



Food Truck Special Use Permit

(Sec. 19-7-14)

Pursuant to Sec. 19-7-14, a Food Truck Special use permit is issued by the Town Council. Approval must be obtained prior to the food truck(s) operation. The applicant must submit a completed application *for each location*, a fee of \$50.00, and property plan to the Town Clerk no later than noon on the first business day of the month in order to appear on that month's Town Council meeting agenda.

1. Contact information

Applicant Name _____ Date _____
Address _____
Email _____ Phone _____

2. Food Truck Location

Number of trucks	Town Property Location
	Town Hall (320 Ocean House Rd)
	Gull Crest (Spurwink Ave)
	Lions Field (221 Ocean House Rd) limited to two (2) Food Trucks and only available if affiliated with the Little League
	Plaisted Park (985 Shore Road), limited to one (1) Food Truck and only available if affiliated with the Little League
	Community Center (343 Ocean House Rd)
	Fire Station (2 Jordan Way), limited to one (1) Food Truck and only available if affiliated with the Cape Elizabeth fire department
	Police Department (325 Ocean House Rd), and only available if affiliated with the Cape Elizabeth police department
	Thomas Memorial Library (6 Scott Dyer Rd)
	Spurwink Church (533 Spurwink Ave)
	Private Property Location (limited to Town Center, Business A, Business B Districts)
	Address: _____
	Large Property Location (limited to properties with 10 or more acres)
	Address: _____

3. **If located on Town Property:**

Name and contact information of non-profit community group partner:

Email _____ Phone _____

4. **If not located on Town Property:**

Name and contact information of property owner:

Email _____ Phone _____

Is written permission from property owner included? (See below) Yes ____ No ____

5. **Property Plan:** Is plan attached showing property location and where food truck will be parked on the property? (Food truck must be parked in a parking space.) Yes ____ No ____

6. What is the power supply for the food truck? _____

7. Provide dates that the food truck will operate (Limited to 20 days in a calendar year.):

8. Provide number of food trucks operating each day/hours of operation (Limited to 7:00 am-10:00 pm Sunday – Thursday, 7:00 am-11:00 pm Friday and Saturday.) (Maximum of 5 per day.):

Signature of Applicant

Date

When applicable, the signature of the Property Owner is needed in order to park a Food Truck(s) on their property (See #4). By signing below, the property owner provides permission to the Applicant for the Food Truck(s) as presented.

Signature of Property Owner

Date

End of application



Town Staff Processing:

a. Has all information been submitted:

- Complete Application,
- Property Plan, and
- Written Permission from private property owner.

b. Application will be placed on Town Council agenda (date): _____

c. Has application been circulated to:

- Police Chief
- Fire Chief
- Code Enforcement Officer
- Community Services Director
- School Superintendent

d. Have comments been provided by (date): _____

- Police Chief
- Fire Chief
- Code Enforcement Officer
- Director of Community Services
- School Superintendent