

## Guidelines on Special Event Permitting with Food Trucks & Mobile Vendors

This is intended to answer questions and provide guidance for potential applicants and for the processing of applications for special events involving food trucks or other mobile truck vendors. Outlined below are the relevant laws and rules regulating food trucks and the operating procedures for dealing with events involving them.

### **Laws and Rules**

Article 15 subtitle 17 of the City Code states the following regarding food truck requirements and prohibited conduct:

- Food trucks and mobile vendors operating in Baltimore are required to be licensed by the Street Vendors' Board.
- Food trucks are prohibited from operating within 2 blocks of the grounds of a kindergarten, elementary or secondary school between 7am and 8pm.
- Mobile Vendors are prohibited from operating within 2 blocks of the following City Markets: Belair Market, Broadway Market, Centre Market, Cross Street Market, Hollins Market, Lafayette Market, Northeast Market.
- Food trucks and mobile vendors are prohibited from operating within 300 feet of any retail business establishment that sells similar services or products.
- Food trucks are prohibited from operating between the hours of 12midnight and 6am.

### **Mobile Vendors & Operating in the Right of Way**

Both street vendors' licensed activity and special events occur in the public right of way. There are four ways in which food trucks and other mobile vendors can operate in Baltimore City.

1. Mobile Vendors can operate on City Streets or within City parks as a part of a special event where they are listed, covered and approved as a participating vendor in the special event permit application.
2. Licensed Mobile Vendors may operate in one of the various designated mobile vending spots established by the City to reserve operating space for mobile vendors on City streets.
3. Licensed Mobile Vendors can now operate as part of a farmers market where they have been expressly invited and approved to participate as a market vendor by the farmer's market organizer but must post proof of payment of vendor fees and verification from the market organizer visibly while vending as part of the market.
4. Licensed Mobile Vendors can operate freely, without a Right of Way permit, throughout the City at locations of their choosing where those locations are consistent with City requirements and prohibitions established in [City Council Bill 14-0305](#) including but not limited to: trash receptacle requirements, 2 block distance restrictions from schools (excluding college and university) and 2 blocks distance restrictions from designated mobile vending spots, 300 feet distance restrictions from establishments selling products or services similar to that offered by the mobile vendor, restrictions on operating in residential areas, operating hours

*Except for special events, there is no other Right of Way permit or permit type issued to mobile vendors for the utilization of space on City streets.*

## **Operating Procedures**

To ensure that the actions of the Special Events & Street Vendor Licensing Office and the City are consistent, the following procedures for handling special event applications involving food trucks or mobile vendors is outlined below:

1. The office will, if not indicated, request the number of food trucks participating.
2. The office will request the street vendors' board license number. If that is not available request the name of the food truck or mobile vendor and the operator. If this is not available return the application or inform the applicant that the permit application, if approved, will not cover the operation of the food truck as a part of the event.
3. All food truck or mobile vendor special events within the boundaries of the downtown management district must be sponsored by the Downtown Partnership. All food truck or mobile vendor special events within the Inner Harbor must be sponsored by the Waterfront Partnership. Information on the boundaries of the central business district can be found here:  
[http://www.godowntownbaltimore.com/map/One\\_mile13.pdf](http://www.godowntownbaltimore.com/map/One_mile13.pdf) Information on the overlap of the Waterfront Partnership boundaries with the Inner Harbor can be found here: <http://waterfrontpartnership.org/our-footprint-map>. Applicants requiring contact information for Downtown Partnership or Waterfront Partnership can reach them at, respectively, (410) 244-1030 or (443) 743-3308.
4. The office will scan and upload to the permit and project tracking system, the evidence of support from the relevant quasi organization.
5. The office will make a note in the permit and project tracking system to appear as a condition on the special event permit that the permit allows "X" number of food trucks.