



CITY OF

Ypsilanti

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Food Concessions

§122-335(e)

This Fact Sheet is not a substitute for the ordinance, but addresses common questions about City ordinances. For further information, please call the Building Department.

All permit applications are available from the Building Department and at cityofypsilanti.com/permits.

Completed applications may be dropped off at the Building Department.

City Hall

One South Huron
Ypsilanti, MI 48197

Building

3rd Floor, City Hall
Phone: (734) 482-1025
cityofypsilanti.com/building

Planning

3rd Floor, City Hall
Phone: (734) 483-9646
cityofypsilanti.com/planning

Historic District

3rd Floor, City Hall
Phone: (734) 483-9646
cityofypsilanti.com/hdc

All permits, fees, and factsheets can be found at cityofypsilanti.com/permits.

This permit application is for businesses that cook, prepare, and/or otherwise distribute food or drink from a temporary apparatus, such as a stand, cart, trailer, or wagon. For businesses that move from place to place, vend from the right-of-way or street, and stop for no more than 30 minutes at a time ("ice cream truck style"), please complete the "Peddler's Permit" form.

Permits Required

- Temporary Food Concession Sales Permit (cityofypsilanti.com/permits)
- Washtenaw County Health Department (washtenaw.org/1495/Food-Safety) or Michigan Department of Agriculture and Rural Development Permit (michigan.gov/mdard/0,4610,7-125-1569---,00.html)

Timing

- Applications are due no less than two weeks before you plan to operate.
- Permits may be issued for no more than two hundred (200) consecutive days over a period of twelve (12) calendar months.
- All permits expire on December 31st.

Districts permitted

Center, Parks, General Corridor, Neighborhood Corridor, and Health and Human Services. The zoning map can be found at cityofypsilanti.com/zoning.

Outdoor cooking requirements

Outdoor food preparation and cooking is prohibited within two hundred (200) feet of a first-floor residential use, except in the Center District.

Placement on Site

- The area occupied by the establishment and any associated seating cannot occupy more than 20% of the required parking spaces of the permanent use, unless located in the Center or Historic Corridor zoning districts.
- Nothing can be in the public right-of-way (street, sidewalk, etc) or on public property.
- The establishment must be at least 25 feet from street corners and 10 feet away from driveway corners **in conformance with §122-675**.
- The customer service area must be on a paved surface.

Sanitary facilities

Sanitary facilities must be provided if seating is provided. These can be provided via a port-a-john or via an agreement with a neighboring establishment.

Hours of Operation

Open no later than 10 p.m. Sunday through Thursday and 11 p.m. on Friday and Saturday.

Overall Sound

No amplified sound is allowed. Outdoor generators must be identified on the plan if used, and may not be used within 200 feet of a property not zoned C, P, GC, NC, or HHS.



**City of Ypsilanti
Planning & Development Department**

**Non-refundable
Planning Fee:
\$50**

One South Huron • Ypsilanti, MI 48197
Phone: (734) 483-9646
www.cityofypsilanti.com

FOOD CONCESSION SALES PERMIT

Contact Information

Name:		
Address:		
City:	State:	Zip:
Phone / Fax:	E-Mail:	

Location Information

Name:	
Address:	
Location of Temporary Sales: (ex, parking lot)	Current Zoning:

See checklist page for full list of information required

Vendor Information

Name:
Address:
Time period and hours of operation:

Food Concession Sales Permit Check List

Please call 734-482-9778 to schedule a fire inspection of your cart.

The Planning and Development Department reserves the right to reject any incomplete submission.	
Food Concession Sales Permit information	
	Brief description of Concession distribution
	Schedule/duration requested:
	Attach a sketch plan (map) with site information (hand-drawn on google map is acceptable) <ul style="list-style-type: none"> • location and dimensions of any stand, trailer, wagon or vehicle, • location of trash receptacles; • location of seating • location of on-site water, generator, and/or electric utilities that will serve concession vendor(s); • location of sanitary facilities;
	Attach a photograph of the food truck or cart
	Attach a food concession sales permit from the County
	Attach a signed, notarized statement from the owner of the property authorizing this application

Signature

I hereby attest that the above information is accurate. I am authorized to and grant permission to the City of Ypsilanti staff to be on the subject property for the purposes of preparing staff reports and/or evaluating this application.	
Signature:	Date:
Print Name:	

FOR OFFICE USE ONLY

Date:	Amount: \$50	Account: 101-4-7210-607-01
Cash		Code: 178 Rezone
Check payable to City of Ypsilanti		Signature of person receiving deposit:
Credit (+ 3.15% surcharge)		
Description of deposit:		