



City of Red Bluff

Community Development Department
555 Washington Street
Red Bluff, CA 96080
(530) 527-2605 ext. 3059

Application No. _____

APPLICATION FOR Mobile Vender Use Permit

Applicant Information		
Applicant	Daytime Phone	
Street Address		
City	State	Zip

Property Owner	Daytime Phone	
Address		
City	State	Zip
Owner Signature (or Attach Signed Authorization)		

Project Information	
Property Address/Location	
Assessor's Parcel No.	Parcel Size
Existing Land Use	
Present Zoning	Present General Plan Designation

Request	
Days & Hours of Operation	

Required Signatures	
I hereby certify that this application and all other documents submitted are true and correct to the best of my knowledge and belief. I also certify that I am the owner of the above property or have attached the owner's written consent to file this application. I understand that verification of property ownership or interests in the property or application may be required.	
Applicant's Signature	Date

For Office Use Only				
APPLICATION NO.	PROJECT NO.	DATE RECEIVED	DATE APPLICATION CERTIFIED COMPLETE	
FEES RECEIVED/CHECK NO.	CEQA DETERMINATION			DATE FILED
	Exempt <input type="checkbox"/>	N.D. <input type="checkbox"/>	M.N.D. <input type="checkbox"/>	

PROCESS

Step 1 – Pre-Application Discussion with Staff

You should review the proposal for a mobile vender with Planning Department staff prior to the submission of the formal application. This will allow staff to advise you on conformity with the General Plan and Zoning Ordinance requirements. Usually, this first step is the most important step and helps a project move faster through the process.

Step 2 – Submitting the Application

To file an application, you should submit a completed application, along with an application fee as established by the City Council, and a map exhibit showing the proposed locating for the mobile vender. The application **must** be signed by the property owners of all affected parcel. Payment of processing fee must be submitted to the City at the time of application submittal. **The City's processing fee for a Mobile Vender Use Permit is \$1,696.00.**

Step 3 – Review of Application by Staff

If the application is accurate and complete, City staff will review your proposal to determine its compliance with City General Plan and Zoning Ordinance. The City requires a public hearing before the Planning Commission for approval of a mobile vender. The Planning Commission may request moderations of the proposed use in order to approve of the project. Please be aware that the Planning Commission may also decide to deny the proposed mobile vender use. No refund of the fee will be issued as a result of a denial.

Step 4 – Public Notice

The City is required by state law to provide at least a 10-day notice to all properties within 300 feet of the proposed project site as well as post the notice on the local newspaper. This notice provides the public the opportunity to present their views on the project either in writing or before the Planning Commission. The public notice will be administered by City staff.

Step 5 – Approval by Planning Commission

Red Bluff Municipal Code Section 25.195 *Mobile Vendors*, identifies the requirements of a mobile vender o the City. This section in included below. The total time for processing a Mobile Vender is generally 30 to 60 days and is dependent on the Planning Commission schedule.

CITY REQUIREMENTS FOR OPERATION OF A MOBILE VENDER

Red Bluff Municipal Code Section 25.198 Mobile Vendors.

- (A) This section establishes minimum standards for mobile vendors, as defined in § 25.239, within the City of Red Bluff.
- (B) Exceptions to the conditional use permit requirement may be granted for specific temporary uses when other special events occur that include multiple temporary or mobile land use activities such as a farmers market; however, which each and every mobile vending unit must be specifically included/acknowledged and approved by the City Council for business on and/or in public lands (parks or road right-of-ways). An exemption may be obtained for a special event by submitting a special event permit application to the Planning Department for review then forwarded to City Council for consideration.
- (C) These standards apply in addition to all other applicable provisions of this chapter and any requirements imposed by the state, county along with the Tehama County Health Department.
- (1) Mobile vending units shall not be allowed within dedicated parking spaces or parking space areas and/or landscape areas, access aisles and shall maintain at least a 12-foot separation or setback from any buildings/property lines, or any other object that may hinder emergency access to the lot or mobile vending unit.

Mobile Vender Use Permit Application

- (2) Each mobile vendor unit located on private property shall provide at least two off-street parking spaces (9 feet by 18 feet) in addition to parking spaces required in § 25.217 for any other land uses on the lot.
- (3) Each proposed mobile vendor unit applicant/owner shall submit preliminary plans with all lot dimensions, existing and proposed buildings along with their setbacks, parking requirements, dimensioned access aisles and color elevations showing proposed parking, mobile vending unit location/arrangement in relationship to other features on the lot and proposed accessories to the site, tables, chairs, awning/shade structures, landscaping etc. The purpose of the plans submittal is to assure continuity with the surrounding land uses and compliance with the minimum standards as stated herein, prior to a formal conditional use permit application and staff's support/recommendation for said application.
- (4) At no time shall the configuration of the mobile vending unit be located as to encourage or place patrons/pedestrians within access aisles, emergency accesses and/or ingress/egress locations.
- (5) Mobile vending units shall not be allowed on private property in any residential zoning district.
- (6) Mobile vendors shall schedule a semi-annual fire inspection with the City of Red Bluff Fire Department to maintain compliance with regulations governing fixed extinguishing system(s) for commercial cooking operation.
- (7) Each mobile vending unit shall obtain the required health and safety permits as required by federal, state and/or local laws/standards/codes prior to preliminary plan review submittal.
- (8) Each mobile vending unit shall obtain property owner permission in writing for staff supported land use activities and accessory configurations including but not limited to mobile vending unit location and operation, parking space locations, tables etc. prior to any Planning Commission public hearing on said required conditional use permit.
- (9) Except for special events as described above mobile vending units shall be located no closer than 300 feet from each other.
- (10) Mobile vending units are not required to construct their own restroom facilities to comply with these standards, however they are required to comply with § 25.193, Restroom Facilities, when applicable.
- (11) No mobile vending unit may conduct business, park or operate within 600 feet of any elementary, middle or high school, whether public or private. The 600 feet shall be measured from each property line of the school(s) creating a 600-foot radius around the schools property.
- (12) No mobile vending unit shall be authorized/allowed to stay on any site more than 12 hours in a 24-hour day for which they are approved to occupy (i.e. they shall leave any approved site for a total of 12 hours a day or more).