



**Included in this packet:**

1. List of Required Submittals
2. Application Form
3. Information Sheet
4. Downtown Map

**ANNUAL PERMITS  
EXPIRE ON  
SEPTEMBER 30<sup>TH</sup>  
OF EVERY YEAR**

Planning and Economic  
Development Department

Development Review  
Services Division

<http://www.stpete.org/LDR>

City of St. Petersburg  
1 4<sup>th</sup> Street North  
St. Petersburg, FL 33713  
727 - 893-7471

Last Updated: 12-11-2017

# MOBILE FOOD TRUCKS

Application No. \_\_\_\_\_



## List of Required Submittals

**Only complete applications will be accepted:**

- Completed application form.
- Application fee (**\$170 first year, \$85 annual renewal fee**)  
(\*Note – An additional **Business Tax Licensing fee of \$65** is required as part of the approval process).
- Copy of State of Florida license from the Department of Business and Professional Regulation Division of Hotels and Restaurants, OR Florida Department of Agriculture.
- Copy of Certificate of Insurance (see page 3 for specific insurance requirements). **If operating in the right-of-way the City of St. Petersburg is required to be listed as “additionally insured”.**
- Photographs of the mobile food truck (for new applications).

## Supplemental Information

- Visit <http://www.myfloridalicense.com/dbpr/hr/index.html> for the most current regulations from Florida Division of Hotels and Restaurants.
- Visit <http://www.freshfromflorida.com/Divisions-Offices/Food-Safety> for the most current regulations from Florida Division of Food Safety (Agriculture).

**Note:** These regulations exclude a contractual or other private arrangement between a mobile food truck and an individual or group that wishes to have food catered to a specific location and which is not open to the public.

Completeness review by city staff: \_\_\_\_\_



Cashier Validation

# MOBILE FOOD TRUCKS

Application No. \_\_\_\_\_

All applications are to be filled out completely and correctly. The application shall be submitted to the City of St. Petersburg's Planning and Economic Development Department, located on the 1st floor of the Municipal Services Building, One Fourth Street North, St. Petersburg, Florida.

GENERAL INFORMATION		
Name of Applicant:		
Street Address:		
City, State, Zip:		
Telephone No:		
Email Address:		
Website:		
VEHICLE INFORMATION		
Business Name:		
Vehicle Identification Number (VIN):		
State License, No. for Mobile Food Dispensing Unit:		
State License, Date Issued:		
State License, Expiration Date:		
REQUEST		
To operate on private property:	Yes	No
To operate on public rights-of-way:	Yes	No

## AUTHORIZATION

By signing this application, the applicant affirms that all information contained within this application packet has been read and that the information on this application is accurate. The applicant certifies that he/she has read City Code Section 16.50.440 regulating the operation of mobile food trucks and understand that issuance of an annual mobile food truck permit does not exempt the holder from complying with all requirements of the City Code. Filing an application does not guarantee approval.

**NOTES:** 1) It is incumbent upon the applicant to submit correct information. Any misleading, deceptive, incomplete or incorrect information may invalidate your approval.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

OFFICIAL USE ONLY		
PRE-APPROVED	TYPE OF TRUCK	FINAL APPROVAL
Requires Pre-Approval Authorization	Class I Mobile Kitchen	Requires Final Approval STAMP
	Class II Canteen Truck	
	Class III Ice Cream Truck	

# MOBILE FOOD TRUCKS (pg 3)

## **Insurance Requirements:**

Include a certificate of insurance demonstrating the following (contact the Risk Management Division with specific questions at 727-893-7582):

- If operating in the street (right-of-way):
  - Commercial General Liability Insurance
  - \$1,000,000 per Occurrence
  - \$2,000,000 General Aggregate
  - \*Must name the City as “additionally insured”.
- Automobile Liability
  - \$300,000 Combined Single Limit
- Proof of Workers Compensation as required by Florida law (if more than 3 employees).

## **Fees and Expiration of Permits:**

- The permit fee is \$170 for the first year and \$85 for annual renewals of existing permits.
- The annual Business Tax fee is \$65.
- Permits expire at the end of the fiscal year for which they are issued (**September 30<sup>th</sup>**).

## **Mobile Vending Classifications:**

A mobile food truck is a vehicle which is used to vend food and beverage products and is classified as one of the following:

**Class I—Mobile kitchens.** In addition to the vending of products allowed for class II and class III mobile food trucks, these vehicles may cook, prepare and assemble food items on or in the unit and serve a full menu.

**Class II—Canteen trucks.** These vehicles vend fruits, vegetables, hot dogs, pre-cooked foods, pre-packaged foods and pre-packaged drinks to employees at a specific location and do not advertise for customers. No preparation or assembly of foods or beverages may take place on or in the vehicle. The heating of pre-cooked foods is allowed. A cooking apparatus or grill top for the heating of pre-cooked foods is permitted so long as it complies with state regulations.

