



Lacey Food Trucks Depot Pilot Program Guidelines

The Lacey City Council has authorized the Food Truck Depot Pilot Program allowing licensed and permitted mobile food vendors to operate on the city-owned parcel number(s) 37520000, 09950013000 located at 5500 Lacey Blvd SE.

A Mobile Food Vendor is defined as a seller of food from a mobile food preparation van, truck, or other vehicle or conveyance; this also includes food carts. Sales of only pre-packaged food products does not constitute mobile food vending.

To participate in the Lacey Food Truck Depot Pilot Program, interested food truck operators must submit an application to the City of Lacey Community and Economic Development Department. Applications will be considered based on the following:

1. How to Apply

- Complete and submit the Lacey Food Truck Depot Pilot Program vendor application form. Include with the application copies of the following documents:
 - City of Lacey business license;
 - Thurston County Department of Public Health and Social Services Operating Permit;
 - Certificate of Insurance, with a copy of an endorsement naming the additional insured as the City of Lacey. Endorsements that do not include “sole negligence” coverage will not be accepted;

2. Operating Conditions and Regulations

The Food Truck Depot Program is a pilot program that will be flexible and evolve to meet the needs of the community (for the vendors, customers, local residents, and city operations) to ensure a safe and profitable operation.

- Mobile food vendors shall comply with the Lacey Food Truck Depot Pilot Program guidelines
- Initial operation hours are 11:30 AM – 1:30 PM, Tuesday to Friday; mobile food vendors are allowed to park 15 minutes before and after these operation hours set up and take down. (Customer activity will be monitor and hours of operation maybe adjust to meet demand.)
- For the initial launch, the City will schedule is a maximum of 2 mobile food vendors per day based on a rotating schedule.
- The scheduling calendar is created two (2) weeks in advance, for booking inquiries email wnguyen@ci.lacey.wa.us or call/text 360-528-1006 (mobile)
- Vendors will be responsible for keeping the site clean and disposing any liter and garbage.

Prohibitions: Mobile food vendors shall not utilize tables, chairs, or audio amplification in conjunction with the food truck. All equipment shall be contained within or on the mobile food vendor. The vendor must provide a trash receptacle and follow all waste disposal and spill prevention regulations.

Violations: If the mobile food vendor is found to be in violation of the Food Truck Pilot Program guidelines, a written warning will be issued for the first offense. A second offense will result in revocation of the vendor’s pilot program participation. Other regulations and associated violations of the Lacey Municipal Code may still be enforced, in addition to the guidelines.

3. Length of Pilot Program

The Food Truck Depot Pilot Program length is for one (1) year. The pilot program will be in effect until May 1st, 2022. Extension or adoption of the program will be based on an assessment and results gathered by the City of Lacey and authorization by Lacey City Council.