

TOWN OF BUTNER

415 Central Avenue Butner, NC 27509 // main 919-575-3032 // planning@butnenc.org

Food Truck Permit Application – Please fill out completely.

Date _____

Vendor Information

Food Truck Name _____ Business Owner Name: _____
Address _____ City/State/Zip _____
Telephone Number: _____ E-mail Address _____

Applicant Information

Name _____
Address _____ City/State/Zip _____
Telephone Number _____ E-mail Address _____
Signature: _____

Property Owner Information (location where food truck will be set-up)

Name _____
Address _____ City/State/Zip _____
Telephone Number _____ E-mail Address _____

Event Information

Date(s) of Event: _____
Time in Operation: _____

Attachments

- Granville Vance Public Health Permit (due annually)
- Vehicle Registration (due annually)
- Lease or Letter of approval from Property Owner

Transient Vendor Fee

Vendors are required to pay an annual fee of \$50. This will be tracked via the first permit the vendor is approved for each year.

Annual Fee Due? Y N

If not; date of expiration: _____

Regulations Regarding Food Trucks

The Town of Butner regulates food trucks as temporary uses. Only 12 temporary uses are allowed per lot per calendar year unless specifically authorized by the Town. All temporary uses must have the owner's approval. Food trucks are subject to the following standards:

Land Development Ordinance, Section 7.5.3(H)

1. Food trucks shall obtain a food truck permit from the town, which must be displayed on the rear bumper at all times.
2. Food trucks may not be operated on public property such as parks or plazas, parking lots, public street rights-of-way, or public sidewalks except as specifically authorized by the Town or as part of an official public event sponsored or co-sponsored by the Town of Butner.
3. The vendor shall provide evidence of having obtained any applicable permits from Granville-Vance Public Health and any other required governmental approvals, a North Carolina sales and use certificate for collecting and paying the proper sales taxes and prepared meals taxes, and a means for the disposal of grease within an approved grease disposal facility as part of their food truck application. All required town, county, and state permits and licenses shall be clearly displayed on the food truck.
4. Food trucks shall be located at least 15 feet from fire hydrants, utility boxes and vaults, and handicapped ramps.
5. Food trucks shall not impede parking or traffic or encroach upon fire lanes, vehicular access ways, or pedestrian walkways.
6. The food truck operator shall not make excessive noise or cause a nuisance that interferes with the peace and quiet of the surrounding area.
7. The food truck operator shall maintain the premises in a clean and orderly condition and shall not leave litter or other debris on the premises or in the surrounding area.
8. Food trucks are not permitted on vacant property, residential lots with the primary use being a single-family home, or a manufactured home on an individual lot.
9. Food trucks may only operate between the hours of 6:00 a.m. to midnight. Food trucks must be removed from all permitted locations during the hours when they are not permitted to be in operation, and may not be stored, parked, or left overnight on any public street or sidewalk.
10. If at any time, required permits are revoked by any other governmental agency, the town approval of the food truck permit shall be immediately revoked or suspended.

Applications can be turned in in-person or submitted via email to planning@butnernc.org. Credit card payment can be taken over the phone after the application is reviewed. Food trucks shall obtain a permit first, before set-up and sales commence.

Please contact staff with questions at planning@butnernc.org.