



City Recorder, Sherri Phillips | 406 W. Broadway Avenue | Maryville, TN 37801 | (865) 273-3452

APPLICATION FOR MOBILE FOOD VENDOR

Date _____

Amount Paid _____

1. APPLICANT INFORMATION (Owner(s) of the Business)

Business Name: _____

Owner #1 Full Name: _____ Title: _____

Street Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Mailing Address (if different): _____

Date of Birth: _____

Description of the nature of the business and of the goods to be sold: _____

Vehicle Make: _____ Vehicle Model: _____ Year: _____

Trailer Make: _____ Trailer Model: _____ Year: _____

Have any of the officers, members or shareholders been convicted of a felony within a ten-year period immediately preceding the date of this application? No _____ Yes _____ If yes, describe in detail all such felonies: _____

OWNER #2 (If applicable)

Owner #2 Full Name: _____ Title: _____

Street Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Mailing Address (if different): _____

Date of Birth: _____

(USE ADDITIONAL SHEETS IF NECESSARY TO LIST ALL OWNERS)

2. PERMISSION FOR BACKGROUND CHECK:

The undersigned acknowledges that the City of Maryville will obtain a background check of the Owner(s) of the mobile food vendor vehicle. The City reserves the right to reject an applicant if he or she (or in the case of an LLC or corporation, its owner(s)), (1) is a registered sex offender; (2) has been convicted of a felony in the past ten years; (3) has a chronic history of an unreasonable number and kind of moving vehicle violations as determined by the Chief of Police; or (4) presents an unreasonable public health and safety risk based on past criminal history as determined by the Chief of Police.

The undersigned also acknowledges and affirms their duty as hereby required by this code to perform background checks on each employee or agent operating the mobile food vendor vehicle permitted herein. They acknowledge and affirm that they will not allow an employee or agent to work in the City of Maryville as a mobile food vendor if such employee or agent is a registered sex offender or if such employee or agent has been convicted of a felony within the past ten years.

3. STATEMENTS

- (a) The Applicant or Applicants named in this application agree to comply with all applicable federal, state and city laws and ordinances, and agree to the validity of and reasonableness of the application fee.
- (b) The Applicant or Applicants named in this application hereby certify the truthfulness of the information provided in this application.

Owner #1

Applicant's Signature _____ Date_____

Applicant's Printed Name _____

STATE OF TENNESSEE)
COUNTY OF _____)

The applicant named above in my presence and who, after being duly sworn according to law, made oath that the facts as stated therein are true, signed this application.

Sworn and subscribed to me this ____ day of _____, 20 ____.

My commission expires: _____ Notary Public _____

Owner #2

Applicant's Signature _____ Date_____

Applicant's Printed Name _____

STATE OF TENNESSEE)
COUNTY OF _____)

The applicant named above in my presence and who, after being duly sworn according to law, made oath that the facts as stated therein are true, signed this application.

Sworn and subscribed to me this ____ day of _____, 20 ____.

My commission expires: _____ Notary Public _____

Required Documents Checklist

This page is for reference only.

Additional documents or information may be required by the City Recorder.

Name of Mobile Food Vendor _____

Required Item	Applicant	Staff
Notarized Application	<input type="checkbox"/>	<input type="checkbox"/>
Copy of City and/or County business licenses	<input type="checkbox"/>	<input type="checkbox"/>
Copy of TN Department of Health license	<input type="checkbox"/>	<input type="checkbox"/>
Copy of driver's license(s)	<input type="checkbox"/>	<input type="checkbox"/>
Copy of vehicle and/or trailer registration	<input type="checkbox"/>	<input type="checkbox"/>
Copy of proof of automobile liability insurance	<input type="checkbox"/>	<input type="checkbox"/>
Color photo of the mobile food unit (interior & exterior)	<input type="checkbox"/>	<input type="checkbox"/>
Proof of sales tax registration	<input type="checkbox"/>	<input type="checkbox"/>
Letter of permission for set up from property owner	<input type="checkbox"/>	<input type="checkbox"/>
Copy of Transient Vendor License, if required	<input type="checkbox"/>	<input type="checkbox"/>
Annual Application fee of \$120 (to be prorated based on month approved)	<input type="checkbox"/>	<input type="checkbox"/>

All Mobile Food Vehicles/Trailers will require an inspection by the Maryville Fire Department prior to a permit being issued. Call 865-273-3610 to schedule an appointment.

For Office Use Only

Date of Receipt of Application: _____

Date Permit Issued: _____

Permit Number: _____

ORDINANCE NO. 2021-10

AN ORDINANCE TO AMEND §14-211 OF TITLE 14 OF THE MARYVILLE MUNICIPAL CODE, THE ZONING AND LAND USE ORDINANCE, PERTAINING TO MOBILE FOOD PARKS

WHEREAS, the City of Maryville allows and regulates mobile food vendors; and

WHEREAS, allowing the congregation of multiple mobile food vendors as a mobile food park can create a unique and desirable operation with the City of Maryville; and

WHEREAS, mobile food parks require specific standards and processes to ensure a desirable development for the city; and

WHEREAS, the unique nature of a mobile food park and individual circumstances for a property require that the Board of Zoning Appeals evaluate and approve such uses as a special exception; and

