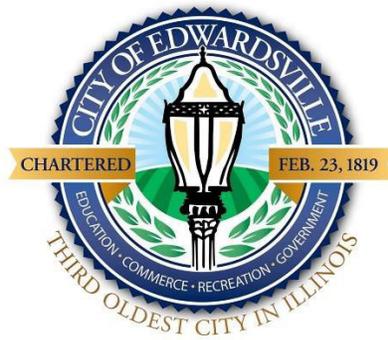


City of Edwardsville



Food Truck License Application Packet



City of Edwardsville

Third Oldest City in Illinois

Director of Finance
Jeanne Wojcieszak

October 2021

Thank you for choosing the City of Edwardsville as a destination for your food truck! Our application packet includes all the rules and regulations for operating a food truck within the City of Edwardsville, including how to apply for a City license. Let's get you started!

- 1. Register your business with Illinois Department of Revenue.**
 - a. You will need to obtain a IBT# (Illinois Business Tax number)
- 2. Start with Madison County Health Department (692-7954).**
 - a. You will need a permit and inspection from Madison County before you can apply for a City license.
- 3. Complete the Application Packet.**
 - a. Submit all documentation to the Finance Department. We will notify you once your license is processed.
- 4. Do I need to schedule an inspection with the City?**
 - a. An inspection with the City is **not** required for the issuance of a license, but be advised that our Fire Department will inspect your truck at an unannounced time/place. Be prepared to meet the requirements listed in your packet.
- 5. What do I do with the license?**
 - a. Display your license so that it is visible to all customers when your food truck is in operation. Note the expiration date! You will need to reapply in January.
 - b. The license is **not transferrable**. If you sell your truck or business, the license is void.
- 6. Where/when can you operate? Please refer to the enclosed map.**
 - a. Food Trucks **may** be operated on privately owned parking lots in all zoning districts except residential with the written approval of the business owner.
 - b. Food Trucks **can** be operated on **City right-of-ways** (including streets, parking spaces, or parking lots).
 - c. Food Trucks may only operate in a residential area as part of a city-approved block party.
 - d. Food Trucks may operate 7:00 a.m. to 2:00 a.m. Food Trucks may operate 24 hours in M-1 Light Manufacturing District. Trucks cannot operate within 10 feet of any structure and do not block fire department access roads, fire lanes, fire hydrants, or other fire equipment.
 - e. Every time you operate your Food Truck within the City of Edwardsville, you must register your location at least 24 hours prior to your start time at www.cityofedwardsville.com/foodtrucks.
 - f. Do not park your Food Truck at a personal residence within the City of Edwardsville.
- 7. Want to sell alcohol?**
 - a. You must apply for an appropriate liquor license. Contact the Finance Department (692-7500).
- 8. What's next?**
 - a. Read through the application packet, the ordinances governing food truck operations and the collection of the Municipal Food and Beverage Tax within the City of Edwardsville. You are responsible for all information, rules, and regulations provided for in those ordinances.

Should you have any questions regarding the operation of your food truck within the City of Edwardsville, please do not hesitate to contact the Finance Department (692-7500) or Planning and Zoning (692-7535).

