



AGENDA DUBLIN CITY COUNCIL

PUBLIC SERVICES COMMITTEE OF COUNCIL

WEDNESDAY, APRIL 15, 2026 – 5:00 PM

5555 PERIMETER DRIVE

DUBLIN, OH 43017

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

- Minutes of the February 11, 2026 Public Services Committee Meeting

ITEMS FOR DISCUSSION

- Food Truck Regulations

ADJOURNMENT



Dublin City Council
Public Services Committee
Wednesday, February 11, 2026
4:00 p.m.
5555 Perimeter Drive
Council Chamber

Meeting Minutes

Ms. Kramb called the February 11, 2026 Public Services Committee meeting to order at 4:00 p.m.

Committee Members Present: Vice Mayor De Rosa, Dr. Lam and Ms. Kramb (Chair).

Staff Present: Mr. Barker, Mr. Earman, Mr. Anderson, Mr. Ament, Ms. Hunter, Ms. Rauch, Mr. Myers and Mr. Hiatt

Approval of Minutes

Ms. Kramb moved to approve the minutes of the October 8, 2025 Public Services Committee meeting. Vice Mayor De Rosa seconded the motion.

Vote on the motion: Ms. Kramb, yes; Dr. Lam, yes; Vice Mayor De Rosa, yes.

Discussion Items:

Greenway Corridor Screening Program

Mr. Earman presented the Greenway Screening Corridor Program based on references from a previous council meeting. He provided background that the pilot program was located in the Indian Run Meadows subdivision along the Avery- Muirfield corridor. The program was based on screening requirements established in 1978, which had proven very difficult to enforce due to linear footage and other factors incorporated into those requirements. He explained that the City decided to identify screening gaps, many of which were due to dying and decaying trees and shrubs over the years.

The project was initiated in 2020, and plantings were finished just a couple of years ago, with ongoing maintenance continuing to improve those areas. Mr. Earman specified that the pilot corridor extends from Valley Spring Drive to Scottish Corners.

He explained that the easements acquired allowed the City to assume responsibility for trees and shrubs along that corridor. The City's responsibilities in those easements include continuing to maintain, replace, and manage the trees and shrubs. Property owners would be responsible for all lawn care including mowing, mulching, watering, and fertilization - essentially everything not directly associated with the trees, though they could mulch if they preferred.

Mr. Earman noted that property owners who elected not to participate in the program remained responsible for their own trees and shrubs to ensure compliance with code requirements. He confirmed that to date, those property owners were within code compliance with no current issues.

The corridors discussed for future consideration included Frantz Road, Emerald Parkway, Dublin Road, and Coffman Road. Regarding pilot program details, Mr. Earman reported there were 31 properties along the Avery-Muirfield corridor section, with 25 participating. As part of the Greenway Corridor Screening Program, the City removed 84 dead or decaying trees and replanted 124 new trees and shrubs at a cost of approximately \$92,000. This initial cost did not include ongoing maintenance, replacements, or recording fees in the county office for easements.

Vice Mayor DeRosa asked about other trees in the area that would die soon due to aging. She wanted confirmation that if trees within the easement area died, the City would take responsibility to remove them, not just trees that were replaced. Mr. Earman confirmed that the City would take care of all trees within the easement area regardless of whether they existed before or after the program implementation. He noted he would work with the forestry team to continue assessments.

Mr. Earman credited landscape architect Michael Hiatt and Code Enforcement's Josh Britt for conducting extensive drive-throughs of each requested corridor to identify opportunities for additional screening. He clarified this did not mean screening would cover every square foot of the corridors. Parameters were established such as focusing on back-facing or side-facing properties to roads, while front-facing residences were not considered necessary for screening, though it remained an option.

Areas of greatest concern were identified including Coffman High School, the post office, businesses, and undeveloped properties. Mr. Earman suggested the City should work with schools to potentially share responsibility. The Emerald Parkway post office location showed a fairly wide-open section leaving the building exposed. Incorporating trees could help screen the post office, though Mr. Earman noted businesses often operate expecting visibility, so voluntary compliance would be important to find middle ground.

An undeveloped property at Frantz Road and Rings Road was currently farmed. Mr. Earman noted that during growing seasons, corn or soybean crops might provide aesthetic value as part of Dublin's history, making screening less necessary.

Multiple residential properties along Frantz Road, Monterey Drive, Corbins Mill, Long Branch Road, and Turkey Run were shown as screening opportunities. At Coffman Road on the west side of Coffman High School's parking lot, additional low hedge-type shrubbery was suggested for safety reasons without completely blocking sight lines.

Estimated costs for each corridor were:

- Emerald Parkway corridor \$24,000,
- Frantz Road \$51,000, and
- Coffman Road \$14,250, totaling \$89,250.

Mr. Earman emphasized these were estimates for initial tree planting investment only, with ongoing maintenance costs being additional. He noted the estimated cost for these four areas was less than the Avery-Muirfield pilot alone, largely because Avery-Muirfield included significant dead tree removal costs while these would primarily involve new plantings.

Dr. Lam asked whether the Frantz Road corridor would include the entire road or just parts. Mr. Earman confirmed it would be the entire corridor, but only areas with screening deficiencies based on the criteria of backyards or side yards of residences, or buildings like the post office. He confirmed that Michael Hiatt and Josh Britt's assessment found all properties currently compliant with code, so participation would be voluntary.

Dr. Lam asked how this would coincide with planned infrastructure development on Frantz Road. Mr. Earman stated that none of the proposed treatments would interfere with planned improvements, as they purposely avoided conflict areas. Ms. Rauch confirmed that Metro Center development plans already included required screening.

Ms. Kramb asked about the status of compliance. Mr. Earman confirmed none were out of compliance. When asked if all identified locations were shown, Mr. Earman confirmed these were all opportunities identified based on the same criteria used for the Avery-Muirfield pilot.

Ms. Kramb noted that some parcels shown were undeveloped and questioned whether property owners would want to screen vacant parcels they hope to develop. She specifically mentioned the Emerald Parkway parcel and expressed doubt that economic development would support screening developable land.

