



COMMITTEE MEETING

November 01, 2022 at 5:10 PM

Council Meeting Room, 101 North State Street,
Abbeville, Louisiana 70510

AGENDA

NOTICE POSTED: October 31, 2022 at 4:00 P.M.

To allow a public comment period on any agenda item prior to action.

Ordinance Committee - Chaired by Councilman Tony Hardy.

1. To discuss an ordinance to amend Section 10-53 and Section 10-55 pertaining to Mobile Food Trucks and to add Section 10-58 pertaining to Food Truck Parks.
2. To discuss an ordinance amending Section 10-64, Special Event Permit.
3. To discuss an ordinance to amend Section 2-93, Issuance of purchase orders.

In accordance with the Americans with Disabilities Act,
if you need special assistance, please contact
Mayor Roslyn White's office at 337-893-8550,
describing the assistance that is necessary.

The following ordinance having been introduced at a duly convened meeting on October ____, 2022, and notice of its introduction having been published in the official journal and a public hearing having been held in connection therewith on this date, was offered for final adoption by _____ and seconded by _____:

**ARTICLE II Itinerant Vendors; Door-to-Door Vendors;
Division 3 – Mobile Food Trucks**

WHEREAS, Article II, Division 3, of the City of Abbeville Code of Ordinances sets forth food truck requirements.

WHEREAS, the City Council does hereby determine that it is in the best interest of the City to amend certain ordinances under this article and add new ordinances.

BE IT ORDAINED by the City Council of the City of Abbeville (the “Governing Authority”), acting as the governing authority of the City of Abbeville, State of Louisiana, that Article II, Division 3, of the City of Abbeville Code of Ordinances be, and the same is hereby amended as follows:

**ARTICLE II Itinerant Vendors; Door-to-Door Vendors;
Division 3 – Mobile Food Trucks**

Sec. 10-53. Permit requirements.

(c) The director of revenue, regulatory codes and permits is authorized to issue active mobile vendor permits for any calendar year.

Sec. 10-55. Restrictions on all mobile vendor permit holders.

(f) No mobile food truck shall operate closer than three hundred (300) feet from the main entrance of a restaurant; twenty (20) feet from an intersection of public rights-of-way, or a traffic control device of any type, or with six (6) feet of any public or private driveway; handicap or bicycle ramp, or impede access to.

Sec. 10-58. Food Truck Park.

A food truck park is a permitted use and requires a special use permit. A food truck park shall require a certificate of occupancy and be subject to the following requirements:

1. General Regulations:
 - a.) All food truck parks shall comply with all the requirements of this Code as well as all other applicable ordinances, statutes, rules and regulations of the [City/Parish] and State of Louisiana.
 - b.) At no point shall food truck park remain open for 24 hours. Allowable hours of operation are 6:00 a.m. till 12:00 a.m.
 - c.) If a food truck park is proposed on a site that requires a new utility connection or if a permanent structure is being constructed, the property shall be on a legally platted lot.
 - d.) The commercial design standards in the City of Abbeville ordinances shall apply to any permanent structure on the site. These standards do not apply to any individual food truck and trailer vendor.
 - e.) All food truck and trailer vendors shall be removed from any food truck park upon closing of the park. If a commissary is provided on-site and a food truck

and trailer vendor is approved to use the site's commissary, then that food truck and trailer vendor will not have to be removed from the site each day.

- f.) The property owner, or his/her designated manager, of the food truck park shall be responsible for the orderly organization of all food truck and trailer vendors, the cleanliness of the park, and the park's compliance with all rules and regulations.

2. Food Truck Park Dimensional Standards:

- a.) The number of food truck and trailer vendor spaces allowed at the food truck park shall be calculated at one (1) Vendor space per 1,000 square feet of lot space. The minimum number of vendor spaces shall be two (2). The maximum number of vendor spaces allowed on any site shall be limited to ten (10), except that a request may be made to the Executive Director to approve an alternative number of vendors spaces. Vendor spaces do not need to be occupied at all times, but they must be shown and designed during the site plan process.
- b.) Only one (1) food truck and trailer vendor is permitted to occupy each vendor space at the food truck park.
- c.) No food truck and trailer vendor, permanent structures, or seating areas shall be located within the required building setbacks of the applicable zoning district.
- d.) There shall be a minimum of ten (10) feet of separation between each individual food truck and trailer vendor, and a minimum of twenty (20) feet of separation between any food truck and trailer and a permanent on-site structure.
- e.) A food truck and trailer vendor shall remain outside of a required fire lane, be located a minimum of 3' from any fire hydrant and shall not block access to a Fire Department Connection (FDC).
- f.) No vehicle drive-through services shall be permitted within a food truck park.
- g.) During hours of operation, each food truck and trailer vendor shall be responsible for providing two trash receptacles for use by customers and shall ensure the area is kept clear of litter and debris at all times. A common dumpster must be provided within the food truck park and must comply with any ordinance relative to dumpsters.
- h.) Any food truck park may establish or utilize a permanent structure for indoor seating, entertainment venue, or similar purposes provided that structures comply with all applicable requirements, including but not limited to building and fire department requirements.

