

Rushern L. Baker, III
County Executive



Food Truck Hub

February 18, 2016

What is a Food Truck Hub?

Outdoor area in which 2 or more mobile units cluster together to sell freshly prepared food.

**Will there be more than
1 Food Truck Hub in
the County?**

There can be up to 12 hubs.





Why is Prince George's County implementing a Food Truck Hub Program?

- Increase access to food options
- Encourage economic development and community revitalization
- Promote innovative entrepreneurship
- Enhance public safety

Where will the hubs be allowed?



*Hubs are not allowed at Prince George's Plaza, West Hyattsville, Largo Town Center or Branch Avenue unless special approval from County Council is obtained.



Does a Food Truck Hub have to be licensed?

✓ **Yes**

- Food Truck Hub License will be issued on a yearly basis to a Hub Coordinator
 - If a Hub operates 60 days or less per year, the fee is \$500
 - + 5% Technology Fee
 - If a Hub operates more than 60 days per year, the fee is \$3500
 - + 5% Technology Fee

Does a Food Truck Hub Vendor (Mobile Unit) have to be licensed?

- Yes, a Special Food Service Facility — Mobile Unit License for a Food Truck Hub is required
- Cost:
 - (1) \$300 + a 5% Technology Fee of \$15 = \$315
 - (2) \$672 Health Department Fee
 - (3) \$75 Fire Department Fee
- Vendor must be included in Food Truck Hub Participant List
- Vendor may participate in more than 1 Food Truck Hub, but must be on Food Truck Participant List for each site



If I want to be a coordinator, what do I need to do?

Complete the application and provide the following with the application:

- **Site layout**
- **Site dimensions**
- **Restroom facilities for vendors**
- **Off-street parking areas and driveways with traffic flow patterns**
- **Letter from the property owner that parking is available**
- **Letter of support from:**
 - **A municipality if located within one; or**
 - **From the County's Economic Development Corporation if not**





Upon approval of a coordinator's application, the coordinator shall:

- **Compile and provide a list of licensed Food Truck Hub Vendors to DPIE**
- **Ensure that only vendors included on the Hub Participating List are on site selling**
- **Provide minimal signage — one sign no larger than 4' x 6' on the site**
- **Ensure the Hub remains free of trash**
- **Report changes in vendor participation to DPIE within 24 hours**
- **Report unlicensed vendors to DPIE**

