

CITY OF NEWPORT NEWS

Food Truck

VENDOR GUIDELINES



About the City Ordinance

In April 2019, Newport News City Council adopted a series of ordinances to allow for the operation of food trucks on private property. The ordinances provide a definition of food truck vendors, identify the zoning districts in which food truck vendors are allowed, and establish criteria for a citywide food vendor permit to allow for vending on private property in the identified zones.

Businesses wishing to operate a food truck on private property must obtain a food truck vendor permit from the Department of Codes Compliance.

Department of Codes Compliance

2400 Washington Ave.

Newport News, VA 23607

Phone: (757) 933-2311 • Fax: (757) 926-8311

codesclerical@nnva.gov

A Food Truck Vendor Permit application shall include the following:

- A description of the type of food and beverage to be sold.
- A copy of a valid health permit from the Virginia Department of Health. The permit shall be posted at all times stating that mobile food operations meet all applicable standards.

Health Department — 416 J Clyde Morris Blvd.
Newport News, VA 23601 — (757) 594-7300

- A valid fire inspection report from the Fire Marshall.

Fire Department — 6100 Warwick Blvd.
Newport News, VA 23607 — (757) 247-8873

- Property owner(s) written permission to vend on private property.
- An annual permit fee of \$150.00.



Food Truck Vendor Standards

- A current City of Newport News business license and decal issued by the Commissioner of the Revenue shall be available at all times for inspection and the decal shall be affixed and displayed appropriately.
- The food truck shall be properly licensed and tagged, as required by the Virginia Department of Motor Vehicles, and shall have appropriate general liability insurance coverage.
- Food truck vendors shall leave the site when the on-premises establishment closes for the day. The vendor must pick up, remove and dispose of all trash prior to leaving.
- Food truck vendors shall not vend on unimproved (with no structure) or vacant properties and shall not vend on properties operated solely as parking lots.
- Food truck vendors may only park in a designated parking area on a paved surface. Blocking drive aisles, sidewalks, access to loading/unloading areas or emergency access and fire lanes is prohibited.
- No by-product of the operations, including but not limited to trash, grease, grey water, or excess food, shall be disposed of in or on any City of Newport News property, including, but not limited to, trash cans, curbs, gutters, manholes, storm drains or sewer gates. Fats, oils and grease (FOG) must be disposed as required in Chapter 33, Sewers and Sewage Disposal, Article IV, Sewer Use Standards, Division 2, Fats, Oils and Grease.
- The volume of any background music played from the food truck shall be limited so as not to be plainly audible beyond the property boundaries of the site where the food truck is located or at a distance of 100 feet from the food truck, whichever is less.
- Any lighting used to illuminate the vehicle or customer area shall be dark skies compliant and shall not produce light spill onto adjacent property or public rights-of-way.