3. Required Site Plan:

- a.) A detailed site plan shall be required for the approval of any food truck park. At a minimum, the site plan must show the location of, and detail, the following items:
 - i. Each food truck and trailer vendor space with appropriate separation distances.
 - ii. Outdoor grills, fryers, and smoker pad sites;
 - iii. Utility connections, including electric, gas, water, and sewer;
 - iv. On-site lighting;
 - v. Activity areas, including playground, movie screen, stage or similar areas;
 - vi. Restrooms and hand washing facilities;
 - vii. Designated customer seating areas;
 - viii. ADA access to parking, vendors, and restrooms;
 - ix. Proposed parking areas including on-site and off-site spaces;
 - x. Fire lanes and fire truck routes;
 - xi. Dumpsters and service vehicle access for waste removal, moving vendor trailers, etc.
- b.) Access to a food truck park shall be through a single, all weather surface driveway directly connected to public street, with a maximum driveway width of 35 feet. Where on-site parking is proposed near a driveway, a minimum throat distance of 50 feet shall be provided unless otherwise reduced by the City Engineer.
- c.) All food truck and trailer vendors shall not be parked on unimproved surfaces and at a minimum be parked on compacted gravel base.
- d.) Any outdoor fryer, grill, and smoker that is proposed to be placed outside a food truck and trailer vendor shall be placed on an approved all-weather material, such as concrete or asphalt, and identified on the site plan.

- e.) Venues for live music, art performances, movies or similar activities shall be subject to the provisions provided herein, with the proposed location identified on the site plan.
 - f.) In order to improve safety, individual electrical generators shall be prohibited. All electrical services necessary to serve a food truck and trailer vendor or food truck park shall be provided through permanent on-site connections. Aerial electrical line extensions shall be prohibited.
 - g.) Individual electric service outlets with connection boxes shall be installed at each space through approved underground utility line extensions, unless approved by the Mayor or his/her designee.
 - h.) Customer seating shall be provided at a minimum rate of four (4) seats per individual vendor, and may be grouped within the food truck park. Seating areas may be located within a permanent building or under a shade structure, provided said building or structure meets all minimum building and fire code requirements. Where outdoor seating is proposed, the surface shall consist of turf grass, crushed granite, pavement, mulch, or other improved surface.
 - i.) All food truck parks shall be in compliance with all other provisions of this Code, State & National Building Codes, or other requirements (e.g. Fire Department, Health Department) to protect health, safety and general welfare.
4. Lighting:
- a.) On-site lighting shall be provided within a food truck park and shall be in accordance with exterior lighting standards with exception that string lights shall be permitted throughout a food truck park when a colored or warm white light is utilized. String lights shall adhere to the UL standards and shall not be placed in a manner which would establish a safety issue.
5. Parking:
- a.) The required number of off-street parking spaces shall be calculated at a rate of two (2) parking spaces per food truck and trailer vendor, provided however that an alternate parking plan may be completed and approved by the Mayor or his/her designee.
 - b.) If the site plan identifies available space on-site for employees and/or towing vehicles to park, then the Mayor or her designee may approve a reduced number of required parking spaces.
6. Signage:
- a.) One (1) monument sign shall be permitted for the entrance to the food truck park. The sign shall comply with all applicable sign requirements found in this Code of Ordinances.
 - b.) Each food truck and trailer vendor within a food truck park may have signs mounted to their vehicle and/or trailer.
 - c.) Each food truck and trailer vendor within a food truck park may have one (1) "A-frame" sign, not to exceed three (3) feet in height, immediately adjacent to their vehicle for the purpose of displaying a menu or special advertisement.
 - d.) If the food truck park is located within any special zoning district, additional standards may apply pursuant to the requirements of that zoning district.
7. Restroom Facilities:
- a.) Each food truck park shall provide facilities to accommodate for a minimum of two (2) restrooms. Temporary portable restroom facilities may be approved.
 - b.) The restroom facilities should be equipped with hand washing facilities, or at a minimum, hand sanitation stations shall be provided near the restroom facility and throughout the food truck park.
8. Venues:
- a.) Playgrounds, movie areas, stages for musical or art performances, or similar are encouraged within a food truck park. Said areas shall be oriented away from neighboring uses to reduce noise and light, and potential nuisance.
 - b.) Any food truck park shall comply with nuisance's ordinances.

9. Landscaping:
- a.) All food truck parks shall meet the landscaping requirements of the City of Abbeville ordinances.
 - b.) Food truck parks adjacent to single-family or multi-family zoned property, shall provide a landscape/8' fence buffer.
 - c.) Park owners are encouraged to provide for an aesthetically-pleasing environment within the park, which includes shade and seating elements in addition to pervious groundcover.
 - d.) The Mayor or his/her designee may allow for alternative compliance as it pertains to landscaping requirements.

Secs 10-59 - 10-69. Reserved.

Effective Date. This Ordinance shall become effective upon execution by the Mayor.

This ordinance having been submitted to a vote, the vote thereon was as follows:

YEAS:

NAYS:

ABSENT:

And the ordinance was declared adopted on this _____ day of _____, 2022.

Kathleen Faulk, Clerk

Roslyn R. White, Mayor