



City of South Pasadena

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AGENDA

ADMINISTRATIVE WORKSHOP
SOUTH PASADENA, FLORIDA

TUESDAY, JUNE 16, 2026
COMMISSION CHAMBERS 9:00 A.M.

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL

DISCUSSION ITEMS

- Local Agency Grants Program and Forward Pinellas Updates with Whit Blanton
- Food Truck Regulations
- Budget

ADJOURN

Carley Lewis

Carley Lewis, City Clerk

This meeting is open to the public. Ordinances may be inspected by the public in the office of the City Clerk at City Hall from 8:00 a.m. to 4:00 p.m. Monday through Friday with the exception of holidays. Any person who decides to appeal any decision of the City Commission with respect to any matter considered at this meeting will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

The City of South Pasadena is committed to providing reasonable accommodation for access for the disabled. In accordance with the Americans with Disabilities Act and F.S. 286.26, anyone needing assistance with regard to this meeting should contact the City Clerk's Office in writing at least 48 hours prior to the meeting. For more information or assistance please contact the City Clerk's office at 727-347-4171.



CITY OF SOUTH PASADENA, FLORIDA
COMMUNITY IMPROVEMENT DEPARTMENT

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Administrative Workshop Memorandum

Date: June 12, 2026

To: Mayor and City Commission Members
Kristen Gray, City Attorney
Carley Lewis, City Clerk & Administrator

From: Terri Sullivan, CFM, Director of Community Improvement & Building Official
Craig Southern, CFM, City Planner

RE: Discussion Item - Proposed Land Development Code Text Amendment for Mobile Food Dispensing Vehicles "Food Trucks"

Background:

The Community Improvement staff was recently directed to evaluate potential regulations governing Mobile Food Dispensing Vehicles "Food Trucks" and Mobile Vendors within the City of South Pasadena. As part of this effort, staff reviewed applicable provisions of Florida law, including Section 509.102, Florida Statutes (2025), as well as other food truck ordinances adopted by the Cities of St. Petersburg, St. Pete Beach, Gulfport, Treasure Island, and North Miami Beach.

The purpose of the proposed text amendment is to establish a clear regulatory framework for Mobile Food Dispensing Vehicles and Mobile Vendors that supports economic activity and community events while protecting public health, safety, traffic circulation, neighborhood compatibility, and quality of life.

Analysis:

Section 509.102, Florida Statutes (2025), limits local regulation of Mobile Food Dispensing Vehicles by prohibiting local governments from requiring separate licenses, registrations, permits, or fees and from banning food trucks throughout an entire jurisdiction. However, municipalities retain authority to regulate land use, zoning, parking, traffic circulation, noise, sanitation, public safety, and other operational impacts.

Staff reviewed and compared food truck regulations adopted by several Florida municipalities and identified common provisions related to zoning, parking, access, hours of operation, waste disposal, noise, signage, restroom access, special events, and fire safety compliance. Staff also consulted with Fire Chief Mixson regarding proposed Rule Chapter 69A-75, Uniform Firesafety Standards for Mobile Food Dispensing Vehicles, which is currently proposed for adoption with the 9th Edition Florida Fire Prevention Code on December 31, 2026.

Based upon this review, staff prepared the attached draft ordinance (Exhibit A), which would:

- Create definitions for Mobile Food Dispensing Vehicles, Mobile Vendors, Food Truck Events, Improved Surface, Property Owner Authorization, and Vacant Property;
- Permit Mobile Food Dispensing Vehicles within the Commercial General (CG) zoning district;

- Permit Mobile Food Dispensing Vehicles within the MH-13.5 Mobile Home Residential, RM-12.5 Residential Multifamily, RM-15 Residential Multifamily, RM-15.5 Residential Multifamily, RM-20 Residential Multifamily, and Special Stipulation Agreement zoning districts with Property Owner Authorization, provided such operation is intended primarily for the benefit of residents and invited guests of the development;
- Utilize the City's approved Special Event framework, as defined in Section 65-1 and administered pursuant to Section 146-14(G) of the City Code, to allow Food Truck Events consisting of three (3) or more Mobile Food Dispensing Vehicles;
- Add Mobile Vendors as a Special Exception Use within the Commercial General (CG) zoning district, subject to City Commission approval pursuant to Section 130-48 and issuance of a valid Business Tax Receipt;
- Establish operational standards addressing parking, traffic circulation, pedestrian access, waste disposal, restroom access, noise, generators, signage, insurance, hours of operation, fire access, and fire safety compliance; and
- Incorporate references to the Florida Fire Prevention Code and Rule Chapter 69A-75, Uniform Firesafety Standards for Mobile Food Dispensing Vehicles.

