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:
  o Mobile food vending license application
  o Restaurant license from Umatilla County Health Department
  o Copy of vehicle registration
  o Copy of consent to use property
  o Site plan showing all required information
  o $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

CITY OF HERMISTON
Mobile Food Vending Guidelines
Yearly License

Hermiston
Oregon

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 ¾ 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/