Regarding the post office, Ms. Kramb asked about ownership of the land between the sidewalk and parking lot along Emerald Parkway. Mr. Earman stated that he believes it is owned by the post office. Ms. Kramb expressed skepticism that the federal government would participate, noting her past unsuccessful experiences working with post offices. She emphasized that unlike the residential pilot, this program would include non-residential properties.

Mr. Earman acknowledged there were some non-residential properties in the original pilot including a church and medical facility. Ms. Kramb questioned why the City had not installed screening along Emerald Parkway when it was built, particularly where it created new school frontage. She drove past that area daily and observed students hopping the fence to cut through the field. She also noted the marching band used every inch of space up to Coffman Road.

Vice Mayor DeRosa recalled extreme resident unhappiness when trees were torn down for the practice field along Roscommon Road. She received multiple requests from residents wanting trees replaced. Residents were livid about the tree removal, with rumors the trees were pruned then removed. The noise levels increased significantly for residents after tree removal. Vice Mayor De Rosa stated there was resident support for replacement in that area and that staff had reached out to schools who indicated they would plant trees.

Vice Mayor De Rosa asked why the west side of Coffman Road was not included, noting aging trees there. She emphasized that code compliance could not be the only criteria since none of these recommendations were for code compliance issues. She stressed the need for clear criteria, noting the original pilot addressed aging trees proactively. She felt the west side of Coffman fit this criterion due to aging trees throughout that area.

Ms. Kramb asked about the program's genesis. Vice Mayor De Rosa explained that previous council members noted beautifully screened areas where trees had aged out. Responsibility became expensive and confusing for newer residents. Over time, trees died without replacement, creating issues. The broader discussion focused on protecting greenways and

streetscapes. The genesis was about the City's responsibility to maintain greenways after 30 years, determining ongoing responsibilities.

Vice Mayor De Rosa emphasized there had been some communication issues early in the pilot about voluntariness and objectives. Now with pictures showing results, the question was whether to make this available to others on a voluntary basis. With trees aging after 30 years, particularly in core city areas near schools, the cost for residents to replace would be high. The discussion aligned with the next agenda item about having a comprehensive greenway program alongside waterway and wooded lot programs.

Mr. Earman confirmed that staff would reassess gaps once Avery-Muirfield trees reached certain points. While currently meeting code, gaps might remain requiring additional trees. They would maintain staggered planting rather than replacing everything at once.

Dr. Lam asked about the six properties that did not participate in the pilot and whether there were compliance issues. Mr. Earman explained that non-participants understood they were responsible for maintaining their property to code standards. All were currently compliant and in healthy condition with no immediate concerns, though future issues might require welcoming them to the program or asking for replacements.

Ms. Krumb asked about using tree fund money since they were obtaining easements. Mr. Earman confirmed the tree fund was used for Avery-Muirfield and was intended for use for this program. Ms. Krumb confirmed the \$89,250 cost could come from the tree fund. When asked about the current fund balance, Mr. Earman believed it was about \$400,000 based on his last conversation with finance.

Ms. Krumb explained the tree fund came from developers who could not meet code requirements for tree installation on their property and could pay the cost of those trees into a city fund usable only on city land. Mr. Earman noted part of the fund was also designated for reforesting the Riverside Crossing Park west side staging area after path system completion.

Vice Mayor De Rosa discussed concerns about changing environmental conditions causing tree stress. Trees planted under previous conditions might not thrive as conditions warmed. The City needs to proactively address tree replacement needs. She stated that this fits well with Dublin's tree city goals and suggested establishing criteria for a funded program similar to sidewalk and road maintenance budgets.

Committee members discussed additional areas to consider. Vice Mayor DeRosa suggested Sells Mill, the west side of Coffman Road, and potentially Brand Road. Mr. Earman confirmed they had not done a city-wide assessment, only reviewing the originally requested corridors.

Dr. Lam liked the current options as major thoroughfares into and out of Dublin. He noted visitors frequently comment on Dublin's beauty and greenery. Vice Mayor De Rosa added they should consider routes to and from schools, community areas, and parks. She mentioned Hard Road was already well-screened with newer trees.

Mr. Earman offered to research additional suggestions if the Committee desired, or to establish criteria first. Vice Mayor De Rosa suggested criteria might include whether areas were thoroughfares, heavily trafficked, had aging trees, or species known to be at risk.

Mr. Barker asked about prioritizing residential areas first while addressing identified commercial area issues. Vice Mayor De Rosa suggested prioritizing areas around schools, parks, and community areas.

Ms. Kramb suggested staff look at older neighborhoods since Dublin exploded in growth during the 1990s. Those 1980s and 1990s subdivisions would have trees starting to die. She noted newer western areas had younger trees and were previously farm fields without many existing trees. Vice Mayor De Rosa added they should be proactive about areas with tree species known to be at risk due to environmental changes.

When asked what additional information would be helpful, Ms. Kramb wanted to know about commercial properties, particularly vacant ones she doubted they would screen. She also wanted information about school interest in collaborating, noting safety concerns. She recalled principals opposing dense vegetation along walking routes to maintain visibility of students.

Dr. Lam noted the Coffman High School area had significant pedestrian traffic with people parking and walking across. He expressed concern about potential damage and lifecycle costs if trees were planted in high-traffic areas. He agreed about businesses like the post office likely not wanting screening that would block visibility and frustrate customers.

For the last question about prioritizing corridors, Vice Mayor De Rosa suggested that since this was a voluntary program, they could be broader in scope than if the program were mandatory. Mr. Earman agreed. Implementation would take time for getting people on board and establishing easements, similar to Avery-Muirfield. Funds would be expended strategically over time rather than all at once.

Mr. Earman suggested combining all corridors to determine participation, taking successful applications to City Council quarterly for easement approval through ordinance. He offered flexibility on focusing on one corridor or pursuing all four, noting limited work areas would not overburden staff regardless of approach.

Ms. Kramb saw these more as sites than corridors due to their spread-out nature, unlike Avery-Muirfield's adjacent properties. Vice Mayor De Rosa stated that with additional areas like the west side of Coffman Road, they would achieve more of a corridor feel. Ms. Kramb saw nothing wrong with spot projects, suggesting annual work on handful of locations.

