



TOWN OF
TABER

Food Trucks

July 14, 2017

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1.0 Introduction

This report was developed after the Town of Taber received a letter from some local downtown restaurant owners expressing their concern regarding Food Trucks operating within the Town. The two main concerns outlined in the letter include 1) unfair competition as they are mobile and have less overhead than a traditional restaurant, and 2) where they are parking (primarily at the entrance of 49th Avenue) – which is a competition issue as well as taking up parking for potential customers which is already limited in the downtown.

It is important from the perspective of the Town of Taber to support both the Food Truck industry and the traditional restaurant industry by providing rules and regulations that provide balance. This is becoming increasingly more important as food trucks have become a popular way to provide and procure food service for residents of a community in a different format than the traditional restaurant. From an economic development perspective, a food truck in your community can have huge positive economic impacts that include but are not limited to:

- **Fast Growing Sector:** Food Trucks are one of the fastest growing sectors in the food industry in North America. The rapid expansion is attributed to consumer desire for quality, value, speed; appreciation for fresh, local food; and a preference for small and sustainable business.
- **Local Job Creation:** Typically food trucks are locally owned and operated. When business is local, the profit typically stays and circulates within the community;
- **Spin-Off Spending:** Food truck customers are typically on foot, these customers are out walking in the Town creating a vibrant atmosphere which is a positive for all businesses. Additionally, while on foot customers are more likely to enter other businesses and spend money.
- **Entrepreneurial Start-up Opportunities:** Many food truck owners start a Food Truck business to enter into the food service industry as it is easier and more cost-friendly compared to a brick and mortar (traditional) restaurant. Once successful enough, food truck owners are able to invest in a permanent location.

This report provides an analysis and evaluation these areas of concern and includes recommendations for revised rules and regulations based on municipal best practices in Alberta and extensive public feedback.

2.0 Timeline

May 15/16, 2017 – Several verbal complaints to the Planning Department, and formal letter to Council regarding food trucks in Taber.

May 23, 2017 – Council discusses the letter in closed session at a regular Council meeting and recommended Planning and Development develop a strategy and to take to Municipal Planning Commission for further direction.

June 19, 2017 – Issue brought to the Municipal Planning Commission for information.

July 4 – 10, 2017 – Food Truck questionnaire and report open to the public for feedback.

July 12, 2017 - Open House held at the Taber Civic Center green room at 4:00 – 6:30pm.

July 18, 2017 – Take the food truck report and administration recommendations to the Municipal Planning Commission for their recommendation.

January / February 2018 (upcoming) – Take the food truck report, food truck guidelines, and any necessary bylaw and process amendments to Council for approval.

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3.0 Existing Rules and Regulations

3.1 Traffic Control Bylaw

The Traffic Control Bylaw has regulations on various components of traffic control. Food Trucks are not specifically identified within the Bylaw however all regulations apply. Those most applicable to Food Trucks includes but may not be limited to Section IX: Rights and Section X: Duties of Pedestrians and Parking.

3.2 Land Use Bylaw 14-2016

Currently there are only 4 guidelines in the Land Use Bylaw 14-2016.

- (1) Food Trucks shall only be permitted in the Downtown and Comprehensive Commercial District as per this Land Use Bylaw.*
- (2) Upon passing this bylaw, all existing and forth coming Food Trucks will require a development permit.*
- (3) Food Trucks shall not be located on Town-owned property without prior written consent from the Chief Administrative Officer based on conditions under a duly executed Development Permit.*
- (4) Food Trucks shall not be located where they create a hazard to the public as determined by a Development Officer, Bylaw Officer, Law Enforcement Officer, or the Director of Planning & Economic Development.*

3.3 Business License Bylaw

Currently there is no verbiage that directly states any regulations about a food truck. Currently the food trucks would be considered a “stand or Vendor” under the Business License Bylaw 8-2008 (see definition below).

