

## MEMORANDUM

**To:** City of Seguin Mayor and Council Members  
Douglas Faseler, City Manager

**From:** Pamela Centeno, Director of Planning/Codes

**Through:** Rick Cortes, Assistant City Manager

**Subject:** Limited Use Permits for Food Truck Parks

**Date:** March 21, 2017

Amendments to the Seguin Code of Ordinances, Chapter 22 - Businesses, creating regulations for the operation of food trucks in the Seguin city limits, were adopted by the City Council March 7, 2017. In addition to allowing food trucks to operate on city streets and on private property, staff has drafted amendments to the Unified Development Code (UDC) introducing food truck parks as a new land use that would be allowed in certain zoning districts with the approval of a Limited Use Permit (LUP). LUPs are approved administratively by the Director of Planning & Codes based on a specific set of standards as detailed in Section 3.5.3 of the UDC. They do not require public hearings or action by any City boards or commissions.

The proposed ordinance requires the applicant for a food truck park to provide a detailed site plan identifying the areas designated for food truck parking and operation, customer dining, customer parking, trash receptacles, site lighting, restroom facilities, and any proposed accessory uses. Staff recognizes that the required improvements to a proposed food truck park should be based on the proposed frequency of operations as well as the surrounding land uses and properties that could potentially be affected by noise, traffic, parking, or other possible nuisances. The proposed regulations will allow staff to take these considerations into account when determining the conditions placed on each unique application for a food truck park. For example, a food truck park that operates once a month may not require the same accommodations for restroom facilities and parking as a food truck park that plans to operate three days a week.

Staff presented the proposed amendments to the Planning and Zoning Commission during a public hearing on March 14, 2017. The Commission is recommending approval of the amendments as proposed by staff. Attached please find the final report of the Commission and the draft ordinance with the amendments to the UDC that will create a new land use within the Seguin city limits for food truck parks.