



OPENING A NEW MOBILE FOOD BUSINESS

In Aurora



ZONING REQUIREMENTS

See the updated Aurora Mobile Food Truck Ordinance 146-3.3.6 (K) on the city's website for details.

- Mobile food vendors cannot operate in a residential zone district (R zone) or within 50 feet of the property line of a single-family home.
- The 50-foot setback from the property line of a single-family home does not apply if the food truck is serving patrons of a brick-and-mortar business, and is not using equipment that would violate noise restrictions for the neighboring residential.
- Mobile food vendors cannot operate within 175 feet of an open brick-and-mortar restaurant unless the restaurant or the restaurant's property owner gives written permission.
- Mobile food vendors cannot operate on city-owned property unless they have a temporary use permit or vendor agreement.
- To operate on a city street or highway, you need to be legally parked. No mobile food service can block, obstruct or interfere with vehicular traffic.
- Some forms of food preparation fall under the Colorado Cottage Foods Act and may be prepared from home. Check with your County Health Department for details.
- Hours of operation are designated between 7 a.m. and 10 p.m.
- The Aurora business and Colorado retail food establishment licenses will be displayed at all times while vending and produced upon request.
- Mobile food vendors are not allowed to set out seating and tables for customers in the right of way, add fixed infrastructure or use amplified sound.
- Trash removal is important. Mobile food vendors must keep business sites clean and free of litter.

FIRE DEPARTMENT REQUIREMENTS

- An operational permit is required for any Mobile Food Preparation Vehicle (MFPV), which produces smoke or grease-laden vapors. The permit process will include a Fire Inspection.
- If you are cooking or reheating food in your truck, you will likely need a fire inspection, as most cooking operations produce smoke or grease.
- The city will recognize Fire Marshals Association of Colorado (FMAC) certificates from other jurisdictions.
- You will need to have a hood suppression installed and inspected by a third party prior to a fire inspection.
- See the online mobile food truck toolkit for a link to the checklist for preparing for a fire inspection. AuroraGov.org/FoodTrucks
- Schedule a meeting with a Fire Inspector by calling 303.326.8998 or AFDLifeSafety@auroragov.org

REQUIREMENTS FOR MOBILE ICE CREAM VENDORS

- Chapter 26 of the Aurora Code has special requirements for mobile ice cream trucks that operate in residential areas. Trucks cannot be operated by registered sex offenders or anyone convicted of sex crimes involving children.
- Limited to 10 miles per hour and streets with a speed limit of 25mph or less
- Cannot be stationary for more than 15 minutes
- Cannot vend while driving in reverse
- Limited to 10 a.m. to sunset
- Must have special permission to operate in parks or on school property.
- Must vend only when stopped, hazard lights on, from the side of the vehicle away from traffic, as close to the edge of roadway as is reasonably possible.
- Cannot entice any person into vehicle or to ride on vehicle, or entice children under the age of 18 to meet at another location not related to the ice cream business
- The truck must have safety features to see all areas including the front of vehicle
- Must be clearly labeled as an ice cream vendor with name and address of licensee in letters and numbers at least three inches in height.
- Must have commercial general liability insurance and comprehensive automobile liability insurance



KEY RESOURCES

City of Aurora

Mobile Food Vendor Toolkit Webpage
AuroraGov.org/FoodTrucks

Aurora-South Metro Small Business Development Center (SBDC)

303.326.8686 or Aurora-SouthMetroSBDC.com

Aurora Planning and Zoning Information

303.739.7000

County Health Department

Adams County 720.288.6816
AdamsCountyHealthDepartment.org
Arapahoe County 303.795.4584
ArapahoeGov.com/Health
Douglas County 720.643.2400
Douglas.co.us/Health-Department



FINDING A LOCATION

PRIVATE PROPERTY/SCHOOL PROPERTY

Usually will need a written authorization from the property owner to operate.

STREET PROPERTY

Certain locations may require additional permits.

FAIRS, FESTIVALS AND EVENTS

Special events (either one-time or reoccurring) can provide additional sources of revenue for your mobile food service. The permit and application process may vary with each event, so be sure to check with the event organizer and the city of Aurora for details. If in doubt, check with the city's Planning and Development Services Department at 303.739.7000 to verify whether a location is in the property zone.

