



# MOBILE PERMIT

## BUILDING SERVICES

DATE \_\_\_\_\_

PERMIT NO. \_\_\_\_\_

### BUSINESS DESCRIPTION

SALES TAX ID # \_\_\_\_\_ BUSINESS NAME \_\_\_\_\_

TYPE OF BUSINESS \_\_\_\_\_ BUSINESS MAILING ADDRESS \_\_\_\_\_

BUSINESS OWNER NAME \_\_\_\_\_ CONTACT NAME \_\_\_\_\_

BUSINESS OWNER PHONE # \_\_\_\_\_ CONTACT PHONE # \_\_\_\_\_

BUSINESS OWNER E-MAIL \_\_\_\_\_ BUSINESS OWNER E-MAIL \_\_\_\_\_

COUNTY HEALTH PERMIT # (IF APPLICABLE ) \_\_\_\_\_

### VEHICLE INFORMATION

LICENSE PLATE # \_\_\_\_\_ DATE OF LAST KELLER FIRE INSPECTION \_\_\_\_\_

INSURANCE POLICY # \_\_\_\_\_ ELECTRICITY SOURCE \_\_\_\_\_

INSURANCE CARRIER \_\_\_\_\_ IF GENERATOR, FUEL TYPE \_\_\_\_\_

WATER SOURCE \_\_\_\_\_

### ADDITIONAL PERMIT INFORMATION

Is this application part of a Special Event Permit? Yes\_\_\_ No\_\_\_ If yes what event? \_\_\_\_\_

In order to complete this application, please:

- pay the \$50 annual Mobile Permit fee
- attach a copy of your Tarrant County Health Department Permit
- attach one photo of vehicle
- proof of insurance showing a minimum amount of \$1,000,000 liability insurance

**Please refer to attached Ordinance related to Food Trucks and Mobile Vendors.**

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW.

Applicant Name \_\_\_\_\_ Signature \_\_\_\_\_ Business Owner Name \_\_\_\_\_ Signature \_\_\_\_\_

Released for Operation: \_\_\_\_\_

Date: \_\_\_\_\_

Comments:

ORDINANCE NO. 2058

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF KELLER, TEXAS, APPROVING AN AMENDMENT TO THE CITY OF KELLER UNIFIED DEVELOPMENT CODE (UDC), ADOPTED BY ORDINANCE NO. 1746 DATED JULY 7, 2015, BY AMENDING ARTICLE 3 – DEFINITIONS AND ARTICLE 8 - ZONING DISTRICTS, DEVELOPMENT STANDARDS, TREE PRESERVATION, RELATED TO FOOD TRUCKS, FOOD TRUCK COURTS AND MOBILE VENDORS; AUTHORIZING PUBLICATION; PROVIDING A PENALTY; AND ESTABLISHING AN EFFECTIVE DATE. CITY OF KELLER, APPLICANT. (UDC-22-0001)

WHEREAS, the City Council of the City of Keller, Texas, finds it to be in the best interest of the citizens to amend the Unified Development Code as detailed in “Exhibit A” to encourage the use of Food Trucks, Mobile Vendors and the development of Food Truck Courts in the City of Keller; and

WHEREAS, notice of a public hearing before the Planning and Zoning Commission (Commission) was published in the Fort Worth Star Telegram on February 25, 2022; and

WHEREAS, the Commission held a public hearing on March 8, 2022 and unanimously recommended approval; and

WHEREAS, notice of a public hearing before the City Council was published in the Fort Worth Star Telegram, a newspaper of general circulation in Keller, on March 20, 2022; and

WHEREAS, the City Council does find that there is community support for said revisions to the Unified Development Code, and that the public requires the amendment;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KELLER, TEXAS:

Section 1: THAT, the above findings are hereby found to be true and correct and are incorporated herein in their entirety.

Section 2: THAT, in accordance with the Unified Development Code, the City Council of the City of Keller, Texas hereby authorizes approval of amendment to the City of Keller Unified Development Code, adopted by Ordinance No. 1746 dated July 7, 2015, by amending Article 3 – Definitions and Article 8 - Zoning Districts, Development Standards, Tree Preservation, related to food trucks, food truck courts and mobile vendors; authorizing publication; providing a penalty; and establishing

an effective date. City of Keller, applicant, in the City of Keller, Tarrant County, Texas, and incorporated herein.

Section 3: THAT, all sections shall be amended to read as detailed in "Exhibit A," incorporated into this Ordinance by reference.

