



_____ Food Truck Vending

| | |
|-----------------------|-----------|
| Draft Date | 6/10/2014 |
| RPCA Approval Date | |
| PRC Approval Date | |
| Director Initials | |
| City Manager Initials | |
| Primary Contact | RPCA PIO |

I. PURPOSE AND AUTHORITY OF ADMINISTRATIVE REGULATION

The purpose of this Administrative Regulation is to administer the Off Street Food Truck Pilot Program (“Pilot Program”) adopted by the City Council on May 17, 2014, and included in the City Code at Title 9, Chapter 15, at City parks and recreation centers in accordance with Section 9-15-13 (C) of the City Code. Upon consideration of the recommendation of the Parks and Recreation Commission, the City Manager is authorized to adopt this administrative regulation pursuant to Section 9-15-13(C) of the City Code.

II. POLICY

It will be the policy of the City through its Department of Recreation, Parks and Cultural Activities (RPCA) to allow Food Truck Vendors to vend in certain City parks and recreation centers in accordance with City Code, Title 9, Chapter 15, as applicable, in accordance with this administrative regulation.

III. REQUIREMENTS

- A. All Food Truck Vendors shall comply with City Code Section 9-15-1, et seq to the extent applicable, including but not limited to, obtaining a Food Truck Vendor Permit and complying with all applicable federal and state laws and regulations.
- B. Food Trucks shall be allowed in parking lots of public Parks and public recreation centers pursuant to Section 9-15-13(C) with the following limitations:
 - a. Food Trucks may legally park at parks and recreation centers with paved off street parking lots with ten (10) or more designated spaces. The approved parks and recreation centers where Food Trucks may vend are set forth on

Attachment 1. Food Trucks shall vend only from a legally designated parking space.

- b. Food Trucks will be allowed in the City's parks and recreation center parking lots on a first come basis. No more than three (3) Food Trucks shall vend in a designated park and/or recreation center at the same time unless the Food Truck is vending as part of a Special Event pursuant to Section 9-15-4 of the City Code.
- c. Food trucks are limited to vending between the hours of 7 a.m. and 8 p.m. and may not vend for longer than four (4) hours of continuous vending as set forth in Section 9-5-12 of the City Code unless the Food Truck is vending as part of a Special Event.
- d. Food Trucks are not permitted to use a Push Cart as defined in Section 9-15-5 (10) of the City Code.

C. Notwithstanding the authorizations made herein,

(1) The City reserves the right to prohibit a Food Truck Vendor from vending at City parks and recreation centers based on public health, safety and welfare concerns.

(2) The City reserves the right to prohibit Food Truck Vendors from vending at City parks and recreation centers if a Special Event as defined by Section 9-15-14 of the City Code, a permitted sport/league activities or other permitted activities is taking place at such park unless they are affiliated with that event or activity.

(3) A Food Truck Vendor shall provide express written consent from the permittee granting permission to vend at a Special Event, permitted sport/league activity or other permitted park or recreation center activity.

(4) Specific dates and locations when Food Truck Vendors are prohibited from vending will be posted at www.alexandriava.gov/FoodTrucks.

D. Food Truck Vendors must obtain a valid Certificate of Insurance for a one million dollar Commercial General Liability Policy listing the City of Alexandria, its officers, employees and volunteers, as additional insured.

E. Food Truck Vendors shall comply with Section 9-15-10 (E) of the City Code with respect to noise when vending. Any required measurement for compliance with such regulations shall be taken from the edge of the parking lot within which the Food Truck is parked.

F. Food Truck Vendors shall comply with Section 9-15-12(H) of the City Code with regard to the collection and disposal of waste materials and other litter including the requirement to have a portable receptacle outside of the Food Truck for the use of customers. Trash collected and/or generated by Food Trucks shall not be placed and/or disposed of in City trash receptacles. Food Truck Vendors shall remove all trash and litter from park grounds within fifty (50) feet of their Food Truck.

