



City of Ocean Springs

1018 Porter Ave, Ocean Springs, MS 39564 PH: (228)-875-4236 FAX: (228)-875-7249

— MOBILE FOOD VENDOR — CONSENT FORM / SITE PLAN

Date Submitted: _____

Business Information:

Name of Business: _____

PERMIT NUMBER: _____ Business Owner – Name: _____

Phone Number: _____ Email: _____

Property Information:

Address: _____

Zoning District: _____ *If Developed* – Existing Business Name: _____

Property OWNER of Record: _____

Mailing Address: _____

Email: _____ Phone: _____

PROPERTY OWNER SIGNATURE: _____ Date: _____

A CONSENT FORM MUST BE APPROVED FOR EACH LOCATION TO BE UTILIZED PRIOR TO OPERATION

CONSENT FORM NOTES:

- A separate form must be submitted for EACH location to be utilized.
- A **MINIMUM** of 7 business days must be allowed for approval of each Consent Form.
- The form must be completed in its entirety including a site plan showing the location of the Mobile Food Vendor vehicle(s) within the private property, as well as any tables and similar accessories.
- The form must be signed by the property **OWNER**.
- The private property must be commercially zoned and have adequate parking to accommodate the additional activity.

Inspection Criteria:

Location

- Cannot be locked or attached to trees, garbage cans, or street furniture;
- Cannot be located within 20 feet of any bus stop;
- Cannot block the view of traffic or traffic signals or traffic signs, impede pedestrian or vehicular traffic on sidewalks and rights of way, or in any way inhibit lines of sight for vehicular traffic;
- May not locate within ten (10) feet of any fire hydrant;
- Cannot operate any place the general public is prohibited;

- Location of the vehicles may not result in the violation of minimum parking space requirements as prescribed by ordinance;
- Vendor must provide and properly manage a trash receptacle for use by customers in such a manner as not to block or otherwise obstruct pedestrian or vehicular traffic, and is responsible for all litter and trash within fifteen (15) feet of the operation;
- Mobile food vendors may place a maximum of three coolers within their containment area so long as the coolers are neatly stacked to avoid visual clutter; and
- No accessory container shall be more than three feet from the unit. Accessory containers must be made of hard substances such as hard plastic or a metal and may not be made by expanded polystyrene plastic, paper, paperboard, or cardboard.

Operational Requirements

- The operators must be present at all times
- Sales of goods are limited to food and non- alcoholic beverages
- Mobile food vendors are responsible for all waste and trash removal – No liquid waste or grease is to be disposed of in tree pits or onto sidewalks, streets, or other public places; nor shall it be disposed of in drains or sanitary sewers.
- Stands, shelves, bins, equipment, signs, covers, or any kind of accessory or feature may be provided unless the same was accurately described and included in the application
- The vehicle must have self-contained utilities. If a generator is utilized, it shall be in compliance with the City of Ocean Springs noise ordinance Section 15- 13.
- Umbrellas or canopies must be attached to the pushcart or vehicle with a maximum diameter of not exceed six feet, and shall not interfere with pedestrian or vehicular movement and/or line of sight. No mobile pushcart or mobile food preparation vehicle shall have more than two umbrellas.
- One temporary menu board style sign not to exceed six (6) square feet in size may be utilized.
- Signs on mobile pushcarts and mobile food preparation vehicles shall not exceed the size of the pushcart or vehicle.
- Exterior lighting must be hooded or shielded so that the light source is not directly visible to a residential use.
- Mobile pushcarts and mobile food preparation vehicles may not be stored, parked or left overnight on city property or right of way.
- Affirmation of Code Compliance – Ord.2019-10 – Below.