Section 4: THAT, all other ordinances in conflict herewith are hereby repealed.

Section 5: THAT, any person, firm, or corporation violating any of the provisions of this Ordinance, as read together with the Unified Development Code and accompanying map thereto, shall be guilty of a misdemeanor and upon final conviction therefore shall be fined in a sum not to exceed Two Thousand Dollars (\$2,000.00). Each and every day such violation continues shall constitute a separate offense and shall be punishable as such hereunder.

Section 6: THAT, if any section, paragraph, clause, phrase, or provision of this Ordinance shall for any reason be held to be invalid or unenforceable, the validity or unenforceability of such section, paragraph, clause, phrase, or provision shall not affect any of the remaining provisions of this Ordinance.

Section 7: THAT, the City Secretary is hereby authorized and directed to cause publication of the descriptive caption and penalty clause hereof as an alternative method of publication provided by law.

Section 8: THAT, this Ordinance shall become effective thirty-days after the date of passage and adoption by the City Council of the City of Keller, Texas.

AND IT IS SO ORDAINED.

Passed and approved by a vote of 5 to 1 on this the 5th day of April, 2022.



CITY OF KELLER, TEXAS

BY:   
Armin R. Mizani, Mayor

ATTEST:

  
Kelly Ballard, City Secretary

Approved as to Form and Legality:

 *For*  
L. Stanton Lowry, City Attorney

### **Article 3 - Definitions**

**Food Truck** means any vehicle, trailer, or apparatus from which edible food products are cooked, prepared or assembled with the intent to sell such items to the general public, provided further that food trucks may also sell other edible food products and beverages that have been prepared or assembled elsewhere.

**Food Truck Court** means a property used or developed to accommodate one or more food trucks and/or mobile vendor units as one of the uses of the property while accommodating areas on the property for entertainment or recreational opportunities. Food Truck Courts must have a valid certificate of occupancy, in addition to all other applicable permits and inspections.

**Food Truck Operator** means any person, firm, corporation or other entity engaged in the selling or offering for sale any and all food or food products outdoors from a food truck.

**Mobile Vendor** means any person, firm, corporation or other entity engaged in the selling or offering for sale any and all goods, services, wares, beverages or merchandise from a mobile vending unit.

**Mobile Vending Unit** means any vehicle, cart, trailer, conveyance, or apparatus used for the displaying, storing or transporting of articles offered for sale by a mobile vendor.

### **Sec. 8.15 – Supplemental Regulations**

#### **O. Food Trucks, Food Truck Courts and Mobile Vendors**

The purpose of this ordinance is to encourage the operation of Food Trucks in the City of Keller. Though the ordinance does not regulate the use of Food Trucks for private events in residential areas, it does address the use of food trucks, mobile vendors, and food truck courts on private commercial property and on City-owned and/or managed property. To operate in residential areas, food trucks must obtain a state-required fire inspection and Keller Fire Department permit.

**Special Event Review Team (SPERT)** refers to the group of city employees responsible for reviewing and approving special event permit applications to ensure events are in keeping with city guidelines and policies.

**Overnight** for the purposes of this section shall mean that sales and/or the distribution of goods shall be limited to the hours between 6 a.m. and midnight. A food truck or mobile vendor may set up one (1) hour prior to 6 a.m. and must depart by no later than one (1) hour after midnight.

#### **A. General Operating Requirements:**

1. Food truck or mobile vendors shall obtain a renewable, annual Food Truck and Mobile Vendor Unit permit from the City of Keller before operating in the City.
2. A fire inspection must be conducted and passed every six months per NFPA 96 (National Fire Protection Association).
3. Food trucks and mobile vending units may operate for up to 8 days per month at the same location unless approved by a Specific Use Permit to operate longer.
4. All Food Trucks and Mobile Vendor Units shall meet the City of Keller requirements of the most recently adopted applicable International Code Council building codes including the Fire and Electrical Codes.
5. Electricity shall be from a generator or an electrical outlet. The generator shall be located no less than 25 feet from any other food truck, mobile vendor unit, and/or combustibles.

