City of Rushville
Neighborhood Development
330 North Main Street, Suite 200
Rushville, Indiana 46173

Samantha Copley
Code & Building Compliance

Note: This application must be filled out completely. The mobile food unit must comply with the City's Food Truck Ordinance, all applicable local and State of Indiana laws and regulations. This permit is valid only for the mobile unit and no external fixtures such as tents. Permits are required for all food trucks locating on public property (street, parking spaces, etc.)

CITY OF RUSHVILLE MOBILE VENDOR PERMIT
SEE ATTACHED FEE SCHEDULE

Mobile Vendor Business Name _____

Owner _____

Home Address _____

Phone Number _____ Cell _____

E-mail Address _____

Mobile Unit Description _____

License Plate Number _____

Health Department Permit Number _____ Exp: Date _____

Event Attending (if applicable) _____

Date(s) of Event _____

I attest that the information provided above is true and accurate. I agree to comply with the requirements as set forth by the City of Rushville and understand that a failure to do so may result in penalties and revocation of the permit. I further understand that the permit is issued to the above listed owner(s) and is not transferrable.

_____ _____
Signature of Applicant Date

☐ Please check box – I certify my electronic signature is the legal equivalent to my manual signature.

OFFICE USE ONLY

Date Permit issued: _____ Expiration Date _____

330 North Main Street, Suite 200, Rushville, Indiana 46173
Fax Number 765-932-4355

MOBILE FOOD TRUCK AREA CHART

1. Area is defined as any city property with permission of Mayor's Office. City property is defined as follows: all city streets, alleys, parks and any other real property that the City owns.

2. Any private property and food truck must have consent of the owner for that private property.

MOBILE FOOD TRUCK FEE SCHEDULE

$100.00 Per year beginning January 1, 2020 until such fee schedule is amended or terminated.

Fee to be waived if food truck attends festival or event and food truck has paid fee for that festival or event during that year that fee is due.

CHAPTER 114: MOBILE FOOD TRUCKS

Section

114.01 Definitions

114.02 Permit

114.03 Criteria, rules and policies

§ 114.01 DEFINITIONS.

For the purpose of this chapter, the following definition shall apply unless the context clearly indicates or requires a different meaning.

MOBILE FOOD TRUCK. A mobile vehicle, including a truck and/or trailer, for the cooking and selling of food.

(Ord. 2019-19, passed 11-19-2019)

§ 114.02 PERMIT.

There shall be a special annual permit for mobile food trucks that meet the criteria set forth in § 114.03. Permit fee schedules will be maintained in the City Clerk's Office and may be amended by the Board of Public Works and Safety from time to time.

(Ord. 2019-19, passed 11-19-2019)

§ 114.03 CRITERIA, RULES AND POLICIES.

A mobile food truck operator may be entitled to apply for an annual permit under the following conditions:

(A) Anyone operating a mobile food truck must comply with all applicable Rush County and State Health Department laws and regulations and must maintain compliance while operating under a city mobile food truck permit.

(B) Mobile food truck operators must comply with and apply for their city permit with the Rushville Clerk-Treasurer's Office.

(C) Mobile food trucks may not engage in selling food or beverages between the hours of 10:00 p.m. and 6:00 a.m. in a public right-of-way unless it is an exempt event - such as (examples are) Riverside Park Summer Concert Series, Wilke Day Festival, Christmas on Main Street. The Mayor may extend these hours upon the prior request of permitees.

(D) All equipment used or provided shall be in good repair and shall meet the standards required in 410 I.A.C. 7-24, as amended, and I.C. Ch. 16.

(E) All mobile food trucks shall meet the requirements as set forth by the city, as amended from time to time. Such requirements shall be available to any mobile food truck operator requesting a permit and may be obtained from the City Clerk-Treasurer's Office.

(F) Food must be vended from the curb and not the street side of the mobile food truck.

(G) In the event a food truck operator changes the product sold, as well as on the operator's city permit, an amended permit shall be applied for at the City Clerk-Treasurer's Office and obtained at no

additional cost to the operator. Additionally, such operator must notify the Rush County Health Department and obtain an amended permit from them or waiver of amended permit and provide such documentation to the City of Rushville. The new product to be sold still must meet all Rush County Health Department and city requirements and the regulations of this section.

(H) In the event the food truck operator is operating under a separate provision of the City's Code of Ordinances (e.g. festivals), the food truck operator shall comply with the rules and regulations of the separate provision.

(I) All mobile food trucks shall be equipped at all times with an operating and up to code 5 lb. ABC fire extinguisher.

(J) The food truck operator shall comply with all city parking regulations.

(K) Areas for food truck sales are as follows:

(1) Area is defined as any city property with permission of Mayor's Office. City property is defined as follows: all city streets, alleys, parks and any other real property that the city owns.

