

*City of Woodland*

**COMMUNITY DEVELOPMENT DEPARTMENT**  
300 FIRST STREET WOODLAND, CA 95695

(530) 661-5820 (530) 406-0832 FAX

<http://www.cityofwoodland.org>

## Mobile Food Vendor Requirements

Mobile food vending is defined as any vehicle from which goods, wares, merchandise, materials, fruits, vegetables or foodstuffs are sold, displayed, solicited or ordered for sale, bartered, or exchanged, or any lunch wagon or eating cart.

### Requirements for mobile food vendor to operate in Woodland:

- **Public health permit** from Yolo County
- **Business license** from the City of Woodland
- **Mobile Vendor Permit** issued from the Community Development Department to operate on private property or an encroachment permit to operate on public property. Vendors operating on public property for less than thirty (30) minutes at any one location are exempt from Vendor Permit requirement.

## County Permitting Requirements: Public Health Permit from Yolo County

The California Retail Food Facilities Law (CURFFL) governs health standards for retail food sales. CURFFL and City Municipal Code Section 14-15-9 require a Public Health Permit before any public sales occur.

- The annual permit is obtained from the **Yolo County Environmental Health Department**.
- Vendors must complete an application and have their cart or vehicle inspected before a permit can be obtained.
- **Inspections:** 8:00-9:00— AM daily at the Environmental Health Department offices (call for an appointment).
- **Fees:** mobile food preparation vehicles: Contact Yolo County for exact fees.
- All questions pertaining to health standards and the public health permit should be directed to the Yolo County Environmental Health Department.

### Yolo County Environmental Health Department

20 Cottonwood Street  
Woodland, CA 95695  
Telephone: (530) 666-8646  
FAX: (530) 666-8664

E-Mail:

[environmental.health@yolocounty.org](mailto:environmental.health@yolocounty.org)

Additional information available at:  
Environmental Health Services Web Site  
[www.Yolocounty.org](http://www.Yolocounty.org)

## City Permitting Requirements

### Business Registration "License"

Woodland requires a business registration for all mobile food vendors. This applies to all types of vendors.

- The business registration form is available on-line or directly from the Community Development Department at the City Hall Annex located at the address below.
- Fees: Fees are determined based upon residency of the business owner: \$85 to \$145 dependant upon residency within Woodland—Mobile Vending is considered a Home Based Business.

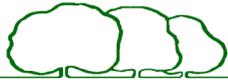
### Community Development Department

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### Vendor Permit or Encroachment Permit

A zoning or encroachment permit is required based on the intended location of sales.

- Vendors operating on private property for any length of time must obtain a Mobile Vendor Permit from the Community Development Department.
- Vendors operating on public property for more than thirty (30) minutes in each location must obtain an encroachment permit from Community Development.
- Vendors operating on public property for less than thirty (30) minutes in each location do not need a Mobile Vendor or an encroachment permit.



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### Special requirements for mobile food vendor to operate in Woodland:

- The maximum number of mobile vendor vehicle permits shall equal the number of current, valid city business licenses issued to mobile vendor vehicles on April 1, 2011.

### Permitting Requirements: Operation on Private Property

The Community Development Department must issue a Mobile Vendor Permit for vendors operating on private property. The following requirements must be met for each location:

- The mobile vendor vehicle shall obtain a permit from the Yolo County Health Department, and shall comply with all applicable federal, state, and local laws, regulations, and ordinances.
- The property shall be located in an area where vending is permitted under Chapter 25 of the Municipal Code.
- No mobile vendor vehicle shall operate within any city park or recreation facility, except in conjunction with a special event permit.
- No mobile vendor vehicle shall operate within forty (40) feet of an intersection or twenty (20) feet of a driveway or entrance to any parking lot.
- No mobile vendor vehicle shall operate within three hundred (300) feet of any school, whether public or private.
  - Vendor may operate on school property with written permission of the institution.
- Mobile vendor vehicles operation on private property, including schools, shall comply with the following:
  - The written approval of the owner of the location shall be obtained. A copy of the written approval shall be maintained in the vehicle at all times.
  - Only **one** mobile vendor vehicle shall operate at the property at any one time.
- No mobile vendor vehicle permit is required if the vendor only sells, displays, solicits or offers for sale, barter or exchange: Newspapers, leaflets, pamphlets, bumper stickers, or buttons.

### General Operational Requirements

The following general compliance requirements are conditions to maintaining a Mobile Vendor Permit:

- The Mobile Vendor permit shall be posted in a location on the vehicle that is clearly visible to patrons.
- Mobile Vendor's may **not** operate between the hours of 10:00 p.m. and 8:00 a.m. of any day.
- The mobile vendor vehicle and surrounding property shall be maintained in a safe and clean manner at all times.
- No free standing or banner signs shall be displayed.
- No tables, chairs, or other site furniture shall be permitted.
- Temporary shade structures shall be removed whenever the mobile vendor vehicle is not operating.
- The vehicle shall only be stopped, standing, or parked on surfaces paved with concrete, asphalt, or another impervious surface.

### Application Process

The following are the application requirements for a Mobile Vendor Vehicle Permit:

- The individual and business name, address, and telephone number of the permit applicant.
- Written evidence that the applicant is an owner, lessee, or holder of a similar interest in the mobile vendor vehicle.
- The name and address of **all** legal and registered owners of the vehicle, and each person with a financial interest in the business that operates the mobile vendor vehicle.
- A copy of a valid city business registration (license) for the business that operates the mobile vendor vehicle.
- The state vehicle license plate number and the VIN number of the mobile vendor vehicle, if applicable.
- Proof that the mobile vendor vehicle is in compliance with all applicable state and county requirements regarding the operation of a mobile vendor vehicle.
- The address where the mobile vendor vehicle is stored when not in use.