



PLANNING AND BUSINESS DEVELOPMENT COMMITTEE AGENDA

August 27, 2025

5:00 PM

Sedro-Woolley Municipal Building

Council Chambers

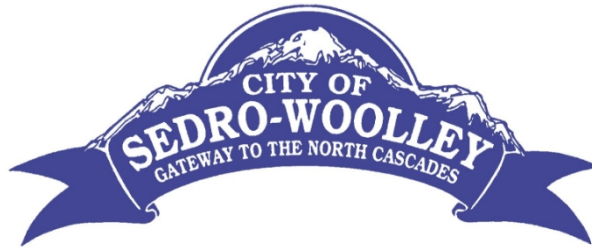
325 Metcalf Street

- a. Call to Order**
- b. Roll Call**
- c. Unfinished Business**
- d. New Business**
 1. Mobile Food Vendors
- e. Adjournment**

Next Meeting(s) Planning and Business Development Committee -

The City of Sedro-Woolley complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, limited English proficiency, age, disability, or sex. The City of Sedro-Woolley doesn't exclude people or treat them differently because of race, color, national origin, limited English proficiency, age, disability, or sex.

The City of Sedro-Woolley also complies with applicable state laws and doesn't discriminate on the basis of creed, gender, gender expression or identity, sexual orientation, marital status, religion, honorably discharged veteran or military status, or the use of a trained dog guide or service animal by a person with a disability.



**Planning and Business Development Committee
Agenda Item**

Agenda Item No.: d.1.

Date: August 27, 2025

From: Thomas Glover, Community Development Director

Subject: Mobile Food Vendors

RECOMMENDED ACTION:

Discuss item, staff is looking for direction.

BACKGROUND/SUMMARY INFORMATION:

Over the past year we've seen a number of people who want to set up mobile food vendor trucks outside of regular community events. Is there a way to meet this request, and modify the city code to allow it under controlled circumstances?

FISCAL IMPACT, IF APPROPRIATE:

None identified at this time.

ATTACHMENTS:

1. Bateman letters



CITY OF SEDRO-WOOLLEY
Community Development Department
325 Metcalf Street
Sedro-Woolley, WA 98284
Phone (360) 855-0771

December 12, 2024

Denise and Robert Bateman – Donut Seed and Corny Dog Co.
801 Warner St.
Sedro-Woolley, WA 98284

Dear Mr. and Mrs. Bateman:

City Council has received your letter dated December 11, 2024 addressed to them, regarding your proposal that the City amend the municipal code to regarding mobile food vendors. I have been asked to respond.

First, to be clear, you were *not* issued a Right-of-Way permit, and it was not approved, as you stated in your letter, by both the Planning Department and the Engineering Department. Attached to this letter is the letter sent by the Community Development Department dated December 6, 2024, denying your permit application. It was never approved.

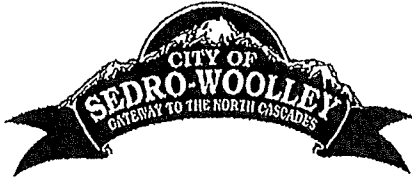
Secondly, if Council wishes to amend the City Code as you have proposed, they may do so, as long as the amendment aligns with State law, and the Mission and Vision Council has established for the City. In the meantime, as outlined in the letter of Dec. 6th to you, there are conditions for approval of a mobile vendor with an approved license, for operation on private property, or public property such as in a street right-of-way. I've attached that letter here which communicates those requirements.

To locate and operate on privately owned land, the mobile vender licensee would need the property owner's permission. Certain conditions must be met, including distance from existing food establishments. The City cannot approve *right-of-way* permit applications for activities located entirely within railroad right-of-way, as you had initially requested, because that is private property.

Should you have any questions regarding the application process, please contact us. We wish you success in your new business venture.