G. Food Truck Vendors shall be subject to all enforcement and penalties as by Section 9-15-17 of the City Code.

IV. EXPIRATION

This administrative regulation, if not renewed by the City Manager shall expire on October 31, 2015.

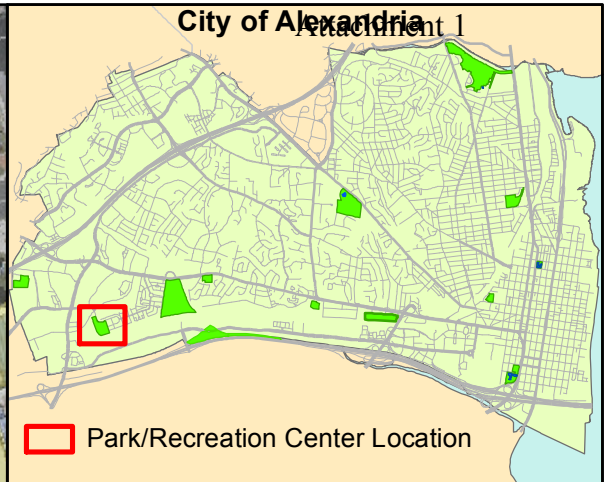
ATTACHMENTS: Attachment #1: Parks and Recreation Centers where Food Trucks may vend.


**Department of Recreation, Parks and Cultural Activities
Proposed Food Truck Vending Sites with Off Street Parking**

| Park Locations | |
|---|---|
| <ol style="list-style-type: none"> 1. Armistead L. Boothe Park 520 Cameron Station Blvd. 2. Ben Brenman Park 4800 Brenman Park Dr. 3. Buchanan Park/Old Town Pool 1609 Cameron St. 4. Chinguapin Park 3210 King St. 5. Eugene Simpson Park 426 E. Monroe Ave. 6. Ewald Park 4452 Duke St. | <ol style="list-style-type: none"> 7. Four Mile Run Park 3700 Commonwealth & 4131 Mount Vernon Avenues 8. Joseph Hensley Park 4200 Eisenhower Ave. 9. Luckett Field/Schuyler Hamilton Jones Skateboard Park 3540 Wheeler Ave. 10. Stevenson Park 300 Stultz Rd. 11. Witter Recreational Fields 2700 Witter Dr. |

| Recreation Center Locations |
|---|
| <ol style="list-style-type: none"> 1. Charles Houston Recreation Center & Memorial Pool 9011 Wythe St. 2. Chinguapin Park Recreation Center & Aquatics Facility 3210 King St. 3. Cora Kelly Recreation Center 43 W. Reed Ave. 4. Lee & Nannie J. Lee Recreation Center 1108 Jefferson St. |

- Park and Facility maps on subsequent pages indicate approved parking locations for Food Truck Vending. Food Trucks shall vend only from a legally designated parking space.
- Visit www.alexandriava.gov/FoodTrucks for a calendar listing of restricting vending per this Administrative Regulation.

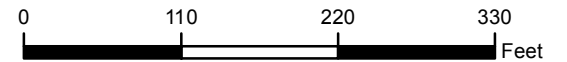
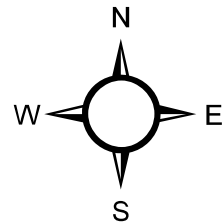




