



Last Updated: March 2020

Operating Requirements

Food trucks are regulated by the [Mobile Food Vending Licence Bylaw No. 7850, 2016](#).

Business Licenses

Annual business licenses allow food trucks to operate in different locations around the city. They are valid until December 31 of each calendar year. The application fee is \$50.00 and the license fee is \$180.50 (1-3 employees) or \$262.44 (4+ employees).

The application form and other documents required to make an application are available at: www.newwestcity.ca/business/licences.php

Size Limits

The maximum permitted width of a food truck is 2.5 metres (8.2 feet). The maximum permitted length of a food truck is 8.0 metres (26.25 feet).

Hours of Operation

Food trucks are allowed to operate between 6:00 a.m. and 1:00 a.m. daily, with the exception of food trucks parked outside of Royal Columbian Hospital, which can vend for 24 hours a day. Food trucks at Tipperary Park must follow park hours.

Tables, Chairs and Signs

Food truck operators may not put out benches, chairs or tables on city sidewalks. One portable sign is permitted if it is placed immediately adjacent to the truck and does not obstruct the sidewalk.

Waste Management

Food truck operators are responsible for collecting all garbage and recycling and must provide appropriate cans. City waste receptacles may not be used. Operators are expected to clean up the surrounding area (within 10 metres) after vending at a location.

Log

Food trucks must keep a log of the location, time, and duration of each vending stop they make.



Vending Locations

Licensed food trucks may roam on a first-come first-serve basis within the following areas:

Downtown

- Columbia Street
- Front Street
- Carnarvon Street

Queensborough

- Ewen Avenue, between Jardine Street and Hampton Street

Sapperton

- East Columbia Street, between Sherbrooke Street and Braid Street
- East Columbia Street, between Keary Street and Hospital Street

West End & Moody Park

- Twelfth Street between Sixth Avenue and Tenth Avenue

Uptown

- Sixth Street between Fourth Avenue and Eighth Avenue Belmont Street

Tipperary Park

- Parking lot on Fourth Street

1319 Third Ave

- One parking space outside of Steel & Oak Brewing Co.

Parking

Within the roaming locations, food trucks:

- May park in any legal parallel parking space, on either side of the street. Angled or nose-in parking spaces are not permitted, except for in the Tipperary Park parking lot.
- Do not have to pay the hourly meter.
- May not vend within 100 metres of an existing restaurant selling food of a similar cuisine.
- Do not have to comply with parking space time limits.
- May not park within 10 metres of any intersection, cross walk, or bus stop.
- Must be removed from the street overnight and may not be parked on city streets unless they are open for business.
- May reserve a parking space through a Street Occupancy Permit from the Engineering Department.

Special Events

The following three steps must be completed in order to participate in a special event:

STEP 1

The event organizer collects the following three documents from the food truck owners/operators:

1. Certificate of Insurance
2. Fire Declaration
3. Proof of a recent fire inspection/record from another fire department in Metro Vancouver, *or* Proof of Fire Inspection from the New West Fire Department (NWFD).

To schedule an inspection, call the NWFD and ask for the Fire Inspection Office. Food truck inspections are typically available Tuesday and Thursdays mornings. The NWFD will provide the owner/operator a letter of approval once the inspection is successfully completed.

STEP 2

The event organizer submits a binder containing all the completed fire documents to Rob Dick, Assistant Deputy Fire Chief, one month prior to the event. Incomplete documents will not be accepted.

STEP 3

The Event Organizer submits the following to the Special Event Coordinator one month prior to the event:

1. A list of participating food trucks and proof of a Health Permit from Fraser Health. An email verifying this from Fraser Health will be accepted.
2. Insurance documents for each participating food truck.

Incomplete documents will not be accepted.

City Contacts

Business Licensing

For information about the application process and requirements.

604-527-4565

businesslicences@newwestcity.ca

Engineering Department

For information about Street Occupancy Permits.

604-527-4592

engpost@newwestcity.ca

Fire Department

For information about vehicle inspections.

604-519-1000

Planning Division

For questions about location regulations.

604-527-4532

plnpost@newwestcity.ca

Special Event Coordinator

For information about special events.

604-515-3827

specialevents@newwestcity.ca