



**TOWN OF GORHAM  
CODE ENFORCEMENT OFFICE**

75 South Street, Suite 1  
Gorham, Maine 04038  
Phone: (207) 222-1605 ☐ Fax: (207) 839-4793

<b>APPLICATION: MOBILE VENDING UNIT PERMIT</b>			<b>ANNUAL FEE</b>	<b>\$150.00</b>	<b>PERMIT #</b> _____
					<b>AMOUNT PAID:</b> \$ _____  <b>DATE PAID:</b> _____
<b>Applicant's Name</b>			<b>Mailing Address</b>		
<b>Phone</b>					
<b>Email</b>					
<b>NAME OF BUSINESS</b>					
<b>LOCATION</b>	<b>Map</b> _____	<b>Lot</b> _____	<b>Zoning District</b> _____		
<b>PHYSICAL ADDRESS LOCATION</b>					
<b>DAYS OPEN</b>	<input type="checkbox"/> Sunday <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday <input type="checkbox"/> Saturday				
<b>UNIT SCHEDULE</b>	<input type="checkbox"/> seasonally	<b>Hours of Operation</b> (7 am to 10 pm max)	Weekends: Open from _____ to _____		
	<input type="checkbox"/> year-round		Weekdays: Open from _____ to _____		
<b>DESCRIBE THE USE AT THE SITE</b>					

**CHAPTER 1; SECTION 1-6 – DEFINITIONS**

Mobile Vending Unit (MVU)

A vehicle, trailer, van, pushcart or portable structure which is temporarily located on private property for the purpose of operating a retail business or service business and removed from the site every day, but which does not include such structures temporarily located on any particular private property for such purposes for less than one half hour. It shall not include such uses as construction offices during the duration of a building project or sales as part of an approved farmers market, fair or similar event.

**CHAPTER 2; SECTION 2-2 – OFF STREET PARKING STANDARDS**

Mobile Vending Units (MVU)

The operator of the mobile vending unit shall have available, and under written agreement, at least three off-street parking spaces not including the space for the mobile vending unit. On-street parking spaces may be utilized to substitute two of the required off-street parking spaces if the on-street parking is located immediately in front of the lot. The operator must have at least one off-street parking space for any vehicle belonging to an employee working. Mobile vending units are prohibited from locating in parking spaces in the Town's roads rights-of-ways.

Mobile Vending Units With Exterior Seating

In addition to the parking spaces required under mobile vending units (above) an additional parking space is required for each two seats available for dining.

**UNIT REQUIREMENTS CHECK LIST**  
(See complete Mobile Vending Unit Standards attached)

<b>REQUIREMENTS</b> (See complete Mobile Vending Unit Standards attached)	<b>PLEASE FILL IN OR EXPLAIN EACH SECTION</b>
Licensed by ME DHHS and operates under regulations relating to eating and lodging places.	License #
Town of Gorham Victualer's License	#
Written permission from property owner to locate MVU and permission for employees to use bathroom facilities with expectations that facilities are available.	(Please attach)
It shall be the responsibility of the operator of the Mobile Vending Unit to ensure that all wastes are handled and disposed of properly per Chapter 2 Section 2-16 of Land Use Code.	(Please describe)
Adequate supply of potable water for cleaning and food preparation	(Please describe)
Adequate and safe source of electrical power available meeting all federal, state and local codes.	(Please describe)
All food supplies and other business material stored within the vehicle or other secure container.	(Please describe)
Per Chapter 2 Section 2-16 of Land Use Code, one 8 sf sign is allowed when unit is open and located not more than 25' from unit.	Please describe signage and location.
Unit and any vehicles, trailers, trash receptacles used in conjunction with business will be kept in a neat and tidy appearance	
If exterior seating is provided shall meet requirements of Chapter 2, Section 2-2.A.2. (Off Street Parking Standards)	Please describe
MVU shall not be left on site or displayed or left in public view at location during non-business hours.	(Please describe what happens in off hours)

*The undersigned hereby makes application to the Town of Gorham for approval of the proposed project and declares the foregoing to be true and accurate to the best of his/her knowledge*