 Park/Recreation Center Location



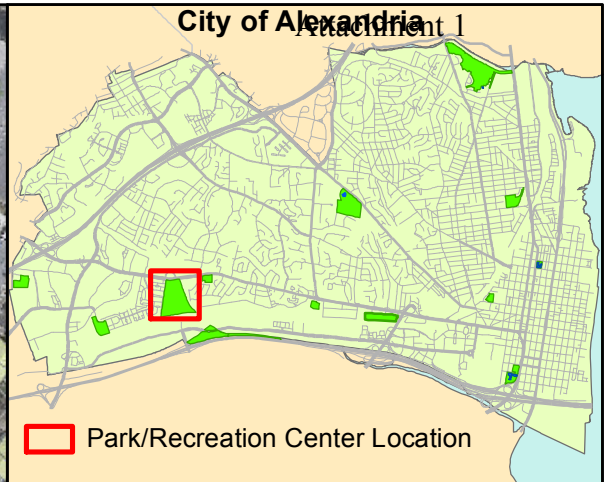
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ARMISTEAD L. BOOTHE PARK
520 Cameron Station Blvd

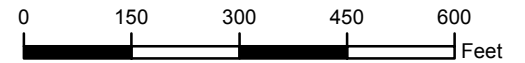
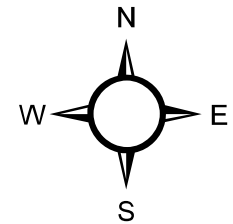


-  Parks with Off-Street Parking
-  Off-Street Parking Lot

Date: 06-10-2014



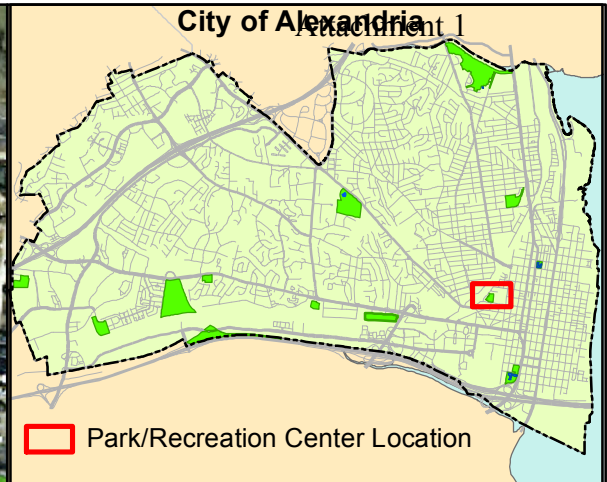
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BEN BRENNAN PARK
 4800 Brenman Park Dr.



- Parks with Off-Street Parking
- Off-Street Parking Lot

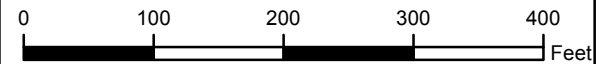
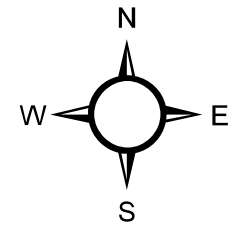
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BUCHANAN PARK/OLD TOWN POOL
 1609 Cameron St.

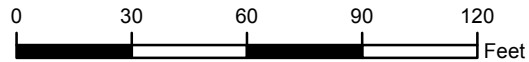
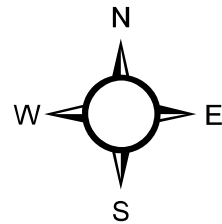


- Parks with Off-Street Parking
- Off-Street Parking Lot
- Under construction

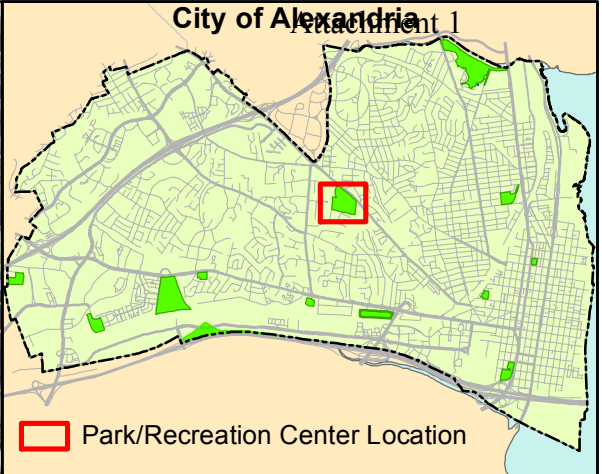
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CHARLES HOUSTON REC. CENTER
 9011 Wythe St.



