



## MOBILE FOOD SERVICES - PILOT PROGRAM 2023 APPLICATION FORM

Submit an application for preferred location(s) and date(s) by **Friday, April 14, 2023 for acceptance into initial intake period**. Intake will continue on a first-come, first served basis following the initial intake. For inquiries, please contact [bookings@cnv.org](mailto:bookings@cnv.org) or 604-982-3910.

### FOOD TRUCK/CART VENDOR INFORMATION

1. Applicant Name	
2. Business Name (Must be the same as on City of North Vancouver Business Licence)	
3. Type of Business ( <b>Select one</b> )	Food Cart <input type="checkbox"/> Food Truck <input type="checkbox"/>
4. Business Licence Number (City of North Vancouver)	#
5. Contact Email	
6. Contact Phone Number	
7. On Site Contact Number	
8. Business Mailing Address	
9. Describe Food Types Provided? (e.g. Mediterranean, Indigenous, fried chicken, fresh ground coffee, etc.)	
10. Does the menu include Vegetarian and/or Vegan options?	Yes <input type="checkbox"/> No <input type="checkbox"/>
<p><b>NOTE:</b> There are <b>no</b> electrical or waste services and limited sanitary services at most locations. Except at The Shipyards, there is no potable water.</p> <p>Operators are not permitted to use City of North Vancouver garbage or recycling containers.</p> <p>Operators are required to do daily clean up within a 10 metre (30 ft.) radius of the food truck or cart. Garbage and waste must be recycled or disposed off site.</p> <p>Disposing of liquid waste in drains or bodies of water is <b>strictly prohibited</b> and is an offence that carries a fine.</p>	
<p><b>When requesting dates at The Shipyards:</b></p> <ul style="list-style-type: none"><li>• Staff will respond ASAP on availability.</li><li>• There are no available Friday dates in summer 2023 due to a recurring event that has booked Food Trucks/Carts.</li></ul>	

The City is collecting your personal information in accordance with Section 26(c) of the *Freedom of Information and Protection of Privacy Act*. The City collects your information for the purposes of administering City programs and services, including permits and licensing services. If you have any questions, please contact the Privacy Coordinator at 141 West 14th Street, North Vancouver, BC V7M 1H9 or [FOIPrivacy@cnv.org](mailto:FOIPrivacy@cnv.org) or 604-985-7761.



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### LOCATIONS REQUESTED (up to end of December 2023)

	Date (Month/Day)	Location Number <i>See Map on last page (e.g. #16 = The Shipyards ) or address of suggested alternate location</i>	CNV Staff Use only
1			
2			
3			
4			
5			
6			

*Note: Details submitted on pages 1 & 2 will be used to create a Street Use Permit for all locations except at The Shipyards. Details submitted will be used to create an invoice for The Shipyards locations.*

### Fees

Fees for locations 1 to 15 are per permit.

<b>Street Use Permit</b> for locations on streets (or sidewalks for carts)	\$80 +GST
<b>CNV No Parking signage</b> (date specific) installation/removal (if required)	\$50/sign (minimum 2)

### Shipyards Fees

Shipyards fees are per day.

Food Truck per day - Shipyards	Monday to Thursday \$125.00 +GST Friday, Saturday, Sunday & Stats \$200.00 +GST
Food Cart per day - Shipyards	Monday to Thursday \$75.00 +GST Friday, Saturday, Sunday & Stats \$100.00 +GST

**By submitting this form I agree to the Conditions on the following pages.**

Email this form to [bookings@cnv.org](mailto:bookings@cnv.org).

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### SPECIFIC CONDITIONS OF THIS APPLICATION

1. Food Trucks and Food Carts that operate as Mobile Food Services<sup>1</sup> (MFS) in the City of North Vancouver are required to have a valid City of North Vancouver business licence for each vehicle.
2. As a requirement to obtain a business licence, each MFS operator must carry Commercial General Liability Insurance coverage that names the City of North Vancouver as an additional insured to the policy. MFS owners are required to provide and maintain liability insurance coverage that meets the following minimum requirements:
  - Inclusive limit of \$5,000,000;
  - Cross Liability Clause;
  - \$2 million automobile liability insurance (Food Trucks only);
  - City of North Vancouver named as an Additional Insured; and
  - 30 day written notice of any material change or cancellation of Policy.For any questions regarding insurance requirements, please contact the Insurance and Risk Advisor at [insurance@cnv.org](mailto:insurance@cnv.org) or 604-983-7302.
3. The Business Licence must be displayed on the Food Truck or Food Cart while in operation. The business licence does NOT give the MFS operator the right to vend food ad hoc on the City's streets as per the City's Street and Traffic Bylaw.
4. Any MFS operator carrying out business in the City of North Vancouver must have:
  - City of North Vancouver Fire Department approval by meeting all the requirements contained within Section 705 (4) of the Fire Bylaw No. 7709;
  - A BC Health Authority "Permit to Operate" (This can be issued by any Health Authority in BC and confirms the food handling practices meet provincial health standards); and
  - A clearance letter and confirmation of good standing from WorkSafeBC (or exemption).
5. MFS operators must prevent the disposal of any materials, including rinse or wash waters, any spilled materials or any waste, into catch-basins, streets, gutters, storm drains, or creeks.