- 1. “Stand” and “Vendor” shall include any person who operates a stand or motor vehicle for the purpose of dispensing for sale: popcorn, fresh corn (“cobs”), peanuts, confectionery, ice cream, or any items of a like nature, and not being part of a shop. This also applies to vendors at “Farmers’ Markets”. No license shall be issued under this section until the location has been authorized for approval by a Health Inspector” of the Local Health Unit and then received a development permit from the Town of Taber.*

4.0 Analysis of Municipal Best Practice's

The report evaluated existing rules and regulations of five Alberta municipality's, specifically as they relate to four key areas, including Permitting Process, Permitting Costs, Locational Constraints, and Time Constraints.

4.1 Permitting Process

The permitting process can greatly impact food trucks level of access to a municipality, as it impacts how easy or difficult it is to gain a permit to operate. For food trucks, one of the key objectives is to earn revenue. For traditional restaurants, their goal is the same, and the level of competition food trucks creates can be a concern. For the Town, creating opportunities for economic development is a key priority because it raises revenue, vibrancy, and creates a level of attractiveness for business and residents as well as the Town as a whole.

As shown in Table 4.1.1, Taber has a similar process to other municipalities, although each differs in some way. The existing process in the Town of Taber is fairly straight forward and easy to navigate. A development permit and business license is required from the Town and a health inspection required from Alberta Health Services. The Town of Taber currently does not provide a map of where a food truck can and cannot locate in the Town, nor does Taber require a fire inspection.

Municipality	Bylaw	What you need	Approval / documentation	Map Provided
Town of Taber	Land Use 14-2016	<ul style="list-style-type: none"> • Development Permit • Business License 	<ul style="list-style-type: none"> • Health 	No
City of Lethbridge	Bylaw 6039	<ul style="list-style-type: none"> • Business License • Development permit 	<ul style="list-style-type: none"> • Health (food handling permit) • Liability insurance • Fire inspection 	Yes
City of Medicine Hat	Licensing Bylaw No. 2339	<ul style="list-style-type: none"> • Home Occupation • Mobile Food vendor Business License 	<ul style="list-style-type: none"> • Plumbing / Gas / fire inspections • Alberta Health services approval 	No- just guidelines listed
City of Calgary	32M98	Business License	<ul style="list-style-type: none"> • Health inspection • Fire inspection 	Yes
City of St. Albert	Business License Bylaw 43/2000	<ul style="list-style-type: none"> • Business License 		Yes

