



Environmental Health and Food Safety
 250 South 4th Street, Room 300
 Minneapolis, MN 55415-1316
 Phone: 612-673-3000

Food Truck Vehicle Plan Standards

A Food Truck Vehicle Plan Review is required for every application.

1. Complete the following information and email to development@minneapolismn.gov.
2. We will send you a link with your username and temporary password to upload your documents to a ProjectDox website.
3. There is a [fee](#) for this review. We will call you to securely charge your credit card.

If you have questions, call us at 612-673-3000 or email us at development@minneapolismn.gov.

Applicant Information			
Legal/Corporate Name of Business	Business Name/DBA		
Business/Mailing Address	City	State	Zip Code
Name of Applicant	Email Address	Cell Phone Number	
Licensed Kitchen Address (Must be in Minneapolis)	City	State	Zip Code
As an applicant/licensee, I am <input type="checkbox"/> Applying for a new food truck. (New Business) <input type="checkbox"/> Taking over an existing food truck. (New Owner) Name of existing business: _____ <input type="checkbox"/> Changing my equipment. <input type="checkbox"/> Changing my kitchen. <input type="checkbox"/> Changing my location.			

Plan Review Requirements

The following is a list of documents you will upload in ProjectDox.

1. A copy of the menu and/or list of food items for sale
2. A description of your food preparation, methods and processes
3. A list of equipment in the kitchen and cut sheets to support the menu preparation
4. Any equipment or floor plan changes for applicant use in the licensed kitchen
5. A copy of the standard operating procedures for cleaning and sanitizing the kitchen equipment and your vehicle
6. Your documented process of filling fresh water
7. Your documented process of dumping grey water
8. Vehicle Floor Plan: An 8.5" by 11", scaled diagram with the square footage as well as labels of the interior and outdoor areas. Your diagram must include the following:
 - a. Location of all equipment
 - b. Finish schedule of floor, coving, walls and ceiling
 - c. Manufacturer's specification sheets with the NSF approval

- d. Water heater capacity
- e. Fresh water capacity
- f. Grey water capacity

Plan Review Fee

1. The [fee](#) will be listed in the “Food Plan Review Fees.”
2. Use the following risk category definitions to determine your fee:

Risk 1: Potentially hazardous foods that require extensive processing including but not limited to handling, cooling, reheating, holding for service and/or advanced preparation.

Risk 2: Foods that require minimal holding time, less extensive processing, but extensive handling. Examples include meat market, fast food, bakery, pizza shop or a facility that serves a large volume of foods.

Risk 3: Foods that do not meet Risk 1 or Risk 2 criteria such as prepackaged food items: pop, chips, candy, frozen treats, canned goods, bottled milk, for example.

Final Inspection

A final inspection will be required prior to approval of your license. Call 311 or 612-673-3000 and request a “Food Safety Call Back Request.”

Food Truck Requirements

1. Vehicles must provide independent power supply which is screened from view. Generators are permitted. Indicate this in your specification and/or drawing.
2. The height of the food truck, including all accessory equipment, cannot exceed thirteen feet six inches (13’ 6”).
3. Vehicles may not have external signage, bollards, seating or any other equipment not contained within the vehicle. Signs must comply with [Zoning Code](#) requirements.
4. Vehicles may not maintain or use outside sound amplifying equipment, televisions or other similar visual entertainment devices, lights or noisemakers such as bells, horns or whistles.
5. Propane tanks must be attached to, or within, the food truck and the food truck must allow for adequate ventilation and screening of the tank.
6. The food truck shall meet all requirements needed to obtain licenses from the City of Minneapolis and the State of Minnesota.