



**INFORMATION & APPLICATION
FOR
ROAMING FOOD VENDING PERMITS
ON CITY PROPERTY**

**For additional information contact 3-1-1(outside Vancouver, 604-873-7000)
or visit
Engineering Services, 507 W Broadway (5th Floor)**

**For requirements regarding Food Vending Units or Commissaries please contact
Vancouver Coastal Health Authority at 604.675.3800**

Apply for a roaming food vending permit

The roaming food vending permit allows food and non-alcoholic drinks to be sold on City property from a vending unit that may change locations.

You will need one permit for each vending unit you operate.

2017 Fees

Fee	Cost
Motorised unit permit fee (food trucks)	\$310.35 + 15.52 GST
Non-motorised unit permit fee (bikes or push carts)	\$155.77 + 7.79 GST

Qualifications

We welcome your application if you:

- Are legally entitled to work in Canada
- Have valid liability and vehicle insurance
- Have a current City of Vancouver business licence
- Complete a criminal record search
- Have a valid health permit

Insurance requirements

As a condition of being granted a vending permit, you must show "Proof of Liability Insurance" coverage which meets the following minimum requirements:

- Inclusive limit of \$2,000,000 P.L. and P.D. (Public Liability & Property Damage)
- Cross Liability Clause
- City of Vancouver named as an insured

A permit will not be granted until proof of insurance has been received.

How to apply

Each vending unit needs a roaming food vending permit. Applications can be made online. Please contact permits@vancouver.ca to create an online account and have the following ready for your online application:

1. Completed details form (download available when applying)
2. Valid liability insurance
3. Copy of your current business licence
4. Copy of health permit for your vending unit
5. Copy of motor vehicle insurance
6. Criminal record search
7. Permit fees
8. Waste management plan for your vending unit

Rules and requirements

Times and locations where vending is not allowed

Vending is not permitted within:

- Outside of the hours noted on your permit
- Downtown, on streets West of Main Street and north of False Creek
- One block of grade schools on school days from 8:00am to 5:00pm
- Park boundaries (including parking lots), beaches, school grounds, or private properties
- 100 m of park concession stands

Vending near restaurants

Roaming food vendors must stay 100 m away from restaurants that sell a similar food product, concept, or theme.

Example: A roaming food vendor is parked less than 100 m from a juice business.

- **Not allowed:** The roaming vendor sells only juice. This food concept or theme is too similar to the juice business.
- **Allowed:** The roaming vendor sells breakfast items including juice. The juice menu item is the only similarity to the juice business.

Vending permits

Permits:

- Must be displayed to the public at all times
- May not be sold or transferred
- Remain the property of the City of Vancouver
- Must be given immediately, upon request, to any City of Vancouver official or Vancouver Police Department member

Roaming vending units

Vending units must:

- Be legally parked when stopped
- Move to a new location if there are no customers after 60 minutes
- Keep work and storage areas clean, present a neat appearance, and provide a rubbish and recycle bin for customers
- Have someone in attendance at all times
- Follow all requirements set out in National Fire Protection Association (NFPA) Standard 96 for ventilation control and fire protection

Trailer vending units must remain attached to a motorised vehicle at all times.

Sound systems in vending units

Sound systems must be:

- Played no louder than 65dBA when measured at 15 m directly in front of the vending unit
- Set so the operator of the vending unit cannot adjust the volume above the limit
- Shut off when the vehicle is stopped

Failure to comply with the requirements listed above may result in one or more of the following:

- Confiscation of goods
- Suspension of the permit
- Cancellation of the permit

New Waste Management Plan Criteria

Recent Changes

Due to the recent change in Metro Vancouver's organics ban and changes to the Solid Waste By-law, all businesses and residents in Vancouver are required to divert organics from the garbage. This includes raw food, plate scrapings, leftovers, packaged food, meat etc. Some food soiled paper such as pizza boxes or used table napkins can also be collected with your food scraps. Check with your commissary to ensure you are recycling appropriately.

As of January 1, 2017, any organics composition over 5% found in the garbage is subject to a fine.

Please refer to the appendix for more information.