(2) Any private property and food truck must have consent of the owner for that private property.

(L) Violations of any provisions set forth herein or requirements established by the city, as amended from time to time, may result in revocation of the food truck operator's permit and a penalty in the amount of $100 per day that the food truck operator continues its operation without a permit.

(M) All other relevant provisions of this chapter shall apply to the operation of mobile food trucks.

(Ord. 2019-19, passed 11-19-2019)

ORDINANCE OF THE CITY OF RUSHVILLE, INDIANA

2019-19

ORDINANCE FOR MOBILE FOOD TRUCK PERMITS

WHEREAS, the current City Code provides as follows:

MOBILE FOOD TRUCKS

(A) *Defined.* MOBILE FOOD TRUCK. A mobile vehicle, including a truck and/or trailer, for the cooking and selling of food.

(B) *Permit.* There shall be a special annual permit for mobile food trucks that meet the criteria set forth in division (C) below. Permit fee schedules will be maintained in the City Clerk's Office and may be amended by the Board of Public Works and Safety from time to time.

(C) *Criteria, rules and policies.* A mobile food truck operator may be entitled to apply for an annual permit under the following conditions:

(1) Anyone operating a mobile food truck must comply with all applicable Rush County and state health department laws and regulations and must maintain compliance while operating under a City mobile food truck permit.

(2) Mobile food truck operators must comply with and apply for their City permit with the Rushville Clerk-Treasurer's Office.

(3) Mobile food trucks may not engage in selling food or beverages between the hours of 10:00 p.m. and 6:00 a.m. in a public right-of-way unless it is an exempt event – such as (examples are) Riverside Park Summer Concert Series, Willke Day Festival, Christmas on Main Street. The Mayor may extend these hours upon the prior request of permitees.

(4) All equipment used or provided shall be in good repair and shall meet the standards required in 410 I.A.C. 7-24, as amended, and I.C. Ch. 16.

(5) All mobile food trucks shall meet the requirements as set forth by the City, as amended from time to time. Such requirements shall be available to any mobile food truck operator requesting a permit and may be obtained from the City Clerk-Treasurer's Office.

(6) Food must be vended from the curb and not the street side of the mobile food truck.

(7) In the event a food truck operator changes the product sold, as well as on the operator's City permit, an amended permit shall be applied for at the City Clerk-Treasurer's Office and obtained at no additional cost to the operator.

Additionally, such operator must notify the Rush County Health Department and obtain an amended permit from them or waiver of amended permit and provide such documentation to the City of Rushville. The new product to be sold still must meet all Rush County Health Department and City requirements and the regulations of this section.

(8) In the event the food truck operator is operating under a separate provision of the City's code of ordinances (e.g. festivals), the food truck operator shall comply with the rules and regulations of the separate provision.

(9) All mobile food trucks shall be equipped at all times with an operating and up to Code 5 lb. ABC fire extinguisher.

(10) The food truck operator shall comply with all City parking regulations.

(11) Areas for food truck sales are as follows: See Attached Area Chart.

(12) Violations of any provisions set forth herein or requirements established by the City, as amended from time to time, may result in revocation of the food truck operator's permit and a penalty in the amount of $100 per day that the food truck operator continues its operation without a permit.

(13) All other relevant provisions of this chapter shall apply to the operation of mobile food trucks.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF CITY OF RUSHVILLE, INDIANA this Ordinance will be in full force and effect from and after its passage and signature by the City Council of the City of Rushville, Indiana, and as provided by law, and upon any further requirements under Indiana law.

PASSED AND ADOPTED BY THE COMMON COUNCIL OF THE CITY OF RUSHVILLE, INDIANA, THIS 19 DAY OF ~~October, 2019~~ November.

CITY COUNCIL, CITY OF RUSHVILLE:

CRAIG A. SMITH, PRESIDENT

BRIAN G. CONNER, MEMBER

ROBERT M. BRIDGES, MEMBER

BRADLEY A. BERKEMEIER, MEMBER

GARY M. CAMERON, MEMBER

PRESENTED TO ME FOR APPROVAL AND APPROVED this 19 day of October, 2019.

Michael P. Pavey, Mayor
City of Rushville, Indiana

ATTEST:

Ann L. Copley, Clerk-Treasurer

City of Rushville
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Temporary Food Service Rules

The person or business looking to serve food temporarily in the City of Rushville must follow the following criteria;

- Must have a permit from the Rush County Health Department first, they issue permits for fourteen (14) days at a time

- Must pay a city fee of $60.00 for thirty (30) days

- If a 2nd permit is obtained in the **same month** from the Rush County Health Department they do not have to get another city permit

330 North Main Street, Suite 200
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Telephone 765-932-3735 Ext: 1311
Fax 765-932-4355
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