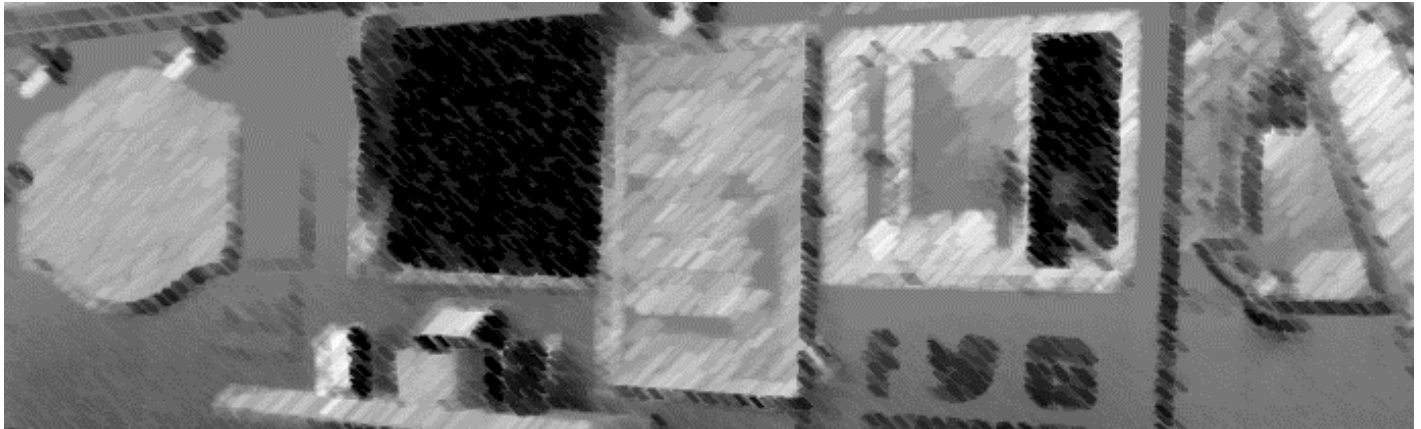


The Mobile Food Truck & Food Truck Park Ordinance



On March 28, 2017 the West Hartford Town Council approved an ordinance establishing definitions for permitting “Food Trucks and Food Truck Parks.” To help food truck operators and the public better understand what is permitted under this new ordinance, the Planning and Zoning Division compiled the list below of anticipated “frequently asked questions.”

How is a Food Truck defined in the Town of West Hartford Code of Ordinances?

As per [Section 177-2](#), a food truck is a motor vehicle that is designed to be readily moveable and from which food is prepared, sold or served. The term includes, but is not limited to, a commercially manufactured vehicle. Commercially manufactured vehicle means a vehicle that was originally manufactured for use as a mobile food preparation vehicle.

What areas in the Town of West Hartford can a Food Truck operate?

Food trucks that have obtained a [license through the West Hartford Police Department](#) (needed for “on street” food trucks only) and a [license through the West Hartford/Bloomfield Health District](#) can operate through the three categories below. Further restrictions apply to each and are outlined in this document.

- Food trucks can operate “on street” in the public Right of Way on eligible streets as indicated on the map at the end of this document;
- As an accessory use within the parking area of an existing business in the General Industrial District zone;
- Within a licensed food truck park.

Which streets can “on street” food trucks operate on?

Food trucks that would like to operate “on street” are restricted only to streets located entirely within a General Industrial District zone. Furthermore, the street must be categorized as “local” on the Connecticut Department of Transportation Functional Classification Map for the Town of West Hartford dated December 31, 2015 and as may be periodically amended. Again, please view the map at the end of this document to view potentially eligible streets.

It is important to note, there are further location restrictions for “on street” food trucks outlined in the

ordinance (and listed below) so please review them carefully to ensure compliance.

What requirements must be followed to operate a food truck “on street”?