Budget Impact:

No material financial or budget impact to the City is anticipated as a result of approval or denial of the proposed text amendment.

Staff Impact:

Current staffing levels are not anticipated to be impacted by adoption of the proposed text amendment. Administration and enforcement responsibilities would be addressed through existing Community Improvement, Code Enforcement, and Fire Department operations.

Recommendation:

City staff recommends the City Commission review, discuss, amend, update, and provide direction regarding the proposed Land Development Code Text Amendment attached as Exhibit A. Following Commission discussion and direction, staff will revise the proposed ordinance as appropriate and return with a final ordinance for formal consideration and adoption.

Attachments:

- Exhibit A | Draft Ordinance - Establishing Regulations for Mobile Food Dispensing Vehicles

CITY OF SOUTH PASADENA, FLORIDA

ORDINANCE NO. 2026-

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF SOUTH PASADENA, FLORIDA, AMENDING CHAPTER 130, LAND DEVELOPMENT REGULATIONS, OF THE CODE OF THE CITY OF SOUTH PASADENA; AMENDING ARTICLE II, "DEFINITIONS AND WORD USAGE," TO ADD DEFINITIONS RELATED TO MOBILE FOOD DISPENSING VEHICLES, FOOD TRUCK EVENTS, AND MOBILE VENDORS; AMENDING SECTION 130-14, "CG COMMERCIAL GENERAL DISTRICT," TO ADD MOBILE VENDORS AS A SPECIAL EXCEPTION USE; AMENDING ARTICLE VI, "SUPPLEMENTARY REGULATIONS," TO CREATE SECTION 130-39, "MOBILE FOOD DISPENSING VEHICLES AND MOBILE VENDORS"; PROVIDING FOR LOCATION STANDARDS, OPERATIONAL REQUIREMENTS, AND SPECIAL EVENT PROVISIONS; PROVIDING FOR CONFLICTS, SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE.

WHEREAS, the City of South Pasadena is committed to protecting the public health, safety, and welfare of its residents, businesses, and visitors while supporting economic vitality and community activities; and

WHEREAS, the City Commission recognizes that Mobile Food Dispensing Vehicles and Mobile Vendors can provide economic opportunities, expand access to goods and services, and contribute to community events and neighborhood activities; and

WHEREAS, Section 509.102, Florida Statutes (2025), limits local regulation of Mobile Food Dispensing Vehicles while preserving municipal authority to regulate land use, zoning, public safety, traffic circulation, parking, and operational impacts; and

WHEREAS, the City Commission finds it appropriate to establish reasonable standards governing the location and operation of Mobile Food Dispensing Vehicles and Mobile Vendors in order to promote compatibility with surrounding properties, protect public health and safety, and minimize adverse impacts on neighboring uses; and

WHEREAS, the Florida Fire Prevention Code establishes fire safety requirements applicable to Mobile Food Dispensing Vehicles, and the State of Florida has adopted Rule Chapter 69A-75, Uniform Firesafety Standards for Mobile Food Dispensing Vehicles, to provide consistent statewide fire safety inspection and operational standards; and

WHEREAS, after notice of public hearing duly published and provided, the City Commission, acting as the Local Planning Agency, held a public hearing on _____,

2026, at which hearing all interested persons were afforded the opportunity to be heard and the proposed text amendments were recommended for approval (vote: ___ to ___); and

WHEREAS, the City Commission held a duly noticed public hearing on first reading on _____, 2026, at which hearing all interested persons were afforded an opportunity to be heard and the proposed ordinance was approved on first reading (vote: ___ to ___); and

WHEREAS, after notice was duly published, the City Commission held a public hearing on second reading on _____, 2026, at which hearing all interested persons were afforded an opportunity to be heard and the proposed ordinance was approved on second reading.

