



Ruthanne Fuller
Mayor

City of Newton, Massachusetts
Planning and Development Department
1000 Commonwealth Avenue Newton, Massachusetts 02459

Telephone
(617) 796-1120
www.newtonma.gov

Barney Heath
Director

**Wells Avenue
Food Truck Program**

*To file your Food Truck Program application, please contact the
Economic Development Office at (617) 796 - 1120*

Name of Mobile Food Vehicle: _____

Establishment Name: _____

Description of the Business: _____

Description of the Food Truck's presence on the street that will be proposed to be placed on the sidewalk:

Vehicle State & Registration #: _____

Year, Make & Model of Vehicle: _____

Name of Owner: _____

Owner Mailing Address: _____

Owner City, State & Zip Code: _____

Onsite Contact/Manager Name: _____

Email Address: _____

Mailing Address: _____

City, State & Zip Code: _____

Phone Number: _____

Emergency Contact Name: _____

Emergency Contact Number: _____

*This form is subject to review by the Planning and Development Department and does not grant you a permit.
Once permit is granted, your permit will be valid for **one** calendar year from the date of approval.*

FOOD TRUCK PERMIT APPLICATION INSTRUCTIONS

Location(s):

On-street food truck locations shall only be permitted on Wells Avenue. The Department of Planning and Development shall determine the specific location(s) and time periods during which permitted Food Trucks will be allowed to operate on Wells Avenue, taking into account public safety for vehicles and pedestrians. This restriction, and the following permit requirement, does not apply to Food Trucks catering a special event or similar occurrence. No permitted Food Truck shall cease operations during the period covered by the location permit without notifying the Department of Planning and Development.

Food Truck Rules:

The following requirements shall apply to all food trucks operating in the City.

- (1) All food truck operators must comply with all applicable federal, state, and local laws, regulations, and ordinances, any conditions on a City license or permit, and any applicable City policies, procedures, standards and guidelines. All licenses are issued subject to the licensee's compliance with this Section and these regulations. Licensees shall supply such information as the City or its agent may require for purposes of the proper enforcement of these regulations. The City or its agent, including the Police and other inspectional departments, may at any time inspect the premises to which the license applies to determine whether the licensee is in compliance with this Section.
- (2) No food truck shall provide or allow any dining area, including but not limited to tables, chairs, booths, bar stools, benches, and standup counters.
- (3) All food truck operators shall offer a waste container(s) for public use that operators shall empty at their own expense. The food truck operator shall inspect all adjacent streets and sidewalks within 100 feet regularly for purposes of removing any litter found.
- (4) Food trucks are encouraged to provide consumers with compostable or recyclable single service articles, such as compostable forks and paper plates, and a waste, recycling container, and composting container for their disposal. No Styrofoam products or plastic bags are permitted.
- (5) No food truck shall make or cause to be made any unreasonable or excessive noise in violation of section 20-13 et seq.
- (6) Grease and grey water must be contained and disposed of in accordance with State Sanitary Code.
- (7) Food trucks shall be limited to no more than 25 feet in length.
- (8) For food trucks on public property, the City reserves the right to require a food truck operator to temporarily move a food truck to a nearby location if the approved location needs to be used for emergency purposes, snow removal, construction, or other public benefit.
- (9) Food trucks must conspicuously display their license and any required permit on the windshield of the truck.
- (10) No mobile food vendor licensee may transfer a mobile food vendor license except upon application to and approval by the Health and Human Services Commissioner of the transfer. (Ord. No. A-120, 12-04-17)

Obtaining a Food Truck Permit:

To obtain a Food Truck Permit, you must submit this form for administrative approval. Once said form is approved, you must then obtain inspections and signatures from both the City of Newton Health and Fire Department. Once you have those signatures, a final approval will be needed by the City of Newton's Planning and Development Department. A permit number and expiration date will then be issued. In order to receive

FOOD TRUCK PERMIT APPLICATION INSTRUCTIONS

final approval, you must provide proof of a general liability policy in effect during all days and times for which a location permit is sought that names the City as an additional insured and is in a form and for an amount approved by the City; Such a location permit exempts the permitted food truck from other City requirements for Hawkers and Peddlers in sections 17-27 through 17-29. The location permit shall have a duration of up to one year and is revocable based on non-compliance with the requirements of the City of Newton ordinance.

Contact Information

Planning and Development Department: (617) 796 – 1120

Health and Human Services Department: (617) 796 – 1420

Fire Department: (617) 796 – 2200