Sincerely,

Thomas E. Glover, Director



CITY OF SEDRO-WOOLLEY
Community Development Department
325 Metcalf Street
Sedro-Woolley, WA 98284
Phone (360) 855-0771
Fax (360) 855-0733

December 6, 2024

Donut Seed and Corny Dog Co.
ATTN: Robert & Denise Bateman
801 Warner Street
Sedro-Woolley, WA 98284

**RE: RIGHT-OF-WAY PERMIT APPLICATION TO LOCATE A MOBILE VENDING FOOD TRUCK IN
DOWNTOWN SEDRO-WOOLLEY – FILE #ROW-2024-403**

Dear Mr. & Mrs. Bateman,

Unfortunately, the right-of-way permit application you submitted on November 26, 2024, (attached; assigned file #2024-403) cannot be approved and permitted by the City of Sedro-Woolley. Subsection 5.04.030(B)(3) Sedro-Woolley Municipal Code (SWMC) reads as follows:

3. Mobile Vendors. An annual license fee as listed in the master fee schedule adopted by resolution of the city council and compliance with the following requirements:
 - a. Mobile vending is allowed on private property when invited by the property owner. If the mobile vendor serves food, it must not be located within one hundred feet of an existing restaurant without the restaurant owner's consent; and
 - b. Mobile vending is allowed on public streets provided the following conditions are met:
 - (i) the vehicle must be legally parked and cannot use more than a single designated parking space;
 - (ii) the vehicle or cart may not obstruct any street or sidewalk for the passage of other vehicles or pedestrians or result in noncompliance with the Americans with Disabilities Act, as amended (ADA);
 - (iii) the vehicle must not operate in a single location for more than ten minutes at a time. For purposes of this section, one location is defined as one city block; and**
 - c. Nothing in this section shall relieve any person who is operating as a mobile vendor from compliance with all other requirements of the Sedro-Woolley Municipal Code, including, but not limited to, for example, zoning, sewer, and mandatory solid waste service requirements.

Because this section of the SWMC explicitly prohibits mobile vending in the public right-of-way in one location for more than ten minutes, the city cannot approve permit #2024-403. The City

also cannot approve right-of-way permits for activities entirely within railroad right-of-way. If you would like a refund for the permit fees you have paid to the City, please send an email or letter stating your intent to withdraw permit #2024-403 and requesting a refund of the permit application fee. Please see contact methods below to request a permit withdrawal:

Email: Permits@Sedro-Woolley.gov

Mail/In-person: City of Sedro-Woolley Community Development Department
ATTN: Permit Technician
325 Metcalf Street
Sedro-Woolley, WA 98284

Please be aware that mobile vending is allowed in the City of Sedro-Woolley, with certain requirements. Please ensure that you have a current mobile vendor license on file with the City of Sedro-Woolley Finance Department. For information regarding this license, please contact the Business License Technician at twolf@Sedro-Woolley.gov. If/when you submit an application for a mobile vendor license, please be sure to provide written approval from the property owner of the site the food truck will be located on. This would include written approval from BNSF if you are seeking to locate the food truck on abandoned BNSF railroad right-of-way. Please also include a site map with distances from other restaurants in the immediate vicinity of the food truck. If the food truck is located within one hundred feet of an existing restaurant, written approval from the restaurant owner is required. This requirement is to ensure compliance with subsection 5.04.030(B)(3)(a) SWMC:

- a. Mobile vending is allowed on private property when invited by the property owner. If the mobile vendor serves food, it must not be located within one hundred feet of an existing restaurant without the restaurant owner's consent; [...]

If you have any questions or concerns, please contact the City of Sedro-Woolley Community Development Department:

Telephone: (360) 855-0771

Email: Permits@Sedro-Woolley.gov

Mail/In-person: City of Sedro-Woolley Community Development Department
325 Metcalf Street
Sedro-Woolley, WA 98284

Best,



Ashton Sandoval Oaks,
Assistant Planner

cc: Nicole Pfluger, Permit Technician
Nicole McGowan, Planner
Tom Glover, Community Development Director
Wally Hoyt, Engineer Technician / Project Inspector
Kyle Anderson, Assistant City Engineer / Acting Public Works Director
Bill Bullock, Public Works Director
Trina Wolf, Accounts Payable Clerk
Serena Mynatt, Deputy Clerk
Kelly Kohnken, Finance Director / City Clerk
Charlie Bush, City Administrator

File: ROW-2024-403

Atch: Right-of-way permit application #ROW-2024-403