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<sup>1</sup> Mobile Food Services in this context includes: Mobile Food Carts – this means any wagon, cart, or kiosk, or vehicle other than a Food Truck from which merchandise, food, confectionary or beverage is offered for sale on City streets at approved locations as per City Policy; and Mobile Food Trucks – this means a vehicle with cooking equipment that produces smoke or grease laden vapours in a confined compartment.

## MOBILE FOOD SERVICES - PILOT PROGRAM 2023 APPLICATION FORM

6. No Food Truck or Food Cart or other vehicle or equipment cleaning or maintenance is to be performed on site. Food Trucks and Food Carts and other vehicles and equipment must be free of leaking fluids.
7. MFS operators must conduct daily cleanup of the location within a 10 metre (30 ft.) radius of the Food Truck or Food Cart location. Garbage and waste must be recycled or disposed of properly off-site by the MFS operator. Use of City garbage/recycling receptacles is prohibited. Disposal of any liquid waste into adjacent bodies of water or City drains is strictly prohibited and a fineable offence.
8. MFS operators must provide their own independent sources of potable water except for operations at the Shipyards.
9. The Food Truck or Food Cart is restricted to the specific location that has been designated and approved by the City and is prohibited from remaining overnight. Food Trucks and Food Carts must not be left unattended.
10. Storage is limited to the Food Truck or Food Cart. Free-standing storage units are prohibited.
11. Food Truck or Food Cart pick-up and drop-off must occur from the adjacent street or approved parking lots. Food Trucks are prohibited from driving on sidewalks or pathways to access the designated locations. For loading and unloading, Food Trucks must obey all street and traffic bylaw provisions and obey all posted signs and restrictions.
12. Relocation of a MFS may be required on a temporary basis to accommodate City approved events or construction/repairs of City infrastructure in or close to the designated locations. Advance notice of such relocations will be given when possible.
13. Food Trucks and Food Carts must be maintained in good operating condition as well as with a high standard of appearance.
14. Approval of the Business Licence Inspector is required before making any changes to the Food Truck or Food Cart. Display boards are considered to be part of the Food Truck or Food Cart and must be approved.
15. Failure to comply with one or more of the above conditions may result in enforcement action against the Business Licence.



## MOBILE FOOD SERVICES - PILOT PROGRAM 2023 APPLICATION FORM

16. Each Food Cart is allowed two folding chairs for customers and a tent/canopy for weather protection; no additional furniture or objects are permitted.
17. Food Carts will be designed to meet the following dimensions:
  - Maximum 1.5 metres (5') in overall length.
  - Maximum 1.2 metres (4') in overall width.
  - Maximum 1 metre (3' 3") solid bottom of kiosk with additional 1 metre (3' 3") of clear open structure above.
18. The MFS operator shall at all times accept full responsibility for any accident that may occur, or damage that may be done to any person or property whatsoever, caused directly or indirectly by the use and occupation of the designated area and shall release, save harmless and keep indemnified the Corporation of the City of North Vancouver from all claims and demands whatsoever in respect of such use and occupation.
19. The MFS operators shall notify the City's Bylaw Department at 604-982-8302 if unauthorized vehicles are parked in the area specified on the Street Use permit and clearly marked with signage.
20. The City of North Vancouver will not refund or reimburse permit fees if the applicant is not able to utilize the permitted or invoiced location due to circumstances outside of the control of City including but not limited to: unauthorized removal of the temporary no parking signs, illegally parked vehicle(s) at the designated temporary no parking zone, and/or lack of a timely response by City Bylaw Enforcement or RCMP when notified by the applicant/permit holder.

# 2023 Food Truck/Carts Designated Locations Map



City of North Vancouver

## Food Truck and Food Cart Locations

### Legend

- # Truck or Cart
- # Cart only

1. Victoria Park (near 130 W Keith Rd)
2. Mahon Park (North side of 400 Block W 16th St)
3. 300 Block E Esplanade (South side of road, across from 322-330 E Esplanade)
4. Ray Perrault Park (at Grand Blvd W)
5. Harbourside Dr (near 889 Harbourside Dr)
6. Moodyville Park (Moody Ave at E 2nd St)
7. Mosquito Creek Park (East side of 1600 Block Fell Ave)
8. Heywood Park
9. Lonsdale Ave at 14th St, Civic Plaza (141 W 14th St) or Lonsdale Sidewalk frontage
10. Lonsdale Ave at 17th St, Southeast corner (1650 Lonsdale Ave)
11. Lonsdale Ave at 19th St, Northwest corner (1905 Lonsdale Ave)
12. Lonsdale Ave at 21st St, Southeast corner (2032 Lonsdale Ave)
13. Waterfront Park near Goldsworthy Pier
14. Jack Loucks Court
15. Rogers Plaza
16. The Shipyards



**DISCLAIMER**  
This map was produced on the City of North Vancouver's Geographic Information System. Data provided herein is derived from sources with varying levels of accuracy and detail. The City of North Vancouver disclaims all responsibility for the accuracy or completeness of information contained herein.

GIS Division, Information Technology,  
City of North Vancouver

PUBLISHED: April 05, 2023  
FILE: FoodTrucks\_11x17  
PATH: \\C:\NW\_Maps\Community\_and\_Partners\_Engagement\StreetViewing  
COORDINATE SYSTEM: NAD 1983 UTM Zone 10N

