

VILLAGE OF LAWTON
COUNTY OF VAN BUREN COUNTY
STATE OF MICHIGAN

RESOLUTION NO. 15-2026

**A RESOLUTION TO ADOPT THE VILLAGE OF LAWTON MOBILE
FOOD VENDOR PERMIT APPLICATION AND COMPLIANCE
CHECKLIST**

At a regular meeting of the Village Council of the Village of Lawton, Van Buren County, Michigan, held on the 14th day of July, 2026, at 7:00p.m.

PRESENT: Raber, E. Dudek, G. Dudek, Tanis, Turner, Peterson

ABSENT: Appleby

The following resolution was offered by Council Member Turner and supported by Council Member Peterson:

WHEREAS,

The Village Council has adopted zoning regulations governing Temporary Outdoor Sales and Services, including Mobile Food Vendors, pursuant to Section 5.21 of the Village of Lawton Zoning Ordinance; and

WHEREAS,

Section 5.21 authorizes the Village to regulate temporary outdoor sales and mobile food vending activities to promote public health, safety, and welfare while supporting economic development and community events; and

WHEREAS,

The Village Downtown Development Authority has reviewed and recommended adoption of a standardized Mobile Food Vendor Permit Application and Compliance Checklist to provide a clear, consistent, and efficient permitting process for applicants and Village staff; and

WHEREAS,

The proposed permit application establishes uniform procedures for permit applications, documentation requirements, compliance verification, and administrative review consistent with the Village's adopted ordinances; and

WHEREAS,

The Village Council finds that adoption of the Mobile Food Vendor Permit Application and Compliance Checklist is in the best interest of the Village and will promote consistent administration of the Village's Mobile Food Vendor regulations.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Village Council hereby adopts the **Village of Lawton Mobile Food Vendor Permit Application and Compliance Checklist**, attached hereto as **Appendix A**, as the official permit application for Mobile Food Vendors operating within the Village of Lawton.
2. The adopted permit shall become effective immediately upon adoption of this Resolution and shall be utilized for all Mobile Food Vendor permit applications submitted pursuant to Section 5.21 of the Village of Lawton Zoning Ordinance.
3. The Village Manager, Village Clerk, Zoning Administrator, and other authorized Village officials are authorized to administer the permit application, collect the applicable permit fee established by the Village Fee Schedule, review applications for compliance with Village ordinances, and approve or deny permits in accordance with the adopted ordinance and applicable policies.
4. The Village Clerk is authorized to make non-substantive administrative revisions to the permit form, including formatting changes, contact information, references to Village staff or departments, and other clerical corrections, provided such revisions do not alter the intent or requirements established by the Village Council or the Village Ordinances.
5. A copy of the adopted Mobile Food Vendor Permit Application and Compliance Checklist shall be maintained by the Village Clerk as part of the Village's official administrative forms.

THIS RESOLUTION is hereby approved by a roll call vote:

YEAS: Raber, E. Dudek, G. Dudek, Tanis, Turner, Peterson

NAYS: None

ABSENT: Appleby

BY:



Eric Dudek, Village President Pro-Tem

BY:

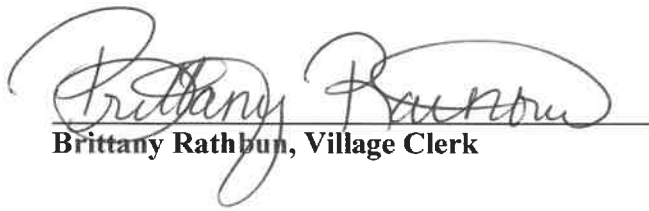


Brittany Rathbun, Village Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of Resolution No. **15-2026**, adopted by the Village Council of the Village of Lawton, Van Buren County, Michigan, at a regular meeting held on the 14th day of July, 2026, and that the meeting was conducted in compliance with the Michigan Open Meetings Act.

THE VILLAGE OF LAWTON



Brittany Rathbun, Village Clerk

VILLAGE OF LAWTON

MOBILE FOOD VENDOR PERMIT APPLICATION & COMPLIANCE CHECKLIST

Permit Number: _____

Application Date: _____

Permit Fee: \$40.00 per Event

APPLICANT INFORMATION

Business Name: _____

Owner/Operator: _____

Address: _____

City/State/Zip: _____

Phone: _____ **Email:** _____

Michigan Sales Tax License No.: _____

MOBILE UNIT INFORMATION

Food Truck/Trailer Name: _____

Vehicle License Plate No.: _____

State: _____

Generator Used? ☐ Yes ☐ No

Outdoor Cooking? ☐ Yes ☐ No

EVENT INFORMATION

Proposed Location: _____

Property Owner: _____

Event Date(s): _____

Hours of Operation: _____

Property Owner Permission Attached: ☐ Yes ☐ No

REQUIRED DOCUMENTATION

Applicant shall provide the following:

- ☐ Current Michigan Sales Tax License
- ☐ Current Health Department License/Permit
- ☐ Proof of Liability Insurance (if required)

APPLICANT CERTIFICATION

I certify that the information provided is true and accurate and that I will comply with all applicable Village ordinances, state regulations, and permit conditions.

Applicant Signature: _____

Date: _____

VILLAGE REVIEW & COMPLIANCE CHECKLIST

Section 5.21(D) Mobile Food Vending Requirements

- ☐ Proposed location is outside the public right-of-way.
- ☐ Adequate off-street parking is available.
- ☐ Activity will not impede traffic circulation.
- ☐ Activity will not impede pedestrian access.
- ☐ Activity will not obstruct emergency vehicle access.
- ☐ Health Department License verified.
- ☐ Property Owner Authorization verified.
- ☐ Outdoor cooking complies with ordinance requirements.
- ☐ No residential use is located within 200 feet of outdoor cooking area, or outdoor cooking is not proposed.
- ☐ No amplified outdoor music or sound proposed.
- ☐ Generator location reviewed and determined not to create a nuisance due to noise, exhaust, or vibration.
- ☐ Hours of operation comply with ordinance:
 - Sunday–Thursday: Closing by 10:00 PM
 - Friday–Saturday: Closing by 11:00 PM
- ☐ Site appears compliant with Section 5.21 of the Village Zoning Ordinance.

COMMENTS:

PERMIT DECISION

☐ APPROVED

☐ DENIED

Reason for Denial (if applicable):

Approved By: _____

Title: _____

Date: _____