



## **City of Atlanta Public Right of Way Food Truck Program**

### *Program FAQs*

#### **What are the City's plans to expand the number of designated food truck areas as part of the Public Property Food Truck program?**

The Phase I program in Government Walk is intended to serve as Phase I for the City to assess the effectiveness of policy parameters and gauge the level of interest from both the food truck community and the general public. The assessment period will continue throughout the spring and summer of 2014 and will include public outreach and engagement as we seek to refine the policy and expand the program. It is anticipated that expanded locations will be added in the summer of 2014, following a period of public outreach and approval by the Atlanta City Council.

All requests for expanded locations will be managed by the Office of Planning & Community Development, Office of Planning. Requests for new locations can be submitted to the City at [vending@atlantaga.gov](mailto:vending@atlantaga.gov).

#### **Can I submit a request to the City to add additional locations for Public Property Vending?**

Yes. All requests for expanded locations must be reviewed and approved by the Department of Planning and Community Development, Office of Planning before they are submitted to the Atlanta City Council for legislative approval. Requests for new locations can be submitted to the City at [vending@atlantaga.gov](mailto:vending@atlantaga.gov).

#### **Does the City's Public Property Vending Program allow for vending in Parks?**

At present there are no designated food truck areas in City Parks; however, the Department of Parks and Recreation is pursuing opportunities to pilot food truck vending in select areas. To be eligible to participate in the Park vending program, food trucks must first be permitted through the City's Public Property Vending program.

## **What is the difference between the Right of Way Vending policy and the City's Public Property Food Truck policy?**

The Right of Way vending policy is intended to regulate vending from the City's sidewalks and City owned kiosks whereas the Food Truck Ordinance is intended to regulate vending from City streets.

The City's Public Property Food Truck Ordinance has been designed for motorized food trucks which must park in the City's right of way (e.g. not on sidewalks). To protect the safety of the public and the safety of the vendors, only motorized vehicles may participate, which meet the criteria set by Fulton County Department of Health and Wellness in the Movable Food Service Unit regulations.

## **Can I vend from a push cart or other mobile vending vehicle that is not motorized?**

No. The City's Public Property Food Truck Ordinance has been designed for motorized food trucks which must park in the City's right of way (e.g. not on sidewalks). To protect the safety of the public and the safety of the vendors, only motorized vehicles may participate, which meet the criteria set by Fulton County Code of Ordinances and Code of Resolutions Article V entitled "Food Service."

Vendors who are interested in vending from push carts or other mobile vending units, are eligible to participate in the City's Right of Way Vending program which is also permitted through the City's Office of Revenue.

## **Do I have to apply for my vending permit in person?**

Yes. During the initial phase of the program, all vending permit applications will need to be completed in person at the Office of Revenue. In the future, we hope to move this process online and allow for electronic applications and renewals.

## **Who enforces the City's Public Property Food Truck Ordinance?**

The City's Public Property Food Truck Ordinance is monitored and enforced by the Atlanta Police Department.

All Health Code enforcement will be managed by the Fulton County Department of Health and Wellness, Environmental Health Services Division. Business license and tax regulations will be enforced by the Office of Revenue in partnership with the Police Department.

## **Do I need multiple Vending Permits or Business Licenses to vend from multiple locations?**

No. A single Business License may cover multiple vending locations. The same is true for Vending Permits. However, the City's Public Property Vending Permit does not enable vendors to vend on private property. Vending on private property requires a separate and distinct Private Property Food Truck Permit which is issued by the Atlanta Police Department. A Special Administrative Permit (SAP) approval from the Office of Planning is also required, prior to obtaining approval from the Police Department.

**If I have multiple vending locations, what are the permit requirements?**

A single Public Property Food Truck Permit can cover multiple locations. If a vendor is operating in multiple locations, it is the vendor's responsibility to have visual evidence of permits (Food Truck Permit, Business License and Health Permit) on site at each location.

**If my business is located in Georgia, but not in Atlanta, do I need a City of Atlanta Business Tax Certificate to operate in Atlanta?**

No. Current state law mandates that you register your business in the municipality or jurisdiction where it is located. This registration allows your business to operate statewide. As long as you can provide proof of a valid Business Tax Certificate from the originating jurisdiction where your business is located, you will be eligible to apply for a food truck permit.

**Is there a process to reserve vending locations in the designated food truck areas?**

No. During Phase I of the vending program, all vending locations will be available on a first come, first served basis. In future iterations of the program, we will examine the possibility of creating an online booking service or system for reserving locations.

**Do staff who are working in and/or operating a Food Truck need to be permitted through the City of Atlanta?**

No. Only the operator of the food truck must be permitted; however, the permitted operator is solely responsible and liable for the operations of the permitted truck. If a violation occurs when a staff member who is not permitted is working or operating the truck, the permitted operator will be cited.

**What are the deadlines for payment?**

To apply for a Public Property Food Truck Vending Permit with the City of Atlanta, all vendors must pay the full amount of application (\$145 for new permits, \$125 for renewals) at the time of application submission.

Vendors who are not able to pay all fees at the time of application submission will not be allowed to submit an application or be issued a permit.

### **What are the deadlines for renewals?**

Vendors must submit renewal applications no later than March 1<sup>st</sup> and must complete the process no later than March 15<sup>th</sup>.

### **Who do I call if I have a question about the Vending Program?**

- Questions related to **permitting through the City of Atlanta:**  
*Office of Revenue, (404) 330-6270*
- Questions related to **enforcement or to report a violation:**  
*Atlanta Police Department, (404) 546-4470*  
**If the issue creates an immediate threat to public safety, please contact 911.**
- To **request a new location be added to the program:**  
*Department of Planning and Community Development, Office of Planning (404) 330-6145 or email at [vending@atlantaga.gov](mailto:vending@atlantaga.gov).*
- Questions regarding **the Fulton County health code or requirements for receiving the required health permits:**  
*Fulton County Department of Health and Wellness, Environmental Health Supervisor, Malcolm Saunders: (404) 613-1303 or [malcolm.saunders@fultoncountyga.gov](mailto:malcolm.saunders@fultoncountyga.gov).*

*Note: City of Atlanta normal business hours are 8:15 am to 5:00 pm.*