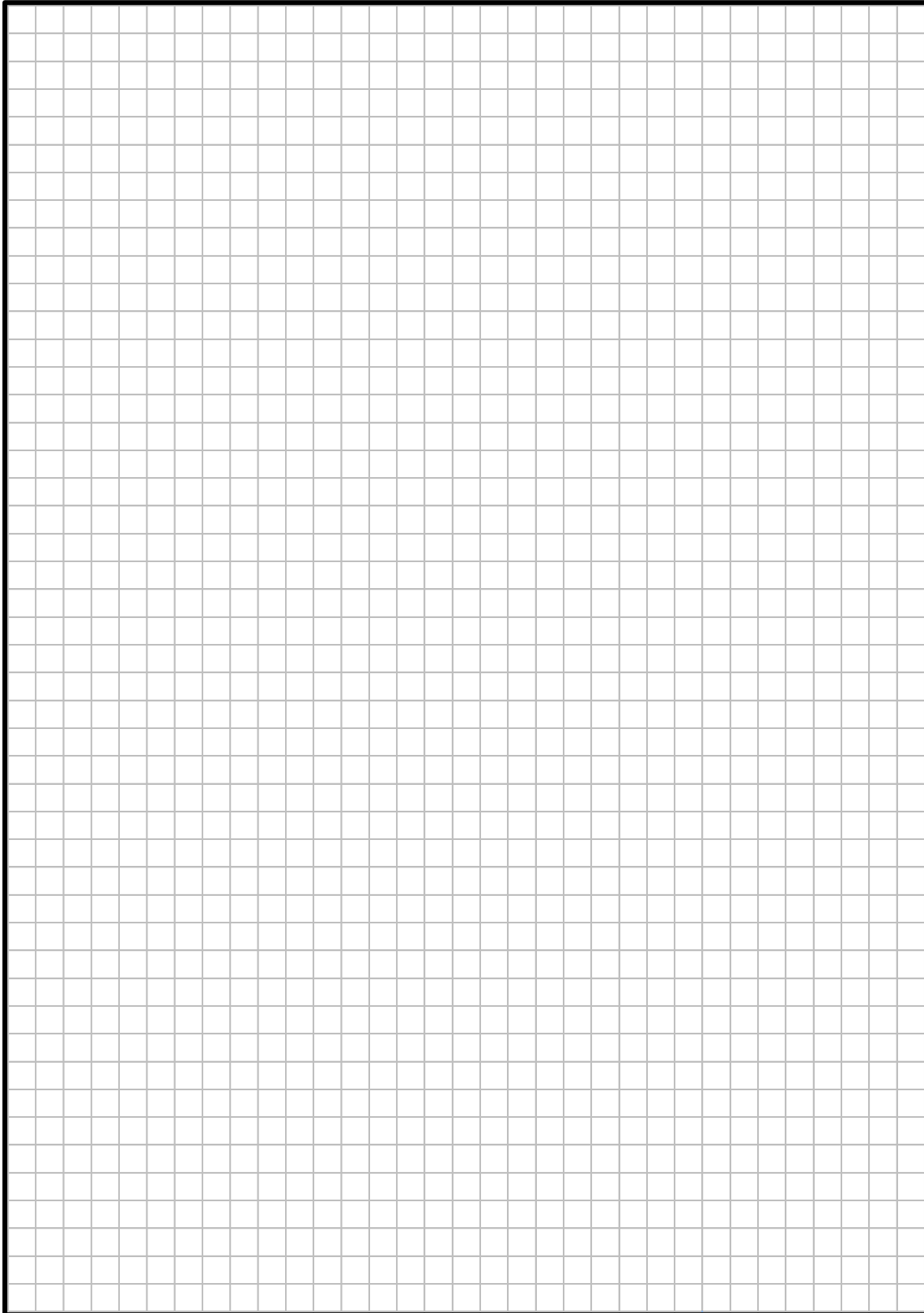
APPLICANT: \_\_\_\_\_ DATE \_\_\_\_\_

OWNER: \_\_\_\_\_ DATE \_\_\_\_\_

**THE APPLICANT IS RESPONSIBLE FOR OBTAINING ALL REQUIRED LOCAL, STATE AND FEDERAL PERMITS.**

APPROVED: \_\_\_\_\_ DATE \_\_\_\_\_  
Code Enforcement Officer

PLEASE PROVIDE A PLOT PLAN (BELOW) DEPICTING THE PROPOSED MOBILE VENDING UNIT LOCATION AND PARKING SPACES RELATIVE TO EXISTING STRUCTURES, PROPERTY LINES, ABUTTING STREETS, STREAMS AND/OR BODIES OF WATER, BUILDING SETBACKS & UTILITIES.