Vice Mayor De Rosa emphasized that because the program was voluntary and based on lessons learned, they should not limit scope too much or risk accomplishing little over three years. The goal of keeping greenways healthy requires a larger scope given the time for residents to decide, volunteer, order, and plant.

Mr. Earman recommended starting with establishing criteria, then exploring different areas based on those criteria before returning to the Committee. Ms. Kramb agreed with this approach to figure out criteria, broaden identification of locations including 1980s-1990s developments, create a full list of potential sites, then proceed.

Vice Mayor De Rosa looked forward to the Community Services Advisory Committee's (CSAC's) input at their March meeting, with results brought back to this committee.

HOA Maintenance of Woodlots and Woodlot Maintenance Grant Program

Mr. Ament presented an overview of homeowners' association (HOA) maintenance responsibilities for woodlots followed by the proposed woodlot grant program for discussion and feedback.

Mr. Ament provided background that Council discussed this topic during the 2025 goal setting retreat. Staff had outlined the City's current woodlot maintenance program established in 2023, intentionally focused on city-owned woodlots prioritizing sites with greatest ecological value. At that retreat, discussion shifted to HOA maintained woodlots prompted by requests from neighborhoods like Wyandotte Woods seeking support for woodlots in HOA maintained reserve areas. These areas were assigned to HOAs through plat restrictions resulting in varying responsibilities across neighborhoods.

Mr. Ament showed citywide mapping illustrating woodlots within HOA maintained areas, highlighting how many significant woodlots fell under HOA maintenance responsibility. These included areas where invasive species, aging tree stands, or potential waterway blockages created increasingly complex maintenance challenges.

HOAs had previously requested consultation and technical guidance from the City, but as acknowledged at the council retreat, full woodlot restoration was often financially prohibitive for HOAs to perform.

Regarding tree preservation funding background, Mr. Ament explained fees went into a dedicated account within the General Fund for eligible tree-related purposes. Replacement is required when trees are removed from locations, with on-site replacement or appropriate fees paid to the City. Replacement ratios are determined based on location and size of removed trees. Community engagement encouraged members to report tree issues and engage in planting programs. The initiative contributed to expanding urban canopy, mitigating heat island effects, enhancing stormwater management, and aligning with sustainability objectives including zero waste and carbon neutrality goals. These funds might appropriately support a future woodlot maintenance grant program given alignment with broader urban canopy and sustainability goals.

Dr. Lam asked about tree preservation fund details, specifically whether developers paid once or continuously. Ms. Rauch clarified it was a one-time fee in lieu of replacement only when trees could not be replaced on-site. The current \$400,000-plus balance would only be replenished through new developments.

Mr. Ament explained that following retreat feedback, Council directed staff to explore separate purpose-specific grant programs including one for woodlot maintenance, contemplate potential tree preservation funding use, continue offering HOA consultation, and refer the topic to Public Services Committee.

Staff proposed creating a woodlot maintenance grant program modeled on two existing successful programs - the Stormwater Maintenance Grant and Beautify Your Neighborhood Grant (BYNG). The goal is to create an additional grant program exhibiting consistency, usability, and alignment with established processes HOAs already know. The purpose is providing financial assistance and technical guidance to Dublin homeowners and civic associations for maintaining city-owned woodlots they were responsible for maintaining,

supporting neighborhoods in keeping ecologically significant spaces resilient, safe, and sustainable.

Under proposed guidelines, projects involving tree removal must include like-for-like replacement plans with no debate. Grant awards would range from \$2,000 to \$15,000 with required one-to-one matches from applicants. HOAs or civic associations could receive one grant annually. The recommended \$15,000 maximum reflected real-world costs of approximately \$5,000 for full-grown tree removal and \$160 for replacement.

Applications would be evaluated using a 30-point scoring system. This structure highlights the importance of hazard reduction aligning with City woodlot maintenance program priorities and ecological benefits. Categories address key tree removal considerations while accommodating projects involving removal with specific species control or broader restoration efforts.

Applications would require the same information as BYNG and Stormwater Maintenance Grants: applicant association information, project details, location, existing conditions, specific needs, hazard concerns, removal and restoration details, relevant PID numbers, quotes, scopes, estimates, and financial information regarding association budgets and reserves. These components ensure transparency, accountability, and position HOAs for continuing long-term maintenance after grant funding use.

For implementation, staff recommends leveraging the existing BYNG framework with slight modifications. Under the revised structure, the current BYNG would become the entryway beautification grant program. Stormwater and Woodlot Maintenance grants would sit under one Beautify Your Neighborhood Grant umbrella. This approach aims to simplify resident experience, provide branding continuity, and leverage familiar, trusted structure.

Mr. Ament posed the following four questions for Committee members to respond:

- Does the Committee support implementing the proposed program?
- Are \$2,000 minimum and \$15,000 maximum matching amounts appropriate?
- Does the Committee support using tree preservation funding?
- What total annual allocation does PSC recommend?

Vice Mayor DeRosa raised concerns about the stormwater maintenance program's limited uptake despite being called successful, with only three applicants in its history. Mr. Ament explained the program was created based on resident contacts similar to current discussions. Initial traction occurred but guidelines stipulated HOAs could only receive awards every five years. The proposed program would allow annual awards following BYNG's twice-yearly application cycle.

Vice Mayor De Rosa identified two barriers from HOA conversations: the City requiring money up front when HOAs lack full amounts, and the onerous application process. She expressed concern that HOAs with annual fees as low as \$90 per month would never have funding to apply. She questioned whether requiring expertise to assess decay and invasive species would necessitate hiring someone or if the City would help.

Mr. Ament explained that the evaluation criteria on applications were for Jeff Myers and his team to evaluate, including site visits. Mr. Myers confirmed they would assess sites based on application criteria in specified areas.

Ms. Kramb clarified that HOAs lack skills to identify dead trees, invasive species, or costs without hiring arborists. They struggle with basic requirements like drawings and finding parcel maps. She had witnessed groups abandoning projects due to complexity, having to help them with simple tasks like drawing on printed aerials with markers.

