



CITY OF  
*Caldwell, Idaho*

Planning & Zoning

MOBILE FOOD UNIT

Business Name:		File #:
Applicant/Agent:		
Applicant (v)	Please provide the following REQUIRED documentation:	Staff (v)
	Completed & signed Administrative Review Application	
	Narrative fully describing the proposed use/request	
	Property Owner Acknowledgement (if applicable)	
	Vicinity map, showing the location of the subject property	
	Site Plan (8 ½" x 11"): <b>The following items must be shown on the site plan:</b>	
	<ul style="list-style-type: none"> <li>• Parking lot design &amp; driveway access</li> <li>• Existing &amp; proposed structures</li> <li>• Placement of the mobile food unit</li> <li>• Location of tables, chairs, trash, etc.</li> <li>• Traffic circulation for ingress &amp; egress</li> </ul>	
	Copy of current SWDH (Southwest District Health) Permit	
	Copy of current vehicle registration, current proof of insurance and drivers license	
	Photograph of the Mobile Food Unit	
	State of Idaho Tax Commission – Certificate Resale Tax Number: Idaho Tax Commission at 800 Park Boulevard, Plaza IV- Boise: 208-334-7660	
	Completed & signed Statement of Compliance	
	Fee	

*The applicant shall comply with City Code: Chapter 10-02-13 at all times. Any violations of City Code shall render any approvals null and void.*

**\*\*ALL MOBILE FOOD UNITS MUST BE RENEWED ON AN ANNUAL BASIS\*\***

**P&Z STAFF USE ONLY:**

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Comments: \_\_\_\_\_

Reviewed by: \_\_\_\_\_

**FIRE DEPT. STAFF USE ONLY:**

Approve    Approved w/ Conditions    Deny

Comments: \_\_\_\_\_

Reviewed by: \_\_\_\_\_