

D. Food Truck and Trailer Vendor

These regulations describe what is allowed, what is required and where a food truck and trailer vendor is allowed operate, with proper zoning and operations permits. These regulations help foster an aesthetically appealing streetscape, helps reduce potential dangerous traffic conditions, all for the promotion and protection of the public health, safety, and welfare.

1. Licensing

- a. Any food truck and trailer vendor that conducts business within the [City of Shreveport / MPC Planning Limits of Caddo Parish] shall obtain an annual food truck and trailer vendor permit issued through the City's Director of Finance and must comply with the operational requirements in this section and Chapter 42 of the Shreveport City Code. A copy of the food truck and trailer vendor's permit, issued by the City, shall accompany every temporary use application submitted the Zoning Administrator.
- b. Both the food truck and trailer vendor permit, pursuant to Chapter 42 of the Shreveport City Code, and temporary use permit pursuant to this Code, shall be displayed on the food truck and trailer vendor's vehicle at all times in a conspicuous place where it can be readily viewed by the general public.

2. Temporary Use Permit

- a. Food truck and trailer vendors require approval of a temporary use permit by the Zoning Administrator in order to conduct business on privately-owned non-residential property, unless otherwise exempt.
- b. The Temporary Use Permit shall be valid for one year after the date of issuance, and shall run concurrently with the annual food truck and trailer vendor permit issued through the City.
- c. The Zoning Administrator shall develop a food truck and trailer temporary use permit application packet which combines land use and zoning requirements (pursuant to this Code) and shall contain such information as the Zoning Administrator may require.
- d. A food truck and trailer vendor shall be exempt from the requirement of obtaining a temporary use permit for a food truck and trailer vendor under this section, if:
 - i. Operating within the [City's/Parish's] public right-of-way.
 - ii. Operating in any respect to special events recognized by the City where food truck and trailer vendors are permitted.
 - iii. Operating in conjunction to any non-profit, fundraising event of three (3) days or less in duration.
 - iv. Operating in conjunction where persons or organizations participate in duly recognized fundraising events, including but not limited to, religious, charitable, patriotic, or philanthropic events
 - v. Operating on the premises of fairs and festivals.

3. Zoning and Location Restrictions

- a. Unless otherwise exempt from the requirements of this Article, all food truck and trailer vendors shall only operate per the location(s) identified as part of an approved temporary use permit. If a food truck and trailer vendor wishes to operate at multiple locations, each location shall be identified on the applicant's temporary use permit.

- b.** Additional locations may be added to a food truck and trailer temporary use permit at any time, provided the location(s) are approved by the Zoning Administrator and meet the requirements of this Code. No additional fee will be required to add additional locations.
- c.** No temporary use permit is required for a food truck and trailer vendor operating in a food truck park. Food truck and trailer vendors operating within a food truck park shall comply with the requirements for food truck parks as described in this Article.
- d.** Any food truck and trailer vendor conducting business on private property shall not be parked:
 - i.** On any property zoned for or occupied by a single-family or two-family residence (i.e. a duplex).
 - ii.** On a property without the permission of the property owner. Food truck and trailer vendors must comply if asked to leave by the property owner.
- e.** Only one (1) food truck and trailer vendor shall be permitted per lot. However, if a lot has multiple street frontages, vendors may operate on the lot provided there is only one food truck and trailer vendor proposed per street frontage, not to exceed three (3) food truck and trailer vendors. Otherwise, any proposed multiple food truck and trailer vendor which operates on a single lot shall be considered a:
 - i.** Food Truck Park and shall comply with the requirements of this Code, or a
 - ii.** Temporary Outdoor Event and shall comply with the requirements of this Code.

4. Operational Standards and Limitations

- a.** All food truck vendors must park on a durable all-weather material, such as concrete or asphalt, or on an improved surface, as approved by the Zoning Administrator.
- b.** Food truck and trailer vendors shall be secondary to an existing primary use on the property.
- c.** Connection to water or wastewater services shall not be permitted unless approved by the City Engineer. Any unauthorized connection to the water system and/or unauthorized dumping of grease into the sanitary sewer system in conjunction with the operation of a food truck and trailer vendor in any way is strictly prohibited and is unlawful.
- d.** No food truck and trailer vendor shall occupy the minimum required parking spaces for any other use on site during regular hours of operation of the primary businesses on the lot.
- e.** Food truck and trailer vendor shall not block drive aisles, other access to loading/service areas, or emergency access and fire lanes. The food truck and trailer vendor must also be positioned at least three (3) feet away from fire hydrants and any fire department connection, utility box or vault. A food truck and trailer vendor shall not impede ingress and egress from driveway entrances, handicapped parking spaces and ramps, building entrances and exits.
- f.** All food truck and trailer vendors, amenities, including but not limited to restrooms, tables, chairs and shade structures and other site improvements shall be identified on the Temporary Use Permit in accordance with this Code.
- g.** All food truck and trailer vendors shall be equipped with a portable trash receptacle placed near the unit, and shall be responsible for proper disposal of solid waste. All disturbed areas must be cleaned to a minimum of 25 feet from the sales location. Liquid spills near the unit shall be properly cleaned following each stop.
- h.** Food truck and trailer vendors shall not be parked overnight in any area of the city zoned for or occupied by a one-family or two-family residence.

- i.** Food truck and trailer vendors must be removed from approved locations daily unless otherwise approved as part of the temporary use permit.
- j.** No food truck and trailer vendor may be located on an unimproved site, unless approved by the Zoning Administrator.
- k.** No signage shall be allowed other than signs permanently attached to the food truck or trailer and one (1) portable menu sign with a changeable face no more than six (6) square feet in display area on the ground in the customer waiting area.
- l.** Any temporary use permit for a mobile food truck and trailer vendor may be revoked if the vendor violates any of the provisions contained in this Article.
- m.** The Zoning Administrator may revoke a temporary use permit for a mobile food truck and trailer vendor if he or she determines that the vendor's operations are causing parking, traffic congestion, or litter problems either on or off the property where the use is located or that such use is otherwise creating a danger to the public health or safety.

5. Enforcement

Failure to comply with the temporary use permit for food truck and trailer vendors allows the Zoning Administrator to suspend and/or revoke the Temporary Use Permit.

E. Temporary Outdoor Entertainment

A temporary use permit is not required for outdoor entertainment events within public parks and when organized by a public agency.

- 1.** A management plan is required as part of the temporary use permit application that demonstrates the following:
 - a.** The on-site presence of a representative for the outdoor entertainment event during the event.
 - b.** A general site plan of performance areas, visitor facilities, such as any seating areas and restrooms, and all ingress and egress points to the site.
 - c.** Provision for recycling and waste removal.
 - d.** The days and hours of operation, including set-up and take-down times.
 - e.** A description of crowd control and security measures.
- 2.** Any temporary structures must be removed within seven days of conclusion of the event.
- 3.** Temporary outdoor entertainment events are limited to three events per calendar year on the same lot and a maximum duration of four days per event, with a minimum of 15 days between events, with the following exceptions:
 - a.** A temporary use permit for a carnival or circus is valid for a period of three events per calendar year on the same lot no more than 15 days in duration, with a minimum of 30 days between events.