



PERMIT CHECKLIST AND REGULATIONS – MOBILE FOOD VEHICLE

PERMIT APPLICATION DESCRIPTION

Any motorized vehicle that includes a self-contained or attached trailer kitchen in which food is prepared, processed, or stored and used to sell and dispense food to the consumer that holds all requisite health department, business, and resale licensures to sell food and beverages. Mobile units must be mobile at all times during operation.

CHECKLIST

- A completed online application using our Citizen Permit Portal, Civic Access.
 - [Click here](#) to apply for a Mobile Food Vehicle Permit. URL portal access below.
<https://noblesvillein-energovpub.tylerhost.net/Apps/SelfService#/home>
- Property Owner Consent Form if you do not own the property.
 - [Click here](#) to view the consent form. (URL below)
https://www.noblesville.in.gov/egov/documents/1706728035_14929.pdf
- Proof of General Liability Insurance
- Permit and license from Hamilton County Health Department
- Photo of food truck and signage
- Site plan for all private property sites. Site plan should show:
 - Entire Property with property lines
 - Location of food truck
 - Location/Layout of dining area with dimensions

This is not an inclusive list. Additional information may be required

REGULATIONS

This ordinance does not apply to vehicles which dispense food and that move from place to place and are stationary in the same location for no more than 15 minutes at a time.

1. A vendor shall not operate on private property without first obtaining written consent to operate from the affected private property owner.
2. Mobile food vehicles shall not interfere with or obstruct the free passage of pedestrians or vehicles along any street, sidewalk, road or parking lot drive aisle or park within 20 feet of any intersection.
3. Mobile food vehicles are NOT permitting to operate in any Excluded Event or Location, including:

- a. Any public or private property or streets within the “DT Downtown” zoning district
 - b. Streets or private property within a residential zoning district
 - c. Any Noblesville Parks property unless permission is received from the Noblesville Park Board
 - d. Any public event unless permission is received from the event coordinator
4. Mobile food vehicles must operate at least 1,000 feet from permitted special event locations and the Farmer’s Market location. A valid mobile food vehicle permit does NOT allow operation at these events.
 5. In locations where mobile food vehicles are permitted to operate, mobile food vehicles shall comply with all parking rules.
 6. No mobile food vehicle shall be equipped with any external electronic sound amplifying device.
 7. Signage is only allowed when placed on mobile food vehicles. No separate freestanding signs are permitted.
 8. All exterior lights with over 60 watts shall contain opaque, hood shields to direct the illumination downward.
 9. All mobile food vehicle vendors shall offer a waste container for public use, which the vendor shall empty at its own expense. All trash and garbage originating from the operation of mobile food vehicles shall be collected and disposed of off-site by the operators each day. Spills of food or food by-products shall be cleaned up, and no dumping of gray water on the street is allowed.
 10. Any power required for the mobile food vehicle located on a public way shall be self-contained and a mobile food vehicle shall not use utilities drawn from the public right-of-way. Mobile food vehicles on private property may use electrical power from the property being occupied or an adjacent property, but only when the property owner provides written consent to do so. All power sources must be self-contained. No power cable or equipment shall be extended at or across any City Street, alley, or sidewalk.
 11. Mobile food vehicles shall provide proof of General Liability Insurance in the amount of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate prior to obtaining a permit or entering into an agreement with the Noblesville Parks Board.
 12. No mobile food truck shall be parked on the street overnight or left unattended and unsecured at any time food is kept in the mobile food truck. Any mobile food truck, which is found to be unattended, shall be considered a public safety hazard and may be ticketed and impounded.
 13. All signs must be permanently affixed to or painted on the mobile food vehicle and shall not extend more than six inches from the vehicle.
 14. No sign shall flash, cause interference with radio, telephone, television, or other communication transmissions; produce or reflect motion pictures; emit visible smoke, vapor, particles, or odor; be animated or produce any rotation, motion, or movement.
 15. A sign on which the message is changed electronically not more than one time per 10 seconds shall not be considered to be an animated sign or a sign with movement but is classified as a changeable copy sign.
 16. Changeable copy signs shall be permitted, but the total area of such signs on the vehicle, when parked and the vehicle is set up to operate, must not exceed 30 square feet. Any message on a changeable copy sign shall have an instantaneous change of message with no fading, fly-in, dissolve, or other feature used. The change of message rate on digital sign shall be limited to no more than once every 10 seconds.

- 17. No flashing or blinking lights or strobe lights are allowed on mobile food vehicles or related signage.
- 18. No mobile food vehicle shall make or cause to be made any unreasonable or excessive noise. The operation of all mobile food vehicles shall meet the city noise ordinance, including generators. No loud music, other high decibel sounds, horns, or amplified announcements are allowed.
- 19. No mobile food vehicle shall provide or allow any dining area, including but not limited to tables, chairs, booths, bar stools, benches, and stand up counters, unless a proposal for such seating arrangements is submitted with the permit application and the use is located on private property.

The applicant is responsible for ensuring that the following regulations are met at all times. Failure to meet any of the regulations will result in the denial or revocation of this permit and possible enforcement action being taken as outlined by the City of Noblesville Unified Development Ordinance.

PROHIBITED AREAS

The operation of a mobile food vehicle is prohibited in all Excluded Events or Locations, including public or private property or streets within the “DT Downtown” zoning district (shown above), and streets or private property within a residential zoning district. Food vehicles are prohibited from operating at any public event or on Noblesville Park property unless permission is received from the public event organizer or Noblesville Park Board.