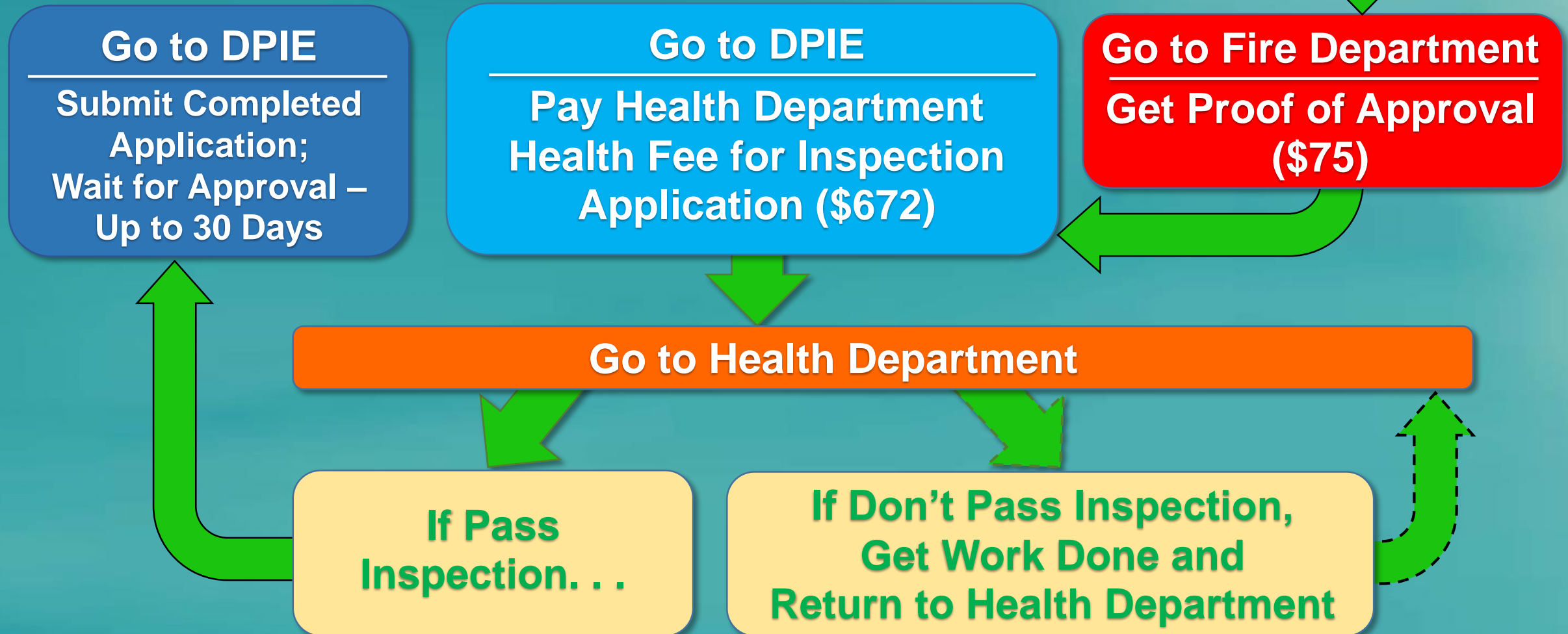
I want to be a Food Truck Vendor, what do I need to do?

- Must be at least 18 years old
- Provide a description of the type of food offered
- Provide a description and **INCLUDE** a color photograph of the mobile unit
 - Truck must meet physical appearance standards
- Provide a copy of the vehicle registration
- Provide a copy of driver's license
- Sign the application if an individual
- Have the president or vice president sign the application if applicant is a corporation
- Have a general partner sign the application if the applicant is a general or limited partnership
- Have the manager sign the application if the applicant is a limited liability company
- Provide the name(s) and copy(ies) of card(s) for Certified Food Manager(s)



Step-by-Step Process for Vendor

Download or Pick-up Packet



Why is a Fire Department Inspection necessary?

- Inspect mobile unit to ensure operational safety
- Inspect mobile unit for issuance of open flame or propane gas permit



Why Does a Vendor Go to the Health Department?

- So the following can be checked to make sure everything is available, in good working order and all requirements met:
 - Certified Food Service Manager on-site with a Prince George's County card
 - Commercial equipment
 - Hood over cooking equipment
 - Smooth and easily cleanable surfaces
 - Everything is contained in the unit
 - Approved food sources



Why Does a Vendor Go to the Health Department?

Continued



- Proper contact identification on the unit in letters at least 3" in size
- VIN and permanent registration and tags on the unit
- Proper sized freshwater and wastewater tanks
- Hand and equipment washing sinks
- Hot and cold running water
- Refrigeration maintained at 41 degrees F

And to review your menu, depot letter, floor plan and Hazard Analysis Critical Control Point (HACCP), which must be submitted one week prior to the inspection.

Food Truck Hub Mobile Vendor Exterior Appearance Regulations

DPIE will inspect vendors' units to ensure they are:

- Maintained in a safe, clean, sanitary condition, and in good repair:
 - No damaged/wrecked exterior parts
 - No substituted external parts that do not match original color
 - No broken or missing glass, mirrors, headlights, taillights, flashers or reflectors
 - No broken or damaged doors
 - No bald, flat tires or missing tires (dual axle vehicle)
 - No sharp objects protruding out from the mobile vending unit
- Secured with drive wheels chocked to prevent movement
- Displaying all licenses, permits and certificates (Also, must have Motor Vehicle Registration and current Satisfactory Inspection Certificate on-site)



Violation and Revocation of Food Truck Hub License

DPIE will. . .

