



**Planning &
ZONING**
BOARDMAN TOWNSHIP

OFFICE USE ONLY	
Permit No.:	
Penalty Fee:	Yes
Payment Method:	
<input type="checkbox"/> CASH	<input type="checkbox"/> CREDIT <input type="checkbox"/> CHECK No. _____

MOBILE FOOD UNIT APPLICATION

(Please Fill Out Entirely in Type or Legible Print)

Applicant Information		
Name:	Contact Person:	
Address:		
City:	State:	ZIP:
Phone:	Cell:	Email:

Business Information		
Business Name:	Business Owner / Contact:	
Business Address:		
City:	State:	ZIP:
Phone:	On Site Supervisor:	Supervisor's Email:

Vendor Information	
Duration: <input type="checkbox"/> Six Months (\$200.00) <input type="checkbox"/> One Year (\$400.00)	
Start Date:	End Date:
Sales Type: <input type="checkbox"/> Mobile Food Truck <input type="checkbox"/> Farm Stand <input type="checkbox"/> Cottage Food <input type="checkbox"/> Other (please describe below)	
Description Of Products To Be Sold:	
Do you have a current Board of Health Mobile License? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Board of Health License Number and Name of Issuer:	
Number Of Locations:	
Address Of Vending Location(S):	
Name Of Property Location Owner:	
Address Of Property Owner:	
Property Owner Email:	
Property Owner Telephone:	

REQUIRED ATTACHMENTS:

- * Copy of Driver's License or State Identification Card
- * NOTARIZED Letter of authorization from the property owner(s) of sales location.
 - Include Owner's:
 - Statement of authorization
 - Printed name and Signature
 - Phone number and Email address
- * Current, clear, and accurate head shot- (Cannot be a copy of badge or License photo.)

MOBILE FOOD UNIT REQUIREMENT OF REGISTRATION:

- The operator of the Mobile Food Unit has the express written permission of the owner of the property.
- The Mobile Food Unit is licensed by the Health Department and Boardman Township Fire Department (where applicable).
- A Mobile Food Unit is *not allowed* on a property located within a Residential Zoning District.
- A Mobile Food Unit may be *allowed* on a property within a Nonresidential District zoning district, which are:
 - O - Office District
 - GB - General Business District
 - RB - Regional Business District
 - NMB - North Market Business District
 - I - Industrial District
 - OR on a property within a Special District zoning district, which are:
 - AG - Agricultural District
 - PUD - Planned Unit Development District
 - P-I - Public and Institutional District.
- Cannot block an entrance to and exit from the lot upon which it is situated.
- Cannot block fire hydrants, fire lanes, or the lawful signs of any other business.
- Serves only pedestrians, does not include a drive-through window, nor does it offer outdoor seating.
- Is allowed to park on a hard surface parking lot (asphalt or cement) only.
- Is only Allowed to park overnight on a hard surface parking lot (asphalt or cement) only located in the rear yard of the authorized property.
- No overnight parking of the Mobile Food Unit in the front.
- There shall be only one Mobile Food Unit operating on a property at any time.
- All food and drinks sold by a Mobile Food Unit must be prepared for consumption. No frozen meat, fish or similar commodities may be sold from a Mobile Food Unit.

Permits shall be carried by the vendor and provided upon demand to any requestor or police officer.
Permits can be revoked at any time for violations.

Applicant Signature

The undersigned hereby certifies that the information in and with this application is true and accurate, and consents to agents of the township entering the premises for inspection and verification of information submitted, as applicable; and if a permit is issued, to verify conformance to requirements and conditions of issuance.



Signature of Applicant: _____ **Date:** _____

Incomplete applications will not be processed.

Forms of Payment Accepted:

- Exact Cash
- Check (Make payable to 'Boardman Township')
- Credit Cards (A bank fee will apply)

Mail completed applications to:

Boardman Township Zoning Department
Attn: Permits
8299 Market Street
Boardman, Ohio 44512

Revised: 4/27/2026