# Gorham Land Use and Development Code

## CHAPTER 2; SECTION 2-16 – MOBILE VENDING UNIT

Mobile vending units shall conform to the following requirements:

1. Mobile Vending Units shall be licensed by the Maine Department of Health and Human Services (DHHS) and operate in compliance with all applicable DHHS regulations relating to eating and lodging places, as may be amended from time to time.
2. Mobile Vending Units shall comply with all applicable provisions of the Town of Gorham Victualer's Ordinance, as may be amended from time to time.
3. The operator of a Mobile Vending Unit shall obtain from the Code Enforcement Officer a mobile vending unit food service permit, which shall be renewed annually, and pay the annual permit fee in such amount as the Town Council may from time to time establish by Council order. In order to issue a mobile vending unit food service permit, the Code Enforcement Officer shall ensure that the Mobile Vending Unit meets the following requirements:
  - a. The placement of the Mobile Vending Unit:
    - (1) Shall not hinder vehicular traffic or cause traffic congestion on or off the site;
    - (2) Shall not hinder, or interfere with, pedestrian traffic on or off the site;
    - (3) Shall not block or otherwise hinder access to or from any private property; and
    - (4) Shall not create a nuisance for abutting properties due to the generation of undue noise, odor, fumes, dust, smoke, lights or glare.
  - b. The hours of operation for the Mobile Vending Unit shall be limited to 7:00 a.m. to 10:00 p.m.
  - c. The operator of the Mobile Vending Unit shall provide written permission from the property owner to locate the Mobile Vending Unit on said property with expectations that bathroom facilities will be available.
  - d. The Mobile Vending Unit shall comply with Chapter 2, Section 2-2. A.2. (Off-street Parking Standards).
  - e. The Mobile Vending Unit shall be prohibited from locating in the rights-of-way for Town and State roads, including on-street parking spaces, or Town sidewalks.
  - f. The operator of the Mobile Vending Unit shall make adequate provisions for solid waste disposal including, at a minimum:
    - (1) At least one (1) covered trash receptacle, thirty gallons or larger in size, shall be available to hold waste and debris. No paper, food or other wastes shall be allowed to accumulate on site.
    - (2) The waste container shall be emptied at least once per day into an approved commercial dumpster (it being emptied by a licensed waste hauler on a regular basis) or other suitable and approved means of transport away from the site. It shall be the responsibility of the operator of the Mobile Vending Unit to ensure that all wastes are handled and disposed of properly.
  - g. The operator of the Mobile Vending Unit shall ensure that there is an adequate supply of potable water for the cleaning of equipment and the preparation of foods.
  - h. The operator of the Mobile Vending Unit shall ensure that there is an adequate and safe source of electrical power meeting all applicable federal, state, and local codes.
  - i. The operator of the Mobile Vending Unit shall ensure that all food supplies and other business material shall be stored within the vehicle or other container secured to the vehicle. No loose material shall be permitted outside of the vehicle.
  - j. Mobile vending units shall serve to the sidewalk or public right-of-way when parked adjacent and parallel to a Town sidewalk or public right-of-way.

- k. No signs shall be placed on sidewalks or public rights-of-way. The placement of 1 sign with a maximum sign area of 8 sq.ft. is allowed when the mobile vending unit is open. The sign must be located within 25' of the mobile vending unit. The sign must be removed when the mobile vending unit is not in use and shall not be located to hinder safe vehicular or pedestrian traffic on or off the site.
  - l. The Mobile Vending Unit, and any vehicles or trailers used in conjunction therewith, shall be in good upkeep and provide a neat and tidy appearance.
  - m. If the Mobile Vending Unit will provide exterior seating, it shall meet the requirements of Chapter 2, Section 2-2.A.2. (Off-Street Parking Standards)
  - n. Temporary bathroom facilities, such as portable toilets, are not permitted on site for use by the operator of the Mobile Vending Unit and/or patrons of the Mobile Vending Unit.
4. Unless permanently connected to public utilities and approved by the Planning Board under the site plan provisions under Chapter 4, Mobile Vending Units shall not be left on site or displayed, or left in public view, in the location of the business during non-business hours.
  5. A mobile vending unit food service permit may, after seven (7) days' written notice and public hearing, be suspended or revoked by the Code Enforcement Officer for violation of any provision of this Section. The victualer's license may be revoked or suspended by the municipal officers in accordance with the relevant provisions of the Victualer's Ordinance, as may be amended from time to time.
  6. Exemptions:
    - a. Mobile Vending Units at Town sponsored events are not subjected to the requirements under this ordinance but are required to have a victualer's license.
    - b. Any property may have mobile vending units subject to the following requirements:
      - (1) The mobile vending units must meet the requirements of this section.
      - (2) The use of the mobile vending units is limited to an event for which a mass gathering permit has been issued by the Town.
      - (3) Each property is limited to a one day exemption per calendar year.
  7. Drive through services are prohibited from mobile vending units.