

FINAL

**LEBANON FOOD TRUCK TASK FORCE
(LFTTF)
MONDAY, NOVEMBER 12, 2024 – 8:00AM
CITY HALL, ROOM 2 OR
REMOTE VIA VIRTUAL PLATFORM LEBANONNH.GOV/LIVE**

MINUTES

MEMBERS PRESENT: Falguni Mehta, Vice Chair (remote), Victoria Smith, Chair, Ben Van-Vilet, Assistant Mayor Clifton Below

MEMBERS ABSENT: None

STAFF PRESENT: Paula Maville, Deputy City Manager for Special Projects

The November 12, 2024 Food Truck Task Force Meeting was called to order at 8:05AM by Victoria Smith. Seconded by Ben Van-Vilet.

1. OLD BUSINESS: NONE

2. APPROVAL OF MINUTES:

- October 21, 2024

*Mr. Ben Van-Vilet MOVED to approve the October 21, 2024 Minutes as presented.
Seconded by Mr. Cliff Below.*

**The MOTION was approved (4-0)*

- October 28, 2024

Amendments: Page 3, Line 15, add House to read Lebanon Opera House

*Mr. Ben Van-Vilet MOVED to approve the October 28, 2024 minutes as amended.
Seconded by Mr. Cliff Below.*

**The MOTION was approved (4-0)*

3. OLD BUSINESS: None

4. NEW BUSINESS:

Ms. Maville has provided this task force all information relevant for this meeting including Chapter 179 as well as Zoning regulations for Private Property

Ms. Maville met with Deputy City Manager David Brooks and Deputy Planning & Development Director Tim Corwin to discuss current zoning regulations. They are currently interpreting food trucks like drive-in restaurants and refreshment stands, since currently there is no definition for food trucks. There is one needed. Currently drive-ins are only allowed in the General Commercial zone which includes areas such as 12A, Miracle Mile, and Mr. Below thinks there is a small area on 120.

If someone wanted to have a hotdog stand along 12A, if the property owner is okay with it, then it should be fine, however, the question would be how exactly this would be permitted.

This task force needs to come up with a definition along with how and where these will be permitted, to submit as part of their recommendations to the City Council.

Ms. Maville explained that it would be best to create and add a new section (section 614) to the Zoning Ordinance to help the Zoning office with the additional standards for food service vendors or mobile food service vendors. The Task Force needs to provide the parameters for the section. (Ms. Maville provided an example for the task force to see how this has been addressed

Mr. Below stated that if this is only for Commercial zones, this will not have to go to the voters, so for now, this will be their focus. Any votes by citizens would not take place until 2026. This Task Force needs to conclude in early 2025, for this specific task.

Mr. Below shared a Zoning map showing the location of several zoning districts to include general commercial, light industrial, CBD (Central Business District), Lebanon downtown, and Medical Center (APD and related complex), as well as residential areas. Other than residential, these could be listed as areas of permissible use. If this Task Force comes up with a new definition, they need to be sure that it excludes mobile food service vendors, from the current definition, so it is clear that this is not a subset of the former definition. It can be permitted use, or conditional use permit, which needs to go to the Planning board. Special exception needs to go to the Zoning board.

He also walked through the areas that are general commercial. There are five in Lebanon along with some in West Lebanon. Red areas are also commercial use such as downtown Lebanon. He knows the area well, so he walked them through several options.

If food trucks are listed as permitted, then this does not need to go before a land use board. Ms. Maville suggested this course of action.

They are trying to make recommendations to the City Council, to expressly enable food trucks. Those recommendations already have lots of vendors that do business as part of 179, so they can use this as a reference. This task force does not have to do all the drafting. There are others that can help with this according to Mr. Below.

Ms. Maville offered to help with the definition; she will look at what other towns are doing. Then this task force can look at the parameters and definitions of those things that they want to have considered.

The task force next discussed 179 Definitions. They need to thoroughly understand what the Council reviewed in June, the proposed amendments to City Code Chapter 179, in Ordinance 2024-04. There are new definitions of food waste, grey water waste, among other topics, which could be incorporated as well into the recommended Zoning amendments.

Mr. Below suggested they look at those items that should move forward, along with those in the proposal that are going to be repealed and replaced. Mr. Below suggested they keep several areas open as options, including South Park St, as well as options in West Lebanon, etc. Vending areas will be a key consideration. Also, maybe consider having auctions for these limited spaces and they go to the highest bidder for a period of time.

Ms. Maville can help this task force determine which locations are owned by the city and would fit the criteria which would allow them to consider all possibilities (excluding residential for now). Hours will need to be spelled out. The vending season will now be from April 1st to October 31st each year. People could still get daily or weekly permits, such as during the holiday season, and this wording will need to be clarified as well. Stand vendors are on the mall, on the sidewalk, etc. Their recommendations could address these specifics, including where exactly these businesses will be allowed. They can also address exceptions for the length of time the vendor(s) will be there. Currently, nothing in the proposal is solidified or approved. That is the role of this task force in deciding exactly what they are going to recommend to the City Council.

5. OPEN TO THE PUBLIC: No One came forth.

6. FUTURE AGENDA ITEMS: NONE

7. OTHER BUSINESS: NONE

8. ADJOURNMENT:

A MOTION to adjourn was made by Mr. Below

Seconded by Mr. Van-Vile.

**The MOTION was approved (4-0)*

Meeting was adjourned at 9:25AM.

Respectfully Submitted,
Cinda Mersel
Recording Secretary