NOW THEREFORE BE IT ORDAINED BY THE COMMISSION OF THE CITY OF SOUTH PASADENA THAT:

SECTION 1. The foregoing “**WHEREAS**” clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Ordinance upon adoption hereof.

SECTION 2. The Code of the City of South Pasadena is hereby amended as follows¹.

Article II. Definitions and Word Usage

Section 130-4 Terms defined.

Food Truck Event means a Special Event, as defined in Section 65-1 of the Code of the City of South Pasadena, involving three (3) or more Mobile Food Dispensing Vehicles operating at a single parcel of record or unified commercial property on a specified date or dates.

Improved Surface means a paved, stabilized, or otherwise improved surface designed and permitted pursuant to Article IV Off-Street Parking and Loading requirements to accommodate vehicular traffic and pedestrian use, including asphalt, concrete, pavers, brick, or similar materials capable of supporting vehicular traffic without causing erosion or track-out.

Mobile Food Dispensing Vehicle (MFDV) means a vehicle that is self-propelled or otherwise movable from place to place and that is used to store, prepare, serve, or sell food or beverages for immediate consumption, and includes self-contained utilities (including,

¹ Deletions are indicated by ~~strike through~~. Insertions are indicated by underline.

but not limited to, gas, water, electricity, or liquid waste disposal) consistent with Section 509.102, Florida Statutes, as may be amended.

Mobile Vendor means any person, corporation, company, or business that sells or offers for sale goods, wares, merchandise, or services from a vehicle, trailer, cart, or other movable structure, excluding Mobile Food Dispensing Vehicles regulated pursuant to Section 130-39.

Property Owner Authorization means written, signed, and dated notarized statement granted by the owner of record, property manager, homeowners association, condominium association, or other authorized representative permitting a Mobile Food Dispensing Vehicle (MFDV) to operate on a property. Such authorization shall identify the property on which the MFDV is authorized to operate and shall be maintained within the MFDV at all times of operation for inspection by City officials.

Vacant Property means a parcel of land that is not occupied by a principal structure, principal use, or active business use.

* * *

Section 130-14. CG Commercial General District.

Section 130-14(C)(2), Uses Requiring a Special Exception Use Permit, is hereby amended to add the following use:

Mobile Vendors, subject to the requirements of Section 130-39.

* * *

Article VI. Supplementary Regulations

Sec. 130-39. Mobile Food Dispensing Vehicles and Mobile Vendors.

A. Purpose and Intent.

The purpose of this section is to establish reasonable land use and operational standards for Mobile Food Dispensing Vehicles and Mobile Vendors while recognizing the limitations imposed by Section 509.102, Florida Statutes, as may be amended. These regulations are intended to protect public health, safety, and welfare; promote compatibility with surrounding properties and neighborhoods; maintain safe traffic circulation and pedestrian access; minimize adverse impacts associated with vending activities; and support economic activity and community events within the City.

B. Permitted Locations.

- (1) Mobile Food Dispensing Vehicles shall be permitted within the Commercial General (CG) zoning district.
- (2) Mobile Food Dispensing Vehicles shall be permitted within the MH-13.5 Mobile Home Residential zoning district with Property Owner Authorization, provided such operation is intended primarily for the benefit of residents and invited guests of the development.
- (3) Mobile Food Dispensing Vehicles shall be permitted within the RM-12.5 Residential Multifamily, RM-15 Residential Multifamily, RM-15.5 Residential Multifamily, RM-20 Residential Multifamily, and Special Stipulation Agreement zoning districts with Property Owner Authorization, provided such operation is intended primarily for the benefit of residents and invited guests of the development.
- (4) Mobile Vendors may be permitted within the Commercial General (CG) zoning district only upon approval of a Special Exception Use Permit by the City Commission pursuant to Section 130-48 of this Code and shall maintain a valid Business Tax Receipt (BTR).
- (5) Operation of Mobile Food Dispensing Vehicles or Mobile Vendors within public rights-of-way shall be prohibited except as authorized through an approved Special Event.
- (6) Mobile Food Dispensing Vehicles and Mobile Vendors shall not operate on Vacant Property.
- (7) Mobile Food Dispensing Vehicles shall not be permitted within the RS-35 Single-Family Residential, RS-50 Single-Family Residential, RS-70 Single-Family Residential, or the RM-10 Residential Multifamily zoning districts.