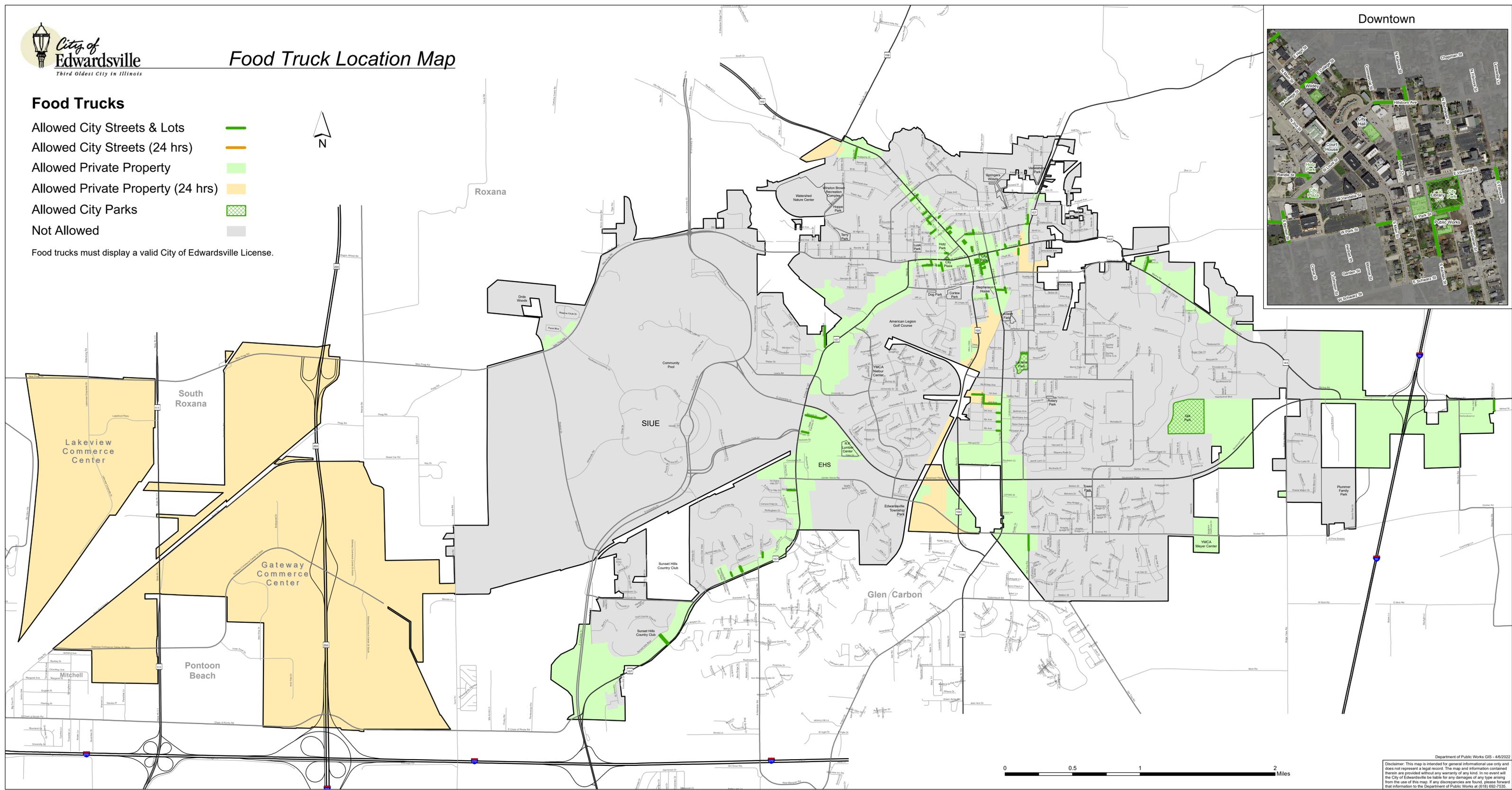


Food Truck Location Map

Food Trucks

- Allowed City Streets & Lots 
- Allowed City Streets (24 hrs) 
- Allowed Private Property 
- Allowed Private Property (24 hrs) 
- Allowed City Parks 
- Not Allowed 

Food trucks must display a valid City of Edwardsville License.



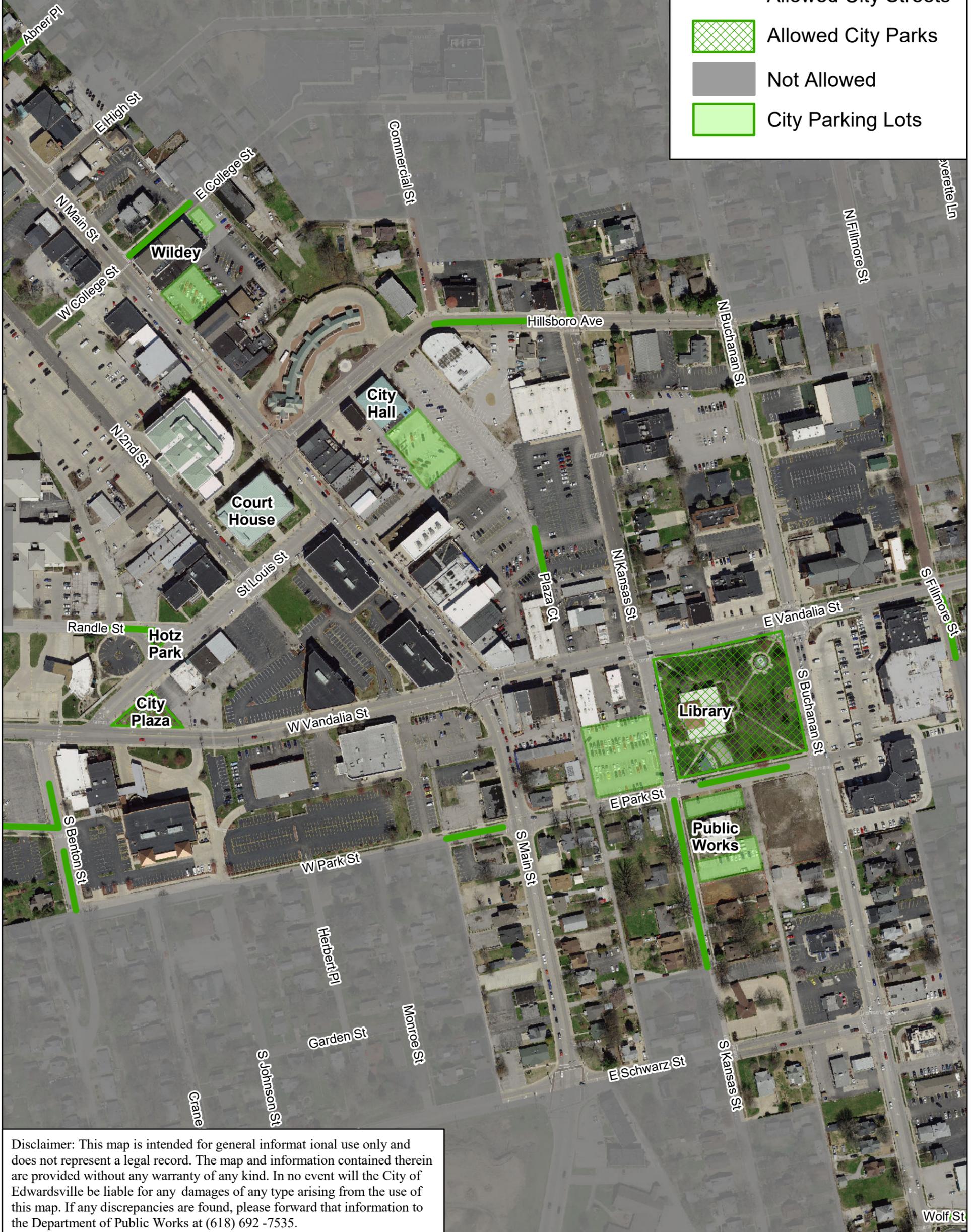
Department of Public Works GIS - 4/6/2022
Disclaimer: This map is intended for general informational use only and does not represent a legal record. The map and information contained therein are provided without any warranty of any kind. In no event will the City of Edwardsville be liable for any damages of any type arising from the use of this map. If any discrepancies are found, please forward that information to the Department of Public Works at (618) 662-7335.

