

From the kitchen of
CITY OF LONE TREE
PLANNING DEPARTMENT
9220 Kimmer Drive, Suite 100
Lone Tree, CO 80124



Hours of Operation
8AM - 5PM
Monday - Friday

Phone
303-708-1818

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303-225-4949



MOBILE FOOD VENDING



Selling food out of any portable vehicle including trucks, carts, trailers, roadside kiosks, and stands is allowed with an approved Temporary Use Permit (subject to conditions and requirements).



INGREDIENTS

- + Temporary Use Permit application¹
- + Site plan²
- + Letter of authorization from property owner
- + Written permission to use a restroom within 300 feet
- + Douglas County Health Department Affidavit of Employee Rest Room Availability
- + City of Lone Tree Business Retail Sales/Use Tax License³
- + State of Colorado Retail Food Establishment License
- + Douglas County Health Department retail Food License
- + Proposed dates, times, and duration of operation
- + Photo of mobile food vending unit

Notes

1. Temporary Use Permit Requirements:
 - a. Compliance with regulations and any permitting requirements of all other applicable agencies e.g. South Metro Fire & Rescue Authority and Douglas County Health. Copies of the certificates/permits must be attached to temporary use application.
 - b. If alcohol is to be served, applicant shall adhere to the City's liquor licensing regulations.
 - c. Must be in full zoning compliance.
 - d. Fees:
 - i. Temporary Use: \$100/month or daily equivalent
 - ii. Special Occasions: \$25/day
 - iii. Grand Opening: no fee.
 - d. Temporary Use Permits expire on December 31st of every year.
2. Site plan needs to show: distance to all structures within 300 feet (including uses and business names), accessible restroom within 300 feet, access to public right-of-way, and location of off-street parking and loading areas.
3. Business Retail Sales/Use Tax Licenses are renewed every even numbered year.

INSTRUCTIONS FROM THE KITCHEN OF LONE TREE - SERVES MANY

► Licensure

Vendor must maintain a current State of Colorado Retail Food Establishment License, display a State of Colorado Mobile Retail Food Establishment sticker, and meet all other Douglas County Health Department, fire district, and other applicable agency standards as required by law for mobile food service establishments.

► Location

Allowed in Business, Commercial, Open Space, HOA common areas, and in similar zones in Planned Developments. May not be located within 150 feet of the property boundary of any residential use, unless the mobile food vending use is located within the residential neighborhood/complex, with written permission from the HOA or property management. May not be located within 150 feet of any restaurant use – unless written permission from the restaurant to locate closer is provided.

► Fire separation distance

In order to maintain fire separation distance, units may not be within 10 feet of the extension of any building entranceway, doorway, or driveway. Units may not impede the safe movement of vehicular and pedestrian traffic, parking lot circulation, or access to any public ROW or sidewalk.

► Parking

All required parking for the vendor shall be on the same property where the vendor stand is located. The number of required parking spaces as described in Section 16-28 of the Lone Tree Zoning Code shall be provided for the vendor (1 per 100 square feet of the vending unit, minimum 3 spaces provided), which required parking spaces shall be in addition to the parking spaces required for the principal use(s) of the property. Note: If the employee(s) of the mobile food vending unit arrive in the unit, then the additional parking space requirement for employees on maximum shift shall not apply.

► Property eligibility

The property where the proposed temporary use is to be located and the property owner of record shall not have any outstanding land use violations or obligations to the City, including taxes and fees.

► Permission

Units may be located on private property, with written permission from the property owner. Written permission must be displayed. May be located on public property if associated with an event and approved by the City.

► What may be sold

May only sell food and drinks for consumption. Beverages sold by mobile food vendors shall be non-alcoholic only, unless associated with a special event that has a valid City-issued Liquor License, and only within the designated premises for such sales. The sale of other items may be permitted, provided such items are clearly incidental to the sale of food and beverages.

► Hours of operation

Hours of operation shall be no earlier than 7 a.m. and no later than midnight. Unit shall be removed from the property that is subject to the Temporary Use Permit, or stored within a structure, each day excluding weekends (7 a.m. Saturday through midnight the following Sunday) and national holidays if a three-day weekend.

► Storage

Units may not be parked in required parking spaces associated with an approved Site Improvement Plan (SIP) and must be screened from public view if parked elsewhere. The outdoor storage of merchandise, equipment or other items associated with a nonresidential use is prohibited, unless otherwise approved through the Site Improvement Plan process, or as authorized by the Director through the issuance of a Temporary Use Permit.

► Signage

Each unit is allowed one portable sign, limited to a sandwich-board A-frame sign, not to exceed 12 square feet per side per sign, and must be located within 20 feet of the unit. The sign shall not be placed in a public right-of-way or in a median; shall not block exits or pose a hazard to vehicular or pedestrian traffic; and shall be placed to assure continuous ADA access. The sign may only be out while the unit is open to customers. Signs shall not penetrate the ground.

► Maintenance

Unit must be in good repair, maintained, clean, and meet all current health inspection, food safety certification, and other agency standards as required by law for mobile food service establishments.

► Trash receptacles/recycling

Units must provide trash and recycling receptacles at their location and maintain a clean, refuse, and litter-free area around their operation – including picking up all trash from customers.

► Restrooms and hand sanitizer

Proprietors must submit written permission that employees and customers have access to a restroom within 300 feet of the mobile food vending unit – may be a restroom within a building, public restroom, and/or portable restroom. If a portable toilet is to be used, then a portable hand washing sink shall also be provided. All mobile food vending units must provide hand sanitizer for patrons.

► Impacts

Units may not beam or radiate light, emit audible sound or music detectable to adjoining parcels, emit fumes, smoke, and or/odors that create a nuisance to adjoining parcels. External lighting shall be shielded such that the source of illumination (bulb or direct lamp image) is not visible from any adjacent property. Lights may not blink, strobe, or flash.

► Electrical connections

Unit must be self-contained; however, electrical extension cables may be used granted they be covered in such a way as to prevent trip hazard. Electrical connections must conform to building and Fire District regulations. Unsecured and uncovered electrical cables laid across parking and pedestrian surfaces are prohibited. Vendors with external electrical connections must receive an Electrical Permit and inspection from the Building Division on the day of the first set up.

For further assistance, please contact Zoning Enforcement at 720-509-1269 or
<https://cityoflonetree.com/departments/community-development/zoning-compliance/>