Waste Management Plan

The Waste Management Plan criteria aligns with City of Vancouver's priorities, specifically the Greenest City Action Plan, Zero Waste 2040 Plan, Metro Vancouver's organics ban, and the Solid Waste By-Law.

Street Food Vendors are required to:

- Separate waste into a minimum of 3 streams: recyclable, compostable organics, and general garbage as require by City By-Law
- Collect, remove, and appropriately dispose of all garbage, recyclables, and compostable organics originating from your operation
- Demonstrating a commitment to sustainability by reducing packing where possible and using recyclable or compostable packaging and utensils

Please attach your waste management plan to outline how your business will meet these criteria. Refer to the appendix for more information regarding the waste management plan.

Renewing your permit

Permit renewals can be done online. Check your existing online account, or contact permits@vancouver.ca for more information.

To renew an existing roaming food vending permit for the following year, you will need the following:

1. Valid liability insurance
2. Copy of your current business licence
3. Copy of your health permit for your vending unit
4. Copy of your motor vehicle insurance
5. Criminal record search for each vending unit operator
6. Permit fees
7. Waste management plan for your vending unit

APPENDIX A

WASTE MANGEMENT PLAN GUIDELINES

If you are successful with your permit application/ renewal, it is expected that you will implement the measures of your waste management plan. Recycling and composting options must be present at your vending and commissary sites.

Background

As part of the Greenest City Action Plan, the City of Vancouver is striving to reduce solid waste from going to the landfill and incinerator by 50% from 2008 levels by 2020.



Figure 1: Annual Solid Waste Disposal in Tonnes (City of Vancouver, 2016)

The success of waste diversion is highly dependent on waste reduction and recycling efforts of our residents and businesses. Street food vendors are an important public symbol on how to act responsibly towards our environment, specifically through proper waste management. Learn to reduce food waste on Metro Vancouver's Love Food Hate Waste website (external website): <https://www.lovefoodhatewaste.com/>

Why Recycle Food Scraps and Divert Waste?



Recyclable Materials and Organic Waste Diversion Guidelines

Pursuant to the Solid Waste By-Law No. 8417

- Businesses must have a recyclable materials diversion programme for any recyclable waste produced on the property and dispose of recyclables in accordance with their plan (section 5.12)
- Businesses must also have an organic waste diversion plan for any food waste and organic waste produced on the property and dispose of organics accordance with their plan (section 6.7A.1)

There are various ways to comply with these bylaws. The most common option is to set up receptacles for separating and collecting the various waste streams. Street food vendors should consider the following:

- Provide a minimum of three separate receptacles, one for compostable organics, one for recyclables, and one for general garbage at the vending site for use by staff and customers.
- Take all waste streams from the vending site back to the commissary disposal in accordance to City By-law
- Provide clear signage with visuals on the receptacles to help staff customers sort waste correctly and avoid fines. Signage is available download at the Metro Vancouver website:

<http://www.metrovancouver.org/services/solid-waste/recycling-signage-campaigns/recycling-signage-colours/Pages/default.aspx>

- If your commissary uses a private waste hauler to dispose of your waste, please discuss with them your options for diverting recyclables and organics.



site for
and
to

Packaging and Utensil Guidelines

To reduce garbage and reduce business costs spent on packaging and waste disposal, Street Food Vendors should minimise single use packaging and utensils and instead, consider using re-usable products. If there is no other choice, consider using products that are recyclable or compostable.

Note that compostable plastic and biodegradable plastic products, such as cups, cutlery, food containers, and bags are currently not compatible with many existing local composting facilities. Please check to confirm whether your chosen products are accepted in your hauler's composting and recycling facilities.

Please confirm with your hauler the accepted materials in each of your compostable organics, recyclables, and garbage streams. The table in the Appendix is provided as a reference only for ideas on what to use for packaging and utensils. A more detailed report written by UBC on food service ware procurement guideline can be viewed here:

<https://sustain.ubc.ca/sites/sustain.ubc.ca/files/Food%20Service%20Ware%20Guide%20Aug%202015%202016.pdf>