Downtown Food Truck Map



Food Trucks

-  Allowed City Streets
-  Allowed City Parks
-  Not Allowed
-  City Parking Lots



Disclaimer: This map is intended for general informational use only and does not represent a legal record. The map and information contained therein are provided without any warranty of any kind. In no event will the City of Edwardsville be liable for any damages of any type arising from the use of this map. If any discrepancies are found, please forward that information to the Department of Public Works at (618) 692-7535.



Food Truck License Checklist / Application

The following documents must be submitted with this application:

- Completed Application Form (attached)
- License Fee - \$100 for an annual license. Payment may be made by check, cash, or credit card.
- Written authorization (with original signature of property owner) to conduct sales on privately owned parking lot, or written agreement to participate in a permitted block party.
- Photocopies of the following:
 - Certificate of Liability Insurance (Proof of Liability Insurance must be provided with Comprehensive General Liability limits of not less than \$1,000,000 combined single limit, each occurrence/\$2,000,000 aggregate.
 - Hold Harmless Agreement
 - Vehicle Insurance
 - Madison County Health Department permit and Madison County Certificate of Compliance & Inspection Report form
 - Current Vehicle Registration
 - Valid Driver's License
 - Business Registration
 - Illinois Department of Revenue Illinois Business Tax number
Note: reporting and payment of Illinois sales tax/Food & Beverage tax is solely the responsibility of the vendor

Application Procedure:

- 1) Food Trucks applying for an annual license to operate in the City of Edwardsville must first contact the Madison County Health Department (618-692-7954) for a plan review. An approved annual permit from the Madison County Health Department is required, as is a copy of the most recent health inspection report.
- 2) Submit completed application, all supporting documentation, and fee to Edwardsville Finance Department. License will be mailed to the applicant or may be picked up at the Finance Department, located at 118 Hillsboro Avenue, Edwardsville, IL 62025.



City of
Edwardsville

Application for Food Truck License

Business Information

Business Name: _____

Business Address: _____

Name(s) of Food Truck Operator: _____

Address of Food Truck Operator: _____

Business / Cell Phone: _____ (this is how we will contact you during the day)

Driver's Name: _____

Driver's Address: _____

Illinois Business Tax (IBT) Remittance Number: _____

Vehicle Information

Vehicle Make: _____ Vehicle Model: _____

Vehicle Year: _____ License Plate # and State: _____ Vehicle Length: _____

Name of Commissary or Food Supplier (attach additional sheets if necessary): _____

Name and address of business where oil, fat, grease will be disposed: _____



City of
Edwardsville

Application for Food Truck License

I affirm that the statements made in this application are true and correct to the best of my understanding. I have also read the City of Edwardsville's ordinance(s) (attached) regulating Food Trucks and imposing a Municipal Food and Beverage Tax. I both understand and agree to operate in accordance with said regulations.

Signature of Applicant: _____ Date: _____

Printed Name: _____

Signature of property owner and/or owners authorized agent: _____

Printed Name: _____ Date: _____

Signature of business owner and/or owners authorized agent: _____

Printed Name: _____ Date: _____

Submit completed form with fee to Department of Finance, 118 Hillsboro Ave., Edwardsville, IL 62025

Application will be processed upon its receipt. Mobile vending may not commence until license is displayed on the vehicle that is vending food.

-For Office Use Only-

Application Submittal Date: _____ Application Fee Paid Date: _____

Method of Payment: _____

Date License Issued: _____ License Number: _____

Food Truck License Hold Harmless Agreement

_____ (“Applicant”) covenant(s) that he/she/they/it will indemnify the City of Edwardsville from any loss, damage, cost, charges or expenses, whether to persons or property, to which the City of Edwardsville may be put by reason of any action, omission or default on the part of the Applicant, its employees or its agents from the operation of its business pursuant to this license, and Applicant hereby covenant(s) to assume the defense thereof and to pay any and all costs, charges, attorney’s fees, and other expenses, and any and all judgements that may be incurred by or obtained against the City of Edwardsville as a result of the reasons cited above.