WHEREAS, the Maryville Municipal Planning Commission has heard, reviewed and recommended that this amendment be approved by the Council of the City of Maryville; and

WHEREAS, in accordance with Tennessee Code Annotated (TCA) §13-7-203(a) the Council of the City of Maryville conducted a public hearing regarding this matter; and

WHEREAS, the amendment advances the public health, safety and welfare of the City of Maryville;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MARYVILLE, TENNESSEE as follows:

SECTION 1. §14-202 of Title 14 Zoning and Land Use Control is amended by adding the following definition in the proper alphabetic order:

Mobile Food Park: The use of land designed to accommodate two or more mobile food vendors (MFVs) offering food and/or beverages for sale to the public as a primary use of the property, which may include seating areas for customers. A special event hosted by the primary use of the property does not constitute a mobile food park.

SECTION 2. §14-211 of Title 14 Zoning and Land Use Control is amended by adding the following new section (29):

(29) Mobile Food Parks: (a) Mobile food parks are permitted on private lots as a special exception use in the Business and Transportation, Neighborhood, High Intensity Retail, High Intensity Commercial, Central Community and downtown zoning districts subject to the city's standard development standards and those enumerated herein. In reviewing the special exception request, the Board of Zoning Appeals may place additional requirements on a mobile food park in order to mitigate the impacts of the proposed development. A mobile food park may be allowed on lots where another principal use is located so long as adequate space is available for both uses to fully meet the city's land development requirements.

(b) Development standards:

(i) The city's standard commercial development standards or downtown design standards will apply to the property including but not limited to lighting, landscaping, parking, and building design.

(ii) No mobile food park may locate adjacent to any property used for residential purposes unless a 30' non disturbance area is established along the common property line. The 30' buffer can contain the required landscaped buffer, but shall otherwise be free from structures, lighting, parking and other permanent improvements.

(iii) All mobile food vendors must leave the mobile food park upon closing of the park each day.

(iv) A designated manager of the property is required to be on-site during operation and responsible for the orderly organization of food truck vendors, the cleanliness of the site, and compliance with all rules and regulations during business hours. Such information must be clearly posted on the lot and provided to city staff.

(v) The lot must be kept clear of litter and debris at all times. Proper waste receptacles and recycling bins must be provided. When dumpsters are provided, the screening requirements of the Zoning and Land Use Ordinance apply.

(vi) Signage will be governed by the zoning district in which the property is located.

(vii) The property must be developed in a way that allows for proper vehicle flow and emergency services access.

(viii) Each mobile food park must provide a unified common area amounting to a minimum of 500 square feet per vending space. The common area may contain tables, chairs and recreational activities. At a minimum, common areas shall be a unified open space for the congregation of the users of the park.

(ix) Parking spaces and vehicle movement areas are required to be a surface per the requirements of the Zoning and Land Use Ordinance. Vendor spaces may be gravel so long as such surface is maintained as to prevent potholes, erosion and dust. One parking space is required for each vendor space.

(c) Mobile food vendor spaces are not required to meet front setbacks for a property but must meet side and rear setbacks. Any permanent structures are required to meet the setback requirements of the zoning district.

(d) When located in conjunction with another principal use, both uses shall be required to meet the development requirements including parking and setbacks. No mobile food park can reduce a property's parking below the minimum required by the Zoning and Land Use Ordinance.

(e) An applicant for a mobile food park shall submit a concept plan, drawn to scale, to the Board of Zoning Appeals detailing the following. In considering the request, the board shall verify that the requirements for a mobile food park have been met.

(i) Location of proposed vendor spaces and common areas.

(ii) Parking areas and vehicle movement areas.

(iii) Sanitary facilities including restrooms, hand washing stations and refuse disposal.

(iv) All proposed permanent improvements to the property including buildings, lighting and dumpster screenings.

(v) Landscaping and the amount of impervious surface area proposed.

(vi) Operations plan to include proposed utility service, hours of operation, and other potential activities to take place in conjunction with the mobile food park.

(f) In evaluating a request for a mobile food park, the board upon recommendation by staff, may determine additional development standards are required to mitigate off-site impacts of the proposed use. Additional requirements may include additional landscaping and screening, additional parking, limitations on lighting, restrictions on hours of operation or a limitation on the number of vendor spaces. In determining additional requirements, the board shall make a finding of fact detailing a direct correlation of the additional requirement to the impact of the use.

(g) All mobile food vendors must have an active mobile food vendor permit per 9-1102 of the Maryville Municipal Code.

(h) Depending on the scope of needed improvements to a property, a site plan or other requirements of the Maryville Municipal Code, utility policies or Public Works Standards may be required. This section does not abrogate any other requirements that apply to property development within the city. When there is a conflict between the specific requirements for a mobile food park and other requirements of the city code, these requirements shall apply.

SECTION 3. That the provisions of this Ordinance shall be effective from and after its final passage, the public welfare requiring it.

ADOPTED this 2nd day of March, 2021.




Mayor

ATTEST:




City Recorder

APPROVED AS TO FORM:



City Attorney

Passed 1st reading on this 2nd day of February, 2021 

City Recorder

Passed 2nd reading on this 2nd day of March, 2021 

City Recorder