



## Community Development Department

121 South McDonough Street, Jonesboro, GA 30236

Office: (770) 477-3569

<https://www.claytoncountyga.gov/government/community-development>

### Food Trucks & Food Courts License Checklist

#### Requirements:

##### A. What is a Food Truck or Food Truck Court:

1. Food Truck Business is *any food business operated from a motorized vehicle of a truck based platform, and/or a trailer.*
2. Food Truck Court is *where two or more food trucks are operating on the same parcel. Food Truck Courts may be established in free-standing commercial parking lots accessory to an operating, permitted use provided that the property is zoned for a non-residential use; parking supply exists on the site and two off-street parking spaces shall be reserved for the exclusive use of customers of each food truck vendor.*

##### B. License Requirements:

- Must obtain Approval from the Clayton County Health Department
- Must obtain a Business License (or Out-of-County Business License)
- Photograph of food truck and License Tag
- Provide site layout for Food Truck Court location
- Property Affidavit from the property owner to park and operate on property
- Valid Driver's License, & Vehicle Insurance
- Current Vehicle registration
- All federal and/or state licenses required

##### C. Reviews:

- Zoning Approval
- Fire Marshal Approval required for Food Truck Courts
- Business License Review

##### D. Inspections (Commercial location and Food Truck):

- Environmental Health
- Fire Marshal Inspection
- Building Inspection



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### Food Truck & Food Truck Courts Application Supplemental Form

1. What commercial business location/address will you prepare, cook and store food?

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2. What types of foods do you plan to sell on your food truck:

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3. a. What is your food truck business based out of:

Truck    Van    Bus    Trailer

- b. Are you able to prepare, cook and store food within an enclosed area on your food truck?

Yes / No

4. Are you applying to operate within a Food Truck Court? Yes / No

5. What address will you park your food truck overnight?

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6. How is the size of your food truck? \_\_\_\_\_(Length) x \_\_\_\_\_ (Width)

7. What are your hours of operation? \_\_\_\_\_ to \_\_\_\_\_

#### Notes:

1. Food trucks are not allowed as a Home Occupation.
2. All food trucks must obtain a Commercial County Business License.
3. Must obtain all Environmental Health Department approvals.
4. Food trucks can be based out of a truck, van, bus or a trailer.
5. All food preparation, cooking and storage must be conducted within the enclosed area of the food truck.
6. Hours of operation 7 a.m. – 10 p.m.
7. Must be at least 100 feet from another food truck or restaurant.
8. Location must be inspected by the Fire Marshal, if using tents.
9. If business location is out of county, be prepared to show Proof of License and Health Department approval from your County and a Clayton County Environmental Health Department permit.



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10. Refer to *Appendix A – Zoning – Article 6 - Section 6.40 Food Truck Businesses* for full code regulations regarding Food Trucks and Food Truck Courts.
11. Failure to comply with any requirements of the Food Truck Ordinance may result in revocation of business license.

I \_\_\_\_\_(Print Name), acknowledge, understand and will adhere the above requirements. Should my application and supporting documents be disapproved and I do not make the required revisions, I will not be issued a refund of my business license application fees. I hereby certify that the information in this application is true and no false or fraudulent information is made herein to procure the granting of this Occupational Tax Certificate.

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

Title: \_\_\_\_\_