

Mobile Vending Guide / FAQ

Mobile Vending

Town of Gibsons – 2026
Gibsons.ca

“Nature is our most valuable asset.”

This guide explains the Mobile Vending Program and how to apply for a Mobile Vending Permit in the Town of Gibsons. It summarizes the process, requirements, and expectations for vendors operating on public or private land. It is intended to help applicants prepare a complete submission and understand how applications are evaluated. This is a general guide only. It is not meant to replace bylaws or other legal documents. Applicants are advised to meet with the Planning Department to discuss their specific development proposal and to consult the relevant bylaws referenced in this document prior to submitting an application.

WHAT IS THE MOBILE VENDING PROGRAM?

The Town of Gibsons Mobile Vending Program allows approved vendors to operate mobile businesses on designated public and private properties within the Town, subject to permits and operating conditions established under the Town's Mobile Vendor Policy.

Examples of mobile vendors may include:

- Food trucks
- Coffee carts
- Retail vendors
- Mobile wellness or recreational services
- Vendors participating in Special Events

WHAT IS A MOBILE VENDING PERMIT?

A Mobile Vending Permit is a permit that authorizes a business to operate a mobile unit at an approved location within the Town of Gibsons. The permit ensures:

- Safe and accessible use of public spaces
- Fair and transparent access to vending opportunities
- Compatibility with surrounding land uses
- Environmental responsibility
- Compliance with Town bylaws

DO I NEED A PERMIT?

Yes.

All mobile vendors operating within the Town of Gibsons require:

- A valid Town if Gibsons Business Licence; and
- A Mobile Vending Permit

A Business Licence alone does not authorize mobile vending operations.

IS THE PROGRAM FIRST-COME, FIRST SERVED?

No.

Council directed that permits be allocated using an evaluation-based process if the number of eligible applications exceeds the number of available permits.

To ensure fairness and transparency:

- Applications are accepted during a formal intake period;
- Eligible applications are reviewed together; and
- Applications may be scored using criteria established in the Mobile Vendor Policy.

HOW MANY PERMITS ARE AVAILABLE?

A maximum of twelve (12) mobile vending permits are available.

Additional vendors may be permitted as part of approved Special Events.

WHAT ARE THE TYPES OF VENDORS?

General Mobile Vendor

A vendor operating independently of a special event, typically on a recurring, seasonal, or year-round basis.

Special Event Vendor

A vendor operating only during an approved special event (e.g., markets, festivals, races). This permit does not authorize ongoing vending outside the event.

WHAT LOCATIONS ARE AVAILABLE?

Potential Town Property locations include:

- Armours Beach
- Arrowhead Park
- Aurora Park
- Brothers Park
- Charman Creek Lands
- Dempster Field
- Dougall Park
- Holland Park
- Parkland Park
- Pebbles Park
- White Tower Lands
- Winegarden Park

Site availability, servicing, and suitability vary by location and are subject to Town approval.

You can also propose your own location on private property, where zoning permits and written landowner permission is provided.

WHAT INFORMATION IS REQUIRED FOR THE APPLICATION?

A complete application requires:

- Completed Mobile Vending Permit Application Form
- Valid Town of Gibsons Business License
- Proof of $5,000,000 liability insurance naming the Town as Additional Insured
- Site Plan showing:
    - Mobile unit location and dimensions
    - Customer queuing area
    - Seating or accessory space (if applicable)
    - Pedestrian pathways and access routes
- Waste Management & Recycling Plan
- Signage details
- Photos / renderings of the mobile unit
- Fire inspection report (if applicable)
- Vancouver Coastal Health approval (food vendors only)
- Proposed operating schedule
- Business information, including description of products/services
- Permit fee and $500 damage deposit
- Written permission from the property owner (private property only)

Incomplete applications will not be processed.

HOW MUCH ARE THE FEES?

Permit fees are established through the Town's Rates, Fees and Charges Bylaw. Current fees are:

- Deposit: $500/application
- General Permit: $250/year
- Special Event: $50/event

HOW ARE APPLICATIONS REVIEWED AND EVALUATED?

Applications are reviewed by Town staff to ensure:

- Zoning compliance
- Site safety and accessibility
- Environmental considerations
- Compatibility with surrounding uses
- Alignment with the Mobile Vending Policy
- Applications may be referred to:
    - Infrastructure Services
    - Fire Department

  - Bylaw Enforcement
  - Vancouver Coastal Health (for food vendors)

Where applications exceed available permits, the Town will evaluate applications based on criteria including:

- Environmental sustainability initiatives
- Customer amenities
- Compatibility with surrounding land uses
- Commitment to operating within the community
- Past compliance with Town bylaws and policies
- Diversity of goods or services offered

Only complete applications are scored.

Applicants will be notified once a decision is made. Permits are:

- Valid for one calendar year (January 1–December 31); and
- Non-transferable

Previous permit holders are not guaranteed approval in future years. Mobile Vending Permits must be renewed annually. Applications submitted after May 1 may not be considered if the maximum number of permits has already been issued.

WHAT OPERATING RULES APPLY?

Once approved, vendors must:

- Operate at least 12 days per month, minimum 4 hours per day
- Operate only between 8:00 AM and 8:00 PM unless otherwise approved
- Maintain a clean and orderly site
- Remove all waste daily
- Ensure the unit is attended during operating hours
- Prevent noise, odour, or nuisance impacts
- Protect Town infrastructure and landscaped areas
- Ensure the unit is fully self-contained (no wastewater discharge)
- Comply with all Town bylaws and permit conditions

Failure to comply may result in suspension or revocation of the permit.

BEFORE YOU APPLY

Applicants are encouraged to speak with Town staff before applying. A pre-application conversation can help confirm:

- Whether the proposed location is eligible
- Zoning requirements
- Site design expectations
- Waste management requirements

- Any additional approvals needed

CONTACTS

Town of Gibsons Planning Department: 604-886-2274
Town of Gibsons Infrastructure Services Department: 604-886-2274
Town of Gibsons Building Department: 604-886-2274
Gibsons and District Volunteer Fire Department: 604-885-6870
Ministry of Transportation and Infrastructure: 604-740-8987

This brochure is meant for guidance only and is not intended to replace the requirements of the *Local Government Act* and applicants should obtain copies of the relevant bylaws before proceeding with development applications. For specific information, please contact the staff at:

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474 South Fletcher Road, Box 340
Gibsons, B.C. V0N 1V0