Table 4.1.1 Process Comparison between Municipalities Across Alberta

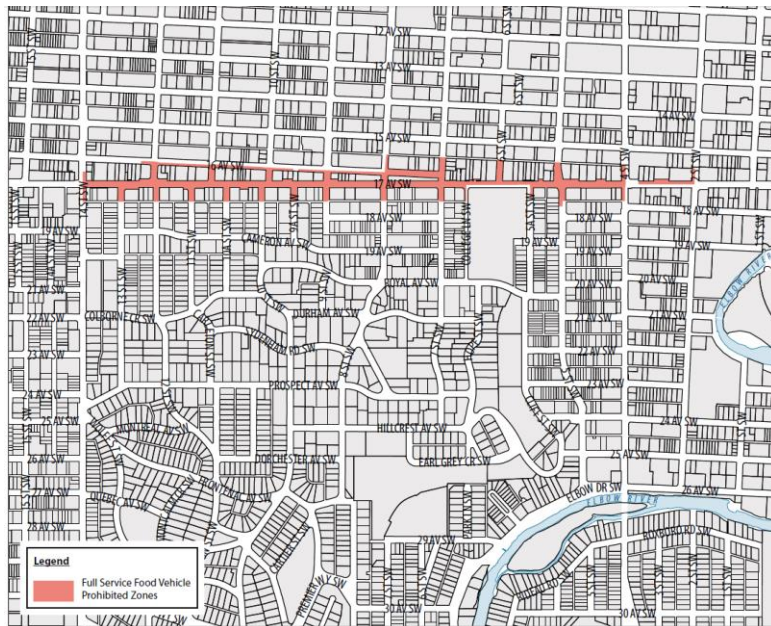


Figure 4.1.1 Calgary Food Truck Map

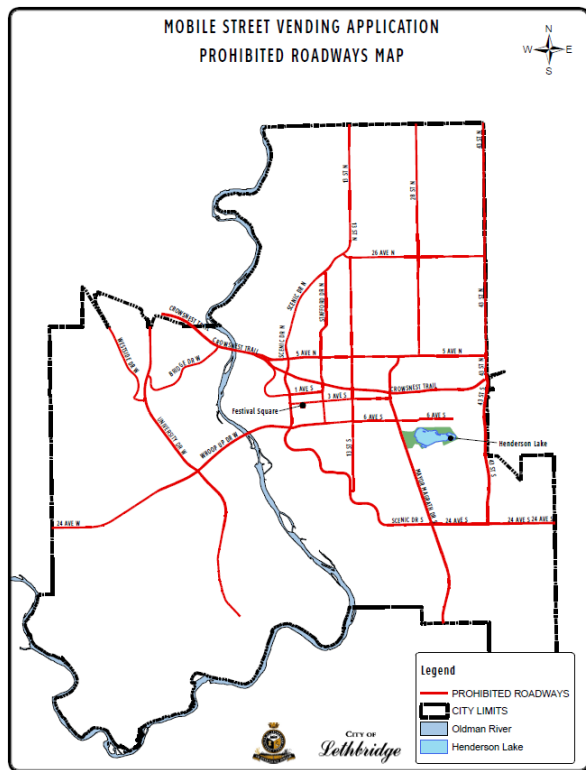


Figure 4.1.2 Lethbridge Food Truck Map

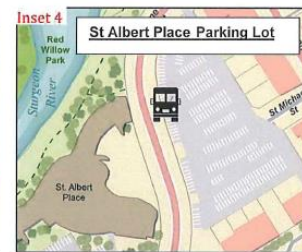


Figure 4.1.3 St. Albert Food Truck Map

4.2 Permitting Cost

In addition to the process the permitting costs can play a role in would be food truck vendors decision-making about whether or not to start a business. One of the most basic barriers to entry for many potential entrepreneurs is start-up costs, which include permitting fees. For traditional restaurant owners, they believe that permit costs should make up the difference for the cost advantage of being mobile and to balance the playing field. From a Town perspective, it is striking a balance to keep costs high enough to raise revenue but low enough to grow a beneficial business.

Municipality	Regular Business License	Home Occupation Development Permit	Food Truck Business License Fee		Fire Fee	
	Fee	Fee	Fee	Renewal	Fee	renewal
Town of Taber	Resident \$100/yr Non Resident \$500/yr, \$150/mo, \$100/week, \$50/day	Class 1: \$0.00/yr Class 2: \$150/ yr	\$100/yr resident \$250/yr non-resident	-	-	-
City of Lethbridge	\$187/yr -		\$2/day **can be issued for 4 months (\$240.00), 6 months (\$324.00), and 12 months(\$547.50)	yearly	-	-
City of Calgary	- -	\$75	\$813 Special Events: \$26.15/weekday, \$52.25/day on weekend	\$770	\$95	\$55
City of Medicine Hat	Home Oc: \$81.60/yr Resident: \$84/yr Non-Resident: \$692.58/year, \$106.86/day	Class 1 home oc.: \$99.25 Class 2 home oc: \$146.65	Mobile food vendor: \$88.20			
City of St. Albert	Resident: Jan – April new/ renewal \$104.76, may – Aug \$105.57, sept – Dec new \$70.38 Non Resident: Jan – April new / renewal \$682.38, may – Aug new \$511.79, Sept – Dec new \$341.19					

Table 4.2.1 Permitting Cost Comparison Between Alberta Municipalities

As shown in Table 3.2.1, the amount charged for a Development Permit is fairly consistent across municipalities however, far greater variance exists in the business license fees. Considering that a mobile food truck is forgoing property taxes (average taxes for a restaurant in the downtown in 2016 was \$2,816) that would be applied to a traditional location it could be suggested that the fees should be increased to generate revenue that off-sets this.

