



CITY OF SALINE APPLICATION FOR FOOD TRUCK PERMIT

___New ___Renewal

THE FOLLOWING ITEMS MUST ACCOMPANY THIS APPLICATION:

- | | |
|-------------------------------------------------|---------------------------------|
| 1.) Copy of Driver's License or State-Issued ID | 3.) Vehicle Registration |
| 2.) Proof of Insurance | 4.) County Health Certification |

Applicant Name: _____ Business Name: _____

Business Address: _____

Name of Business (must match name filed with State of Michigan): _____

Business Phone: () _____ Hours of Operation: _____

Type of Food to be Sold: _____

Location where food truck will be parked: _____

Dates and hours of operation: _____

Type of permit: ___ Annual ___ Single Event (Please attach a description and date of the event on an attached sheet.)

License Plate #: _____ Describe Vehicle Used: _____

(if more than one vehicle, please list additional vehicles on an attached sheet)

Has driver's license of any agent been revoked or suspended within the past year? ___ Yes ___ No

If yes, state nature or revocation or suspension: _____

Has applicant ever had a Michigan vendor license revoked, suspended, or denied? ___ Yes ___ No

If yes, state nature of revocation, suspension, or denial: _____

Has Applicant ever been convicted of a FELONY? ___ Yes ___ No

If yes, state charges, when, and where: _____

ALL OWNERS AND OFFICERS OF THE BUSINESS MUST FILL OUT COMPLETELY:

Name: _____ Home Address: _____

City: _____ State: _____ Zip Code: _____ Date of Birth: _____

Position w/business: _____ Phone: () _____ Drivers License #: _____

Additional owners and officers may be listed on attached pages and a list of individuals who are allowed to operate the mobile food unit.

As the Applicant, I do certify this document to be **TRUE** and **FACTUAL**. I will comply with all state and local legislation, under penalty of law. I understand that applying for this permit does not give me the right to operate prior to issuance of a permit and that to do so is a violation of the Saline City Code and may result in my prosecution. I understand it is my responsibility to obtain all applicable state and local approvals necessary to operate in the City of Saline. I understand that this permit is only valid through the current calendar year and that it is my responsibility to renew before it expires on December 31.

I agree to defend, indemnify, and hold harmless the City of Saline, its officials, officers, employees, and agents against any liability, claims, causes of action, judgements, or expenses, including reasonable attorney fees, resulting directly or indirectly from any act or omission of the license, its employees, its subcontractors and anyone for whose acts or omissions they may be liable, arising out of the licensee's use or occupancy of the public street, highway or public parking space.

Applicant's Signature: _____ **Date:** ____/____/____

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License expire as of December 31st of each year.

Application Fee: \$50.00

License Fee: \$25.00 per event \$150.00 a year

All fees are due at the time application is submitted and will not be refunded or prorated.

ALL OWNERS AND OFFICERS OF THE BUSINESS MUST FILL OUT COMPLETELY:

Name: _____ Home Address: _____
City: _____ State: _____ Zip Code: _____ Date of Birth: _____
Position w/business: _____ Phone: () _____ Drivers License #: _____

ALL OWNERS AND OFFICERS OF THE BUSINESS MUST FILL OUT COMPLETELY:

Name: _____ Home Address: _____
City: _____ State: _____ Zip Code: _____ Date of Birth: _____
Position w/business: _____ Phone: () _____ Drivers License #: _____

ALL OWNERS AND OFFICERS OF THE BUSINESS MUST FILL OUT COMPLETELY:

Name: _____ Home Address: _____
City: _____ State: _____ Zip Code: _____ Date of Birth: _____
Position w/business: _____ Phone: () _____ Drivers License #: _____

Individuals allowed to operate Mobile Food Unit:

MUST FILL OUT COMPLETELY:

Name: _____ Home Address: _____
City: _____ State: _____ Zip Code: _____ Date of Birth: _____
Position w/business: _____ Phone: () _____ Drivers License #: _____
Applicant's Signature: _____ **Date:** ____/____/____

