

Harrison Township
Development Department
5945 N. Dixie Drive, Dayton, OH 45414
937-890-5611(phone) 937-454-4831 (fax)
www.harrisontownship.org

MOBILE FOOD VENDOR PERMIT APPLICATION FORM

Requested Location of Sale: _____
Signature of Property Owner: _____
Applicant _____ Phone Number _____
Permanent Address _____
Social Security Number _____ - _____ - _____ Vendor/License Number(s) _____

Motor Vehicle Information:
Make _____ Model _____ Year _____
Driver's License Number _____ State of Issuance _____

Date requested for temporary sale ____ / ____ / ____ to ____ / ____ / ____

Give a brief description of items to be sold or services offered: _____

I hereby swear that the information and statements given on this application, and all supporting documentation submitted with this application are true and correct to the best of my knowledge. I understand that if the information and supporting documentation is not correct or complete, any permit issued subsequent to this application shall be void.

Date Signature of Applicant

TOWNSHIP USE ONLY

Permit Number _____ Date application submitted _____
Permit issued on _____ Expired on _____
_____ Approved _____ Disapproved

Zoning Administrator

GENERAL REGULATIONS: Mobile Food Vendor activities may be permitted only within a business, commercial, and/or industrial zoning district.

- A. If a Mobile Food Vendor meets all provisions of Section 4904 of the Harrison Township Zoning Resolution, a temporary and revocable permit shall be granted for a period not to exceed three (3) consecutive days. Each Vendor shall only be issued a single permit in a six (6) month period. Such six (6) month periods shall be from January through June and July through December.
- B. Any good, product, ware, or other item offered to the public by any means shall be displayed from within an enclosure. Such enclosure may consist of a truck, trailer, tent, or other similar vehicle or structure.
- C. Before any person, group or organization is issued a Temporary Sales Permit all State, County, and local permits, licenses, and vendors numbers shall have been issued for that specific use. Vendors are required to adhere to all State, County and Local laws, rules and regulations while operating in the Township. Failure to do so is grounds to revoke the Township Food Truck Vendor permit.
- D. Each Mobile Food Vendor operation shall conform to the Lot Area, Frontage and yard Requirements of the Zoning District in which such business is located.
- E. No Mobile Food Vendor operation shall obstruct or impede the movement of traffic within the established right-of-way, or obstruct or impede traffic movement to or from private property at the established right-of-way line.
- F. To ensure intersection visibility on corner lots, no Mobile Food Vendor activity shall be permitted within a triangular area formed by the right-of-way lines at such corner lot and a straight line joining such right-of-way line at points which are fifty (50) feet distant from the intersection of the right-of-way line and measured along such right-of-way lines.
- G. A parking layout must be submitted indicating spaces deleted due to the location of the Mobile Food Vendor activity: relocation of deleted parking spaces, if such spaces are needed to fulfill the minimum number of parking spaces required by the Zoning Resolution for the permanent established business on the same lot; parking spaces to be provided for the exclusive use of the Mobile Food Vendor activity.

SPECIFIC REQUIREMENTS

- A. Prior to conducting any business activity within the Township, a Mobile Food Vendor Permit shall have been issued by Development Director. Such application shall be on forms provided by the Township and shall contain the information required therein.
- B. In addition, the applicant shall submit a plot plan for each proposed business location containing the following information:
 - 1. Type of enclosure to be used and setbacks from existing right-of-way lines to the proposed location of the mobile food vendor activity.
 - 2. signage: size, type and location
 - 3. Parking layout, as provided for under General Requirements, item G.
 - 4. Internal traffic circulation pattern to ensure compliance with General Requirements, item E.
- C. The Mobile Food Vendor Permit shall be clearly displayed on the front of the enclosure used to house the activity during its hours of operation.
- D. You must contact Montgomery County Health Dept. at (937) 224-8797 or (937) 225-4460.
- E. No Mobile Food Vendor activity shall occur between the hours of 8pm and 8am.
- F. No Mobile Food Vendor activity will operate on any parcel within 100 feet of any Residential Zoning District.

FEE: At the time application is made a non-refundable fee of fifty (\$50.00) dollars shall be paid for each Temporary Sales application made.