Due to the nature of food trucks being mobile they are often very popular at large events. A full business license amount for one event is high and would likely prevent someone pursuing the opportunity.

4.3 Locational Constraints

Food Truck locations are one of the most contentious issues in terms of regulations. This refers to regulations that designate a certain amount of distance that must be maintained between food trucks and other establishments, people, and infrastructure.

Table 4.3.1 highlights some of the locational constraints put in place by other municipalities.

Municipality	Locational Rules Governing Prohibited Parking Areas
Town of Taber	<ul style="list-style-type: none"> • Can only be parked in the Downtown and Comprehensive Commercial District
City of Lethbridge	<ul style="list-style-type: none"> • 400m from school (changed to 100m next year) • 50m from restaurants • Not allowed to park closer than 400m to any elementary, middle or high schools Monday – Friday 7:30-4:30 • If a Food Truck does not have permission for a public event, they must stay 1 block radius from the event.
City of Medicine Hat	<ul style="list-style-type: none"> • Not in the residential districts, can park their food truck overnight (not in use) at the owners residence with a home occupation permit • Must get permission for City owned property • Must get permission from Parks Director to located in a city park • Cannot stay at one location longer than 4 hours
City of Calgary	<ul style="list-style-type: none"> • Operating from a street down town requires a street use permit. • Must be 100m from a school • 25m from food service establishment • 2 trucks are allowed per block face • Food trucks cannot operate in prohibited zones (as per map) • Written permission from the Director of Parks is required to operate in a City Park.
City of St. Albert	<ul style="list-style-type: none"> • Food vendors are not permitted to: <ul style="list-style-type: none"> ○ Occupy certain designated sites during special events (as per map) • All food vending units must be self-sufficient (no hook-ups available at designated sites. • Food trucks cannot occupy a site if it is closer than 20m to a business that sells a similar product • Only one food vendor is permitted to take up occupancy at any designated site

Table 4.3.1 Comparison of Process Between Other Municipalities

Table 4.3.2 highlights various locational constraints of other municipalities and evaluates them. Three of the four existing regulations in the Land Use Bylaw have to do with locational constraints and are noted as existing.

Policy/Constraint	Pro	Con
Food Trucks shall only be permitted in the Downtown and Comprehensive Commercial District as per this Land Use Bylaw. (Existing)	<ul style="list-style-type: none"> - Keeps food trucks confined to a location that best suits commercial style business - Promotes other spin-off benefits in the downtown. - Safer environment for pedestrian based customers. 	<ul style="list-style-type: none"> - Concentrates food trucks to the very district to where the majority of the traditional restaurants are located. - Restricts food trucks from providing food service to other areas of the Town especially near employment hubs e.g. industrial area and hospital.
Food Trucks shall not be located on Town-owned property without prior written consent from the Chief Administrative Officer based on conditions under a duly executed Development Permit. (Existing)	<ul style="list-style-type: none"> - Ensures that public parks and recreation areas are not constantly full and being disrupted. 	<ul style="list-style-type: none"> - Some large town-owned property parking lots has the potential to provide a good location for this activity.
Food Trucks shall not be located where they create a hazard to the public as determined by a Development Officer, Bylaw Officer, Law Enforcement Officer, or the Director of Planning & Economic Development. (Existing)	<ul style="list-style-type: none"> - Keeps the public safe 	<ul style="list-style-type: none"> -
Food trucks are not permitted to be located within an established proximity requirement to existing traditional restaurants. Could be (0m, 25m, 50m, 100m etc.) (Proposed)	<ul style="list-style-type: none"> - Prevents direct competition to existing traditional restaurants 	<ul style="list-style-type: none"> - Disadvantage food trucks as it reduces the opportunity to sell. - Pushes the pedestrian focused activity away from pedestrian friendly areas. - Additional level of time-consuming enforcement
Food trucks are not permitted to be located within an established proximity to schools. (0m, 25m, 50m, 100m etc.) Unless written approval is provided to the town from the school. (Proposed)	<ul style="list-style-type: none"> - Ensure safety of children and traffic-related safety. 	<ul style="list-style-type: none"> -
Food Trucks shall not be located on Private property without prior written consent from the Chief Administrative Officer based on conditions under a duly executed Development Permit. (Proposed)	<ul style="list-style-type: none"> - Create additional opportunities on private property that is appropriate 	<ul style="list-style-type: none"> - Zoning conflicts - Permanent status

