

GETTING A LICENSE

License Eligibility

- There are six licenses available
- Licenses will be issued to individual persons only. Companies, LLCs, etc are not eligible for licenses
- A person may hold only one license at a time
- A license holder must also hold a mobile restaurant license and must operate the business

License Application

- Licenses are issued for one year from April 1 through March 31 of each year
- Submit the following information to the city:
 - Mobile food vending license application
 - Restaurant license from Umatilla County Health Department
 - Copy of vehicle registration
 - Copy of consent to use property
 - Site plan showing all required information
 - \$500 application fee
- Vending unit must be inspected at city hall
- If all licenses have been issued, you may pay a \$500 refundable fee to wait for the next available license

FINDING A NEW SITE

Site Location Requirements

- Must be located within the city's Commercial zones (C-1) or (C-2)
- Must be at least 400 feet from another restaurant
- Must be at least 400 feet from another mobile food vendor
- Must have written permission from property owner to locate food unit on site. Written permission shall be a "Consent to Use" agreement between the property owner and vendor

Site Design Requirements

- Mobile unit must be on a paved area and must provide at least 3 paved parking spaces for customers
- The parking provided cannot be part of the minimum parking for another business
- Mobile unit must be at least 20 feet from any street and at least 20 feet from any property line
- A site plan must be prepared showing the location of the vending unit, electrical service, parking, trash receptacles, adjacent buildings, etc.
- A site cannot create a hazard or nuisance to the public or adjacent properties. Examples include: customers parking on adjacent property, blocking traffic flow or sidewalks.

CITY OF HERMISTON

Mobile Food Vending Guidelines Yearly License



Where Life is Sweet

Fall 2018

(541)567-5521

OPERATIONS

Basic Operational Requirements

- Hours of operation are between 6 AM and 10 PM
- Vending units must be removed from the site at the end of each day
- No tables or chairs for patrons are allowed
- Vending units must be self-contained with no external water or wastewater connections or tanks
- Awnings must be attached to the vending unit and no poles or other supports may touch the ground
- No lighted signs are permitted except for one "open" style sign

Other Operational Requirements

- At least one trash can of 35 gallons shall be provided and shall be emptied whenever the can is at least $\frac{3}{4}$ full
- The site must be kept clear of trash and debris
- Propane, water, wastewater and other tanks must not be placed on the ground
- The electrical service must be no more than 10 feet from the vehicle and must meet applicable electrical codes and contain a ground fault interrupter system
- Only one vehicle or trailer per site
- No flashing lights, beacons or other attractant lights are permitted. Site lighting must not spill onto adjacent properties or streets.
- Vending of alcoholic beverages is not permitted

- Mobile vending license, health certificate, and vehicle registration must be displayed at all times
- Vending units must be kept in good repair and free of rust, dents or missing equipment
- Evaporative coolers (swamp coolers) are not permitted to be used at the vending site
- All vending units must be painted white, grey, tan or another neutral color (as of April 1, 2019, for existing license holders)
- As of April 1, 2023, only motorized vending units of less than 26 feet in length are allowed. Trailers will no longer be allowed.

OTHER INFORMATION

- You may transfer your license to another individual with city approval
- If the city receives numerous complaints or otherwise determines a site to cause a hazard to the public, a license may be revoked
- If a license is not used for a period of one year, the license is revoked
- All mobile food vending must be from a location approved by the city
- All health codes, state codes, and federal codes must be followed at all times
- Mobile Unit licensing information can be found on the County website www.co.umatilla.or.us/health/