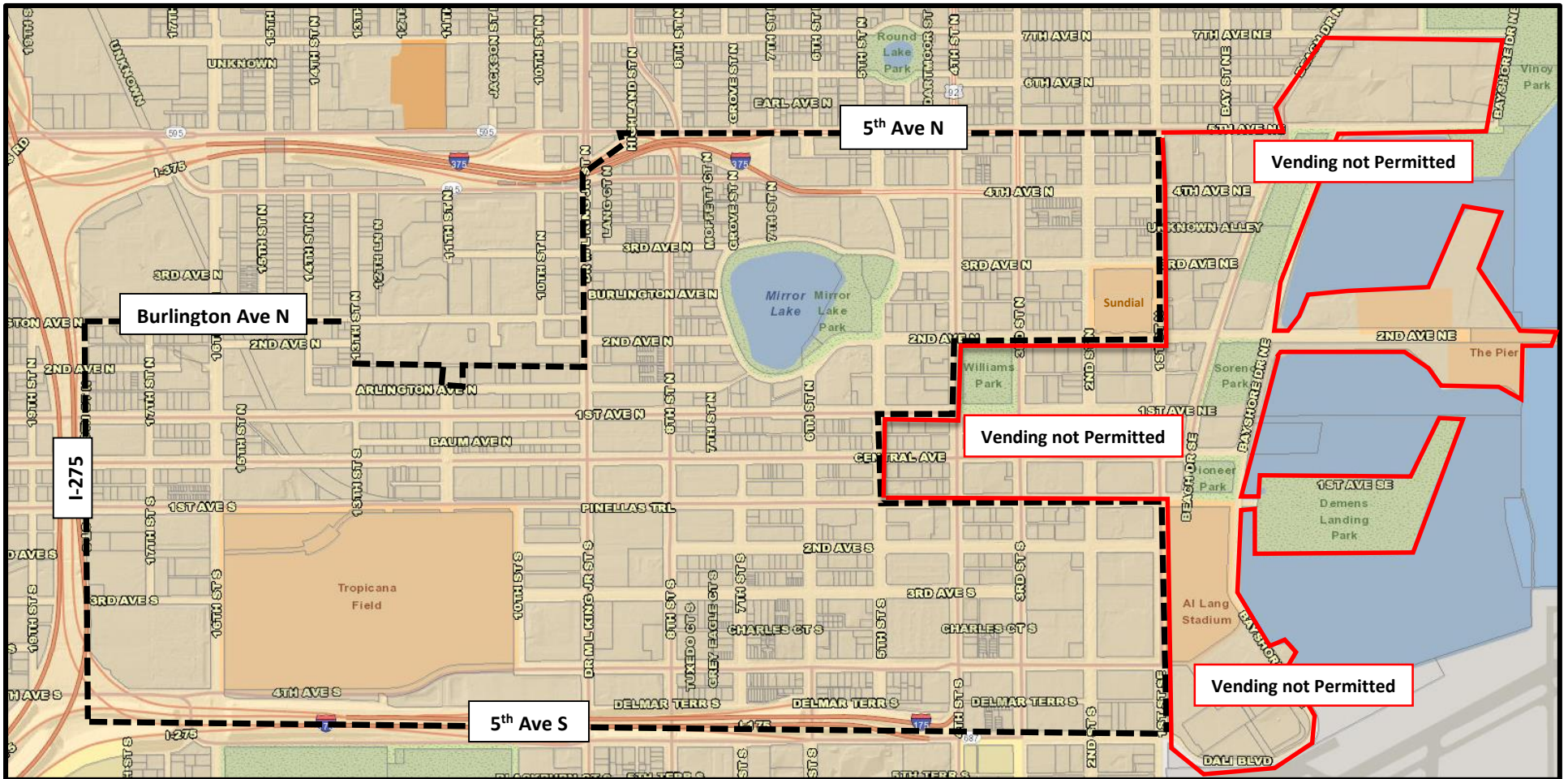
**Class III—Ice cream trucks.** These vehicles vend only pre-packaged frozen dairy or frozen water-based food products, soft serve or hand-dipped frozen dairy products or frozen water-based food products and pre-packaged beverages. If vending in the street (right-of-way) only, this permit does not apply – please contact the City’s Police Department to obtain a Peddler’s Permit.

## **Locations and Operation:**

- In Downtown Center zoning districts mobile food truck vending in the street is prohibited. Vending on private property is specifically prohibited in the DC-C, DC-3, and DC-P zoning districts. This restriction does not apply to private property within the DC-1 or DC-2 zoning districts. (See attached map for downtown location restrictions).
- Outside of Downtown Center zoning districts, vending may occur in the public right-of-way in a legal parking space, or on private property with the property owner’s consent on properties located within zoning districts allowing retail uses or restaurants and bars (CRT-2, CCT-1, CCT-2, CCS-1, CCS-2, CCS-3, RC-1, RC-2, RC-3, IC(I)).
- On private property mobile food trucks can operate a maximum of two days per calendar week. A food truck may operate 7 days a week at different locations, but one location may only host a food truck up to two days per week.
- Mobile vending is not allowed on city park land (except as part of an approved special event).
- Operation of a food truck is prohibited on vacant and undeveloped property, except when located in a CCT-2 zoning district.
- No more than two mobile food trucks shall operate on any property at any one time, except as may be allowed by a City issued permit (such as a Food Truck Rally permit).
- Open flame cooking is prohibited.
- No tables, chairs or other furniture or equipment (other than the mobile food truck) shall be placed in the street or on public sidewalks (City right-of-way).

**To check the zoning designation of a property visit [www.stpete.org/LDR](http://www.stpete.org/LDR)**

# Mobile Food Truck Vending in Downtown St. Petersburg



 Mobile Vending permitted on private property only (no vending in the streets)

 Mobile Vending not permitted in this area (on private property or in streets)

\* This map applies to individual operators of Class I Mobile Kitchens. An approved Mobile Food Truck Permit is required prior to vending.

\*\*Restrictions do not apply to an event approved by the City.