



## Where can I locate a Food Truck or Food Cart in the City of Port Townsend?



Food trucks and food carts may be permitted in several locations within the city. The type of permit depends on several factors including location. You must choose a spot. No mobile vending is permitted<sup>1</sup>. Where do you propose to operate?

- 1) **In a City Park or City public space (e.g., Pope Marine Park, Tyler Street Plaza)?** Depending upon the location, a food cart or food truck may be permitted via a **temporary use permit** or **special event permit**<sup>2</sup>. Please see Park Rules in PTMC Title 11 and contact the Community Services Officer at 360-385-2322 or [specialevents@cityofpt.us](mailto:specialevents@cityofpt.us)
- 2) **On the grounds of a Special Event (e.g. Film Festival)?**
  - Refer to the event organizer's Special Event permit issued by the Police Department for what permitted to operate under the "umbrella" of that event.
  - For more information, contact the Community Services Officer at 360-385-2322 or [specialevents@cityofpt.us](mailto:specialevents@cityofpt.us)
- 3) **On private property in association with another permitted use?**
  - Check with Development Services Department staff. Food trucks and food carts considered "incidental" to a permitted use *may* not require a separate city permit if they operate only during the time the principle use is operating. (Example: Food trucks and food carts located on private property in association with the operation of a brew pub).
  - A minimum six-foot setback is required from any public way or sidewalk.<sup>3</sup>
- 4) **On private property as an independent use (e.g., "Dogs a Foot")?**

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<sup>1</sup> PTMC 5.32.070B

<sup>2</sup> PTMC11.01.045

<sup>3</sup> PTMC 5.32.040

- Food trucks/carts on private property may be allowed with a **Temporary Use permit issued by the Development Services Department**<sup>4</sup> in all zoning districts *except* a) Residential zones; b) the shorelines master program (see table 1 below).<sup>5</sup>

A minimum six-foot setback is required from any public way or sidewalk.<sup>2</sup>

5) **In a public right-of-way (e.g. sidewalk) or within six feet of a public way or sidewalk<sup>6</sup> (i.e., Street Vendors)?**

- Street Vendors (including sales from temporary stands, vending carts, take-out windows) are ***only* allowed within the C-III zoning district** of Uptown and Downtown. Zoning maps are available at City Hall or via the following link: <http://cityofpt.maps.arcgis.com/home/index.html>
- Sales from vending carts are limited to food, nonalcoholic beverages and flowers.
- A Street Vendor Permit is required. Applications are available from Development Services Department (DSD).
- An initial fee and annual fee apply.<sup>7</sup> (Approximately \$100 for the application; \$350.00 per year; check current fee schedule).
- **Area Restrictions Apply:**
  - If the location is a sidewalk, maintain a minimum sidewalk clearance of five feet between your operation and any other fixed or temporary obstruction or planting.
  - Temporary stands or vending carts shall be placed no further than six feet from the adjoining building face or right-of-way limit.
  - If located on a street, the business shall be oriented and operated to sidewalk traffic and not to vehicle traffic.
- The **maximum permissible size** is:
  - Four feet wide by six feet long by five feet high, except that umbrellas which meet the other provisions of the zoning code may be allowed, and except that
  - incidental accessories may be attached or placed within 18 inches of the ends of the cart where approved by the director, and except
  - the vending cart or temporary stand may exceed the permissible size limits if it meets the **area restrictions above**.
- Proof of liability insurance will be required.

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<sup>4</sup> PTMC 17.60.030

<sup>5</sup> PTMC 17.60 Temporary Uses

<sup>6</sup> PTMC 5.32.040

<sup>7</sup> PTMC 5.32.070

- See PTMC Chapter 5.32 for further details.

### Tips

- 1) Each food truck or cart must select a specific location. If you wish to rotate between different locations, you will need to apply for a separate permit for each location and specify the day of week/times for each.
- 2) A permit from Jefferson County Public Health at 615 Sheridan Street, Port Townsend, WA 98368 (360) 379-4496 is required.
- 3) A City Business License is required. A link to the State Department of Revenue is: <https://cityofpt.us/finance/page/business-licensing>.
- 4) You must have written permission from the property owner (for food carts in the right-of-way, permission from the abutting property owner is required).
- 5) If within 200 feet of the shoreline, the Shoreline Master Program may not allow vending in that location. Ask Development Services Planning staff for details.

Table 1: Projects on Private Property – In Shorelines Jurisdiction (i.e., within 200-feet of shoreline)		
District	Permitted?	City Permit Requirements <sup>8</sup>
Main Boat Basin– SMP <sup>9</sup> Section 5.12	No	Not permitted.
NE Boat Basin–SMP Section 5.12	Yes	Temporary Use Permit. Shoreline exemption may be required. Subject to maximum number & square footage limitations.
Point Hudson– SMP Section 5.13	Yes – in Point Hudson East <i>only</i>	Temporary Use Permit, Shoreline Exemption <i>is</i> required.
Urban – SMP Section 5.10	Yes	Temporary Use Permit. Shoreline exemption may be required.
Historic Waterfront - SMP Section 5.11	Yes	Temporary Use Permit. Shoreline exemption may be required.
Aquatic – SMP Section 5.6	Yes	Temporary Use Permit. Shoreline exemption may be required.
Conservancy – SMP Section 5.8	Yes	Temporary Use Permit. Shoreline exemption may be required.
Natural – SMP Section 5.7	No	Not permitted.
Shoreline Residential – SMP Section 5.9	No	Not permitted.

<sup>8</sup> Must also meet Jefferson DOH requirements

<sup>9</sup> Shoreline Master Program (SMP)