Copy of Ordinance 2019-10 Received: _____(initials)



SITE PLAN:

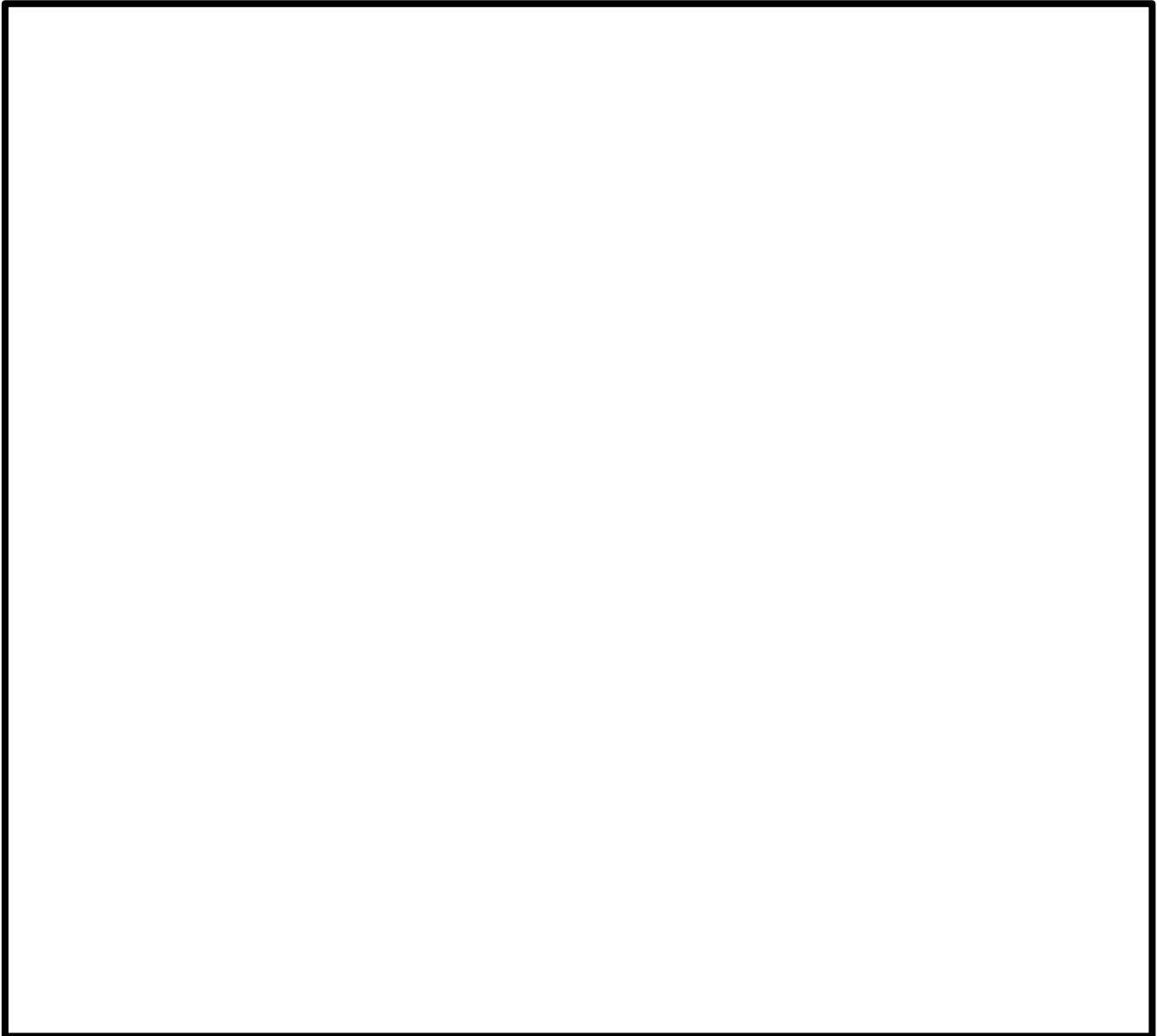
Indicate the following:

EXISTING:

- Structures
- Parking places
- ADA parking
- Property entrances

PROPOSED:

- Placement of Food Vendor
- Trash receptacles
- Signage
- Accessory containers



Affirmation of Codes/Regulations:

I, _____ (*print name*), hereby certify that I am the owner of the Mobile Food Vendor business and/or have the legal ability to submit this CONSENT FORM request on behalf of the owner, and that I have read and understand the requirements as outlined in the application.

Signature

Date

FOR OFFICE USE ONLY:

Building Department: _____ **Date:** _____

Comments: _____

Police Department: _____ **Date:** _____

Comments: _____

Fire Department: _____ **Date:** _____

Comments: _____

Planning Department: _____ **Date:** _____

Comments: _____

Public Works: _____ **Date:** _____

Comments: _____

Additional Comments: _____
