



## Village of Saranac Lake

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### Food Truck Permit Application

#### GENERAL REGULATIONS

1. Food trucks and food carts are permitted to operate in the following Zoning Districts B-4, C-3, E-1, E-2, E-3, F-1, G, I, J-1, J-2, L-1, L-2 and L-3. [Click for Zoning Map.](#)
2. Food trucks/carts shall be located a minimum of 300 feet from the main entrance of any eating establishment, or any other permitted stationary food service business during the business's posted hours of operation, with the exception of special events in Village Parks.
3. Food trucks/carts must provide written consent from property owners to operate on private property.
4. Food trucks/carts shall not operate within any other location, unless permitted by the Village of Saranac Lake Board of Trustees.
5. Abide by all parking and vehicle and traffic laws, ordinances, rules, and regulations at all times and shall not operate on sidewalks, public right of ways, or walkways and may only park where motor vehicles may operate.
6. No food truck/cart shall operate in a location that obstructs access to or egress from any structure of the free flow of vehicular and pedestrian traffic.
7. All food trucks/carts must be equipped with trash receptacles of a sufficient capacity and may not be transferred to village-maintained trash receptacles and is responsible for the proper disposal of waste and trash associated with their operation.
8. No alcohol may be sold or dispensed from food trucks or food carts.
9. Tents are prohibited. Awnings are only permitted if attached to food truck/cart and do not interfere with pedestrian or vehicular traffic.
10. The mobile food service operator shall comply with all notices, orders, decisions, and rules and regulations made by the Village Office of Code Enforcement, the New York State Health Department, the Village of Saranac Lake Police Department, or any other Village Department and/or agency.
11. Food trucks must be licensed as motor vehicles and able to be operated on the public streets of New York State.
12. The Village does not provide water or sewer to a mobile food service operator.

**Copies of all Valid Permits must be conspicuously displayed on the food truck or food cart at all times.**

#### SIGNAGE

All mobile food service operators shall be permitted to have a single freestanding sign, with a maximum of two sides, not greater than six square feet per side. There is no limit on the size or number of signs painted onto the truck/cart. Signs affixed to truck/cart shall not protrude beyond the edges of the truck. Signage may not be located or positioned that will block or impair pedestrian walkways or handicapped accessibility, or in any way obstruct or limit Village Operations.



VILLAGE OF SARANAC LAKE  
FOOD TRUCK PERMIT APPLICATION

**Application Form**

**Contact Information:**

Applicant Name (Business Name): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

|  | <b>Permit</b>                   | <b>Fees</b> |
|--|---------------------------------|-------------|
| <input type="checkbox"/>   | Annual                          | \$750.00    |
| <input type="checkbox"/>   | Seasonal (180 Consecutive Days) | \$500.00    |
| <input type="checkbox"/>   | Monthly                         | \$200.00    |
| <input type="checkbox"/>   | Daily                           | \$75.00     |
| A fee of \$25.00 per day will be charged to utilize Village electricity (if available at desired location) |                                 |             |

**Property address (es) where Food Truck/Cart will be located:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Hours of Operation for Mobile Food Services: (if annual or seasonal, list range of dates with hours)**

| <b>Date(s)</b> | <b>Times</b> |
|----------------|--------------|
|                |              |
|                |              |
|                |              |

**Permitted Hours of Operation**

Sunday through Thursday 7:00am-9:00pm

Friday and Saturday 7:00am-12:00pm

**(Mobile Food Service Operator or designee must be present at all times during hours of operation)**

**Please include the following documentation:**

1. Copy of valid New York State Health Department Permit for mobile food service operation.
2. Valid proof of insurance, naming the Village of Saranac Lake as an additional insured party, \$1,000,000 per occurrence/\$2,000,000 aggregate.
3. Written waste disposal plan for all trash, water, grease, and other byproducts of the mobile food service operation.



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4. Description and photograph of the food truck or food cart, including the license plate, registration number, VIN number, year, make, length, and model of the vehicle:

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**CERTIFICATION:** I have read and understand the Rules and Guidelines for Mobile Food Service Operations and agree to abide by those regulations and to make every effort to assure that the public is aware and remains compliant with these guidelines to maintain a safe, orderly and enjoyable event. I understand that this application may need approval by the Board of Trustees. I further understand that failure on my part, personally or on the part of the organization that I represent, to abide by these guidelines constitute sufficient cause to stop this event and deny use of Village Facilities in the future.

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SIGNATURE

DATE

**OFFICE USE ONLY**

|   |           |
|---|-----------|
| Approved by                               | Signature |
| <input type="checkbox"/> Village Clerk    | _____     |
| Rejected <input type="checkbox"/> Reason: |           |



## VILLAGE OF SARANAC LAKE FOOD TRUCK PERMIT APPLICATION

### ADMINISTRATION AND ENFORCEMENT

- A. The Village may fine an operator or revoke a mobile food service permit for cause, including, but not limited to, the following:
1. Violating the general regulations for mobile food service operations in the Village.
  2. Committing fraud or misrepresentation or making false statements in the mobile food service permit application or in connection with the sale of food or beverages.
  3. Violating any ordinances, regulations, or laws applicable to the holder of such a permit.
  4. Conducting permitted food service operations in an unlawful manner or in such a way as to contribute a menace to the health and safety of the public.
- B. Any mobile food service operator who violates any provision of this chapter shall be guilty of an offense and upon conviction thereof shall be subject to a fine of not less than \$250, nor more than \$500, for each violation.
- C. Conviction of two violations of any provision of this chapter shall result in the immediate revocation of the mobile food service permit, which, if occurs, will not result in any refund of the permit fee. If the mobile food service permit is revoked, the operator will not be allowed to apply for another mobile food service permit for any food truck or food cart for 12 months from the date of the revocation.
- D. The mobile food service operator may be required to relocate their food truck or food cart, or any of their appurtenances, if a Village Code Enforcement Officer, Law Enforcement Officer, other Code Enforcement Officer, or a property owner determines that the mobile food service operations are causing parking or traffic congestion, pedestrian impediments, or litter problems either on or off property where the use is located, or that such use is otherwise creating a danger to the public health or safety.
- E. Property owners, or their representatives, may designate specific locations of their property where the mobile food service may operate.