Table 4.3.2 Current and Proposed Policy and Constraints Pros and Cons

4.4 Time Constraints

One set of regulations that impacts the use of public space for food trucks is how much time they are allowed to park and vend in one location. Shorter time limits translates to less time for vendors to sell in one spot, which favors competing stakeholders like traditional restaurants, since less time means less competition. From a Town perspective, time constraints are a mixed bag as longer time limits mean vendors are easier to monitor, since they are in fewer spots during a day. At the same time, longer time limits have the potential to reduce patronage at a traditional restaurant.

Of the cities that we had been focusing on in Alberta, only Medicine Hat had a time limit (4 hours). St. Albert had hours of operation listed in their food truck guidelines as *Hours of Operation: Monday – Friday: 7am-10pm, Saturday: 9am – 11pm, Sunday/holidays: 9am -10pm* and does not allow food trucks to be unattended overnight. In extending the research to include some American cities a moderate time limit, such as four to five hours in any one location is often a preferred approach. One hour to set up, one hour to take down, and three hours to operate. With a time constraint comes the need to integrate a locational component so that a food truck cannot simply move over one parking stall.

4.5 Miscellaneous Provisions

4.5.1 Guidelines

Many municipalities have simplified “food truck guidelines” which has all the necessary information on food trucks in one east-to-find location.

4.5.2 Parking a food truck at a Residence

In Medicine Hat, if a food truck owner wishes to park their food truck at their residence when it is not in operation, a discretionary home occupation development permit is required to advertise to neighbours for an appeal period. This could be an option for Taber as at least one food truck owner parks their truck at their residence overnight.

4.5.3 Food Truck Definition

Defining what a food truck is or isn't is important in terms of enforcement. Table 4.5.3.1 below outlines what each food truck definition is in municipalities across Alberta.

Municipality	Title	Definition
Town of Taber	<i>(36) Food Trucks</i>	<i>Means a motor vehicle, set up on a temporary basis, from which prepared food and beverages are offered for sale to the public for consumption. This shall not include catering services delivering food.</i>
City of Lethbridge		
City of Medicine Hat	<i>Mobile Food Unit</i>	<i>a cart, trailer or vehicle-mounted food service establishment designed to be readily moveable</i>
City of Calgary	<i>Pushcart Vendor</i>	<i>A portable cart or wagon (which may be attached to a bicycle) used for carrying goods to sell to the public fall under this category.</i>
	<i>Food Trucks</i>	<i>Mobile food vendors operating from city streets are licensed as food trucks (full service food vehicles)</i>
	<i>Food Service – no premises</i>	<i>Mobile food vendors operating on private property.</i>
Town of St. Albert	<i>Food Vendor</i>	<i>any food vending business (unit) that moves, is on wheels and/or sets up on a temporary basis</i>

Table 4.5.3.1 Food Truck Definition Comparison Between Alberta Municipalities

4.5.4 Proper Food Truck Set Up / Take Down

Currently the Town does not have guidelines for food truck owners on proper set up and take down of their equipment.

5.0 Public Engagement

A public survey via the Taber Website was be open for opinions of Food Truck Rules and Regulations from the 4th of July until the 10^h of July and a total of 284 people filled out the questionnaire, of which 216 were Taber residents.

Questions 5 – 7 of the questionnaire discussed a proposal for designated “food truck zones” around Taber. 156 people (55.12%) did not agree with zones. 92 people (32.51%) agreed with zones and others voiced opinions on other zones that would be beneficial in their minds. A detailed summary of the questionnaire is attached in appendix A.

An open house was held at the Taber Community Center in the “Green Room” on July 12th from 4pm until 6:30pm, a total of 10 people showed up to ask questions, and voice opinions. Results of comments from the open house are attached as appendix B.