Operation requirements of “on street” food trucks can be found in [Section 130-1](#) in the West Hartford Code of Ordinances and are outlined below:

- Food truck operators [must be licensed](#) by the Health Department and should comply with [Chapter 91](#) of the Code of the Town of West Hartford and the Public Health Code of the State of Connecticut and any inspections required pursuant to federal, state or local law.
- A food truck license must be obtained through the Town of West Hartford Police Department. View the license application and other important information [here](#).
- Sales from any Food Truck are permitted between the hours of 7 am and 10 pm on any calendar day.
- All food trucks must be in compliance with West Hartford Code of Ordinances regarding Vehicles and Traffic, [Section 168](#).
- All food trucks must be parked at least twenty (20) feet from an intersection.
- A maximum of two (2) food trucks may be parked adjacent to one another. In no case should more than two such vehicles be permitted within five hundred (500) feet of another such vehicle or vehicles.
- No food truck is permitted within five hundred (500) feet of a restaurant.
- All food trucks should be equipped with their own waste receptacles for use by its customers and under no circumstances should any waste associated with the vehicle be disposed of in a public waste receptacle. Any waste left on the ground or in the area around the vehicle must be removed prior to vacating the parking spot.
- The use of temporary signs including portable signs or banners mounted on the Food Trucks is strictly prohibited.
- The placement of any tables or chairs outside of the Food Truck is strictly prohibited.
- The use of loud speakers for projecting either voice or music is strictly prohibited.
- The license to operate a food truck within the Public Right of Way will be limited to the areas shown on the map provided at the time of application. No food truck will be permitted to reserve or hold a parking location either through its license application or other means.
- The Chief of Police is empowered to adopt regulations establishing any procedures necessary to allocate parking spaces in order to ensure the orderly use of the public streets.

What are the requirements to operate a food truck as an accessory use within the parking area of an existing business?

* Please note, this use is for businesses who want a long-term food truck use on their property. It should not be confused with the temporary use of food trucks on private property (i.e. for one-day events and celebrations). For that use, please call the Planning and Zoning Division at 860-561-7555.

Property owners who would like to permit the use of licensed food trucks on their property must obtain a zoning permit prior to operation. Applications for Accessory Use Food Truck Parking are at the Planning and Zoning Office, Town Hall, Room 214 or on our website [here](#).

Requirements to operate food trucks as an accessory use within the parking area of an existing business can be found in the Schedule of Permitted Accessory Uses in Section 177 in the West Hartford Code of Ordinances (link to updated Schedule to come) and are further outlined below:

- Food truck operation as an accessory use is only permitted in the General Industrial District zone

- Food Trucks cannot interfere with the safe circulation of vehicular and pedestrian traffic.
- No more than two (2) food trucks should be permitted on any one property at the same time.
- Food trucks should not be permitted within five hundred (500) feet of any building that houses a restaurant.
- A map must be submitted that shows the proposed parking location and that demonstrates compliance with the stated location parameters.
- Sales from any food truck should be permitted between the hours 7 am and 10 pm on any calendar day.
- All Mobile Food Vending Vehicles should be equipped with their own waste receptacles for use by its customers and under no circumstances should any waste associated with the vehicle be disposed of in a public waste receptacle. Any waste left on the ground or in the area around the vehicle must be removed prior to vacating the parking spot.
- The use of temporary signs including portable signs or banners mounted on the Mobile Food Vending Vehicle are strictly prohibited.
- The placement of any tables or chairs outside of the Mobile Food Vending Vehicle is strictly prohibited.
- The use of loudspeakers for projecting either voice or music is strictly prohibited.

How is a Food Truck Park defined in the Town of West Hartford Code of Ordinances?

A food truck park is a permanently established area designed to accommodate up to five (5) food trucks and offering food and/or beverages for sale to the public as the main use of the property and functioning as a single business.

What zoning requirements must be followed to establish and operate a food truck park?

Requirements such as space definition and location, operations and distance and screening requirements can be found in the Zoning Ordinance, Section 177-37.4 (link to updated ordinance to come).

What permits are needed to establish a food truck park?

A Special Use Permit (SUP) is required to establish a food truck park, which must be approved by the Town Plan and Zoning Commission. Applications for an SUP can be obtained from the Planning and Zoning Division. Please contact staff for more information on this process and follow this link to the Division's website for additional resources and staff contacts:

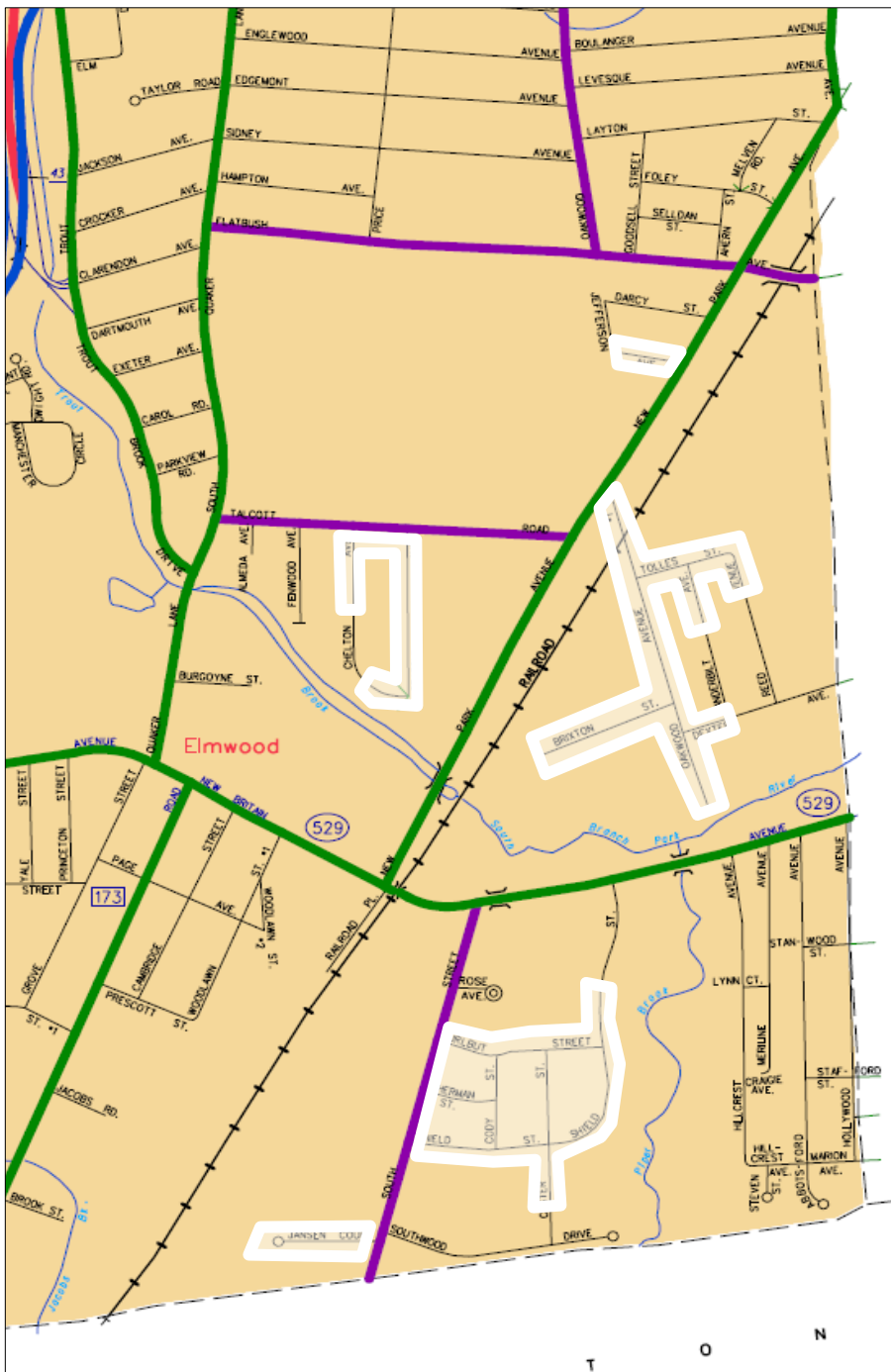
<https://www.westhartfordct.gov/gov/departments/pz/default.asp>



All proposed locations for on street food truck sales must meet the following criteria:

- 1) Entirely within a General Industrial District zone
- 2) Not be parked twenty (20) feet from an intersection
- 3) No closer than 500 feet from an existing restaurant
- 4) Only on streets categorized as "Local" on the Connecticut Department of Transportation Functional Classification Map for the Town of West Hartford dated December 31, 2015 and as may be periodically amended.

Map Showing Eligible Locations for Food Truck Operations:



Potentially Eligible Streets (Outlined in white on map)

- Portion of Jefferson Ave
- Portion of Oakwood Ave
- Portion of Reed Ave
- Portion of Vanderbilt Ave
- Portion of Dexter Ave
- Brixton St
- Tolles St
- Grassmere Ave
- Portion of Chelton Ave
- Jansen Ct
- Shield St
- Portion of Shield St Ext
- Hurlburt St
- Sherman St
- Cody St
- Portion of Custer St