Applicant hereby agree(s) to release the City of Edwardsville of any and all liability of any kind or nature in any rights, cause of action or claim of any kind or nature, other than the City’s own negligent action or omission, which may accrue as a result of Applicant’s business operation under the terms of the license.

Applicant agree(s) to furnish to the City of Edwardsville a certificate of insurance evidencing a commercial general liability insurance policy in the minimum amount of \$1,000,000.00 combined single limit naming the City of Edwardsville as an additional insured under its terms so as to indemnify the City of Edwardsville from any covered liability that the Applicant agree(s) to hold harmless from as set forth herein.

Applicant



Finance Department
 118 Hillsboro Avenue
 Edwardsville, IL 62025
 (618) 692-7500
 www.cityofedwardsville.com

Business Registration

Please type or print. DO NOT LEAVE ANY SPACE BLANK

IL Dept. of Revenue Sales Tax Number _____ Inception Date _____

Federal Employee Identification Number (FEIN) _____

Business Name _____ Number of employees P/T: _____ F/T: _____

Business Address _____ Sole Proprietor Corporation Partnership Other
 (Circle One)

Business Type _____ Telephone Number () _____

Mailing Address _____ Email _____
 (If different than above)

Hours _____

Contact _____

Contact Number () _____

Is this a home based business? Yes No If yes, a Special Use Permit must be filed with the Planning & Zoning Dept.

Any Federal, State or County Licenses or Certificates held _____

Type and location of any toxic, flammable, or hazardous materials stored at location _____

This information is provided to the Edwardsville Police Department for Emergency & Safety Purposes Only

Emergency Contacts (please list the names, address & phone numbers of persons we can contact after hours for emergency purposes)

1) Title: _____ Home # _____ Day # _____
 City, State _____ Cell # _____ Evening # _____

2) Title: _____ Home # _____ Day # _____
 City, State _____ Cell # _____ Evening # _____

3) Title: _____ Home # _____ Day # _____
 City, State _____ Cell # _____ Evening # _____

Does business have a commercial burglar/fire alarm? Yes No Alarm Co. _____

Address _____ Phone # (1st) _____

Phone # (2nd) _____

Alarm Type: (circle all that apply) Silent Burglary Robbery Fire Local Regular Automatic Dialer

Connections to: Residence _____ Alarm Co. _____ Private Security? Yes No _____

Does business have a safe? Yes No Location _____

Additional Information _____

Failure to provide this information to the Finance Department shall result in a penalty of \$35.00 (Ordinance 4877-1-96)



City of Edwardsville

Third Oldest City in Illinois

Department of Finance
Jeanne Wojcieszak, MPA, Director

August 3, 2020

Notice of Food and Beverage Tax

Dear Business Owner/Manager:

The City of Edwardsville enacted a Food and Beverage Tax Ordinance establishing a one percent (1%) municipal food and beverage tax, originally effective July 1, 2020. Due to the COVID-19 pandemic, the City Council amended the ordinance and the tax is now **effective September 1, 2020**. A copy of the approved ordinance is enclosed for your reference. You are receiving this letter as your business has been identified as likely to sell items subject to this tax.

About the Tax

This tax applies to prepared food items for immediate consumption, which means any and all commodities, whether solid, semi-solid, or liquid (including both alcoholic and non-alcoholic liquid) used or intended to be used for human consumption, enjoyment or nourishment of the human body, whether simple, compound or mixed and which has been prepared for immediate consumption without further preparation. All establishments required to hold a Madison County food service sanitation permit maybe subject to pay this tax.

A detailed list of exemptions can be found in the enclosed ordinance.

Registration Form Deadline

A Business Registration form is enclosed. Any retailer that sells food and beverages subject to the tax must register **before September 1, 2020** or before opening for business. Please complete a new form even if you have registered in the past. **The form may also be completed online at www.cityofedwardsville.com**. In the event a business is sold or closes, the seller must notify the City of Edwardsville of last date of sale. The new owner will be required to re-register the location. Business owners must register each retail location separately.

Municipal Tax Return – Food and Beverage

A Municipal Tax Return – Food and Beverage form is enclosed. Payment is due on the same date your Retailers' Occupational Tax return (Form ST-1) is due to the State of Illinois. You must also include a copy of your completed Form ST-1 and a completed Municipal Tax Return with your payment. **The Municipal Tax Return – Food and Beverage form is also available online at www.cityofedwardsville.com**.

Sincerely,

Jeanne Wojcieszak
Director of Finance

Food and Beverage Tax – Frequently Asked Questions

Question: What is the tax?

Answer: The City of Edwardsville Food and Beverage Tax is a 1% tax on the purchase price of food and beverages, including alcoholic and non-alcoholic, which have been prepared for immediate consumption.

Question: When does this tax take effect?

