

# GUIDELINES: MOBILE FOOD VENDOR

**A Mobile food vendor means an automobile or trailer designed and used for cooking, preparation, assembling, and/or serving of a full or limited menu of single-service food items from the automobile or trailer for use by consumers. Detailed information can be found in the Municipal Code under Article III, Section 405.480, #9.**

## Regulations:

- Applicants seeking to place and/or operate a mobile food vendor upon any site within the City of Wentzville shall first obtain a mobile food vendor permit from the community development department, unless otherwise exempted by subsection (q) of this section. The application will require written consent of the owner of the site or the operator of the primary business on the site upon which the mobile food vendor is to be located.
- Mobile food vendors within the City of Wentzville shall be permitted on a specific site for a period not to exceed two consecutive days. A mobile food vendor may only operate during the hours that the primary business located on the site is open for business.
- All mobile food vendors shall be placed upon private property within the interior of an existing development with the written consent of the property owner. The placement of a mobile food vendor shall be subject to the city's review of a site location map during the permit review process. This process shall ensure that the functions of the existing site design, including the presence of adequate employee and customer parking, are not impeded by the presence of the mobile food vendor. All mobile food vendors shall be placed upon a concrete or asphaltic surface in a manner which is safely accessible to pedestrian traffic internal to the site. Mobile food vendor applicants shall demonstrate that the vehicle is readily moveable if requested by the city.
- Prior to being permitted under this section, an applicant shall demonstrate that all necessary approvals, licenses, and permits have been obtained from all appropriate agencies. This includes a business license from the City of Wentzville and permit approval from the St. Charles County Health Department.
- Additional Mobile Food Vendor Regulations can be found in the Municipal Code under Section 405.480, #9.

## How to Apply for a Mobile Food Vendor Permit:

- Create an account or log in at [www.wentzvillemo.gov/CustomerPortal](http://www.wentzvillemo.gov/CustomerPortal).
- Select: Planning Applications, Mobile Food Vendor.
- Upload Site Plan.
- Upload Valid Business License.
- Upload Written Consent of Property Owner.
- Upload Health Department Approval.

**No Fee**

## Questions?

**Contact the Community Development Department**

☎ (636) 639-2047

✉ [CommunityDevelopment@wentzvillemo.gov](mailto:CommunityDevelopment@wentzvillemo.gov)

🖱 [www.wentzvillemo.gov/CDD](http://www.wentzvillemo.gov/CDD)