6.0 Recommendations

The following table 6.1 shows the original recommendations that have been circulated to the public with the updated recommendations along with the reasoning for why they have changed.

Original Recommendation based on other municipalities	Revised Recommendation as per public feedback	Reasoning for change
<p>PERMITTING PROCESS:</p> <p>Recommendation: Leave the existing process as is and include a map that is given with the Development Permit outlining where a food truck can and cannot locate.</p> <p>Alternative 1: The Town of Taber could require additional requirements such as liability insurance, plumbing, gas, and fire inspections etc.</p>	<p>PERMITTING PROCESS:</p> <p>Recommendation: Leave the existing process with the exception of adding a fire inspection before the business license is issued. All home based food trucks will now fill out a home occupation development permit and all non-home based food trucks will fill out a food truck development permit (including those from out of town). In the latter case, a condition of the development permit will be identifying where the food truck will be parked with written permission of landowner.</p>	<p>PERMITTING PROCESS:</p> <p>Due to positive feedback and additional recommendations the process will now include a fire inspection for safety and require a home occupation development permit (discretionary use) to better address food trucks that are parked at residences.</p>
<p>PERMITTING COST:</p> <p>Recommendation: Leave the existing Development Permit fee as is and increase the business license fee for a food truck to \$300 for year 1 and \$500 for subsequent years (not continue differing between resident and non-resident). Create a weekly business license fee for food trucks for special events at \$50.00 per week.</p> <p>Alternative 1: Leave the fee structure as is.</p> <p>Alternative 2: Explore other options.</p>	<p>PERMITTING COST:</p> <p>Recommendation: Leave the existing business license fees the same.</p>	<p>PERMITTING COST:</p> <p>Due to negative feedback regarding the proposed raised business license fee for all food trucks, administration has decided not to change the fee structure.</p>

<p>LOCATIONAL CONSTRAINTS:</p>	<p>LOCATIONAL CONSTRAINTS:</p>	<p>LOCATIONAL CONSTRAINTS:</p>
<p>Recommendation: Implement a land use bylaw amendment to include, in addition to existing regulations, the following locational regulations:</p> <p>Restrict food trucks to:</p> <ol style="list-style-type: none"> 1. Designated zones (as identified in the Food Truck Guidelines); 2. Private property with written permission (as described in Policy 2); 3. Town-owned property with written permission (as described in Policy 2); <p>Where written permission is required, consent must be given by the Chief Administrative Officer or designate based on a duly executed Development Permit. Permissions shall respect the following conditions:</p> <ol style="list-style-type: none"> 1. Shall not be located with 25m of an existing restaurant; 2. Shall not be located within 100m of any school; 3. All other food truck rules and regulations apply. 4. If a food truck already has a development permit to operate in a designated food truck zone, then a fee will not be charged again when written permission is required for an alternative location. <p>Alternative 1: Explore other options.</p>	<p>Recommendation: Implement a land use bylaw amendment that includes the following locational regulations:</p> <ol style="list-style-type: none"> i. Food trucks shall only be permitted in: <ol style="list-style-type: none"> a. Non-residential land use districts as per this Land Use Bylaw b. Residential land use district with written permission (as described in Policy 2); c. Designated food truck zones on town-owned property (as shown in Food Truck Guidelines); d. All other Town-owned property with written permission (as described in Policy 2); ii. Where written permission is required, consent must be given with necessary conditions by the Chief Administrative Officer or Planning and Economic Development Director. iii. The following conditions apply to ALL permitted food truck locations: <ol style="list-style-type: none"> i. Shall not be located within 10m of any existing food establishment, with the exception of when written consent is provided by the restaurant owner; ii. Shall not be located within 100m of any school, with the exception of when written consent is provided from the school; iii. If permission for a public event has not been given, must stay 100m from the event with the exception of when written consent is provided by the event coordinator; iv. All other food truck rules as outlined in the Food Truck Guidelines. 	<p>There was a mix of responses on this topic however only 33% agreed with the designated zones. There were lots of other suggestions provided and positive feedback on other aspects put forth in regards to location. Therefore, the approach that is recommended is to provide more options for food trucks in Taber so they are not simply limited to the Downtown and Commercial Districts, where existing restaurants. By providing an increase in options as well as formalized designated zones (large parking stalls) in the community centre parking lot, there will be less pressure to continuously locate near existing traditional restaurants.</p> <p>This combined with the time constraints will limit the impact to existing business owners in the downtown.</p>