Answer: The new tax is effective September 1, 2020.

Question: What items are exempt from the Food and Beverage Tax?

Answer: Products, except alcohol, that are prepared off-site in packages ready for retail sale and not for immediate consumption. Examples of products that are exempt from the Food and Beverage Tax include, but are not limited to:

- Food and beverages which are exempt from tax under the provisions of the Retailers' Occupation Tax or the Illinois Service Occupation Tax, as amended from time to time.
- Prepared food items for immediate consumption purchased in hermetically sealed containers and not reasonably expected or intended by the seller for immediate on premise consumption.
- Prepared food items for immediate consumption purchased from institutions such as churches, day care establishments, schools, hospitals, nursing homes, retirement centers or similar residential care facilities or programs for the central preparation of meals to be delivered and consumed at private residences of invalids or the elderly and other medical treatment centers and transitional shelters.
- Prepared food items for immediate consumption purchased from the City of Edwardsville, and its entities, and non for profit associations or corporations. However, when these entities make any portion of their facility(ies) available to a for profit organization, this exemption does not apply and the tax must be paid as otherwise required.
- Food and beverages purchased from vending machines.

Question: How and when do I pay this tax?

Answer: Please complete and return the Municipal Tax Return - Food and Beverage form, provided by the City, with payment by the filing date, or postmarked the filing date (either of which shall constitute timely payment), and at the same time intervals and frequencies the Retailers' Occupational Tax return (Form ST-1) is due to the State of Illinois. You must also include a copy of your completed Form ST-1 with your completed Municipal Tax Return - Food and Beverage.

Question: What if I am late filing my Food and Beverage Tax with the City.

Answer: A late payment penalty equal to five percent (5%) of the unpaid tax shall be added for each month the tax is late.

In addition, the failure to collect, account for, and pay over said tax and any penalty shall be cause for suspension or revocation of any City license or permit issued for such Retail Food Facility or Retail Liquor Facility. Any suspension or revocation of any license or permit shall not release or discharge the owner or operator from any liability for the payment of the tax nor from prosecution for such offense.

Question: Who do I contact for any additional questions I may have?

Answer: Please contact Finance Director Jeanne Wojcieszak at 618-692-7500 or jwojciezak@cityofedwardsville.com



Finance Department
 118 Hillsboro Avenue
 Edwardsville, IL 62025
 (618) 692-7500
www.cityofedwardsville.com

MUNICIPAL TAX RETURN - FOOD & BEVERAGE

Please type or print

Business Name & Local Address	Filing Period
	Federal ID#
Corporate Name & Mailing Address	IL Business Tax#
	Operator's Name

FOOD AND BEVERAGE TAX (Per Ordinance No. 6636-02-2020)	
1. Total gross receipts for food and beverage	
2. Tax Rate of 1%	X .01
3. AMOUNT OF FOOD AND BEVERAGE TAX	
4. SUBTOTAL	
5. Penalty of 5% per month	
TOTAL TAX TO BE REMITTED (add lines 4 through 5)	

Under Penalties as Provided by Law, I Declare that to the best of my Knowledge and Belief, the information on this form is True, Correct and Complete.

Signature of Taxpayer

Signature of Preparer

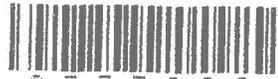
Title

Company Name

Date Signed Telephone

Date Prepared Telephone

Make Check Payable to: CITY OF EDWARDSVILLE, 118 Hillsboro Avenue, PO Box 407, Edwardsville, IL 62025



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Tx:4527480

2021R40460
STATE OF ILLINOIS
MADISON COUNTY
09/24/2021 12:07 PM
DEBRA D. KING-MENDOZA
CLERK & RECORDER
REC FEE: 50.00
CO STAMP FEE:
ST STAMP FEE:
FF FEE:
RMP'S FEE:
OF PAGES: 4

50.00 COE

ORDINANCE NO. 6710-09-2021

**AN ORDINANCE AMENDING CHAPTER 82 (PEDDLERS AND SOLICITORS)
AND CHAPTER 114 (TRAFFIC AND VEHICLES)
OF THE CITY OF EDWARDSVILLE CODE OF ORDINANCES**

WHEREAS, the corporate authorities of the City of Edwardsville may establish rules and regulations pertaining to both zoning and businesses within the Corporate Limits; and

WHEREAS, Chapter 82 of the City of Edwardsville Code of Ordinances regulates Peddlers, Solicitors, and Transient Merchants conducting business within the Corporate Limits; and

WHEREAS, Appendix B of the City of Edwardsville Code of Ordinances establishes zoning districts and sets forth rules and regulations within those districts; and

WHEREAS, Food Trucks are mobile businesses which are best regulated via a licensing process; and

WHEREAS, both Chapter 82 (Peddlers and Solicitors) and Appendix B (Zoning) require amendments to effectively regulate Food Trucks;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Edwardsville, Madison County, Illinois, that:

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

SECTION 2. AMENDMENTS.

- A. Section 82, Article IV is hereby amended by as shown in Exhibit A.
- B. Section 114-113 (Block Parties) is hereby amended as shown in Exhibit B.