Vice Mayor De Rosa asked if the City could help since these were city-owned properties under HOA maintenance. She believed more participation would result if people could call for assessment help. She emphasized wanting to make the program effective given staffing considerations.

Mr. Myers expressed willingness to visit sites and make recommendations, identifying high-risk areas. While his passion was trees focusing on risk protection first, he would discuss options including replacing dead trees with shade-tolerant species like Ohio Buckeye for better mixed species profiles.

Ms. Kramb opened a broader discussion about potentially including private property owners along Riverside Drive, Dublin Road, Martin Road, and Summit View Road who owned woodlots that could impact streams and roads. Vice Mayor De Rosa distinguished this from the HOA-focused grant programs, suggesting it might fit better with the Greenway program discussed earlier dealing with individual property maintenance. Committee members agreed to keep programs separate to avoid complexity.

Dr. Lam suggested prioritizing hazard mitigation over aesthetics, particularly for trees threatening houses or roads. He recommended clearly stating priorities in applications. Mr. Ament noted staff attempted this through weighted evaluation criteria giving hazard mitigation 10 points versus 5 for other categories.

Vice Mayor De Rosa suggested being more explicit, potentially launching the program funding only hazardous tree removal and erosion control initially. She recommended clearly stating the limited scope rather than creating criteria that would frustrate applicants with denials. Ms. Kramb added that trees blocking creeks should be prioritized equally with hazard trees, particularly in areas like Wyandotte Woods with current stream mitigation projects.

Mr. Barker clarified the intent focused on city-owned reserve areas maintained by HOAs, not residential homes or private property. He acknowledged legitimate concerns about HOAs' financial barriers to participation. While staff expected active involvement facilitating applications, the financial barrier of a 50% match for a \$10,000 project costing HOAs \$5,000 remained.

Vice Mayor De Rosa asked if payment could be simultaneous rather than reimbursement to ensure project completion without HOAs fronting money. Mr. Barker agreed to discuss with the City Manager and Chief Financial Officer creative support methods while ensuring investment delivery certainty. He confirmed staff support would be better communicated and memorialized.

Mr. Barker also noted trees along waterways provided value by anchoring soil, preventing sediment loading, and providing beneficial shade. He found this consideration very compatible with the program.

Dr. Lam raised concerns about administrative complexity including scoring, site visits, compliance verification, and maintenance requirements. He worried about HOAs applying without specialist knowledge potentially implementing projects incorrectly, requiring significant City oversight. He asked about expected application volume.

Mr. Ament outlined a tentative administrative process that would begin with applicants accessing online surveys or forms on the BYNG website indicating interest in one of three grant buckets. Mr. Ament or Ms. Hunter would meet with individuals to confirm appropriate program fit and connect them with staff liaisons. After coordination with expert staff to ensure an understating of requirements, full applications would follow typical board, commission, and council review paths.

Mr. Barker expected considerable early interest based on numerous contacts about noise issues from lost tree buffers. Many scenarios involve diseased or fallen large older trees. Interest existed for expanding tree canopy, maintaining park-like aesthetics in reserve areas, and noise mitigation. The program is proposed with once yearly participation.

Mr. Barker distinguished this from the Greenways corridor pilot where the City assumed perpetual maintenance on private property. This program involved private improvements with HOAs contracting work directly, with warranty provisions between HOAs and vendors providing ongoing maintenance. The City would not assume additional long-term maintenance responsibilities.

Dr. Lam clarified his concern was about oversight ensuring grant money was used appropriately without overcrowding or other issues. Mr. Barker confirmed Mr. Myers would diligently ensure appropriate site plans and species selection. They would confirm field implementation matched approved components.

Dr. Lam then raised sustainability concerns about the limited tree fund with no ongoing developer payments. With annual reapplication potential, he worried about funding depletion. Mr. Ament explained one discussion goal was determining appropriate annual allocation limits from the tree fund.

Mr. Myers provided expertise on woodlot maintenance methodology. Current practice avoided removing dead material as carbon sources to prevent atmospheric release. Standing dead trees near edges risking property were prioritized for removal, but interior dead trees provided important habitat for species like Indiana Brown Bats. Tree removal was restricted between April 15 and October 15 for bat and migratory bird protection.

Priority for removal focused on hazard mitigation to specific targets - highest risk being people, then people in cars and buildings, then structures. Edge dead trees would be prioritized while discouraging interior removal to further habitat and carbon sequestration goals. Balance was needed to avoid fire risk buildup while keeping carbon in place.

In response to Vice Mayor De Rosa's questions regarding how to help people successfully use the program, Mr. Myers confirmed his willingness to visit sites like Wyandotte Woods where he had spoken with HOAs. He would identify high-risk areas and make recommendations about invasive species control while prioritizing tree-related risks.

Regarding dead tree replacement in shaded areas, Mr. Myers suggested shade-tolerant species creating mixed profiles rather than uniform climax species. He emphasized intermediate variety benefits for woodlot health.

Committee members discussed not requiring inch-for-inch dead tree replacement since it would discourage participation when residents could simply let trees fall naturally. Mr. Myers explained the methodology of leaving fallen trees for carbon sequestration and habitat while prioritizing edge hazards.

Vice Mayor De Rosa brought up HOA feedback about fronting money, application complexity, and annual fees varying from \$90 yearly to hundreds monthly. She emphasized removing barriers for program success since goals included spending money for tree growth and maintenance. She suggested reconsidering waiting periods and simplifying processes.

Ms. Rauch noted that in all years administering Beautify Your Neighborhood grants, applications meeting criteria had never been disapproved by Council. She suggested treating applications less formally to simplify the process.

Mr. Barker appreciated feedback about simplification. He noted government funding requirements created some unavoidable barriers but agreed to work on improvements. Ms. Krumb suggested learning from bed tax grant simplification where staff received administrative approval authority for certain amounts, wondering if similar approaches could apply.

Ms. Krumb asked about specific dollar amounts but acknowledged they could not determine that today. She suggested bringing back stormwater grant funding removed from previous CIP due to non-use and calculating potential use based on expected applications.

Vice Mayor De Rosa emphasized wanting money spent on intended purposes, suggesting removing barriers identified through experience. She appreciated consolidating programs under one umbrella for simplification but noted inconsistent requirements needed alignment.

