

# Title VI – Physical Environment

## Chapter 13 – Mobile Food Unit Regulations

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City of Sigourney, Iowa

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### A. Definitions- 6-13-1

1. **Mobile Food Unit (MFU):** A self-contained, motorized or towed vehicle designed and equipped to cook, prepare, or serve food or beverages.
  2. **Commissary:** A licensed fixed food establishment where MFUs are supplied, maintained, or stored.
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### B. Permit Required- 6-13-2

1. No person shall operate a Mobile Food Unit within the corporate limits of the **City of Sigourney** without first obtaining a **Mobile Food Unit Permit** from the City Clerk or an authorized designee.
  2. Each unit must obtain a separate permit.
  3. All permits shall be valid for one (1) calendar year unless revoked, suspended, or otherwise restricted under city code.
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### C. Application Requirements- 6-13-3

The following must be submitted with each permit application:

1. Copy of a valid Iowa Department of Inspections & Appeals Mobile Food License
2. Certificate of insurance listing the **City of Sigourney** as an additional insured with minimum general liability coverage of **\$1,000,000**
3. Written consent from private property owners when operating on private premises

4. Proposed schedule of operation, including locations, hours, and menu description
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#### **D. Operational Requirements - 6-13-4**

1. MFUs may operate between the hours of **7:00 a.m. and 10:00 p.m.**, unless otherwise approved for special events.
  2. MFUs shall not operate within **150 feet** of a licensed restaurant or food service establishment without written consent from that establishment.
  3. All units must be parked on paved surfaces and shall not block traffic, fire lanes, or public sidewalks.
  4. The operator shall provide a minimum of one trash and one recycling container for customer use and ensure the immediate area is free of debris at all times.
  5. No amplified music, speakers, or generators shall be used in a manner that disturbs neighboring residences or businesses after **9:00 p.m.**
  6. Operators must vacate and clean the area at the conclusion of each day of operation.
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#### **E. Prohibited Locations – 6-13-5**

MFUs shall not operate:

1. In residential zoning districts unless part of a permitted block party or city-sponsored event
  2. On public rights-of-way, including streets, sidewalks, or parks, without written approval from the **City of Sigourney**
  3. Within **10 feet of any building or structure**, unless specifically approved by the Fire Department for safety compliance
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#### **F. Enforcement and Penalties – 6-13-6**

1. Violation of any provision in this section shall constitute a **municipal infraction** and is subject to a **civil penalty of \$100 for the first offense**, and **\$500 for each subsequent offense**.

2. The City of Sigourney reserves the right to immediately suspend or revoke a Mobile Food Unit Permit in cases involving:
  - a. Health or safety violations
  - b. Obstruction of emergency access
  - c. Failure to maintain required insurance or licensure
  - d. Repeated public complaints or verified disturbances

### **Mobile Food Unit Permit – Fee Schedule – 6-13-7**

#### **City of Sigourney**

| <b>Permit Type</b>                | <b>Duration</b>  | <b>Fee</b> |
|-----------------------------------|------------------|------------|
| Daily Permit                      | 1 calendar day   | \$50.00    |
| Monthly Permit                    | 1 calendar month | \$150.00   |
| Annual Permit (Jan 1–Dec 31)      | Calendar year    | \$300.00   |
| Replacement Permit (lost/damaged) | Per occurrence   | \$10.00    |

*Fees are non-refundable. Permits are non-transferable between units or operators. Late applications (submitted less than 3 business days prior to operation) are subject to a \$25 rush processing fee.*

First Reading: July 16, 2025

Second Reading: August 6, 2025

Third Reading: August 20, 2025

Published: August 27, 2025

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Ashley Fry, City Clerk

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Jimmy Morlan, Mayor