SECTION 3. CONFLICT. Any ordinance in conflict with this amendment is hereby repealed.

SECTION 4. SEVERABILITY. Each section and each part of each section of this Codified Ordinance is hereby declared to be an independent section or part of a section, and if any such

Exhibit A

Sec. 82-50. Definitions.

The following words and phrases, when used in this article, shall have the meanings respectively ascribed to them in this section, except where the context otherwise requires.

City Approved Special Event: ~~any outdoor or seasonal event including, but not limited to a picnic, parade, carnival, craft fair, art fair, bicycle/motorecycle/ vehicle ride, walk / run, car show, wedding or other reception, or any other event held on public property which is open to attendance by the general public and / or may require special consideration from any or all of the following City Departments: Edwardsville Police Department (EPD), Edwardsville Fire Department, Department of Public Works and Edwardsville Parks Department.~~

Commissary: Shall mean a local health department permitted food establishment that acts as a base of operations for a food truck. The commissary provides facilities for adequate storage of food, food containers, or food supplies; equipment for adequate washing and sanitizing of food equipment and utensils; a servicing area for the sanitary disposal of liquid waste; for handling and disposal of garbage, grease, and rubbish originating from the food truck; facilities for filling a potable water holding tank in a sanitary manner.

Health Department: the Madison County Health Department.

Health Officer: The administrator of the Madison County Health Department, or their authorized representative.

Food Truck: any self-contained motorized vehicle, or self-contained trailer designed to be operated on the roadway, on/in which food or non-alcoholic beverage for immediate consumption is prepared or from which food or non-alcoholic beverage for immediate consumption is served.

Ice Cream Truck: A self-contained motorized vehicle or self-contained enclosed trailer designed to be operated on the roadway, from which ice cream is sold.

82-52. Manner of Operation.

Certain Locations Prohibited. Food trucks ~~shall only be~~ are permitted in every zoning district except for "R" Districts, the M-1 Light Manufacturing District on parcels that are 5 acres or greater in area. However, the following exemptions are permitted:

1. Food Trucks invited by the City of Edwardsville to participatinge in City-run events, on
2. Food Trucks operating on City property or on public right-of-way owned by the City of Edwardsville in a commercial or manufacturing district, or in public parks, shall be exempt from the requirements of this paragraph.

3. Food Trucks operating in the following public parks or on City of Edwardsville owned right-of-way immediately adjacent to the following public parks:
 - a. Leclaire Park
 - b. Glik Park
 - c. City Park
4. Food trucks that are part of a permitted Block Party
- ~~4.5. Ice Cream Trucks, as defined herein, shall be exempt from the location requirements set forth in this Code.~~

Location Registration. Every food truck licensed to operate in the City of Edwardsville shall complete an online location registration form describing the location and hours of operation at least 24 hours prior to selling from any permitted location in the City. Except for within the M-1 Light Manufacturing District, a food truck may only operate in the same location 4 times per month.

~~*City Approved Special Events.* Food Trucks may only operate in an "R" or "B" zoned area as part of a city approved special event. Food trucks may only operate on public-right of-way, on city owned property, or in a public park as part of a city approved Special Event. Any city approved Special Event that will include food trucks must list the number of food trucks and approximate location of said food trucks on their Special Event Permit Application, which may be approved by the Recreation Arts & Special Events Committee and the City Council. Food trucks participating in special events must be licensed by the City.~~

Hours of Operation. Food trucks shall only operate between the hours of 7:00 a.m. and ~~12:00 p.m.~~ However, food trucks operating in the M-1 Light Manufacturing District may operate 24-hours per day. The food truck shall not be stored at a personal residence within the City of Edwardsville.

Sale of Alcoholic Beverages. The sale of Alcoholic Beverages shall be governed by the terms of Chapter 6 of the Codified Ordinances of the City of Edwardsville.

Vehicle Appearances and Maintenance. Food trucks shall be kept in good mechanical and structural condition. Food trucks shall have a clean exterior and interior and shall be equipped with signs to alert traffic to proceed with caution past the truck while the truck is serving customers. Each vehicle shall have the company name affixed to it in a professional, workmanlike matter and in letters that are a minimum of six inches (6") in height. The company name shall be affixed to each side and rear of the vehicle. Both the generator and fuel tank shall be affixed to the vehicle and shall not be placed on the ground.

Health Department Permit Required. Any food truck operating in the City of Edwardsville shall be properly permitted by the Madison County Health Department. All food trucks shall be subject to the Health Code and all rules and regulations promulgated by the Health Commissioner.

Operation. Every food truck shall indemnify and hold harmless the City of Edwardsville for all suits or actions brought against the City for or on account of any injuries or damages received or sustained by any party of parties for or from the said vendor. Further, every vendor shall obtain and maintain insurance coverage as required by the Director of Finance~~City Clerk's Office~~. This insurance shall be in force at all times during the course of operation within the City. The food truck shall not be stored at a personal residence within the City of Edwardsville.