Ms. Rauch supported examining which approvals were truly necessary versus automatic, reducing intimidating requirements for volunteer HOA leaders. The Committee agreed staff should return with revised proposals incorporating feedback about payment timing, application simplification, criteria clarification, and funding recommendations.

2026 PSC Meeting Schedule

The Committee discussed moving meeting start times from 4:00 PM to 5:00 PM to accommodate Dr. Lam's schedule. Dr. Lam offered to maintain 4:00 PM if it burdened others, but committee members agreed 5:00 PM worked well, noting they previously started at 5:00 PM when a former member required that time.

Ms. Krumb moved to amend the PSC Meeting Schedule to have a 5:00 PM start time moving forward.

Vice Mayor De Rosa seconded the motion.

Vote on the motion: Dr. Lam, yes; Vice Mayor De Rosa, yes; Ms. Krumb, yes.

There being no further business to come before the Committee, the meeting was adjourned at 5:47 p.m.

Chair, Public Services Committee

Clerk of Council



To: Members of Public Services Committee

From: Megan D. O'Callaghan, City Manager

Date: April 9, 2026

Initiated By: Jennifer Rauch, AICP, Director of Community Planning & Development
Jean-Ellen Willis, P.E., Director of Transportation & Mobility
Alison LeRoy, Director of Community Events
Kendel L. Blake, Assistant to the City Manager
Lori Gischel, Events Administrator
Jeffrey Jiang, Performance Management Analyst
Anthony Severyn, Assistant Law Director
Food Truck Regulations



Background

Food trucks in Dublin currently operate primarily through City-sponsored and community events, within the Historic District (subject to zoning requirements), in designated on-street locations, and on private property. Regulatory oversight is limited.

The Zoning Code addresses food truck operations only within the Historic District, with provisions related to hours of operation, noise, signage, circulation, and waste management. Outside of the Historic District, food truck activity remains largely unregulated. Relevant Zoning Code sections (153.002, 153.172, and 96.24) are included for reference.

The City does not currently offer a permitting process for independent food truck operations in parks, where commercial activity is prohibited without a permit. While this restricts activity, the Community Events Roadmap identifies food trucks as a strategic opportunity to enhance community events and visitor experiences when appropriately managed.

On September 8, City Council referred the Food Truck Policy to the Public Services Committee (PSC). On October 8, staff gave an overview of the background related to food trucks, current permitted uses, benchmarking of other municipalities requirements, and regulations to consider.

Summary

At the October 8 Public Services Committee meeting, Committee members provided feedback and direction regarding the regulation of food trucks.

In response, staff developed comprehensive draft code to establish a clear regulatory framework for food truck operations. The draft code is intended to balance support for brick-and-mortar businesses with the goal of enhancing vibrancy citywide. The draft code establishes a clear licensing process for food truck operations and aligns Dublin's standards with those of neighboring communities' codified ordinances and policies.

As part of the October 8 discussion, Committee members requested that staff prepare a map identifying all potential locations where food trucks may operate outside of the required twenty-five-foot (25 ft) radial separation from the primary entrance of brick-and-mortar food and

beverage establishments. In response, staff will present the requested mapping analysis to the Committee, along with a summary of key findings and any operational, logistical, or enforcement challenges identified through this review.

In conjunction with this effort and in response to PSC feedback, staff drafted a series of code amendments intended to modernize, clarify, and consolidate regulations governing food truck operations within the City's corporate limits. Specifically, the draft would repeal Section 153.172(C)(3)(f) in its entirety, as well as the related definitions contained in Section 153.002(A)(6)(c). These provisions are outdated and fragmented, contributing to confusion for operators and challenges in consistent enforcement.

To address these issues and in response to PSC feedback, staff members drafted the creation of a new Chapter 123 within the City Code dedicated exclusively to food truck regulations and operations. Establishing a standalone chapter will consolidate all existing and future food truck requirements into a single, cohesive section of the Code, improving clarity and usability for operators. Chapter 123 will include standardized definitions, establish a clear license requirement for food truck operators, and codify procedural regulations governing application submittals, license renewals, operational standards and special event participation.

The draft code is intended to improve transparency, consistency, and efficiency in the administration of food truck operations citywide, consistent with the Downtown Dublin Curbside Management Program's recommendation to establish clear guidelines.

Staff engaged Visit Dublin to inform them of the review of food truck regulations and to solicit their feedback on the draft code, which was discussed at the April 8 Visit Dublin Board meeting. Feedback from the Board and the local hospitality industry reflects general support for food trucks as a way to enhance community vibrancy and visitor experience when implemented thoughtfully. Stakeholders emphasized the importance of a balanced, event-focused approach, recommending that food trucks be primarily limited to permitted events or carefully designated areas. Concerns were raised regarding potential impacts on brick-and-mortar businesses, particularly in high-traffic corridors, citing issues such as safety, congestion, parking, and direct competition. Overall, the feedback supports establishing clear regulations and standards while prioritizing fairness, public safety, and the long-term economic health of Dublin's existing business community. See attached memo from the Visit Dublin Board of Directors.

Based on the Committee's review and input, the draft code will be presented to City Council following review and support from the Public Services Committee. If City Council approves the code amendments, staff will initiate website development and conduct education and outreach efforts in preparation for the license requirement, which is recommended to take effect on March 1, 2027.

Recommendation

If requests feedback from the Committee on the following key discussion questions:

1. Does the draft code address the Committee's feedback?
2. Should the distance requirement prohibit operation directly in front of restaurant frontage, with or without an adjacent parking space?
3. Currently the City has partnerships with youth organizations in Darree and Avery Park for concessions. At Emerald Fields organizations will invite food vendors for tournaments.

Based upon those partnerships and the potential impact Food Trucks may have on that relationship, should food truck operations be permitted within athletic parks? If so, under what conditions and limitations?

4. Are there additional changes or provisions that should be incorporated into the draft code?

§ 96.24 COMMERCIAL ACTIVITIES.

(A) No person in a park shall sell or offer for sale any article, privilege or service without having first obtained a permit from the City Manager or designee.