.....
Name: _____ Home Address: _____
City: _____ State: _____ Zip Code: _____ Date of Birth: _____
Position w/business: _____ Phone: () _____ Drivers License #: _____
Applicant's Signature: _____ **Date:** ____/____/____

.....
Name: _____ Home Address: _____
City: _____ State: _____ Zip Code: _____ Date of Birth: _____
Position w/business: _____ Phone: () _____ Drivers License #: _____
Applicant's Signature: _____ **Date:** ____/____/____

.....
Name: _____ Home Address: _____
City: _____ State: _____ Zip Code: _____ Date of Birth: _____
Position w/business: _____ Phone: () _____ Drivers License #: _____
Applicant's Signature: _____ **Date:** ____/____/____

This Portion for Clerk's Use Only

___ Police Dept.

___ Approved

___ Denied

Departmental Signature

Date

**CITY OF SALINE
WASHTENAW COUNTY, MICHIGAN**

ORDINANCE NO. 798

**AN ORDINANCE TO AMEND SECTION 22-27 AND ADD A NEW ARTICLE III TO
CHAPTER 22 OF THE SALINE CODE OF ORDINANCES TO REGULATE MOBILE
FOOD VENDORS**

The City of Saline Ordains:

Section 1. Amendment. Section 22-27 of the Saline City Code, pertaining to transient merchants, is hereby amended to read as follows:

Sec. 22-27. Exempt persons.

The following persons shall be exempt from the provisions of this article:

- (1) Persons engaged in the distribution of newspapers.
- (2) Any person associated with a public or private school, or youth activity such as, but not limited to, Scouts, church groups, or athletic leagues located in the Saline Area School District.
- (3) Persons engaged in noncommercial or religious canvassing.
- (4) Persons who are attempting to speak with resident(s) and who are engaged in the distribution of signed or unsigned hand-bills, political or otherwise.
- (5) Children conducting a neighborhood lemonade stand or similar type with parent's approval on their own property.
- (6) Farmers or others selling homegrown produce, crafts, or other merchandise under special permission within a city event/market specially designated and located for that general purpose.
- (7) The Downtown Merchants Association, Chamber of Commerce, Saline Historic Downtown Alliance, Saline Historical Society, local service organizations or vendors who have been invited to participate in community events which have been approved by city council.
- (8) Persons with a seasonal sale permit issued under [Appendix A] section 5.12 of the City Code.
- (9) A person or organization exempted by state or federal law.
- (10) Person validly operating a mobile food vending unit in accordance with article III, chapter 22, of the City Code.

Section 2. Addition The Saline City Code is hereby amended by adding a new article III to chapter 22, which shall read as follows:

Article III. MOBILE FOOD VENDING

Sec. 22-38. Definitions.

The following words and terms shall be defined for the purposes of this chapter. As used in this chapter, the following terms shall have the meanings indicated:

Mobile food vending means vending, serving, or offering for sale food or beverages from a mobile food vending unit, along with ancillary sales of branded items consistent with the food or mobile food vendor, such as a tee shirt that bears the name of the company, restaurant, or organization engaged in mobile food vending.

Mobile food vending unit means a vehicle with a self-contained kitchen, equipped to create, prepare, or package food for the purpose of vending, service, or offering for sale.

Mobile food vendor means any individual, company, restaurant, or organization operating a mobile food vending unit.

Operates means engaging in activities associated with the conduct of business, including setup and takedown and/or hours of operation and locations where the mobile food vending units are allowed to be open for business.

Sec. 22-39. Permit required.

