



## Borough of Woodcliff Lake

188 Pascack Road

Woodcliff Lake, NJ 07677

Phone: 201-391-4977 / Fax: 201-391-8830

### Motorized Food Vendor Application Form

#### Business Information

BUSINESS NAME: \_\_\_\_\_

PRIMARY CONTACT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

BUSINESS PHONE: (\_\_\_\_) \_\_\_\_\_ CELL PHONE: (\_\_\_\_) \_\_\_\_\_

EMAIL: \_\_\_\_\_

Description of goods being sold: \_\_\_\_\_

\_\_\_\_\_

#### Vehicle and Driver's License Information

DRIVERS LICENSE NUMBER: \_\_\_\_\_ STATE: \_\_\_\_\_

VEHICLE MAKE: \_\_\_\_\_ YEAR: \_\_\_\_\_ COLOR: \_\_\_\_\_

BODY TYPE: \_\_\_\_\_ LICENSE PLATE NUMBER: \_\_\_\_\_

**\*Please provide a photo copy or proof of motor vehicle insurance attached to this application\***

**\*Please provide proof of general liability insurance providing a minimum of \$1,000,000\***

**\*Please provide a copy of Driver's License & Vehicle Registration\***

Per Ordinance #16-04:

A License will be issued only after approval by the respective departments: Health, Police Department, and Fire Prevention. A Decal will be issued which must be displayed on the window of the food truck being utilized.

All Licenses will be valid from July 1st - Jun 30<sup>th</sup> of the following year

**MOTORIZED FOOD VENDORS FEE: \$185**

**Must be submitted with the application – Non-Refundable**

Checks payable to: **Borough of Woodcliff Lake, 188 Pascack Road, Woodcliff Lake, N.J., 07677**

The operator and employees must observe all Codes, Ordinances, and Rules & Regulations of the Woodcliff Lake Board of Health & New Jersey State Department of Health and others that may be listed within Ord 16-04.

I am aware of the Rules & Regulations and agree to abide by them. Failure to do so may result in a fine, suspension, or the revoking of my license and any fees paid, as well as denial of future applications.

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Signature

Date

**For office use only:**

Application Received By: \_\_\_\_\_

Date: \_\_\_\_\_

Health: Approved Denied Signed: \_\_\_\_\_

Date: \_\_\_\_\_

WCLFP: Approved Denied Signed: \_\_\_\_\_

Date: \_\_\_\_\_

WCLPD: Approved Denied Signed: \_\_\_\_\_

Date: \_\_\_\_\_

License Decal #: \_\_\_\_\_ Rcvd By: \_\_\_\_\_ Mailed By: \_\_\_\_\_ Date: \_\_\_\_\_

## **REQUIRMENTS AND REGULATIONS**

### **Article III: Rules Governing Motorized Food Vendors (aka Food-Truck)**

- Motorized food vendors shall affix to the vehicle a copy of the license issued by the Borough, the certificate of registration issued by the New Jersey Division of Taxation, and shall have displayed prominently on or adjacent to the doors of the vehicle, a placard or lettering with the name and address of the owner, lessee and/or lessor of the vehicle. Said information shall be in letters and numbers no less than three (3) inches in height in accordance with N.J.S.A. 39:4-46.
- No motorized food vendors shall occupy the public street and/or the sidewalk or any public park/recreation facility without special permission.
- Motorized food vendors shall only occupy private commercial properties with the expressed permission of the property owner on Monday through Friday from 7 AM to 3 PM, excluding public holidays. No more than two (2) motorized food vendors shall be permitted on any single property at any given time. No motorized food vendors shall occupy any portion of the public street and/or the sidewalk.
- Residents and not-for-profit organizations may request the presence of food trucks on their property for special occasions. Such request shall be made to the Borough Administrator who shall make a determination in his/her own discretion. Such determination shall include the number of trucks allowed and the hours of operation for same. No motorized food vendors shall occupy any portion of the public street and/or the sidewalk.
- No motorized food vendors shall operate or be parked in any area where parking of motor vehicles is prohibited, restricted or regulated.
- Property owners, residents and/or organizations giving permission to or requesting the presence of motorized food vendors shall assure that the motorized food vendor vehicle is parked legally and not obstructing the flow of vehicle or pedestrian traffic.
- Nothing in this chapter shall limit the Borough or any of its entities from the hiring of motorized food vendors for special events in any quantity as they deem fit. The municipality may in its discretion utilize public property, public recreation facilities, streets and/or sidewalks for such events.
- Motorized food vendors shall provide trash and recycling receptacles within ten (10) feet of their site and shall collect all trash and debris within twenty-five (25) feet before leaving their site. Collected trash must not be deposited in public trash receptacles.
- All motorized vehicles must abide by all existing traffic and parking regulations.
- No motorized food vendor shall serve food or drink to a motorist or occupants of a vehicle.
- No motorized food vendor shall provide in-truck dining services or sidewalk tables and chairs.
- Motorized food vendors vehicles shall be solely used for the commercial use of food service and shall not contain sleeping quarters.
- Grills, generators, or other items related to the motorized food vending operation shall be physically attached to the vehicle
- Motorized food vendors must have a portable water tank/sink for hand washing attached to their vehicle as per N.J.A.C. 8:24-5.3.
- All motorized vehicles must abide by all existing traffic and parking regulations.