(B) No person in a park shall beg, peddle or solicit for money, a privilege or a service.

('80 Code, § 951.12) (Ord. 39-89, passed 6-5-89; Am. Ord. 20-13, passed 3-25-13) Penalty, see § 96.99

(c) **EDUCATIONAL FACILITY.** A facility offering classes, training courses, or skill development to the public, employees or to members of an organization. This use includes but is not limited to vocational, business, or technical schools, training centers, colleges, and universities, but does not include an elementary, middle, or high school.

(d) **ELEMENTARY OR MIDDLE SCHOOL.** A facility providing education to students in kindergarten through eighth grades using a curriculum recognized by the State of Ohio, and including related assembly, sports, and activity areas, but not including facilities regularly used for housing or sleeping of students.

(e) **ENTERTAINMENT/RECREATION, INDOOR.** A facility or area providing opportunities for physical exercise, physical training or improvement of health for the general public or members of an organization. This use includes but is not limited to: theaters, bowling alleys, dance halls, game centers, gymnasiums, health clubs, exercise and fitness facilities, and climbing wall centers.

(f) **ESSENTIAL UTILITY SERVICES.** Facilities used to provide utility services to a building or property, including but not limited to water pipes, sewer pipes, electric lines and boxes, telecommunication lines or fiber optic equipment, gas regulator stations, and storm drainage pipes. This use does not include major utilities such as water or sewer treatment plants, electric generating plants, and other facilities that are primary rather than accessory uses of the sites on which they are located. Wireless communication facilities are also not included in this definition.

(g) **EXERCISE AND FITNESS.** A facility or area providing opportunities for exercise or fitness for the general public or members of an organization, including but not limited to health or exercise rooms and swimming pools, when accessory to a principal use of the property.

(6) *Uses definitions - F*

(a) **FAMILY.** A family consists of any person living alone or any of the following groups living together as a single housekeeping unit that shares common living, sleeping, cooking, and eating facilities: (1) any number of people related by blood, marriage, adoption, guardianship, or other duly and legally authorized custodial relationship and no more than two unrelated individuals who provide care or assistance or are domestic employees, (2) two unrelated individuals and their children related to either of them and their foster children, or (3) four unrelated individuals. A family does not include any society; club; boarding or lodging house; fraternity; sorority; or group of individuals whose association is seasonal or similar in nature to a resort, motel, hotel, boarding or lodging house, nor that is institutional in nature.

(b) **FARMERS MARKET.** An area, which may or may not be in a completely enclosed building, where on designated days and times, growers and producers of horticultural and agricultural products may sell those products and/or other incidental items directly to the public.

(c) **FOOD TRUCK.** A mobile food and beverage unit which is temporarily stored on a privately-owned lot where food items are sold to the general public. May be motorized or unmotorized. Food truck includes food vehicle, food trailer, food cart, and temporary commercial structures designed for the sale of food and beverages accessory to the primary structure/use.

(d) **FUELING/SERVICE STATION.** A facility used primarily for the sale of vehicle fuels, oils or accessories. Services may include maintenance and lubrication of automobiles and replacement or installation of minor parts and accessories but shall not include major repair work such as engine or transmission replacement, body and fender repair or spray painting. This use may include the retail sales of convenience goods.

(7) *Uses definitions - G*

(a) **GOVERNMENT SERVICES.**

1. **GENERAL.** A facility providing the administration of local, state, or federal government services or functions.

2. **SAFETY.** A facility providing police, fire, or emergency medical services to the surrounding community.

2. An accessory dwelling unit shall be limited to no more than 800 square feet of gross floor area.

3. When accessory to a single-family dwelling, the accessory dwelling unit may be located either within the single-family dwelling structure or in a permitted accessory structure.

4. When accessory to a single-family dwelling, the accessory dwelling unit shall have a separate entrance from the principal dwelling unit, and that entrance shall not face the front lot line and shall not be located on the same building façade as the principal building entrance closest to the street.

5. The owner of the dwelling must occupy either the principal dwelling unit or the permitted accessory dwelling unit.

6. Ownership of the accessory dwelling unit may not be separate from the ownership of the principal dwelling unit.

(e) *Dwelling administration, rental, or sales office.* These uses shall comply with the provisions of §153.073(B) and setbacks applicable to principal structures on the property.

(f) **Food trucks.**

1. Each food truck shall maintain all valid licenses required by the city, county or state for operation of a business including but not limited to all applicable licenses for a food service business.

2. Each food truck intended to be moved by a motorized vehicle shall maintain a valid registration within the most recent 12-month period.

3. For property with a residential primary use, food trucks may operate on a property for no more than six hours per calendar month, and in no case may be stored on a property outside an enclosed structure. No food truck shall operate before 8:00 a.m. or after 10:00 p.m.

4. For a property with a non-residential primary use, mixed-use, or a vacant commercial parcel, may not operate on a property for more than 14 calendar days per month, and no food truck shall operate before 6:00 a.m. or after 10:00 p.m.

5. Food trucks located within the right-of-way shall be subject to the City of Dublin Police regulations and enforcement.

6. Each food truck shall provide a trash receptacle near the food truck, shall prevent the accumulation of litter or containers from the food truck within 50 feet of the food truck, and shall remove and empty the trash receptacle in a permitted location when the food truck ends sales for the day.

7. Food trucks shall not impede safe site circulation, as determined by the City Engineer.

8. Food trucks shall not use speakers or audio amplification. All associated equipment shall be contained within or on the food truck.

(g) *Home occupations.* All home occupations in the Historic Districts shall comply with the provisions of §153.073.

(h) *Outdoor dining and seating.*

1. Outdoor dining and seating areas, furniture, and enclosures shall be set back at least five feet from the curb and at least five feet from all street trees and street furniture. In no case shall these amenities be placed in a manner that would provide less than six feet of clear area for pedestrian use.

2. The use of outdoor speakers shall comply with the provisions of §132.03(A)(6) of the Dublin City Code.

3. Advertising is not permitted on dining furniture, accessories, or other similar amenities.

4. Dining furniture shall be of the same design, material and color for all furniture associated with the use. When not in regular use, outdoor furniture shall be stored in a location that is not visible to the public, unless the patio furniture is all-weather material, set up for use and not covered in any way, and weather conditions make the use of furniture possible.