6. Temporary connections to potable water are prohibited unless specifically designed for food truck hook-ups utilizing food grade water hoses (i.e. Bates Street). Otherwise, water shall be from an internal tank.
7. A drive-through service is not permitted as part of Food Truck, Mobile Vendor, or Food Truck Court operations.
8. Food Trucks and Mobile Vendor Units shall be removed from the location on a daily basis and may not be parked overnight unless approved by a SPERT permit. This provision applies to food trucks servicing residential areas as well as all other areas in the City. However, restaurants that also have a food truck service may store their food trucks (when not operating) on the same site as the restaurant as long as the food truck is parked to the side or behind the building and parking requirements for the restaurant can still be met.
9. Food Trucks and Mobile Vendor Units shall not operate less than ten (10) feet from another food truck, mobile vendor unit or structure.
10. Food Trucks and Mobile Vendor Units shall not operate:
  - a) Within 25 feet of any intersection;
  - b) Within 25 feet of any stop sign, flashing beacon, yield sign, or other traffic control signal located on the side of a roadway;
  - c) Within five (5) feet of any public driveway, wheelchair ramp or bicycle ramp;
  - d) In any manner that impedes an exit or entrance of an operating building.
  - e) In any manner that obscures traffic sight visibility. This includes placement of merchandise, advertising, and/or seating.
  - f) Further than 150 feet from paved fire apparatus access.
11. All Food Trucks and Mobile Vendor Units shall be equipped with a lidded trash receptacle. The trash receptacle must be placed outside next to the food trucks and mobile vendor units for use by the patrons of the unit. The area, including a 50-foot radius around the Food Trucks and Mobile Vendor Units, shall be kept clean and free from litter, garbage, and debris.
12. Except as otherwise limited by the City of Keller Code of Ordinances or other City Codes, an individual food truck operator or mobile vendor may utilize outside seating consisting of a portable table and a seating capacity not to exceed eight (8). No furniture or any other objects can be placed in the street, sidewalk, or any right-of-way (ROW).
13. Owners of any food truck or mobile vendor unit must sign a notarized statement that they acknowledge and accept a minimum amount of \$1,000,000 liability insurance, that covers the food truck or mobile vendor, must be maintained at all times and that proof of such insurance coverage can be required to be provided to the City upon three (3) working days' notice to the owner. This requirement may be met with an additional rider on the related automobile insurance.

## B. Food Truck Courts

1. Food Truck Courts shall only be permitted by a specific use permit (SUP) in a commercially zoned district (NS, R, C, TC, OTK, KR, LI, and MU-PD). Food Truck Courts shall meet the zoning district regulations in which they are located. Developments that incorporate Food Trucks, Mobile Vendor Units, and/or Food Truck Courts shall be part of an approved Planned Development.
2. The Certificate of Occupancy shall be obtained and maintained by the Food Truck Court rather than individual vendors.
3. Water and wastewater hook-ups for all food trucks will be provided and must be utilized. Hose hook-ups to potable water must be of food grade quality.
4. Food Truck Courts shall provide restrooms and seating for guests.
5. If the Food Truck Court operates in conjunction with another facility with bathrooms, those

bathrooms will suffice for this requirement as long as they meet the current building codes related to capacity for both the facility and the Food Truck Court at full capacity and are accessible during the same operating hours as the Food Truck Court vendors' operating hours.

C. Provisions for Private Commercial Property (Non-Residential Zoning Districts)

1. All Food Trucks and Mobile Vendor Units must be located on a parcel which is appropriately zoned for commercial development and use.
2. Food Trucks and Mobile Vendor Units may not stay overnight.
3. Food Trucks and Mobile Vendor Units shall be located on an individual private parcel, adjacent to or where, within 300 feet, an existing permanent business operates in a building with a certificate of occupancy.
4. Food Trucks and Mobile Vendor Units, including any applicable seating, may operate in parking spaces if the required parking for the center remains in compliance with Keller Unified Development Code Section 8.07 Off-Street Parking and Loading Requirements.

D. Provisions for City-Owned and/or Managed Property

1. A Hold-Harmless Agreement is required to be completed with the City of Keller if the food truck or mobile vendor unit is to be located on City of Keller property.
2. The City Manager or his/her designee shall have the authority to manage the operation for Food Trucks and Mobile Vendor Units on city-owned and/or managed property. Such property includes but is not limited to Town Hall, Bates Street, Sports Park, Bear Creek Park, and Old Town.
3. SPERT Permits (Special Permit for Events Review Team) identify the person responsible for each particular event. All Food Trucks and Mobile Vendor Units that are associated with each particular event come under the umbrella of the SPERT permit. Therefore, each vendor does not have to submit an individual permit request for a SPERT event. However, any trucks or vendors participating in a SPERT will need to be registered with the City. (See A (1) and (2), above.)

E. *Fees.* Food Truck and Mobile Vendor permit fees are located in APPENDIX C FEE SCHEDULE of the City of Keller Unified Development Code.