C. Operational Standards.

- (1) Mobile Food Dispensing Vehicles shall comply with all applicable federal, state, county, and local laws, regulations, licenses, permits, and approvals.
- (2) All required state licenses and registrations shall be maintained on-site and made available upon request by the City.
- (3) Property Owner Authorization shall be maintained on-site and made available upon request by the City.
- (4) The owner or operator shall maintain a Site Plan, Site Sketch, survey, parking lot diagram, or similar document identifying the proposed operating location of the Mobile Food Dispensing Vehicle on the subject property. Such documentation shall be sufficient to demonstrate compliance with the requirements of this Section, including parking, vehicular circulation, pedestrian access, fire access, and maintaining access roads, fire lanes, fire hydrants, fire department connections, exits, and other required fire protection features free from obstruction at all times, as well as the location of any generator, waste receptacle, or customer queuing areas associated with the operation. Such documentation shall be maintained on-site and made available upon request by the City.
- (5) Mobile Food Dispensing Vehicles and Mobile Vendors shall maintain liability insurance, vehicle insurance, and any other insurance coverage required by applicable federal, state, or local law.
- (6) Mobile Food Dispensing Vehicles shall operate only from an Improved Surface.

- (7) Mobile Food Dispensing Vehicles shall not operate on required parking spaces unless the minimum parking requirements for the principal use continue to be satisfied.
- (8) Mobile Food Dispensing Vehicles shall not:
 - a) Obstruct visibility within any required sight triangle or otherwise create a traffic safety hazard;
 - b) Obstruct vehicular circulation;
 - c) Impede ingress or egress to any building, site, or parking area;
 - d) Block sidewalks, pedestrian pathways, or accessible routes;
 - e) Interfere with required fire access;
 - f) Obstruct emergency exits; or
 - g) Be located within any required landscape area.
- (9) No more than two (2) Mobile Food Dispensing Vehicles shall operate on any property at one time unless otherwise authorized through an approved Special Event.
- (10) Hours of operation shall be limited to 8:00 a.m. through 10:00 p.m., except as otherwise authorized through an approved Special Event.
- (11) Amplified music shall be prohibited.
- (12) Generators shall comply with all applicable noise regulations pursuant to Chapter 141 and shall not constitute a nuisance.
- (13) No freestanding signage shall be permitted. Signage shall be limited to signs attached to the Mobile Food Dispensing Vehicle unless otherwise authorized through an approved Special Event.
- (14) Any tables, chairs, umbrellas, menu boards, waste receptacles, or other accessory items associated with a Mobile Food Dispensing Vehicle shall not obstruct required parking, pedestrian access, fire access, or vehicular circulation.
- (15) The sale of alcoholic beverages shall be prohibited unless specifically authorized as part of an approved Special Event and otherwise permitted by applicable law.
- (16) Operators shall provide at least one waste receptacle for customer use and shall remove all litter, debris, grease, wastewater, and refuse generated by the operation prior to departing the site.
- (17) Mobile Food Dispensing Vehicles operating at a location for more than three (3) consecutive hours shall provide employees access to a flushable restroom facility located within one hundred fifty (150) feet of the operating location.
- (18) Mobile Food Dispensing Vehicles utilizing cooking oils or grease shall maintain documentation demonstrating lawful disposal of such materials and shall make such documentation available upon request.
- (19) Mobile Food Dispensing Vehicles shall not discharge wastewater, grease, fats, oils, or other waste materials onto any property, public right-of-way, stormwater system, or sanitary sewer system except as otherwise permitted by law.
- (20) Mobile Food Dispensing Vehicles shall comply with all applicable provisions of the Florida Fire Prevention Code, including Rule Chapter 69A-75, Uniform Firesafety Standards for Mobile Food Dispensing Vehicles, as may be amended. Documentation demonstrating compliance with applicable fire safety inspection requirements, including any Uniform Mobile Food Dispensing Vehicle Inspection

Report required by Rule Chapter 69A-75, shall be maintained on-site and made available upon request by the City.