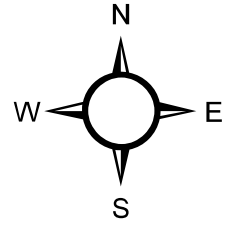
- Parks with Off-Street Parking
- Recreation Centers with Off-Street Parking
- Off-Street Parking Lot

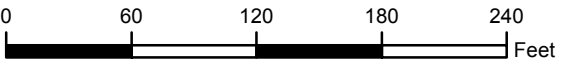






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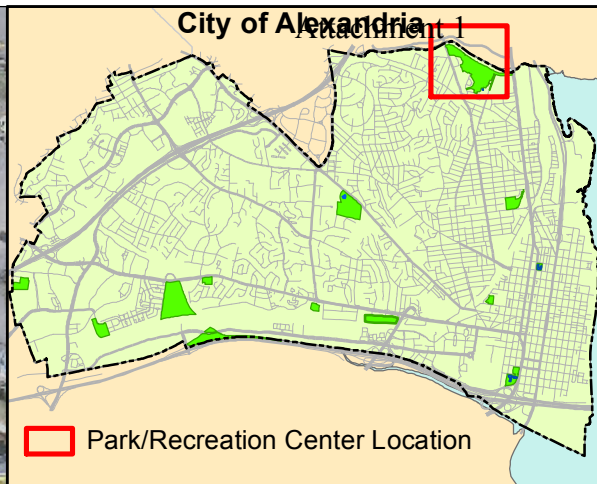
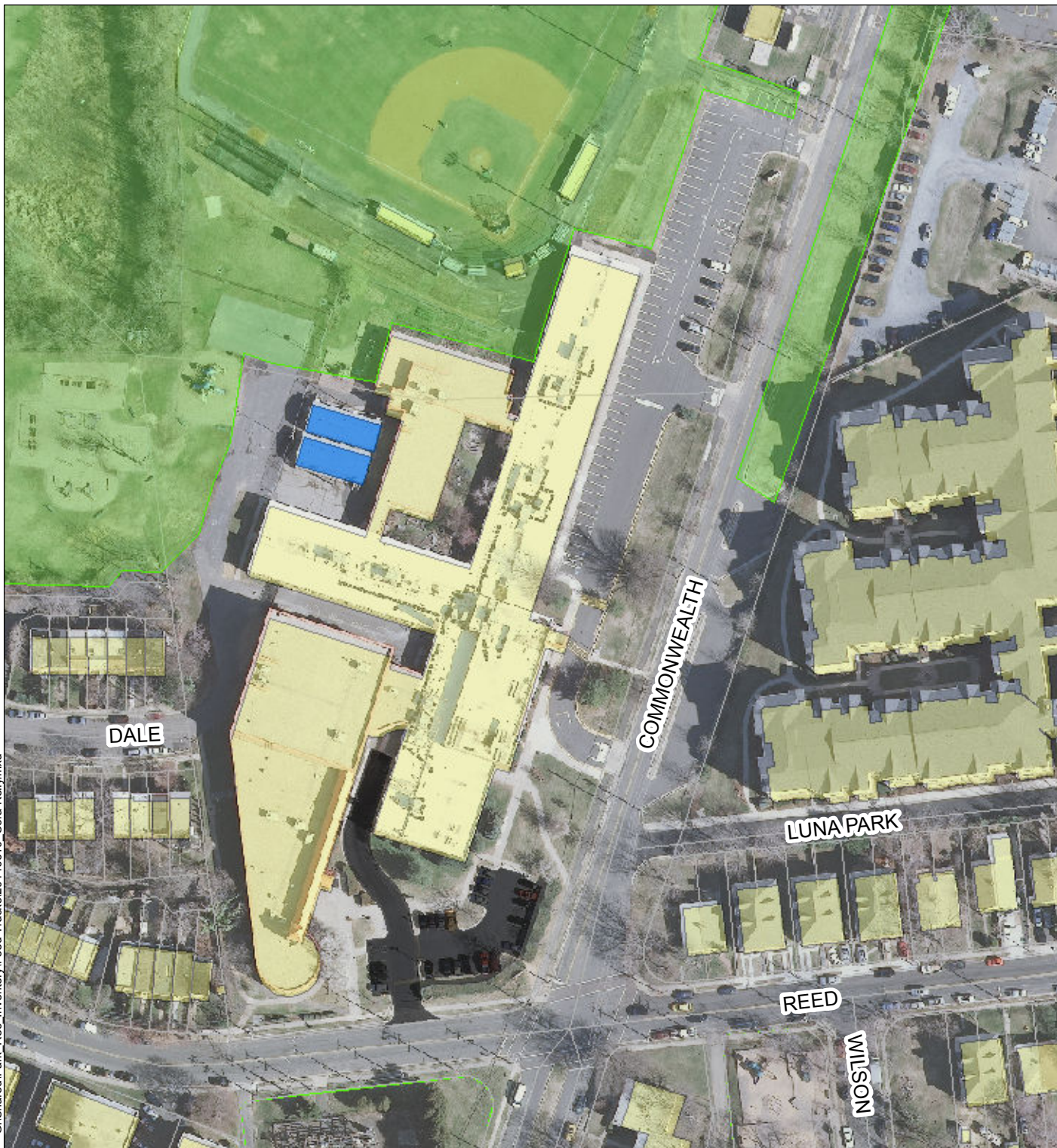
**CHINQUAPIN PARK &
CHINQUAPIN PARK REC. CENTER**
3201 King St





