



Food Truck Guide For The Municipality of Leamington



Municipality of
Leamington
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Food Vehicle – By-law 50-24

Thank you for your interest in opening a food vehicle in the Municipality of Leamington.

Food Vehicles include food trucks, food trailers, food carts, refreshment carts, chip wagons, hot dog carts and mobile food preparation vehicles.

A business licence is required to operate a food vehicle business within the Municipality of Leamington.

There are two (2) types of Food Vehicle Licences: Class 1 and Class 2

1. Food Vehicle Class 1 is used for the operation of a food vehicle at one specific location for the season.
2. Food Vehicle Class 2 is used for a limited purpose or specific event and shall operate from one specific location for up to a maximum of three (3) consecutive days.

Location

Food vehicles are licensed by location.

Food Vehicles are only permitted to be operated on private property that is zoned Commercial, Recreational, Industrial or Agricultural pursuant to the Comprehensive Zoning By-law. This property is also subject to a site plan approved by the Municipality pursuant to section 41 of the Planning Act, R.S.O 1990, c.P.13.

Municipal Property/Parks/Marina

Food vehicles are not permitted to operate on municipal property including municipal parks or marinas. You are required to provide written permission by the owner of the Private Property where the Food Vehicle will operate from, if it is not your property (Note: you may wish to confirm with the Licensing Assistant in advance whether the location you intend on operating at is a permitted location to operate from before beginning the application process).

Special Events

Food trucks operating as part of a larger Special Event do not require a municipal business licence as long as the Event has been granted a Special Events Permit. Please refer to the website for more information with regard to Special Events at leamington.ca/specialevents or call 519-326-5761.

Applications

We will not accept incomplete applications. If you are required to provide documentation, it must be provided with the application and not at a later date. We will send the application back to you if you submit it without documents needed.

Application – Accompanying Documents

In addition to the requirements as set out in Sections 22 and 23 of the Licensing By-law, every Application for a Business Licence for a Food Vehicle must include:

- Proof of an inspection conducted by the Fire Chief dated within thirty (30) days of the Application for Licence of both the Food Vehicle and any Premises used to prepare Food (Note: Once you submit your application, we will arrange for this inspection for you).
- Proof of an inspection conducted by the Windsor-Essex County Health Unit dated within thirty (30) days of the Application for Licence of both the Food Vehicle and any premises used to prepare food.
- Copy of a valid Food Handler Certification Card for at least one (1) employee supervising the preparation, processing, packaging, service or storage of food. Please contact the Windsor-Essex County Health Unit at 519-258-2146.
- Copy of ownership for the Food Vehicle including the vehicle identification number and the Ontario licence plate number as issued by the Ministry of Transportation for each vehicle.
- Certificate of Insurance (Note, please contact the Licensing Assistant for further information if required).
- Photo of the food vehicle and a description of the type of vehicle.
- Sketch depicting the exact location the Food Vehicle will operate on private property (Note: The sketch must be to scale and include layout dimensions).
- List of the types of food to be provided for sale.
- Location where the food vehicle will be parked or stored when not operating the business.
- Proof that the food vehicle has been inspected and complies with the Technical Standards and Safety Act, 2000.

Fees

Food Vehicle Licensing Fee is \$150.00.

Process

Once we receive your complete application, we will contact you to confirm whether any additional information is required.

Who to Contact

You may contact the Manager of Legislative Services at 519-326-5761 or by email at licensing@leamington.ca with any questions.

Contact Information

Municipality of Leamington, Legislative Services Department

111 Erie Street North, Leamington, Ontario

Phone: 519-326-5761

Email: licensing@leamington.ca | To apply, visit www.leamington.ca/business