5. Any speaker emitting music or sound shall be oriented to direct the sound away from all surrounding resources, parks, and open spaces.

6. Any speaker emitting music or sound shall not operate between the hours of 11:00 p.m. and 8:00 a.m., unless otherwise approved by the Architectural Review Board.

(i) *Outdoor display or seasonal sales.*

1. Outdoor seasonal plant display shall comply with the provisions of §153.099.

2. Outdoor sale of merchandise is permitted, and shall comply with the provisions of §153.099. Merchandise shall only be displayed during the hours of operation for the principal use. No permit is required.

3. Outdoor sales of Christmas trees and pumpkins shall comply with the provisions of Chapter 116 of the Dublin City Code.

(j) *Renewable energy equipment.*

1. For regulations pertaining to renewable energy equipment - solar refer to §153.074, Accessory Uses and Structures.

FOOD TRUCK REGULATIONS

Public Services Committee

April 15, 2026



AGENDA

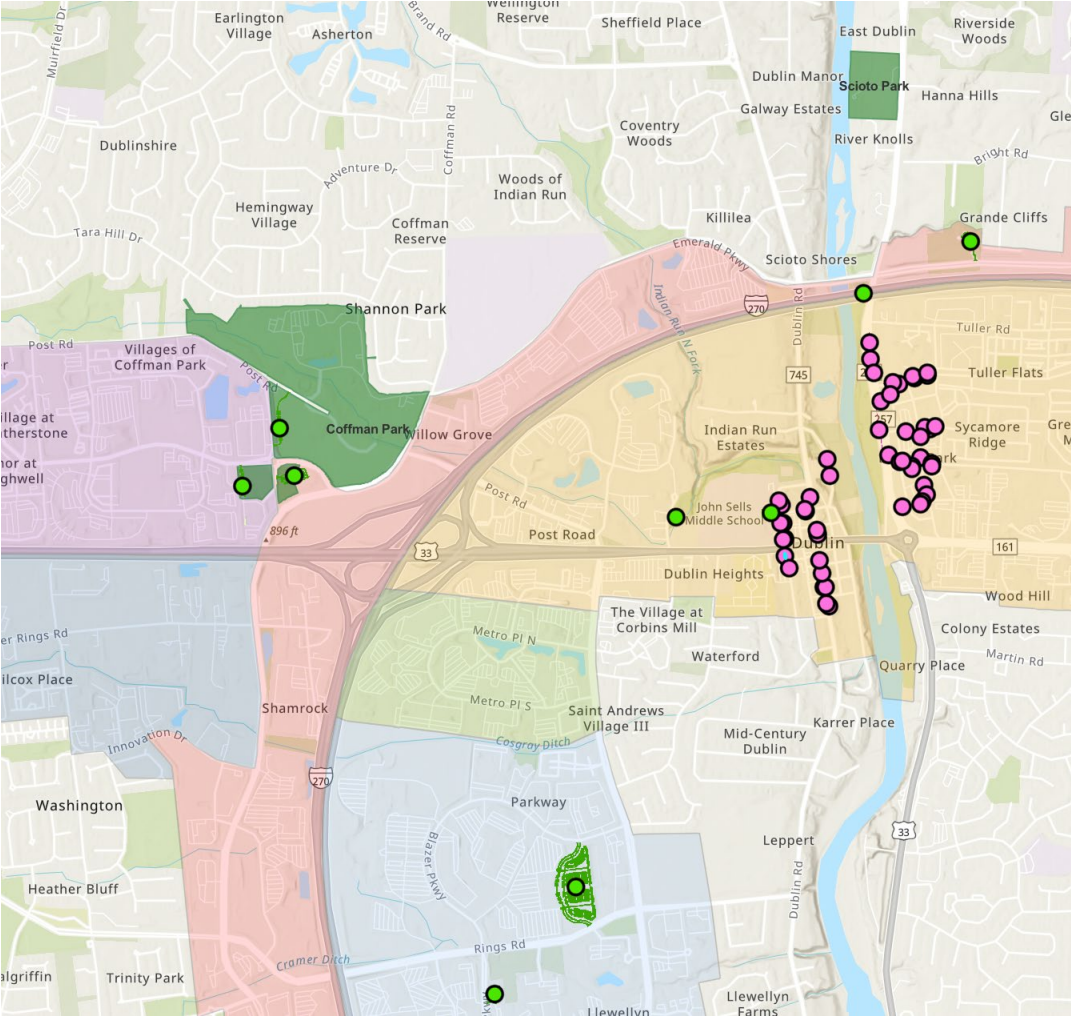
- Recap from October 8 PSC
- Draft Code Changes
- Visit Dublin Board Feedback
- Education
- Discussion



OCTOBER 8 PSC FEEDBACK

- Continue allowing food trucks citywide as currently practiced
- Implement 25 feet distance rule from restaurants
- Require annual permit with health and safety verifications
- Hours of Operations be 7am – 10pm
- Prepare circle diagrams showing available parking areas with the distance requirements
- Explore the idea of a sticker to be displayed on licensed trucks
- Prepare a draft policy

