



City of Bristol Virginia - Planning Department
300 Lee Street
Bristol, VA 24201
Phone: 276-645-7470
Fax: 276-821-6099

Temporary Use Permit Application
MOBILE FOOD VENDING (Not for Special Events)

Applicant Name _____
Email/Phone

Address _____
Type of Mobile Food Vending Unit and Size

City Business License No. _____ Health Department License Expiration Date: _____

It is the intent of the City of Bristol, Virginia to allow mobile food vending to operate in the City provided that the mobile vending unit meets all the requirements of the Temporary Use Ordinance (City Code Section 50-176) which are specified below:

1. The unit must be located in a business or manufacturing zoning district (B-1, B-2, B-3, M-1, or M-2).
2. The operator shall have a current permit from the Virginia Department of Health for a mobile food vending unit.
3. The operator shall have a current city business license.
4. If the operator is not the property owner where the unit will be located, written permission from the property owner must be provided to the City.
5. The unit cannot be located in the public right-of-way, in loading zones or fire access zones, or consume otherwise necessary parking spaces. The unit shall not block sight distance or create a hazardous traffic situation.
6. The unit must meet the setbacks of the zoning district.
7. The unit shall not remain stationary on the property overnight, other than at the location where it is being stored and serviced when not in operation.
8. The unit shall not be permanently placed on the property and no permanent structure shall be attached to the mobile unit.
9. Any signage shall be securely attached to the mobile food unit.
10. There shall be a minimum buffer of one-hundred (100) feet between the mobile vending unit and any primary residential structure.
11. As part of the review process for an application for a temporary use permit, the Zoning Administrator may consider certain site conditions, such as, but not limited to, the size and condition of the parking area, and the safety of ingress and egress, and the proposed storage area for the unit when not in use. Any storage area for a unit shall also meet paragraphs (4), (5) and (6) above.
12. The fee for a temporary use permit for one location is \$100 per 12-month period. For a temporary use permit for multiple locations (roaming), but not to exceed five locations per permit, the fee is \$250 per 12-month period.
13. If applicant requests to locate in a city-owned parking lot, additional city requirements apply as specified on the following page.

I acknowledge that I have read and agree to the terms and conditions outlined above. I understand that failure to comply with one or more of the terms and conditions may cause this permit to be revoked. I have provided all of the information listed on the following page.

Applicant Signature

Date



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1. Please provide the following information if for one location only:
Location of Unit: _____

If applying for a “roaming” Temporary Use Permit, please list each location requested up to a total of five locations:

Street Address	Property Owner	Zoning

Please note that a permit holder may revise these locations during the duration of the permit, however it requires a revision to the existing permit and re-approval.

2. Please provide a copy of the following:

- a. City Business License
- b. Health Department License
- c. Written permission from Property Owner if applicant is not the property owner
- d. Sketch of General Location of the Unit on each proposed site

3. If any requested location is a city-owned parking lot, please provide the following additional documentation:

- a. Proof of commercial general liability insurance with Bristol, VA listed as certificate holder and additionally insured
- b. Hold Harmless Indemnification Agreement (to be signed by City Manager)
- c. Other pertinent information to describe operation, including photo of unit and dimensions, and hours/days of operation. Please note: The City reserves the right to revoke or modify the mobile food vending unit permit for any health, safety, or parking space concerns, including use of the parking lot for special events. The vendor will be responsible for keeping the designated area clean of any food waste and trash, and for any damage to city property.

FOR DEPARTMENT USE ONLY

Remarks or Conditions:

Planning Division Authorization Signature

Date

Permit Expiration Date:_____

Fee Paid \$_____