

# GILBERT FOOD TRUCK REFERENCE GUIDE

## What is a Food Truck?

Any vehicle primarily used for the retail sales of food or beverages, or nonfood items. The items for sale may be prepared, prepackaged, unprepared, or unpackaged.

## Who is a Mobile Food Vendor?

Anyone who owns, leases, operates, or engages in the sale of food or nonfood items.

## Where can you conduct business?

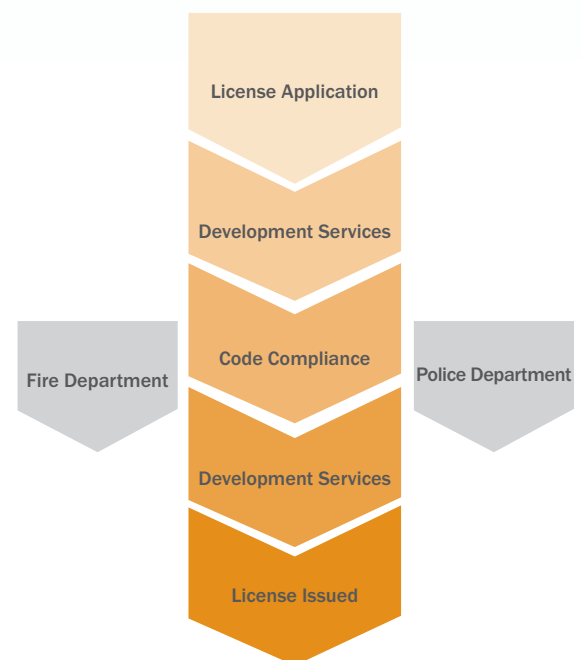
On private property, with written permission of the property owner, or on public property (including the right-of-way) with an executed Town Property Agreement. Operations must occur on lots that meet the paving requirements specified in Section 30-62 and 30-63 of the Gilbert Municipal Code.

## Required Permits & Licenses

A valid driver's license, proof of vehicle liability insurance, a copy of a Maricopa County Permit (if selling food), and a valid Mobile Food Vending License.

## Approval Process

Customer Service and Code Enforcement will be processing all applications for a Mobile Food Vending License. The Gilbert Fire Department will be inspecting trucks seeking to use commercial cooking equipment, which includes the use of gas, propane, or an open flame. The Gilbert Police Department will be conducting background checks for any applicant seeking to operate on public property. Applicants seeking to operate on private property will require approximately 5-7 days for processing. Applicants seeking to operate on public property will require a maximum of 30 days for processing.



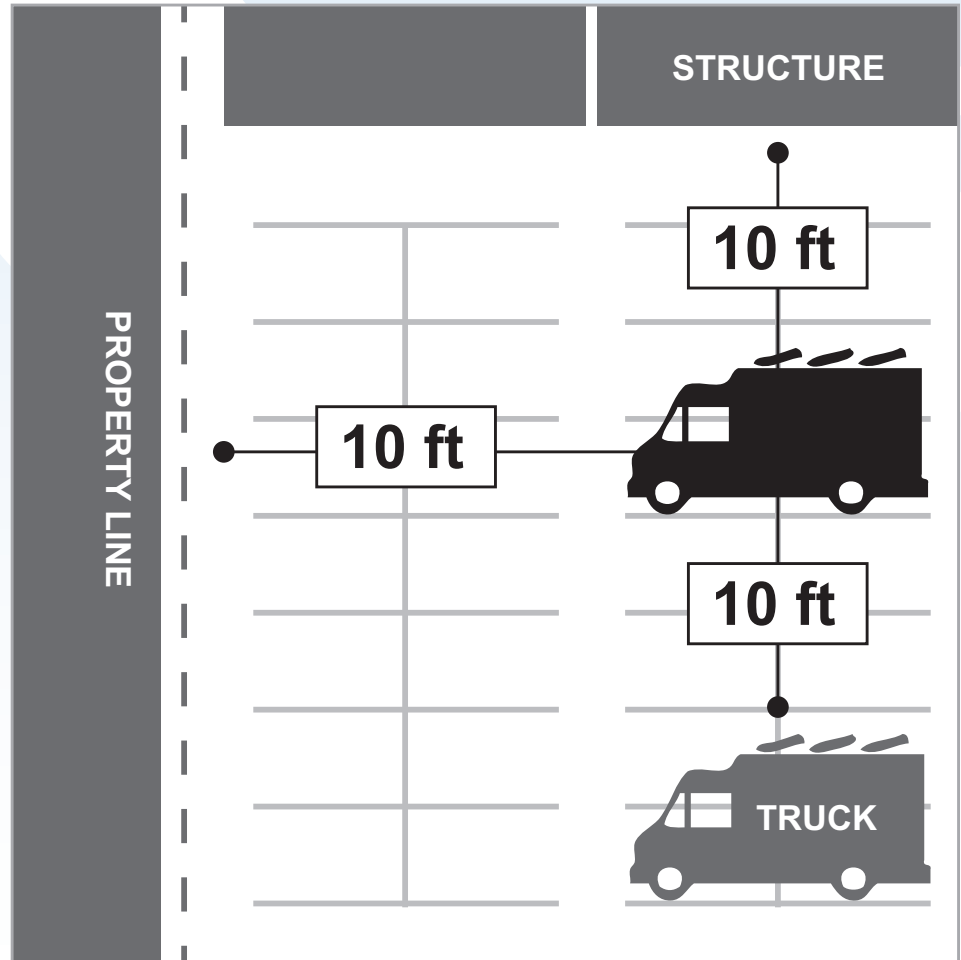
## License Fees

The Mobile Food Vending License Fee is \$55.00, which gives vendors the right to conduct business in the Town of Gilbert. The Mobile Food Vending License functions as a business license and must be renewed annually.

- Private Property without commercial cooking - \$55.00
- Private Property with commercial cooking - \$55.00 + *Fire Inspection Fees*
- Public Property without commercial cooking - \$55.00 + *Background Check Fees*
- Public Property with commercial cooking - \$55.00 + *Fire Inspection Fees* + *Background Check Fees*

## Prohibitions

- Operating in a public park, without first obtaining the appropriate permits from the Parks and Recreation Department.
- If a food truck uses commercial cooking equipment, but does not maintain a Gilbert Fire Department approved fire suppression system, a 10' separation buffer must be maintained from all other trucks, structures, or property lines.
- Parking of a license truck for more than 96 consecutive hours in one location.
- Signage violating Section 4.402Y of the Gilbert Land Development Code – Signage Regulations – “Temporary Uses & Special Events”.
- Violating the Town’s Good Neighbor Principles.
- Disposing of waste in Town dumpsters, without first paying for the disposal service.



**For further information please contact:**

**One Stop Shop - Customer Service**

480.503.6700

**Code Enforcement**

480.503.6700

**Fire Department**

480.503.6300