- (1) No mobile food vendor shall operate a mobile food vending unit without a permit issued by the city authorizing such operation. The city clerk shall prescribe the form of available permits and the application for such permits. The city council shall, by resolution, establish appropriate fees for the available permits.
- (2) All permits shall be prominently displayed on the mobile food vending unit. No vending through a mobile food vending unit of food or other human consumables shall be permitted unless it meets the definition of mobile food vending as defined by this chapter.
- (3) No permit shall be required for a mobile food vending unit which is operated in conjunction with a community event approved by the city council. The regulations in Sections 22-43 and 22-44 shall still apply.

Sec. 22-40. Duration of permit; nontransferability.

Permits issued by the city clerk shall be valid only for the calendar year in which they are issued and for the mobile food vending unit identified on the permit. Any permit issued under this article is nontransferable.

Sec. 22-41. Application for permit.

Any mobile food vendor desiring to engage in mobile food vending in the city shall submit a completed application to the city clerk for a permit under this chapter. The application must include all required information and all required documentation, such as insurance, as required by the city. There shall be at least two categories of permits: permits valid for a period of 1 calendar year and permits limited to a single event.

The applicant shall truthfully state, in full, all information requested on the application for a permit issued by the city clerk's office. Additionally, the applicant shall provide all documentation, such as proof of insurance, as required by this chapter or by resolution of the city council. The application for a permit shall be accompanied by a fee as defined in this chapter.

Sec. 22-42. Fees.

The application fee, in an amount established by resolution of the city council, shall be required upon submission of the application. Regardless of when the application is submitted during the calendar year, the fee shall be required in full, and the fee shall not be prorated. Once the permit has been issued, the application fee shall be nonrefundable.

Sec. 22-43. Requirements.

Any mobile food vendor engaging in mobile food vending shall comply with the following requirements.

- (1) Mobile food vending units may operate on private property on parcels zoned I-1, I-2, I-4, PB, OS, C-1, C-2, C-3, D-1, and D-2 if in compliance with the applicable provisions of the Zoning Ordinance.
- (2) Mobile food vendors shall not operate on city-owned property or on public streets except at such times and in such locations permitted by resolution of the City Council. When mobile food vendors are permitted to operate on public streets, no food service shall be allowed on the driving lane side of the mobile food vending unit. To the extent it becomes necessary to designate specific mobile food vendors who may occupy a public location at any given time, City staff shall develop policies or practices for making such determinations.

- (3) No food shall be sold, prepared, or displayed outside of the mobile food vending unit while on the location noted on the permit.
- (4) Mobile food vendors shall provide appropriate waste and recycling receptacles at the site of the unit and remove all litter, debris and other wastes attributable to the mobile food vendor or customers on a daily basis.
- (5) Mobile food vendors shall not use any flashing, blinking or strobe lights, or similar effects to draw attention to the mobile food vending unit; all exterior lights over 60 watts shall contain opaque hood shields to direct the illumination downward.
- (6) Mobile food vendors shall not use loud music, amplification devices, or any other audible methods to gain attention which causes a disruption or safety hazard as determined by the city.
- (7) There shall be no signage used by mobile food vendors except for what is allowed on the mobile food vending unit itself in accordance with the city code.
- (8) When operating on city property or public streets, mobile food vendors are prohibited from locating, placing, or putting personal property outside of the mobile food vending unit, including but not limited to dining furniture, fixtures, and equipment.
- (9) No mobile food vendor shall utilize any electricity or power without the prior written authorization of the power customer; no power cable or similar device shall be extended at or across any street or sidewalk except in a safe manner.
- (10) Mobile food vendors shall comply with all applicable city laws, regulations, and ordinances, including those regulating noise, signage, and loitering.
- (11) Mobile food vendors shall not represent the granting of a permit under this chapter as an endorsement of the city.

Sec. 22-44. Other permits.

A permit obtained under this chapter shall not relieve any mobile food vendor of the responsibility for obtaining any other permit or authorization required by any other resolution, ordinance, statute, or administrative rule.

Sec. 22-45. Complaints; appeals; revocation of permit.