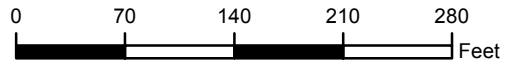
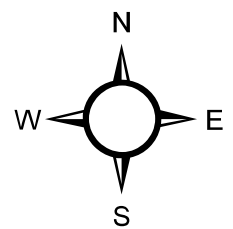
-  Parks with Off-Street Parking
-  Recreation Centers with Off-Street Parking
-  Off-Street Parking Lot

Date: 06-10-2014



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CORA KELLY REC CENTER
4131 Mount Vernon Ave.

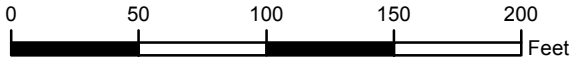
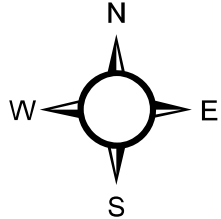




- Parks with Off-Street Parking
- Recreation Centers with Off-Street Parking
- Off-Street Parking Lot

Date: 06-10-2014

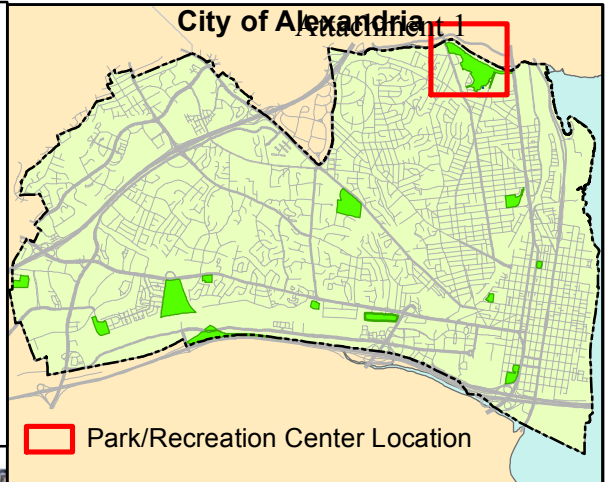


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EWALD PARK
4452 Duke St.