Peripheral Setup. No tents, tables, chairs, or other materials shall be placed at the designated vending area. Signage shall be limited to signs permanently or magnetically affixed to the Food truck. Food trucks shall only be permitted to connect to City water, electric, or other utility to conduct business with written consent of the City. Food trucks must also provide for the sanitary collection of all refuse, litter, and garbage generated during food preparation and service by the food truck and by patrons using the service, and remove all such waste materials from the location before the food truck departs.

Public Health Standards. No food, food products, or beverages for public consumption shall be kept, offered for sale, transported, or handled except in accordance with the rules and regulations of the State of Illinois and the Madison County Health Department.

Suspension and Revocation of License. Suspension or revocation of a license shall be done in accordance with Section 1-10 of the Codified Ordinances of the City of Edwardsville.

Fire Safety Requirements: All Food Trucks must meet the requirements set forth in Chapter 46 of the Codified ordinances of the City of Edwardsville.

82-54. Application Requirements.

Food trucks seeking a license to operate within the City of Edwardsville shall provide a completed application to the ~~City Clerk's Office~~Director of Finance. A fee shall be paid in accordance with the City of Edwardsville's adopted fee schedule, prior to issuance of license.

82-55. Annual License.

The license for a Food Truck shall be valid for a period of 12 months and shall be renewed annually in January. Licenses for applications received throughout the year shall be issued and paid for on a pro-rated basis. Said license shall be displayed so that it is visible to customers.

~~**82-56. City Approved Special Event License.** Licenses issued to food trucks for City Approved Special Events shall be valid only for the dates provided on the license, not to exceed four (4) consecutive days. Each event requires separate application and license. Said license shall be displayed so that it is visible to customers.~~

~~**82-567. License Non-Transferable.** Any license issued for the operation a food truck shall not be transferable.~~



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Tx:4427127

2019R07705
STATE OF ILLINOIS
MADISON COUNTY
03/12/2019 02:33 PM
AMY M. MEYER, RECORDER
REC FEE: 31.00
CO STAMP FEE:
ST STAMP FEE:
FF FEE:
RHSPS FEE:
OF PAGES: 3

ORDINANCE NO. 6098-03-19

3100 COE

**An Ordinance Amending Chapter 46 of the Codified Ordinances of the City of Edwardsville
(Fire Department)**

ORDINANCE NO. 6098-03-19

AN ORDINANCE AMENDING CHAPTER 46 OF THE CODIFIED ORDINANCES OF THE
CITY OF EDWARDSVILLE
(Fire Department)

WHEREAS, the corporate authorities of the City of Edwardsville adopted an Administrative Code for the City of Edwardsville and have made revisions thereto; and

WHEREAS, the corporate authorities adopted Chapter 46 – Fire Prevention and Protection, Article IV. – Fire Department, establishing general fire safety guidelines within city limits;

WHEREAS, the corporate authorities deem it to be in the best interests of the City to amend certain sections of the Codified Ordinances which regulates fire safety in the City of Edwardsville, and

WHEREAS, the Madison County Health Department has approved the utilization of food trucks in the county,

NOW THEREFORE, BE IT ORDAINED by the City Council of the City of Edwardsville, Madison County, Illinois, that the Codified Ordinances of the City of Edwardsville, Chapter Forty Six – Fire Prevention and Protection, Article IV is hereby amended to read:

Sec. 46-109. – Food Trucks.

- a) All mobile food trucks operating within the City of Edwardsville, or within the boundaries of the City of Edwardsville's fire protection area, are subject to announced or unannounced inspection by the Edwardsville Fire Department.
- b) Mobile food trucks cannot operate within 10 feet of any structure.
- c) Trucks must have their wheels chocked when parked.
- d) No seating may be provided inside the truck for patrons.
- e) Vehicles cannot block fire department access roads, fire lanes, fire hydrants or other fire department devices or equipment.
- f) Food truck employees must have an approved means of communication to contact emergency services.
 - i. The address of the current operational location must be posted and accessible to all employees.
 - ii. Workers must be trained in emergency response procedures, with documentation of this training available for inspection upon request.
- g) Only U.S. Department of Transportation-approved models of propane and natural gas tanks (49 CFR 178) may be used on mobile food vehicles. No quick-connect devices (as defined in NFPA 58-7.2.2.5) are allowed except on chassis-mounted tanks. Any such quick connect devices on chassis mounted tanks shall be equipped with a manual shutoff.
- h) Tanks must be secure and conform with NFPA standards relating to the safe mounting of tanks as described in NFPA 58 – 6.23.3.3.

