



Think Inside the Triangle™

Application Number: \_\_\_\_\_

**City of Tracy**  
333 Civic Center Plaza  
Tracy, CA 95376

**COMMUNITY & ECONOMIC  
DEVELOPMENT DEPARTMENT**

MAIN 209.831.6400  
FAX 209.831.6439  
[www.cityoftracy.org](http://www.cityoftracy.org)

## **MOBILE FOOD VENDOR LICENSE APPLICATION FORM**

### **APPLICANT AND BUSINESS INFORMATION**

Applicant Name

E-mail Address

Phone Number

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Business Name

Applicant Address

City, State, Zip Code

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### **VEHICLE INFORMATION**

Vehicle Make, Model, Year

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Type of Vehicle (Coach, Trailer, etc.)

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Vehicle Identification Number (VIN)

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License Plate Number

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Please attach the following required documents to the Mobile Food Vendor License Application Form:

- *Copy of Vehicle Registration*
- *Proof of ownership or written authorization from the registered vehicle owner*
- *Evidence of Active Motor Vehicle Insurance*
- *San Joaquin County Health Permit for Mobile Food Facility*
- *City of Tracy Business License*

### **LICENSE REQUIREMENTS**

1. A Mobile Food Vendor License is required for each Mobile Food Vendor Vehicle.
2. A Mobile Food Vendor License is not transferable.
3. A Mobile Food Vendor License shall be valid for 365 days and is eligible for annual renewal. If the Mobile Food Vendor License is not renewed prior to expiration, it shall be deemed expired, and a new application shall be required.
4. Compliance with all Operational and Site Standards shall be a required condition of any Mobile Food Vendor License.
5. Applications for a Mobile Food Vendor License shall be reviewed and issued by the Director of Community and Economic Development, or designee.
6. A Mobile Food Vendor License may be revoked by the approving authority.

### **OPERATIONAL STANDARDS**

1. The Mobile Food Vendor shall maintain the following documents, or copies thereof, in the Mobile Food Vendor Vehicle and present them to City staff upon request:
  - *Mobile Food Vendor License*
  - *San Joaquin County Health Permit for Mobile Food Facility*
  - *City of Tracy Business License*
  - *Evidence of Active Motor Vehicle Insurance*
  - *Written evidence of permission from the owner of the property where the Mobile Food Vendor is operating, including name and contact telephone number.*

2. The Mobile Food Vendor may only sell food and/or beverages. Promotional items, such as stickers, t-shirts, etc. may also be sold.
3. At least one licensed driver capable of driving the vehicle shall be present at the Mobile Food Vendor Site at all times.
4. Mobile Food Vendors may operate continuously on any single site for a maximum of 18 hours each calendar day. At the end of each operational period, the Mobile Food Vendor Vehicle and any table, garbage can, or other possession shall be removed from the site. Any subsequent location during the remainder of the calendar day shall be at least 500 feet away.
5. No more than two Mobile Food Vendors may concurrently operate or be located at a single site unless separated by 500 feet. The concurrent use of a site by three or more Mobile Food Vendors within 500 feet of each other constitutes a Mobile Food Vendor Court and is subject to those specific regulations.
6. The Mobile Food Vendor may use a maximum of one portable table with chairs.
7. The Mobile Food Vendor may use a maximum of one portable sign with a maximum area of 12 square feet per side.
8. The portable sign must be located within 20 feet of and on the same site as the Mobile Food Vendor Vehicle and shall not be in the public right-of-way.
9. Each Mobile Food Vendor Site shall maintain receptacles for the collection of garbage, recycling, and organic waste, as required by State law and local regulations.
10. All food preparation and cooking shall occur within the Mobile Food Vendor Vehicle. The outside use of portable grills, barbecues, or similar devices is prohibited.
11. Internal combustion generators may not be used within 50 feet of a residential land use.

### **SITE STANDARDS**

1. Mobile Food Vendor Sites shall contain adequate space and configuration to allow customers to safely access and park on the site.
  - *A minimum of two customer parking spaces shall be provided at each site. These spaces may be shared but must be accessible to Mobile Food Vendor customers. Customer parking spaces are not required in the Central Business District (CBD) Zone.*
  - *The Mobile Food Vendor Vehicle, including any exterior tables or accessories, shall not occupy more than 50% of the total parking of any parking lot.*
2. The Mobile Food Vendor may operate only on private property in the following zoning districts:
  - *Community Shopping Center Zone (CS), General Highway Commercial Zone (GHC), Community Recreation Support Services (CRS), Central Business District (CBD), Neighborhood Shopping Zone (NS), Medical Office Zone (MO), Professional Office Medical Zone (POM), Light Industrial Zone (M-1), Heavy Industrial Zone (M-2), Highway Service Zone (HS), Northeast Industrial Specific Plan Area, Industrial Areas Specific Plan Area, I-205 Corridor Specific Plan Area [commercial and industrial zones], Tracy Hills Specific Plan [commercial and industrial zones], Ellis Specific Plan [commercial and industrial zones], and Cordes Ranch Specific Plan.*
3. Mobile Food Vendors are prohibited from operating on City-owned property, including the public right-of-way and parks and recreation facilities, unless part of an authorized special event.
4. The operational area of the Mobile Food Vendor Site must be paved with asphalt, concrete, or similar impervious surface.
5. Mobile Food Vendors may only operate on a site with an existing primary commercial or industrial use. Vacant sites may not be used by Mobile Food Vendors.
6. The Mobile Food Vendor Vehicle may not impede any driveway, drive aisle, pedestrian way, fire lane, path of egress, or trash enclosure.
7. Lines and waiting areas shall be accommodated on the Mobile Food Vendor Site.

*In making this application, I, \_\_\_\_\_, the undersigned, understand and agree to the above requirements and certify that all information provided herein is true and correct.*

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**FOR OFFICIAL CITY USE ONLY**

*This Mobile Food Vendor License (Application Number: \_\_\_\_\_) has been approved by the Community and Economic Development Department, or designee, subject to all applicable requirements of Tracy Municipal Code Section 10.08.3193, Mobile Food Vendor regulations, including the license requirements, operational standards, and site standards shown above, for a one year term starting on \_\_\_\_\_ and ending on \_\_\_\_\_.*

Employee Name

Employee Title

Employee Signature

Date

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