- (1) If a written complaint is filed with the city clerk alleging a mobile food vendor has violated the provisions of this chapter, the city clerk shall promptly send a copy of the written complaint to the mobile food vendor together with a notice that an investigation will be made by the city clerk, with the assistance of other city departments, as required, as to the truth of the complaint. The mobile food vendor shall be invited to respond to the complaint and present evidence and respond to evidence produced by the investigation. If the city clerk, after reviewing all relevant material, finds the complaint to be supported by a preponderance of the evidence, the complaint shall be certified.
- (2) The city clerk shall revoke the permit of any mobile food vendor engaged in mobile food vending who ceases to meet any requirement of this chapter or violates any other federal, state, or local law, ordinance, or regulation; makes a false statement on the permit application; or conducts activity in a manner that is adverse to the protection of the public health, safety, and welfare. Any revocation shall have immediate effect or remain in effect unless and until reversed on an appeal
- (3) If a permit is denied or revoked by the city clerk or if a written complaint is certified pursuant to this chapter, the applicant or holder of the permit may appeal to the city council in writing. The city council shall make a written determination, after reviewing evidence related to the appeal, as to whether the denial, revocation, or complaint is valid. If the city council determines that the denial, revocation, or complaint is valid as supported by a preponderance of the evidence, the action of the city clerk shall be sustained. The applicant may appeal the decision of the city council to a court of competent jurisdiction.

(4) Immediately upon such revocation, the city clerk shall provide written notice to the permit holder by certified mail to the address indicated on the application. The permit to operate shall become immediately null and void upon revocation.

Sec. 22-46. Civil infraction.

Any person who violates this chapter shall be responsible for a municipal civil infraction subject to a fine not to exceed \$500.00. Each day that a violation continues shall be deemed to be a separate violation.

Section 3. Effective Date. This ordinance shall become effective 20 days after its adoption or upon its publication, whichever occurs later.

YEAS: Ceo, Dillon, McClelland, Mitchell, TerHaar

NAYS: Marl, Girbach

ABSTAIN: _____

ABSENT: _____

CERTIFICATION

This true and complete copy of Ordinance No. 798 was declared adopted at a Regular Meeting of the Saline City Council held on May 7, 2018.



Brian Marl, Mayor



Terri Royal, City Clerk

Adopted: May 7, 2018
Published: May 17, 2018
Effective: June 7, 2017

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CITY OF SALINE
WASHTENAW COUNTY, MICHIGAN

ORDINANCE NO. 801

**AN ORDINANCE TO ADD A NEW SECTION 5.18 TO THE SALINE ZONING
ORDINANCE TO ALLOW MOBILE FOOD VENDING UNITS IN CERTAIN ZONING
DISTRICTS**

The City of Saline Ordains:

Section 1. Addition. The Saline Zoning Ordinance is hereby amended by adding a new Section 5.18, which section reads as follows:

Sec. 5.18. Mobile Food Vending Units.

- (1) For purposes of this section, "mobile food vending unit" means any vehicle operating in accordance with article III, chapter 22 of the City of Saline Code of Ordinances.
- (2) One or more food vending units shall be allowed to operate on any parcel in the I-1, I-2, I-4, PB, OS, C-1, C-2, C-3, D-1, or D-2 zoning districts, as a primary or accessory use, with permission of the owner of the parcel.

Section 2. Effective Date. This ordinance shall become effective 20 days after its adoption or upon its publication, whichever occurs later.

YEAS: Ceo, Dillon, McClelland, Mitchell, TerHaar

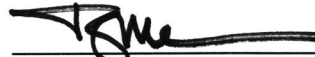
NAYS: Marl, Girbach

ABSTAIN: _____

ABSENT: _____

CERTIFICATION

This true and complete copy of Ordinance No. 801 was declared adopted at a Regular Meeting of the Saline City Council held on May 7, 2018.



Brian Marl, Mayor



Terri Royal, City Clerk

PC Review: February 28, 2018

Adopted: May 7, 2018

Published: May 17, 2018

Effective: June 6, 2018