



## STAFF REPORT ON PROPOSED LEGISLATION

---

To: Mayor Gavin Buckley

From: Michael Mallinoff, City Manager

Date: December 20, 2023

Subject: O-29-23: Food Truck Parking and Mobile Food Service in the City of Annapolis

---

### **Purpose of legislation**

The purpose of this legislation is to allow food trucks, called in the City Code "mobile food service vendors," to park in the City of Annapolis for food service if they have the property owner's permission; general copy editing of the code section; and generally related to mobile food service vendor requirements.

### **Impact of legislation on operations**

The legislation is largely in keeping with existing practice. It removes some prior restrictions on the length of time a mobile food service vendor can operate in a particular location but adds restrictions related to noise levels.

From an operations perspective, routine inspections are handled by the Planning and Zoning department. Routine enforcement for trash, site maintenance, and potential discharges also fall on Planning and Zoning. If they find an illicit discharge, however, the actual citation would come from the Department of Public Works.

There will likely be a few more food trucks as a result of this legislation, and they will likely be more stationary. Those more stationary food trucks produce trash, tend to install seating areas, and potentially develop liquid waste that needs to be disposed of. Planning and Zoning will be looking at a minor increase in staff time dedicated to routine inspections that they are estimating at 5 hours over the course of a week.

Since there are no changes to the overall licensing process or fee structure, the legislation is not expected to impact that portion of operations.

**Impact of legislation on staffing**

The expected increase to enforcement needs in this area is not expected to be large enough to increase staffing needs.

*Prepared by Victoria Buckland, Assistant City Manager*