- Issue citations within each calendar year if a coordinator fails to ensure the daily disposal of trash and prevent trash from being strewn throughout the Hub area:
 - 1st Citation — fine of \$500
 - Additional Citations — fine of \$1,000 each
- Revoke the Food Truck Hub permit/license if the Hub constitutes a “nuisance” (*i.e.*, noise, traffic, physical activity, public safety, etc.)
- If a vendor does not have a license for the Hub, vendor will be cited and ejected

Simple

PRINCE GEORGE'S COUNTY
DEPARTMENT OF PERMITTING INSPECTIONS AND ENFORCEMENT

Special Food Service Facility Mobile Unit 30 Day License


License No.: 7185-2016-0 Expiration Date: 08/17/2016

This is to certify that a license has been granted this day to:

Case Name Field
9400 PEPPERCORN
SPRINGDALE, MD. 20774

To Operate a Special Food Service Facility - Mobile Unit Trading as:
Work Description Field

Issued under the authority of Subtitle 5, Businesses and Licenses, Division 28, of the Prince Georges County Code on 2/17/2016


Haitham A. Hijazi
Director

This License Shall Be Conspicuously Displayed

Non-Transferable

PRINCE GEORGE'S COUNTY
DEPARTMENT OF PERMITTING INSPECTIONS AND ENFORCEMENT

Facility Truck Hub License for over 60 Days


Expiration Date: 08/17/2016

This License for a Food Truck Hub has been granted this day to:

Case Name Field
9201 BASIL
SPRINGDALE, MD. 20774

Issued for up to one year at:
9400 PEPPERCORN PL
SPRINGDALE MD 20774

Issued under the authority of Subtitle 5, Businesses and Licenses, Division 11, of the Prince Georges County Code on 2/17/2016


Haitham A. Hijazi
Director

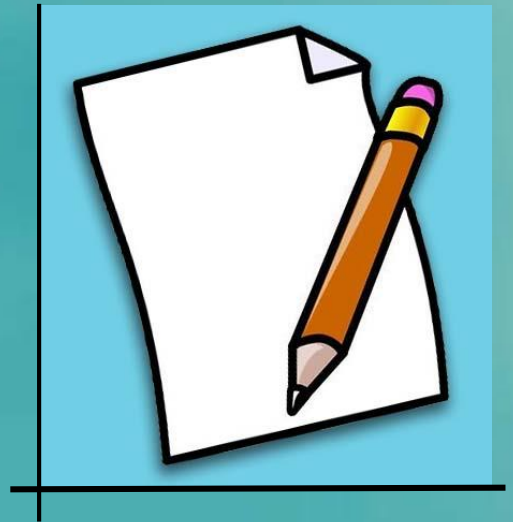
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Violation and Revocation of Food Truck Hub License

Revenue Authority (RA) and DPIE will. . .

- Issue a citation to a vendor without a license or found to be operating where he/she is not authorized to do so
- Issue a citation to a vendor operating outside of a designated Food Truck Hub
- Issue citations as follows:
 - 1st Violation — warning
 - 2nd Violation — \$2,500
— impoundment of unit by authority of RA
 - 3rd Violation — \$5,000
— impoundment of unit by authority of RA



Violation and Revocation of Food Truck Hub License

Health Department will. . .

- Issue a citation to a vendor operating “outside” of or without Health Department requirements:
 - Commercial equipment/cleanable surfaces
 - Hood over cooking equipment
 - Hot and cold running water
 - Freshwater/wastewater tanks & hand washing sinks
 - Proper food storage and refrigeration
 - VIN/registration/tags on unit
 - Certified Food Service Manager with ID card
 - Truck appearance



Photo by Yanks9697. This file is licensed under the Creative Commons Attribution-Share Alike 3.0.

Timeline for License/Permit Issuance

Monday, March 28, 2016

- DPIE will begin accepting applications for coordinators and vendors

Monday, May 2, 2016

- DPIE will begin to issue licenses/permits

Sample

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Questions?

