

Bringing food to the streets: you've got it, we want it!

Calling all foodies, we need your help bringing more tasty food options to our downtown streets! Bring something new to the sidewalk this summer as the City of Campbell River launches its *CR Street Eats Pilot Program*.

Over the past 3 years, outreach to the broader community has indicated a hungry appetite for food trucks in the downtown. Sandwiched between June and August, the pilot program aims to spice up the downtown as a sizzling destination for food. Food trucks will pair well with existing restaurants by introducing a **new** menu of food options, increasing pedestrian activity, and providing an even greater variety of delicious dishes to tantalize the taste buds.

Donut hesitate! Come be part of the CR Street Eats Food Truck Pilot Program

The City is seeking up to four mobile vendors that will contribute to the pilot program through the provision of diverse, well-priced, quality food and beverages. Give us some food for thought by submitting an Expression of Interest (EOI) today!

EOIs will be accepted by emailing foodtrucks@campbellriver.ca, or by dropping off a completed application form at City Hall no later than Friday, May 3 at 12:00pm. After an evaluation process, chosen food vendors will be contacted.

Lettuce turnip the beet and flock to the streets this summer as delightful treats unveil themselves at the *CR Street Eats Pilot Program* kickoff. Help us cherries our downtown as the place to go to eat!

Selection Criteria

Recruitment of successful mobile food vendors will be based on the following criteria:

- 1) Vehicle size – food trucks can be up to 2.5 metres wide and 6.8 metres long (8.2' x 22')
- 2) Type of cuisine being offered does not directly compete with downtown restaurants
- 3) Availability to operate downtown between June 3rd and August 31st
- 4) Consistency with food preferences expressed in public consultation processes ([Downtown Food Truck Pilot Program](#))
- 5) Willingness to fully complete and submit pilot program feedback forms to the City on a bi-weekly basis
- 6) Preference will be given to local businesses offering locally or regionally produced “a la cart” food options

Supporting Documents Required

Please check off each box to ensure the following required documents are included within application:

- Confirmation of approval by Island Health and BC Safety Authority
- Food truck measurements, to be accompanied by a photo of the vehicle
- Proof of a waste management plan for litter in addition to oil, fat, and grease disposal
- A copy of your business' food and beverage menu including prices

Questions?

Contact Laura Walker, Planning Technician, Long Range Planning & Sustainability Department
250-286-5727 or by email at laura.walker@campbellriver.ca

CR Street Eats Food Truck Pilot Program Application Form

BUSINESS INFORMATION	
BUSINESS NAME	
MAILING ADDRESS	
PHONE NUMBER	
EMAIL ADDRESS	
MUNICIPAL BUSINESS LICENCE ACCOUNT NUMBER (IF APPLICABLE)	
OWNER NAME	
MAILING ADDRESS	
PHONE NUMBER	
EMAIL ADDRESS	

DESCRIPTION OF FOOD TRUCK OPERATION	
BACKGROUND AND HISTORY (IF APPLICABLE)	
MARKETING AND SOCIAL MEDIA USED TO TARGET AUDIENCE	
INTENDED FOOD SERVICE DELIVERY TIMES (BETWEEN 7:00AM-12:00AM)	
PLEASE SPECIFY DAYS UNABLE TO OPERATE DURING THE PROGRAM	
IS OPERATING FOR UP TO 4 HOURS IN ONE LOCATION REASONABLE? PLEASE SPECIFY	

NOTE: The personal information collected on this form is collected for the purpose of an operating program or activity of the City of Campbell River as authorized by Section 26 (c) of the *Freedom of Information and Protection of Privacy Act*. All information contained within this form shall be disclosed to the public upon request. Copies of drawings submitted with this application become part of government's records and therefore subject to the *Freedom of Information and Protection of Privacy Act*. If you have any questions about the collection and use of this information, please contact the Deputy City Clerk at (250) 286-5700.

DESCRIPTION OF FOOD ITEMS	
EXPLAIN THE VARIETY AND RANGE OF PRODUCTS BEING OFFERED	
WILL YOU CATER TO DIETARY RESTRICTIONS (GLUTEN-FREE, VEGAN, DIARY ALLERGY, ETC.)?	
ARE ANY FOOD ITEMS LOCALLY/REGIONALLY SOURCED?	
HOW DOES YOUR MENU DIFFER FROM WHAT EXISTING FOOD SERVICE ESTABLISHMENTS DOWNTOWN ALREADY OFFER?	

Operating Terms and Conditions

Health & Safety Requirements:

- 1) Proof of approval from Island Health and BC Safety Authority.
- 2) Proof of driver's licence, vehicle and liability insurance naming the City of Campbell River as an additional insured party.

Food Truck Size Guidelines: Up to 2.5 metres wide and 6.8 metres long (8.2' x 22').

Allowable Distance from Restaurants: Must remain 30 metres away from restaurant entrances, unless written permission from the restaurant has been obtained, or if the business is closed.

Areas of Operation: Within the designated pilot program boundary areas (map attached).

Parking Parameters:

- 1) Only permitted to use parallel parking stalls on roadway.
- 2) Up to 4 hours of parking in one location without subjection to existing parking time limits.

Hours of Operation: 7:00AM-12:00AM in permitted on street parking spaces.

Waste Removal:

- 1) Must provide waste bins and remove all litter within 10 metres of operating location, regardless of litter source.
- 2) Proof of waste management plan for litter, oil, fat, and grease disposal.

Signage & Advertising:

- 1) Sign boards must be placed against the truck to avoid conflict with pedestrians or vehicles.
- 2) Music or voice amplification is not permitted.

Furniture: Vendors are not permitted to set up tables or chairs on public property unless explicitly authorized by the City.

Utilities: On-board electricity and water will be the responsibility of the food truck, unless permission provided by a property owner or the City to connect to their utilities.

Business Licence: Upon approval, mobile vendors will need to apply to the City for a Business Licence, which includes an annual fee of \$300 for operating on public space during the 12 week period of the pilot project.

Feedback Forms: The City requires that vendors complete and submit pilot program feedback forms on a bi-weekly basis. This will help the City to evaluate options for more permanent food truck provisions.

I hereby apply to participate in the *CR Street Eats Pilot Program* in accordance with the particulars as stated above and declare that they are true and correct. I undertake that if chosen to participate, I will comply with the Bylaws currently in force, or which hereafter come into force.

Owner Signature _____

Date _____

Food Truck Pilot Program Boundary