<p>TIME CONSTRAINTS:</p> <p>Recommendation: As a condition of the Development Permit, food trucks are required to limit their time in any one location to a maximum of 4 hours within a 48 hour time period.</p> <p>Alternative 1: Have no time constraint.</p> <p>Alternative 2: Explore other time limit and distance options.</p>	<p>TIME CONSTRAINTS:</p> <p>Recommendation: As a condition of the Development Permit, food trucks are required to limit their time in any one location to a maximum of 5 hours within a 48 hour time period. Any one location is considered within 100m.</p>	<p>TIME CONSTRAINTS:</p> <p>Generally positive feedback that a time constraint combined with more locational options will reduce the impact on traditional restaurants if they are located within close proximity. This constraint will prevent food trucks from parking in one location over two meal periods, over-night, and two days in a row.</p>
<p>FOOD TRUCK GUIDELINES/HANDBOOK:</p> <p>Recommendation: The Town of Taber is proposing to draft a Food Truck Guideline. This document will outline all rules, regulations, maps and definitions pertaining to food truck usage in the Town.</p> <p>Alternative: Explore other options.</p>	<p>FOOD TRUCK GUIDELINES/HANDBOOK:</p> <p>Recommendation: The Town of Taber is proposing to draft a Food Truck Guideline. This document will outline all rules, regulations, maps and definitions pertaining to food truck usage in the Town.</p>	<p>FOOD TRUCK GUIDELINES/HANDBOOK:</p> <p>No change has been made as no feedback was given regarding the recommendation.</p>
<p>PARKING AT A RESIDENCE:</p> <p>Recommendation: As part of the business license application for a food truck, each applicant will be required to indicate where they will park their food truck while it is not in use. If any applicant proposes to park it at their personal residence in the Residential Districts a home occupation development permit will be required.</p> <p>Alternative: Explore other options.</p>	<p>PARKING AT A RESIDENCE:</p> <p>Recommendation: All home-based food truck business license applications will be required to have a home occupation development permit prior to receiving their business license to allow for food trucks to be parked at a residence while not in operation. This development permit will be discretionary and require circulation and an appeal period for neighbours to be notified that a food truck will be parked on the premises.</p> <p>Those with a food truck development permit shall only park their food truck on the private commercial/industrial property identified in the development permit while not in operation.</p>	<p>PARKING AT A RESIDENCE:</p> <p>Positive feedback has confirmed that a process for approving where a food truck can park while not in operation is appropriate. Comments that not all park at a residence required an expanded recommendation.</p>

