



# City of Aumsville

595 Main Street • Aumsville, Oregon 97325  
 website: [www.aumsville.us](http://www.aumsville.us)  
 Phone 503-749-2030 • Fax 503-749-1852

## TRANSIENT BUSINESS LICENSE APPLICATION

<b>Name of Applicant:</b>	
<b>Home Address of Applicant:</b>	<b>Applicant Phone:</b>
<b>Name of Business:</b>	
<b>Description of Business and Type of Product Sold:</b>	
<b>Business Address:</b>	<b>Business Phone:</b>
<b>Dates of Operation:</b>	<b>Hours of Operation:</b>
<b>Property Owner Name:</b>	
<b>Property Owner Address:</b>	<b>Property Owner Phone:</b>
<b>Emergency Contact Name:</b>	<b>Emergency Contact Phone:</b>
<b>Business Owner's Current Driver's License #:</b>	
<i>Would you like your business listed in the city business directory?</i>	<i>Would you like your business listed on the city's website?</i>
Have you ever been convicted of a felony? (circle one) NO YES If yes, explain:	
Have you ever been convicted of a misdemeanor involving a violation of any municipal ordinance? (circle one) NO YES In yes, explain:	
<b>Manner in which public water will be provided:</b>	
<b>Location of bathroom facilities for employees:</b> (Copy of written agreement with facility owner/manager must be attached to this permit application)	

<b><i>In addition to this application, please provide the following:</i></b>	
<ul style="list-style-type: none"> <li>• Proof of any permits, certificates or registrations that are required by city, county, state or federal laws to conduct the type of business listed on the application.</li> </ul>	
Site plan of the area where the business will be located. Site plan shall clearly show any parking spaces which may be impacted, any necessary driving lanes, utility pole locations, nearby buildings, and sidewalks. Please note: Required parking may not displace parking required for another use.	
<ul style="list-style-type: none"> <li>• Proof of compliance with all applicable building codes.</li> </ul>	
<ul style="list-style-type: none"> <li>• If food or beverage is to be sold, then the applicant shall provide a copy of proof of the applicable food handlers license from Marion County.</li> </ul>	
<ul style="list-style-type: none"> <li>• If on private property, a signed letter of authorization from the property owner, or copy of lease agreement or property owner may so indicate below:</li> </ul>	
<p><i>I am the property owner of _____ and I give permission to _____ to conduct the above-described business on my property.</i></p>	
<p>_____</p> <p>Date</p>	<p>_____</p> <p>Signature</p>
<p><b>I hereby certify that the information contained herein is true to the best of my knowledge.</b></p> <p><b>I agree to abide by all Federal State and Local laws and ordinances in the operation of my business.</b></p> <p><b>Further, I agree to notify the city of any changes concerning information within this application.</b></p>	
Applicant's Signature:	Date:

**Submission of this application does not constitute the issuance of a business license and the applicant can not engage in business activities prior to receipt of a business license, which may take up to ten business days.**

### ***Aumsville's Development Ordinance Mobile Food Vendor Regulations:***

(A) All vendors shall meet these requirements and the regulations of the City. These may include, but are not limited to the following:

1. The use shall be limited to the preparation and/or sale of food and beverages.
2. The structure shall retain the ability to be moved and will not involve any structure requiring a building permit.
3. The use shall not be conducted within public rights-of-way unless a permit is issued by the city for this purpose.
4. The use shall be conducted on private or public property only with written consent of the property owner.
5. Business operations for a food stand or a food cart shall only be conducted between 7:00 AM and 7:00 PM except the hours can be extended earlier or later by the City Administrator upon a finding the extended hours will not create negative impacts on surrounding properties due to noise, light, traffic, and similar factors.
6. The use shall conform to all setback standards, vision clearance requirements, and other standards of the zone in which it is located.
7. The use shall not block driveways, entrances, fire lanes, or parking aisles. Food trucks or trailers may not be placed in a required landscaped area.
8. The use may be connected to water and sewer by approved temporary connections only. No discharge will be made into any stormwater system.
9. Signs associated with the use shall be limited to six square feet total surface area of all sign faces. Menu boards are not signs, but are limited to six square feet total surface area.
10. A trash receptacle shall be located within 10 feet of the use and shall be emptied and maintained by the operator of the mobile food cart.
11. The operator of the uses shall possess valid county certification of compliance with health and sanitation standards as applicable.

Failure to comply with these standards may result in the Mobile Vendor Permit being revoked by the City Administrator, which will require the business operation to cease and the stand, cart, or vehicle to be removed from the site.