- (21) Mobile Vendors shall maintain a valid Business Tax Receipt (BTR) and shall operate only in accordance with the conditions of any approved Special Exception Use Permit. Mobile Vendors shall not occupy a site as a principal use.

D. Food Truck Events.

- (1) Food Truck Events consisting of three (3) or more Mobile Food Dispensing Vehicles shall be permitted only in conjunction with a Special Event as defined in Section 65-1 of the Code of the City of South Pasadena and approved pursuant to the applicable Special Event provisions of the City Code, including Section 146-14(G), as may be amended.
- (2) Mobile Food Dispensing Vehicles may be permitted within public properties, and parks when authorized as part of an approved Special Event.
- (3) Approval of a Special Event involving Mobile Food Dispensing Vehicles shall not authorize permanent or recurring operation of Mobile Food Dispensing Vehicles outside the locations otherwise permitted by this Section.
- (4) Mobile Food Dispensing Vehicles participating in a Special Event shall comply with all applicable provisions of this Section unless otherwise authorized as part of the approved Special Event approval.

E. Enforcement.

Violations of this Section shall be subject to enforcement pursuant to the Code of the City of South Pasadena and other applicable provisions of law. Each day a violation continues shall constitute a separate offense.

* * *

SECTION 3. All ordinances or parts of ordinances inconsistent or in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 4. If any section, part of section, paragraph, clause, phrase or word of this Ordinance is declared invalid, the remaining provisions of this Ordinance shall not be affected.

SECTION 5. It is the intention of the Commission of the City of South Pasadena, Florida, that the provisions of this Ordinance shall become and be made part of the Code of the City of South Pasadena, Florida; and that the sections of this “ordinance” may be changed to “section”, “article”, or such other appropriate word or phrase in order to accomplish such intentions.

SECTION 6. If the Code of the City of South Pasadena Tables of Contents or other reference portions is affected by these provisions, then changes are approved as a part of this Ordinance.

SECTION 7. This Ordinance shall become effective upon the date of its passage and adoption herein.

PASSED AND ADOPTED THIS ____ OF ____, A.D., 2026.

APPROVED:

ARTHUR PENNY
MAYOR

ATTEST:

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:

CARLEY LEWIS
CITY CLERK

KRISTEN GRAY
CITY ATTORNEY

69A-75 Uniform Firesafety Standards for Mobile Food Dispensing Vehicles

69A-75.001 Definitions

Approved- Acceptable to the authority having jurisdiction.

Authority Having Jurisdiction (AHJ)- An organization, office, or individual responsible for enforcing the requirements of a code or standard, or for approving equipment, materials, an installation, or a procedure.

Mobile Food Dispensing Vehicle (MFDV)- A movable commercial or retail food facility; or any cooking apparatus or equipment, other than at a fixed location, building, or structure that has been inspected and permitted under another section of this Rule Chapter, regulation, or statute.

Mobile or Temporary Cooking-Any cooking apparatus or equipment operated on a one-time basis, interim basis, or for less than 90 days in the same location, other than at a fixed location, building, or structure that has been inspected and permitted under another section of this Rule Chapter, regulation, or statute.

Uniform Mobile Food Dispensing Vehicle Inspection- An inspection required by this Rule Chapter of a Mobile Food Dispensing Vehicle, performed by a certified firesafety inspector, certified pursuant to FS. 633.

Local Inspection- An inspection authorized by this rule chapter, performed by the local AHJ, that is limited in scope to verifying MFDV documentation compliance with this Rule Chapter, and any applicable site requirements.