-  Parks with Off-Street Parking
-  Off-Street Parking Lot

Date: 06-10-2014

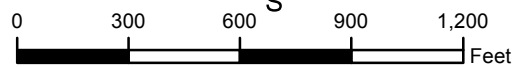
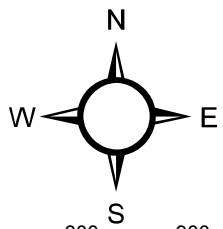


Red box: Park/Recreation Center Location



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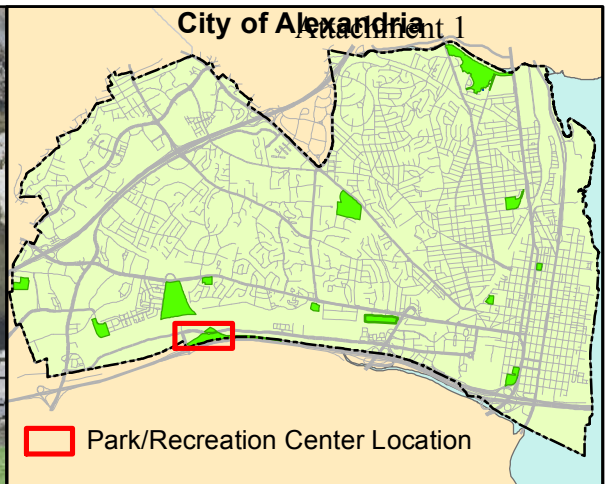
FOUR MILE RUN
4131 Mount Vernon Ave.




- Parks with Off-Street Parking
- Off-Street Parking Lot

Date: 06-10-2014

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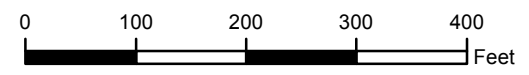
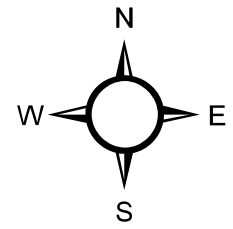




 Park/Recreation Center Location



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JOSEPH HENSLEY PARK
4200 Eisenhower Ave.



-  Parks with Off-Street Parking
-  Off-Street Parking Lot

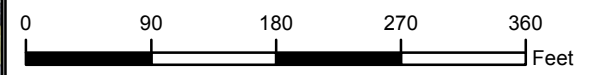
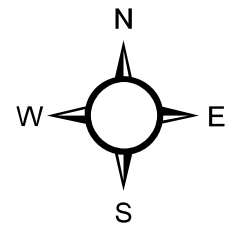
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 Park/Recreation Center Location




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LEE & NANNIE J LEE REC. CENTER
1108 Jefferson St.



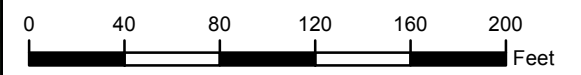
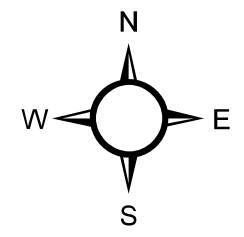
-  Parks with Off-Street Parking
-  Recreation Centers with Off-Street Parking
-  Off-Street Parking Lot





