



Department of Planning and Development
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Dial 711 TTY/Voice
929 N Front Street | PO Box 1810
Wilmington, NC 28402-1810

MOBILE FOOD UNIT PERMIT APPLICATION

Applicant's Name: _____

Applicant's Address: _____

Email: _____ Phone Number: _____

Name of Business: _____

Name of Commissary: _____

Address of Commissary: _____

Phone Number: _____ Type of Unit: _____

Applicant's Signature: _____ Date: _____

* There is a \$25.00 annual zoning permit fee for a food truck permit

**A copy of this permit will be sent to the Wilmington Fire Department. Please contact the Fire Marshal at (910) 343-0696 to schedule an inspection

OFFICE USE ONLY

Approved: _____ Denied: _____ Permit Number: _____

Reviewer: _____ Date: _____

Remarks: _____

Land Development Code 18-235 - Mobile Food Unit:

- All mobile food unit operators shall obtain an annual zoning permit. Permits shall be issued for the period beginning July 1 and ending June 30 of each year. This permit shall be posted in a visible location on the mobile food unit. Mobile food unit operators shall have the signed approval of the property owner for each location at which the mobile food unit operates. This approval must be made available for inspection upon request.
- Within the central business district mobile food units shall not operate on more than two individual sites per day. Mobile food units shall not be located within seventy-five (75) feet of the main entrance of the nearest restaurant during the restaurant's posted hours of operation. This distance may be reduced to twenty-five (25) feet for food carts less than five (5) feet in length
- Mobile food units shall be located at least five feet from any fire hydrant, sidewalk, utility boxes, handicap ramps, and building entrances. The required sidewalk setback does not apply to food carts less than five (5) feet in length.
- Mobile food unit operators are responsible for the property disposal of waste and trash associated with the operation. City trash receptacles shall not be used for this purpose. Operators shall remove all waste and trash prior to leaving each location or as needed to maintain the health and safety of the public
- All associated equipment, including trash receptacles and signage, must be within three (3) feet of the mobile food unit
- No fire lanes, vehicular access ways, or pedestrian walkways may be obstructed or encroached upon by the mobile food unit.
- No amplified microphones or bullhorns shall be permitted as part of the mobile food unit operation.
- Except in residential districts, mobile food units shall not operate from any public right-of-way, including from any on street parking space. Mobile food units must comply with chapter 4, article III of the Wilmington City Code, which states that no business shall take place on publicly owned or leased property.

Permitted districts	Maximum duration per site occurrence	Maximum annual occurrences
All nonresidential and mixed-use districts	5 consecutive hours	52
Residential	2 consecutive hours	52

Note: Occurrence is per location/site

Mobile Food Truck Permit - Property Owner Approval

The signed approval of the property owner is required for each location at which the mobile food unit operates. Additional forms may be submitted as needed. A site plan will be required for each location to ensure compliance with Land Development Code requirements Section 18-235.

Mobile Food Unit Locations	Day (s)	Date (s)
1. _____	S M T W T R F S	_____
2. _____	S M T W T R F S	_____
3. _____	S M T W T R F S	_____
4. _____	S M T W T R F S	_____
5. _____	S M T W T R F S	_____

Required Signatures:

Property Owner (s):

Date:

1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____

