



MEMORANDUM

To: Town Council

From: India Adams-Jacobs, MPA, ICMA-CM, Town Manager/Zoning Administrator

Date: December 4, 2025

Subject: Temporary Mobile Vending Vehicles Zoning Ordinance Text Amendment

BACKGROUND

As part of the Town's efforts to permit temporary food/vendor trucks, amendments to the Zoning Ordinance are needed to add the temporary vendor use to the business zoning districts and to clearly define the term.

The Planning Commission has discussed the use and preferred options for locations and permitting over the last several months. The recommended ordinance amendment reflects these discussions. The Planning Commission also held the required public hearing, and no comments were provided.

DISCUSSION

Temporary vendors are proposed to be permitted on private property within the B-1 and B-2 Business Zoning Districts. Each vendor would be required to obtain a permit from the Town and comply with the policy guidelines of the Town for the use, which addresses items such as duration, operational hours, and site location.

The Ordinance amendments proposed in Attachment 1 would provide a definition of the term in Article 10.04 Definitions and add "mobile vending vehicle, temporary" as a permitted use in Articles 10.18 and 10.20 (Sections 10.18.20 (a) and 10.20.20 (a)) as a by-right use in the B-1 and B-2 Business Districts. Prior to locating any mobile vending vehicle on a property in Town, a permit from the Town Manager is necessary.

ACTION REQUESTED

Authorize advertisement of a public hearing on the proposed ordinance amendments at the Town Council meeting on January 8, 2026.

DRAFT MOTION

I move to authorize the Town Clerk to schedule a public hearing on January 8, 2026.

Attachment 1 – Ordinance Amendments for "Mobile Vending Vehicles, Temporary"

**TOWN of BOWLING GREEN
MOBILE VENDING VEHICLE ORDINANCE
ORD- 2025-02**

**AMENDMENT TO THE ZONING ORDINANCE OF THE TOWN OF BOWLING GREEN,
VIRGINIA, TO ADD “MOBILE VENDING VEHICLES” AS A PERMITTED USE IN THE
B-1 AND B-2 BUSINESS DISTRICTS AND TO ADD A DEFINITION OF THE TERM
“MOBILE VENDING VEHICLES”**

Add the term “Mobile Vending Vehicle, Temporary” to Article 10.04. Definitions:

ARTICLE 10.04. Definitions

As used in this article, the following terms shall have the meanings indicated:

“Mobile Vending Vehicle, Temporary” means a self-propelled, pushed or towed vehicle, trailer, or cart from which food and/or items of personal property are prepared and/or sold at retail to walk-up customers, excluding vehicles used solely for delivery.

Add “Mobile Vending Vehicle, Temporary” as a permitted use in the Business (B-1) Zoning District:

ARTICLE 10.18. Business District (B-1)

10.18.20 Permitted Uses.

- (a) In the Business (B-1) District, structures to be erected or land to use used shall be for one or more of the following uses:

(34) Mobile Vending Vehicles, Temporary

Add “Mobile Vending Vehicle, Temporary” as a permitted use in the Business (B-2) Zoning District:

ARTICLE 10.20. Business District (B-2)

10.20.20 Permitted Uses.

- (a) In the Business (B-2) District, structures to be erected or land to use used shall be for one or more of the following uses:

(41) Mobile Vending Vehicles, Temporary