

MOBILE FOOD VENDOR CHECKLIST

1 – Completed business license application. MFV must be located in the B-3 zoning district on private property. The Application must have a signature from the owner or legal representative of the property and include a site plan that is drawn to scale. Application must also include a business plan that addresses garbage disposal, signage, water sources, wastewater dumping, grease disposal, utility plan, and restroom access.

2 – The MFV must be inspected by the Building Inspector/Code Compliance. The Inspector will ensure that all facilities and equipment are portable and self-contained. Seating for up to 10 patrons may be provided. If the MFV has seating for more than ten people, an on-site parking space must be provided for every five additional seats. The Inspector will review trash disposal, signage, and access to public restrooms. The MFV must have written permission from the owner of restroom facilities for customers and employees to use such facilities.

3 - The MFV must be inspected by the Deputy Superintendent-Water/Wastewater for presence of a grease trap, disposal of grease, sanitary water connection, and disposal of wastewater. No permanent water or sanitary sewer connections are allowed. Wastewater must be disposed of at a licensed dump facility.

4 – The MFV must be inspected by the Hebgen Basin Fire Department. HBFD will inspect electrical connections, utilities, fire code compliance.

5 – Proof of licensing from the Gallatin County Health Department

6 – Payment of fees

\$50 business license fee

\$500 resort tax bond (refundable)

\$200 annual MFV permit fee

\$150 sign permit, if required

Contact Information

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