- i) Cooking Equipment. All cooking appliances must be listed by Underwriters Laboratories or NSF International for mobile applications for the appropriate fuel.
 - i. All fat fryers must have a lid over the oil vat that can be secured in order to prevent the spillage of cooking oil during transit.
 - ii. This lid is to be secured at all times when the vehicle is in motion.
- j) Automatic and Manual Shutoffs. Each gas-fired appliance shall be equipped with an automatic device designed to shut off the flow of gas to the main burner and pilot in the event the pilot flame is extinguished. The main system shutoff valve must be clearly marked with the words "PROPANE AND NATURAL GAS SHUTOFF VALVE".
- k) All vehicles must be equipped with no less than one 10 BC rated fire extinguisher, or if a deep fryer is present in the vehicle, a Class K fire extinguisher. All vehicles used for cooking that produces grease-laden vapors must be equipped with a working Ansul R-102 or K class automatic fire suppression system.
- l) Kitchen hood. Each mobile food vehicle that uses propane or natural gas for cooking must be equipped with a Type I or Type II commercial kitchen exhaust hood. Additionally, each truck must be equipped with a working ventilation system that meets the requirements of NFPA 96, Chapter 5, which must be in operation at all times when the cooking equipment is being used.
- m) Detection systems. All mobile food vehicles must be equipped with a working carbon monoxide detector. All cabinet-mounted tanks must be equipped with a leak indicator according to NFPA 1192 – 6.4.8.

Secs. 46-110—46-129. - Reserved.

ADOPTED this 5th day of March 2019, pursuant to a roll call vote as follows:

AYES: ALDERMEN BURNS, RISAVY, MORRISON, KRAUSE, FARRAR AND LOUER

NAYS:

ABSENT: ALDERMEN STACK

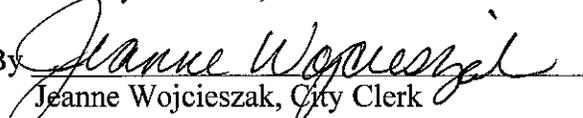
ABSTENTION:

APPROVED by me this 5TH day of March, 2019.



Hal Patton, Mayor
 City of Edwardsville, Madison County,
 Illinois

ATTESTED, Filed and Published in my office,
 This 6th day of March, 2019.

By 
 Jeanne Wojcieszak, City Clerk
 City of Edwardsville, Madison County, Illinois

PREPARED BY AND (RETURN TO):
 CITY OF EDWARDSVILLE
 118 HILLSBORO AVE
 EDWARDSVILLE, IL 62025

END OF DOCUMENT

Exhibit B

Sec. 114-113. – Block Parties.

(a) *Permit required.* No person or persons may conduct personal, professional or social activity upon the public highways (as defined by the state vehicle code, 625 ILCS 5/1-126) without first obtaining a permit from the director of police.

(b) *Conditions of permit.* Permits shall be issued only to persons or organizations engaged in neighborhood social activities hereinafter identified as "block parties" pursuant to the following conditions:

(1) Block parties ~~must end by~~ ~~may be held 10:00 p.m. during daylight hours, only (i.e., between sunrise and sunset).~~

(2) Block parties permit requests shall be filed in writing with the office of the director of police not less than ~~two~~ five (5) business days prior to the planned date of activity nor more than 30 days in advance of the intended date of use.

~~(3) Sale of food, beverages, other products, or services at a block party is prohibited.~~

(4) The dispensing of alcoholic beverages from the public right-of-way at a block party is prohibited.

(5) Permits shall not be issued for block party requested on through highways unless, in the judgment of the director of police, such highway design and location would accommodate the activity.

(6) A block party shall not be held unless the permitted area is properly barricaded:

a. Primary and secondary barricade lines shall be established with no block party activity between the two lines.

b. Barricades shall be approved by the director of police or his designee.

(7) The director of police shall have the authority to deny, cancel, or suspend applications and permits for block party for reasons of weather, violation of the provisions of this section or other reasons, when, in the director's judgment, such action is necessary for general public safety.

(8) Fire lanes shall be provided in the block party area.

(9) All applications shall include testimony that all residents directly affected by the secured area are in approval of the planned activity.

(10) The director of police may request other information as is deemed necessary.

END OF DOCUMENT

CITY OF EDWARDSVILLE DEPARTMENT OF POLICE
“BLOCK PARTY” (EVENT) APPLICATION (City Code Chapter 114-113)
(For Neighborhood Social Activities Only)
Due 5 business days prior to event

Name of organization or group neighborhood association:

Location/Address of sponsoring group or association:

Planned location of event: _____

Planned date(s) of event: _____ Planned time frame: _____

Purpose of event (brief explanation):

Number of persons attending (estimate): _____

Do you intend to serve alcohol? Yes _____ No _____

Do you intend to offer any products/services for sale? Yes: _____ No: _____

What items (if any): _____

Will a food truck(s) be invited to the event? Yes _____ No _____

If yes, name of food truck and location during event: _____

Number of residences affected by a street closing: _____

Do any affected residents object? Yes _____ No _____

**NOTE:* If any affected resident objects, please use reverse side to advise the number and their reasons.

Name of individual making this application: _____

Address: _____

Daytime Phone Number: _____ Evening Phone Number _____

Applicant Signature: _____

Date: _____

RESTRICTIONS: A “block party” (event) permit may be recalled by the Department of Police due to any weather conditions, violation of this or other ordinances, or other reasons relative to general public safety. “Block party” organizers must procure approved barricades from the Department of Public Works (692-7535) or another source. Barricade placements will be subject to approval of police authorities. Tables and other objects should be placed so as to provide a fire/EMS lane.

Organizers are encouraged to consider insurance needs relative to “block parties” and special events.