69A-75.002 Fire Protection

- Mobile Food Dispensing Vehicles shall comply with the applicable provisions of NFPA 58, 2024 edition; NFPA 96, 2024 edition, NFPA 1, 2024 edition, and the Florida Fire Prevention Code.
- All LP-Gas Systems shall be provided with a quarter-turn valve, installed within the LP-Gas piping for emergency shut-off use and shall be installed on the exterior of the vehicle.
- The quarter-turn valve shall be readily accessible and identified with a sign permanently affixed to the exterior of the vehicle, in the area immediately adjacent to the valve, in reflective decal material with letters a minimum of 2 in. (50 mm) high. Such sign shall state “EMERGENCY PROPANE SHUT-OFF” and “NO SMOKING”.
- A fluid filled pressure gauge with a minimum 2 in. face diameter shall be installed at or before the regulator for means of leak detection in accordance with NFPA 58.
- In addition to the required leak detection pressure testing outlined in NFPA 58, the piping system, including flexible connectors and accessories, shall be pressure tested and proven free of leaks upon each individual mobile or temporary cooking operation. Pressure shall be observed for a minimum of ten minutes at normal operating pressure with no drop in pressure.

69A-75 Uniform Firesafety Standards for Mobile Food Dispensing Vehicles

- The responsibility for inspection, testing, maintenance, and cleanliness of the ventilation control and fire protection, and cooking appliances of the commercial cooking operations, shall be that of the equipment owner/operator.
- 69A-75.003 Uniform Inspections
- Uniform Mobile Food Dispensing Vehicle Inspections shall be required annually for all new MFDV's operating in the State of Florida. MFDV's licensed and operating prior to the effective date of this Rule shall obtain the required Uniform Mobile Food Dispensing Vehicle Inspection by January 1, 2027. This provision shall not be construed to prohibit any required inspections of existing MFDV's not yet subject to this Rule Chapter.
- A Uniform Mobile Food Dispensing Vehicle Inspection shall comply with the following:
- 1. Complete drawings of the system installation demonstrating compliance with this Rule Chapter, including the hood(s), exhaust duct(s), and appliances, along with the interface of the fire-extinguishing system detectors, piping, nozzles, fuel and electric power shutoff devices, agent storage container(s), and manual actuation device(s), shall be submitted to the AHJ approved by a certified firesafety inspector and located within the mobile cooking operation.
- 2. Upon approval of the MFDV drawings, a Uniform Mobile Food Dispensing Vehicle Inspection confirming compliance with the approved plans and the applicable standards referenced in this Rule Chapter shall be required to be performed by a certified firesafety inspector.

69A-75.004 Operating Features

- Upon completion of the the required Uniform Mobile Food Dispensing Vehicle Inspection, an MFDV shall be permitted to operate within the state without obtaining any additional Uniform Mobile Food Dispensing Vehicle Inspections for 1 year, unless the local AHJ determines an imminent threat to life safety exists. This shall not be construed to prohibit the local AHJ from requiring additional local inspections to verify compliance regarding the required uniform inspection reports, any associated documentation, and site specific requirements outlined within this Rule chapter; or any referenced standards herein.
Any MFDV that fails to pass the Uniform Mobile Food Dispensing Vehicle Inspection required in 69A-75.003 shall be prohibited from operating within the State of Florida.

69A-75.005 Required Records

- Documentation required by this Rule chapter or any referenced standards herein shall be maintained with the MFDV at all times. Documentation shall include the following, minimally:

69A-75 Uniform Firesafety Standards for Mobile Food Dispensing Vehicles

- Uniform Mobile Food Dispensing Vehicle Inspection Report
- Suppression System Reports
- Gas/LPG System Reports
- Gas Leak Detection Log
- Employee Training Records

69A-75.006 Fees

The organization, office, or individual performing the Uniform Mobile Food Dispensing Vehicle Inspection is authorized to charge fees not to exceed 150\$ for a Uniform Mobile Food Dispensing Vehicle Inspection.

A local AHJ is authorized to charge fees associated with local inspections not to exceed 50\$.

69A-75.007 Uniform Mobile Food Dispensing Vehicle Inspection Identification Tagging Requirements