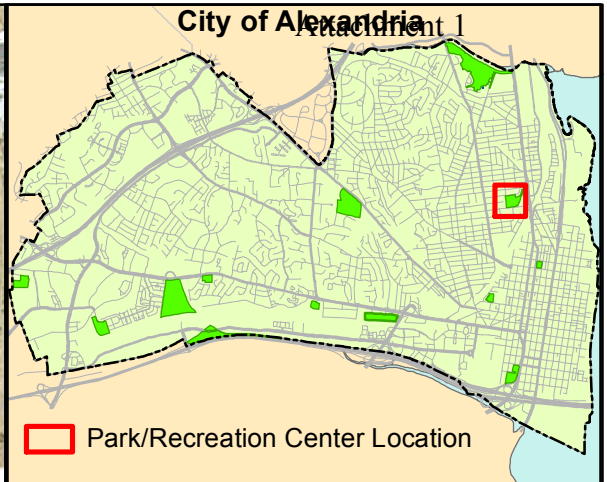
 Park/Recreation Center Location



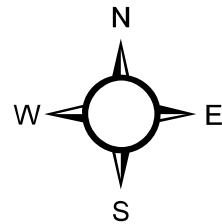
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LUCKETT FIELD/SKATEBOARD PARK
3540 Wheeler Ave.



-  Parks with Off-Street Parking
-  Off-Street Parking Lot

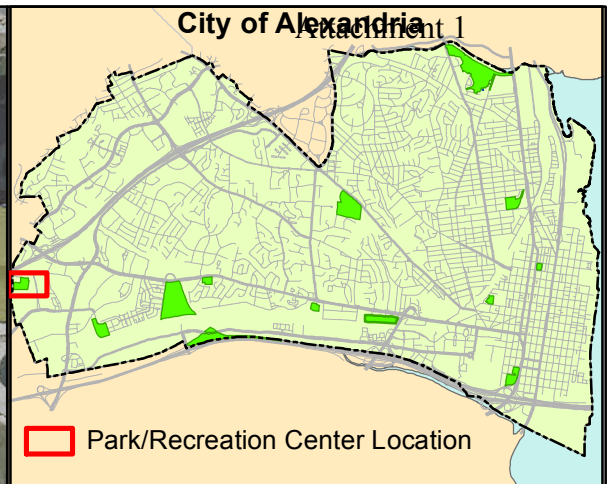


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EUGENE SIMPSON PARK
 426 Monroe Ave.



- Parks with Off-Street Parking
- Off-Street Parking Lot

Date: 06-10-2014

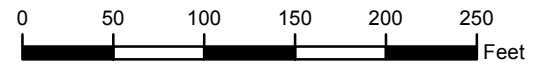
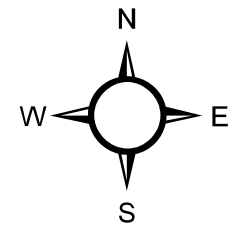


Red box: Park/Recreation Center Location

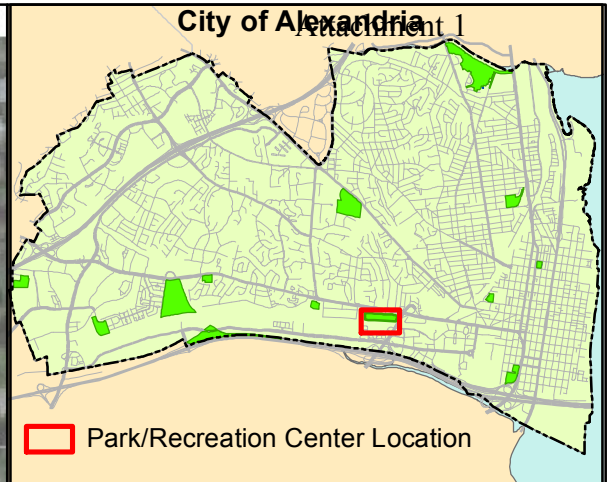


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**STEVENSON PARK
300 Stultz Park**

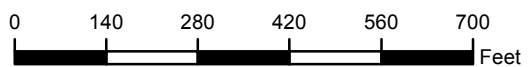
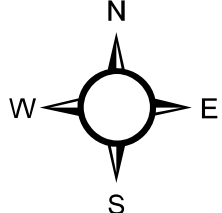


- Parks with Off-Street Parking
- Off-Street Parking Lot



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WITTER RECREATIONAL FIELDS
2700 Witter Dr.



- Parks with Off-Street Parking
- Off-Street Parking Lot

Date: 06-10-2014