<p>FOOD TRUCK DEFINITION:</p> <p>Recommendation: The Town is proposing to update the food truck definition in the Land Use Bylaw 14-2016 to read</p> <p><i>“Means a cart, trailer, or vehicle-mounted food service establishment, which is designed to set up on a temporary basis and be readily moveable, from which prepared food and beverages are offered for sale to the public for consumption.”</i></p> <p>Alternative: Explore other options.</p>	<p>FOOD TRUCK DEFINITION:</p> <p>Recommendation: The Town is proposing to update the food truck definition in the Land Use Bylaw 14-2016 to read</p> <p><i>“Means a cart, trailer, or vehicle-mounted food service establishment, which is designed to set up on a temporary basis and be readily moveable, from which prepared food and / or beverages are offered for sale to the public for consumption. This shall not include catering services delivering food, huckster, or temporary fruit/vegetable stands ”</i></p>	<p>FOOD TRUCK DEFINITION:</p> <p>Due to a number of comments regarding what is a food truck and what is not, there was need for refinement of the definition.</p>
<p>PROPER SET UP/ TAKE DOWN:</p> <p>Recommendation: As a condition of the development permit proper set up/take down will be outlined with the following:</p> <ol style="list-style-type: none"> 1.Required to have garbage receptacles. Garbage is not to be dumped in Town of Taber garbage receptacles without permission 2.No dumping of any cooking oil or other substances into drains. Proper dumping will be required. <p>Alternative: Explore other options.</p>	<p>PROPER SET UP/ TAKE DOWN:</p> <p>Recommendation: As a condition of the development permit proper set up/take down will be outlined with the following:</p> <ol style="list-style-type: none"> 1. Required to have garbage receptacles. Garbage is not to be dumped in Town of Taber garbage receptacles without permission 2. No dumping of any cooking oil or other substances into drains. Proper dumping will be required. 	<p>PROPER SET UP/ TAKE DOWN:</p> <p>No change has been made as no feedback was given regarding the recommendation.</p>

Table 6.1 Proposed and Updated Recommendations

7.0 Conclusion

After careful consideration of best practices municipalities in Alberta as well as public feedback from the questionnaire and open house, administration believes that the following recommendations would best suit the Town of Taber's Food Trucks:

Recommendation 1: Leave the existing process with the exception of adding a fire inspection before the business license is issued. All home based food trucks will now fill out a home occupation development permit and all non-home based food trucks will fill out a food truck development permit (including those from out of town). In the latter case, a condition of the development permit will be identifying where the food truck will be parked with written permission of landowner.

Recommendation 2: Leave the existing business license fees the same.

Recommendation 3: Implement a land use bylaw amendment that includes the following locational regulations:

- i. Food trucks shall only be permitted in:
 - a) Non-residential land use districts as per this Land Use Bylaw
 - b) Residential land use district with written permission (as described in Policy 2);
 - c) Designated food truck zones on town-owned property (as shown in Food Truck Guidelines);
 - d) All other Town-owned property with written permission (as described in Policy 2);
- ii. Where written permission is required, consent with necessary conditions must be given by the Chief Administrative Officer or Planning and Economic Development Director.
- iii. The following conditions apply to ALL permitted food truck locations:
 - a) Shall not be located within 10m of any existing food establishment, with the exception of when written consent is provided from the restaurant owner;
 - b) Shall not be located within 100m of any school, with the exception of when written consent is provided from the school;
 - c) If permission for a public event has not been given, must stay 100m from the event, with the exception of when written consent is provided by the event coordinator;
 - d) All other food truck rules as outlined in the Food Truck Guidelines.

Recommendation 4: As a condition of the Development Permit, food trucks are required to limit their time in any one location to a maximum of 5 hours within a 48 hour time period. Any one location is considered within 100m.

Recommendation 5: The Town of Taber is proposing to draft a Food Truck Guideline. This document will outline all rules, regulations, maps and definitions pertaining to food truck usage in the Town.

Recommendation 6: All home-based food truck business license applications will be required to have a home occupation development permit prior to receiving their business license to allow for food trucks to be parked at a residence while not in operation. This development permit will be discretionary and require circulation and an appeal period for neighbours to be notified that a food truck will be parked on the premises.

Those with a food truck development permit shall only park their food truck on the private commercial/industrial property identified in the development permit while not in operation.

Recommendation 7: The Town is proposing to update the food truck definition in the Land Use Bylaw 14-2016 to read:

“Means a cart, trailer, or vehicle-mounted food service establishment, which is designed to set up on a temporary basis and be readily moveable, from which prepared food and / or beverages are offered for sale to the public for consumption. This shall not include catering services delivering food, huckster, or temporary fruit/vegetable stands.”

Recommendation 8: As a condition of the development permit proper set up/take down will be outlined with the following:

- i. Required to have garbage receptacles. Garbage is not to be dumped in Town of Taber garbage receptacles without permission; and
- ii. No dumping of any cooking oil or other substances into drains. Proper dumping will be required.

DRAFT