

**Mobile Vendor's Permit (MVP)  
Application Checklist**



**Applications for an MVP shall comply with the fees, term, operational standards, and safety requirements pursuant to Lompoc Municipal Code sections 17.404.210C5 (Mobile Vendors) and 17.544 (Temporary Uses). A complete application shall include the following:**

*All City forms available at Planning Division or <https://www.cityoflom poc.com/government/departments/economic-community-development/planning-division/planning-applications-forms-and-submittal-checklists>*

- Completed "General Application" form
- Fees paid according to Master Fee Schedule (Planning ♦ Fire)
- The name, home, and physical business address of the applicant, and the name and address of the owner, if other than the applicant, of the vending stand to be used in the operation of the vending business.
- A description of the type of food, beverage, or merchandise to be sold, as well as hours of operation and any additional information that will explain proposed use.
- A description and photograph (including signage and colors) of any stand to be used in the operation of the business.
- Written evidence that the applicant is an owner, lessee, or holder of a similar interest in the mobile vendor vehicle.
- The state vehicle license plate number and the vehicle identification number of the mobile vendor vehicle.
- If operating on private property or on a City-owned parking lot, plaza, or other City-owned area (other than a public sidewalk or park), the mobile vendor shall provide evidence of the property owner has written authorization.
- Valid permit issued by the Santa Barbara County Health Department, if the mobile vendor intends to sell food or any other item requiring a County Health Department permit.

- Notes:**
- 1) Mobil Vendor Permits generally require circulation to various City departments for review and approval. This process can take up to fifteen (15) working days, depending upon staff availability.
  - 2) Any MVP proposing to utilize a tent must contact the City of Lompoc Fire Department for a Tent Permit.
  - 3) Applicant must appear before staff and sign agreeing to conditions before issuance of permit (**Example of Standard Conditions on reverse**)

- Does your application include a request for a Reasonable Accommodation in accordance with Lompoc Municipal Code Chapter 17.536 ? \_\_ Yes \_\_ No

**The City's approval of a vending permit does not authorize a mobile vendor to operate on private property or in a City-owned parking lot, plaza, or other City-owned area (other than a public sidewalk), unless the vendor has also obtained written authorization from the private property owner or City, as applicable, to enter onto such property.**

**The City's approval of a vending permit does not authorize a mobile vendor to operate in Santa Barbara County's or the State's right-of-way. Vendors wishing to operate in the Santa Barbara County's or the State's right-of-way must obtain separate authorization from the County or State, as applicable.**

**Term and renewal.** All permits are valid for three years unless revoked or suspended prior to expiration. An application to renew a permit shall be made not later than 60 days before the expiration of the current permit. Permit fees and renewal procedures shall be established in accordance with the Municipal Code.

**Operational standards.** It shall be prohibited for any mobile vendor to operate under any of the following conditions:

- (i) Vend between 2:30 a.m. and 6:00 a.m. unless in conjunction with a special event;
- (ii) Leave any stand or motor vehicle unattended;
- (iii) Store, park, or leave any stand overnight on any public street or sidewalk, or park any motor vehicle other than in a lawful parking place;
- (iv) Sell food or beverages for immediate consumption unless there is a litter receptacle available for patrons' use;
- (v) Leave any location without first disposing all trash or refuse remaining from sales conducted. Trash and refuse generated by the vending cart operations shall not be disposed of in public trash receptacles;
- (vi) Discharge solids or liquids to the street or a storm drain;
- (vii) Allow any items relating to the operation of the vending business to be placed anywhere other than in, on, or under the stand or vehicle;
- (viii) Set up, maintain, or permit the use of any additional table, crate, carton, rack, or any other device to increase the selling or display capacity of his or her stand where such terms have not been described by his or her application;
- (ix) Solicit or conduct business with persons in motor vehicles;
- (x) Sell anything other than that which he or she is permitted to vend;
  
- (xi) Sound or permit the sounding of any device that produces a loud and raucous noise, or any noise in violation of the City's noise ordinance (LMC Chapter 8.08), or use or operate any loud speaker, public address system, radio, sound amplifier, or similar device to attract the attention of the public;
- (xii) Operate within 50 feet of a fire hydrant or 25 feet of a transit stop;
- (xiii) Operate within 25 feet of the outer edge of a driveway or vehicular entrance to public or private property in residential zones;
- (xiv) Operate within 25 feet of the outer edge of a driveway or vehicular entrance to public or private property in commercial, mixed use, business park, or industrial zones;
- (xv) Vend from the exposed street or alley and/or traffic side of the vending cart or vehicle;
- (xvi) Vend while parked illegally;
- (xvii) Vend from any street parking space other than a space parallel to the curb;
- (xviii) Operate in a manner that does not maintain four feet of clear space on a public sidewalk;
- (xix) Operate in any manner or location that blocks any citizen or service entry or exit from any business or residence;
- (xx) Operate from any motor vehicle not licensed by the Department of Motor Vehicles;
- (xxi) Display off-site signs. No signs are allowed, except those approved in the application which identify the name of the product or the name of the vendor and the posting of prices on the cart. Signs with intermittent, flashing, moving, or blinking light, or varying intensity of light or color, are not permitted;
- (xxii) Operate in any manner that is not in compliance with all requirements of all applicable regulatory agencies.

**Safety requirements.** All mobile vendors that prepare or sell food shall comply with the following requirements:

- (i) All equipment installed in any part of the mobile vending vehicle or cart shall be secured in order to prevent movement during transit and to prevent detachment in the event of a collision or overturn.
- (ii) All utensils shall be securely stored in order to prevent their being thrown from the cart or vehicle in the event of a sudden stop, collision or overturn. A safety knife holder shall be provided to avoid loose storage of knives.
- (iii) Compressors, auxiliary engines, generators, batteries, battery chargers, gas-fueled water heaters, and similar equipment shall be installed so as to be hidden from view to the extent possible and be easily accessible.