

315 BRIDGE STREET
P.O. BOX 398
ELK RAPIDS, MI 49629-0398



VILLAGE OF ELK RAPIDS
PHONE: 231-264-9274
FAX: 231-264-6337

APPLICATION - MOBILE FOOD VENDORS LICENSE

LICENSE FILE NO. APPLICATION FEE (NON-REFUNDABLE): \$100.00
MONTHLY LICENSE FEE: \$200.00
DATE: PROPERTY LOCATION: PUBLIC PRIVATE

PLEASE COMPLETE THIS APPLICATION AND SUBMIT TO THE VILLAGE CLERK WITH THE FOLLOWING ITEMS:

COMPLETED MOBILE FOOD VENDORS LICENSE APPLICATION

APPLICATION FEE

INSURANCE COVERAGE:

PROOF OF GENERAL COMPREHENSIVE LIABILITY POLICY WITH LIMITS OF NO LESS THAN \$2 MILLION COMBINED SINGLE LIMIT COVERAGE ISSUED BY AN INSURER LICENSED TO DO BUSINESS IN THIS STATE AND WHICH NAMES THE VILLAGE OF ELK RAPIDS AS AN ADDITIONAL INSURED.

PROOF OF PUBLIC LIABILITY AND PROPERTY DAMAGE MOTOR VEHICLE POLICY WITH LIMITS OF NO LESS THAN \$1 MILLION ISSUED BY AN INSURER LICENSED TO DO BUSINESS IN THIS STATE.

COPIES OF ALL OTHER APPLICABLE LICENSES OR PERMITS ISSUED BY OTHER ENTITIES:

ANTRIM COUNTY HEALTH DEPARTMENT

STATE OF MICHIGAN SALES TAX LICENSE

OTHER

LIST OF OTHER CITIES, VILLAGES OR TOWNS WHERE APPLICANT HAS CONDUCTED SIMILAR BUSINESS JUST PRIOR TO MAKING THIS APPLICATION

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APPLICANT NAME, ADDRESS, TELEPHONE NUMBER:

APPLICANT DRIVERS LICENSE NO.

OTHER EMPLOYEES, AGENTS OR REPRESENTATIVES REPRESENTING THE APPLICANT UNDER THIS LICENSE:

NAME	DRIVERS LICENSE NO.
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BUSINESS NAME, ADDRESS, TELEPHONE NUMBER:

DESCRIPTION OF THE NATURE OF THE BUSINESS; TYPE OF FOOD OR MENU ITEMS TO BE SOLD:

MOBILE FOOD UNIT VEHICLE INFORMATION:

YEAR:	MAKE:	MODEL:	LENGTH:	WIDTH:
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DATES REQUESTED FOR THIS LICENSE: FROM: TO:

HAS APPLICANT, EMPLOYEE, AGENT OR REPRESENTATIVE OF THE APPLICANT BEEN CONVICTED OF ANY CRIME OTHER ORDINANCE VIOLATION WITHIN THE LAST FIVE YEARS? YES NO

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AFFIDAVIT: THE UNDERSIGNED AFFIRMS THAT THE FORGOING ANSWERS, STATEMENTS AND INFORMATION ARE IN ALL RESPECTS TRUE AND TO THE BEST OF HIS/HER/ KNOWLEDGE, CORRECT. BY MAKING THIS APPLICATION, THE UNDERSIGNED GRANTS ALL OFFICIALS, STAFF AND CONSULTANTS OF THE VILLAGE OF ELK RAPIDS, ACCESS TO THE MOBILE FOOD VENDING UNIT AS REQUIRED AND APPROPRIATE IN SUPPORT OF A DETERMINATION AS TO COMPLIANCE WITH THE REQUIREMENTS OF THIS LICENSE.

SIGNATURE OF APPLICANT:

DATE:

FOR VILLAGE OF ELK RAPIDS USE ONLY

LICENSE FILE NO.

FEE TENDERED: \$

CASH CHECK#

LICENSE:

APPROVED

DENIED

REVOKED

CONDITIONS ATTACHED TO LICENSE APPROVAL:

APPROVED BY:

DATE:

Village Clerk

Planning & Zoning Administrator

Approved Locations for those Operating Mobile Food Unit on Village Property

All mobile food units must be properly licensed in order to operate at any of these locations.

Rotary Park:

- East side of US-31, in the parking spaces directly in front of the park building.
- 2 mobile food units maximum

The Industrial Park:

- Parking is allowed along the street, in current parking spots. All service must be provided on the sidewalk side of the food truck.
- 3 mobile food units maximum
- Units operating on private property are not subject to this limitation.

The Harbor:

- No mobile food unit is allowed in the Harbor parking lot. Parking is allowed along the street next to the lift station, as long as the unit does not block DPW access to the lift station.
- 1 mobile food unit maximum

Veterans Memorial Park:

- Parking is allowed in the grass/sand area beyond the parking lot, next to the tennis courts.
- 2 mobile food unit maximum

No mobile food unit may operate on any other publicly owned property within the Village of Elk Rapids.

All locations are on a first-come-first-serve basis. Simply put, the first unit(s) to arrive at an approved location get to stay at that location. Once the maximum number allowed is reached, no other units may operate at that location until one of the other vehicles leave.

Requirements for Mobile Food Vendors

1. Village License must be displayed at all times.
2. Vending is prohibited on public property within one block of a city-authorized street fair, public festival, farmers market or event, unless authorized by the event sponsor.
3. Vending on non-village property is allowed with a valid license.
4. Hours of Operation: 9:00 AM to 9:00 PM.
5. Vendor shall provide appropriate waste receptacles at the site of the unit and remove all litter, debris and other waste attributable to the vendor on a daily basis. Waste shall not be disposed of in city receptacles.
6. Vendor shall not use any flashing or blinking lights or strobe lights. All exterior lights over 60 watts shall contain opaque, hood shields to direct the illumination downward.
7. No loud music, amplification devices or “crying out” or any other audible methods to gain attention which causes a disruption or safety hazard as determined by the Village.
8. No mobile food truck shall make or cause to be made any unreasonable or excessive noise. The operation of all mobile food units, including generators, shall meet the Village of Elk Rapids noise ordinance.
9. Vendor will comply with all applicable federal, state and county regulations.
10. Vendor shall not leave any mobile food vending vehicle on village property unattended for more than 2 hours. Any mobile food vending vehicle on village property shall be removed between the hours of 10:00 PM and 7:00 AM.
11. Vendor shall not 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 village street, alley or sidewalk except in a safe manner as determined by the Village.
12. All grey water/untreated waste shall be disposed of in accordance with federal, state, county and local regulations, and under no circumstances shall untreated waste be disposed of into the public sewer.
13. No vehicle shall be located so as to block a public sidewalk or pathway, designated fire lane, or otherwise impede pedestrian or vehicular movement.
14. Products shall not be displayed outside of the mobile food vending unit.
15. Anyone operating on private property must submit a letter from the property owner granting them permission to use the property at time of application.
16. Mobile Food Units are limited to an overall length of 36 feet, and an overall width of 9 feet.