MOBILE FOOD VENDOR TOOLKIT

Mobile food vending is another great way to be a part of the city of Aurora's thriving culinary scene. While this fast-growing industry offers an excellent opportunity for entrepreneurs, getting a food business up and running can be challenging, even for an experienced restaurant owner.

The city has updated its Mobile Food Truck regulations to make it even easier for food truck vendors to operate in Aurora. Visit the city's Mobile Food Vendor Toolkit webpage at AuroraGov.org/FoodTrucks to view an online map showing areas where food trucks are permitted, and to read the updated mobile food truck ordinance.

WHAT IS A MOBILE FOOD VENDOR?

In Aurora, a mobile food truck is defined as a retail food establishment that is not intended to be permanent, and is a motorized wheeled vehicle or non-motorized unit, such as a trailer, that is designed and equipped to serve food and beverages. It operates in either a static or transitory location, and serves the public between 7 a.m. and 10 p.m. The vendor physically reports to and operates from a commissary kitchen for servicing, restocking and maintenance each operating day.

IS MOBILE FOOD VENDING RIGHT FOR YOU?

If you are considering starting a mobile food service operation in Aurora, this brochure and some additional details available on the Mobile Food Vendor Toolkit webpage can provide much of the information needed to turn this idea into reality. It includes resources for required permits and license applications, sample contracts and explanations of the guidelines for starting a new mobile food service. This information does not address all of the legal issues that may arise for a prospective mobile food service. When using this information, consider the following:

- Only mobile food vending requirements in the city of Aurora are addressed.
- While general information about the law/ regulations as it might apply to a mobile food vending is stated, the information should not be considered as legal advice and is not meant to take the place of an attorney. For all specific legal questions, consult a lawyer or other professional legal services provider.
- Because laws may change, be sure to verify that the laws and regulations discussed in this brochure are still applicable and current before acting on them, including what's included in Aurora's Mobile Food Truck ordinance.
- Information is provided without any representations or warranties expressed or implied.

GETTING STARTED

The Aurora-South Metro Small Business Development Center (SBDC) offers free workshops and counseling in Aurora and the south metro area. The SBDC website provides a wealth of information. Visit AuroraGov.org/FoodTrucks for website links.

PLANNING FOR SUCCESS

Developing a business plan, identifying a legal resource and preparing for certain taxes and licensing requirements are all parts of planning for your success. The Aurora-South Metro Small Business Development Center (SBDC) offers free and low-cost seminars that can answer questions on these topics and more. Contact info@Aurora-SouthMetroSBDC.com or 303.326.8686 for details.

REGULATORY REQUIREMENTS

Make sure that your mobile food vending business complies with the necessary requirements of Aurora

CITY BUSINESS LICENSE

Mobile food vendors are required to have a city of Aurora business license. This license includes Aurora sales tax collection as applicable for food.

COUNTY HEALTH DEPARTMENT

Vendors also will need a Colorado retail food establishment license issued through their County Health Department, which authorizes selling to take place in Aurora. Aurora is in three counties. A Denver health license is not recognized by the counties outside of Denver.

The Colorado Retail Food Establishment Rules and Regulations provides complete rules and regulations. A Mobile Food Vendor that has never been licensed by a County Health Department must go through a plan review. For details, call the county health department where you plan to operate, see the Key Resources portion of this brochure.

USING A COMMISSARY KITCHEN

For mobile food trucks operating in Aurora, the food vendor will need to have formal connection to a commissary kitchen. This facility is a fixed, licensed food establishment where vendors assemble and store food as well as clean and sanitize equipment. Possible locations include community kitchens, church kitchens or restaurant kitchens during off-hours. All mobile food equipment will need a written agreement with a certified commissary kitchen to receive a health permit from your County Health Department.

STATE SALES TAX LICENSE

Mobile food vendors will need a Colorado Sales Tax License. The state's Department of Revenue has a useful FYI guide to understanding taxing food.

OBTAIN AUTO INSURANCE FOR VEHICLE

Generally, liability insurance for the business must satisfy a \$1 million coverage minimum. The insurance company may require that you take a food safety course for the liability. Enrolling in a food safety course will also greatly help with filling out the application for a Retail Food Establishment License.

