.denvergov.org/publicworks 201 West Colfax Ave Dept. #507 Denver, CO 80202

References:

Denver Revised Municipal Code Chapter 54, Article XII, Section 54-675

Food Trucks not allowed in the area below:



FOOD TRUCK ON PRIVATE PROPERTY - Zoning Permit from Development Services

Zoning allows licensed Food Trucks as summarized below:

If operating for more than 30 minutes at a location...

Where they are allowed...

- All S-CC, S-MX, E-RX, E-CC, E-MX, C-MX, Industrial and OS-B Zone Districts (www.denvergov. org/zoning).
- Allowed in all Downtown Zone Districts except Golden Triangle, Arapahoe Square and Civic Zone Districts (D-GT, D-AS, D-CV)
- Not allowed in Residential Zone Districts

What you need to get approved...

■ Zoning Permit is required. The use type is "Retail Food Establishment, Mobile"

What rules apply...

- Hours:
- May only operate up to 4 consecutive hours each day per zone lot
- May operate between 8 am and 9 pm only
- Location:
- Operations are prohibited on undeveloped zone lots and zone lots with unoccupied structures or unpaved surfaces.
 - Only 1 allowed per zone lot
- Must be 200' from any eating and drinking establishment
- Must be 200' from any other food truck
- Must be at least 50' from any Residential Zone District
- Other siting, signage and waste disposal standards apply

How to get approved...

- Apply in person
- Pay Fees:

Permit (good for 1 year): \$50 Annual Renewal: \$50 If a special event, such as a group of food trucks at one location...

Where they are allowed...

■ Most Zone Districts (www. denvergov.org/zoning)

What you need to get approved...

■ Zoning Permit is required. The use type is "Bazaar, Carnival, Circus or Special Event"

What rules apply...

- Days:
 - Max of 12 consecutive days
- At least 90 days between events at same location
- Hours: 9 am to 11 pm
- If in a Residential Zone District, must be a nonprofit or governmental entity only

How to get approved...

- Apply in person
- Pay Fees:

Permit: \$10 per event

If operating for less than 30 minutes at a location...

Where they are allowed...

■ Current zoning interpretation allows Food Trucks as a temporary use in all zone districts

What you need to get approved...

■ If operating for less than 30 minutes at a location, no zoning permit is required

If providing catering services, and no general sales to the public, as part of a private party...

Where they are allowed...

 Allowed as an accessory use in all zone districts

What you need to get approved...

No zoning permit is required

More info...

Development Services
Email: development.services@
denvergov.org
201 West Colfax Ave
Dept. #203
Denver, CO 80202

References:

Denver Zoning Code www.denvergov.org/zoning Article 11, Section 11.11.14, Retail Food Establishment, Mobile Definition: Article 13, Section 13.3

FOOD TRUCK IN A PUBLIC PARK - Vending Permit from Department of Parks and Recreation

Based on availability, vending is allowed in certain public parks at certain locations. (See http://denvergov.org/parksan-drecreation/Permits/Vending/tabid/430329/Default.aspx)

What you need to get approved... A Temporary Vending Permit

- Signed "Request for Certificate of Taxes Due"
- Copy of current insurance policy or certificate of insurance for:
 - Vehicle insurance for cart
 - General Liability Insurance
 - Minimum coverage: \$1,000,000
- Additionally insured: The City and County of Denver, its officers, officials and employees
- Copy of current Business Sales License
- Complete menu, including pricing information
- Photograph or detailed drawing of vehicle
- Completed Application

How to get approved...

- Apply in person at the Parks and Recreation Permitting Office
- Pay Fees:

Application Fee: \$25.00 (non-refundable) Monthly Permit: \$200.00 One Day Only Permit: \$100.00

Late Fee: \$15.00

More info...

Parks and Recreation www.denvergov.org/parksandrecreation 201 West Colfax Ave 2nd Floor Denver, CO 80202