MAPPING EXERCISE



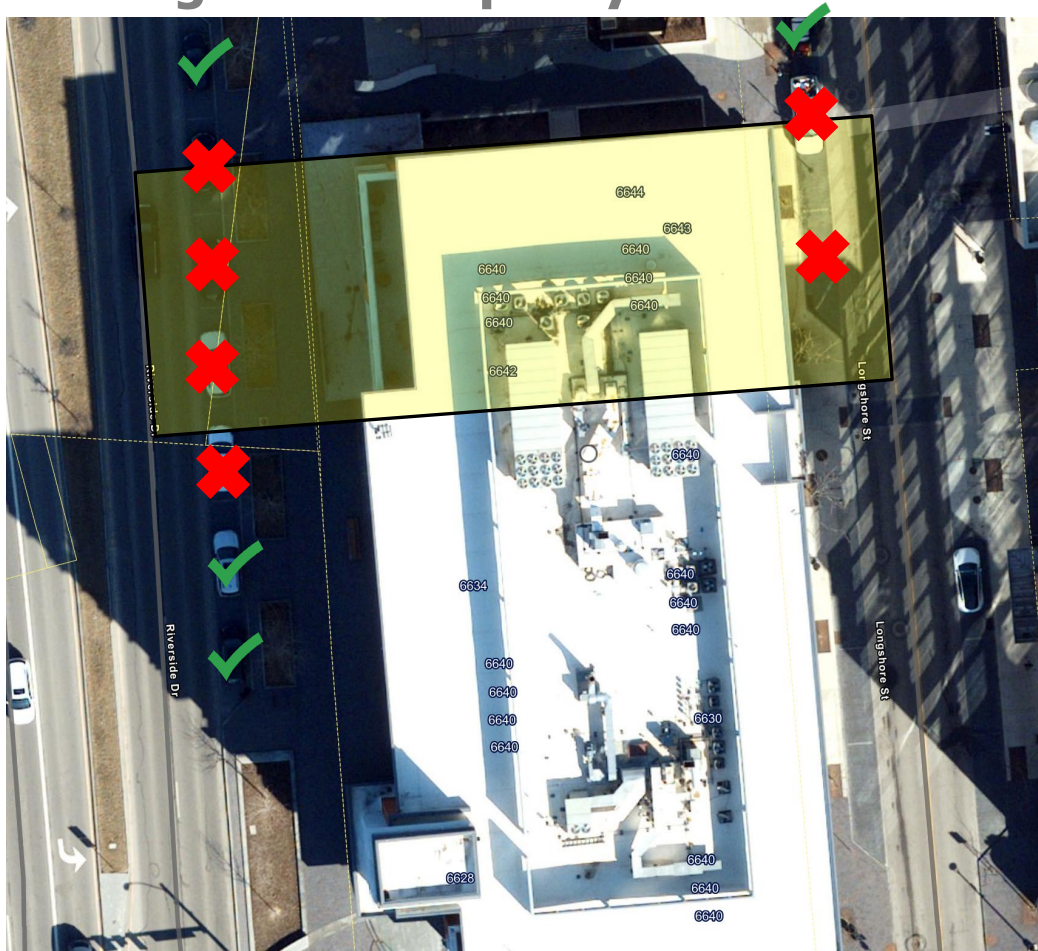
Business District Food Truck Locations



DISTANCE REQUIREMENT CONSIDERATIONS

- Not directly in front of restaurant frontage

Bridge Park: Cap City



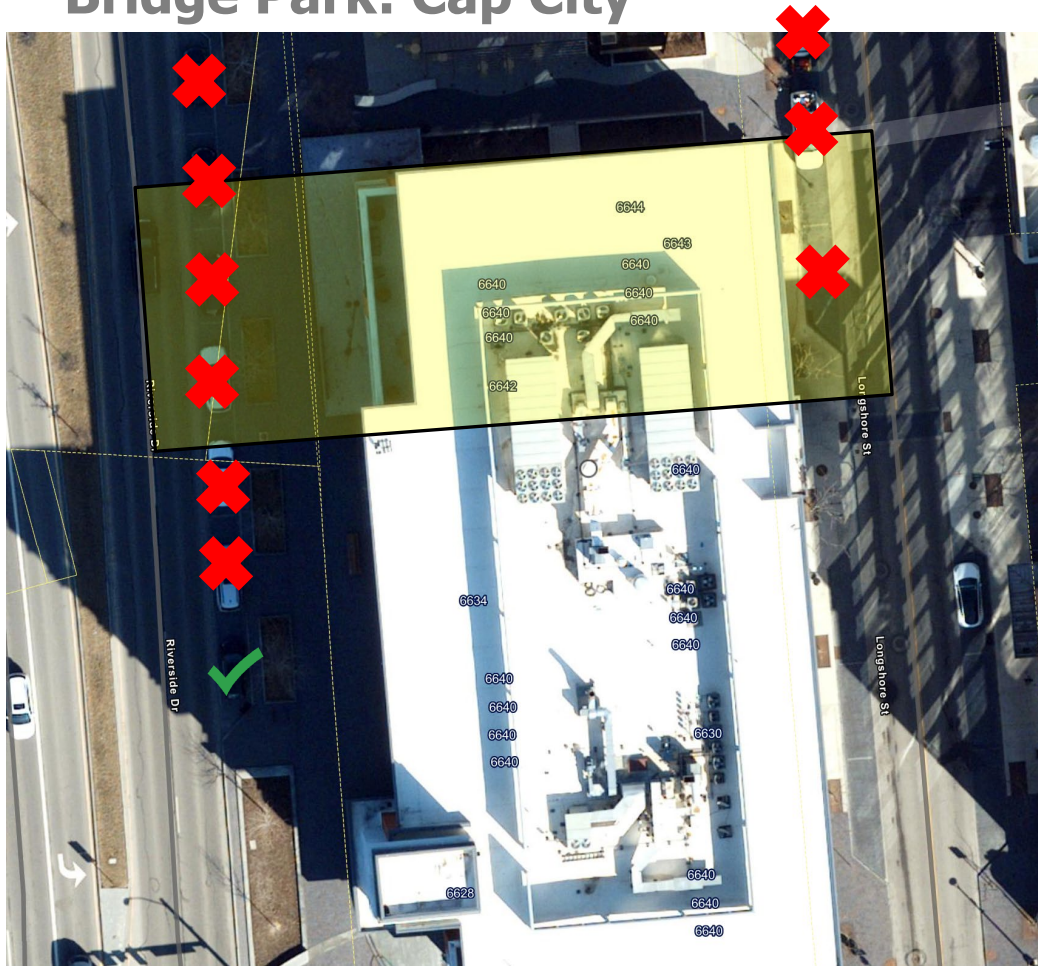
Historic Dublin: Dublin Village Tavern



DISTANCE REQUIREMENT CONSIDERATIONS

- Not directly in front of restaurant frontage *plus* adjacent parking spot

Bridge Park: Cap City



Historic Dublin: Dublin Village Tavern



DRAFT CODE CHANGES

- Delete definition §153.002(A)(6)(c)
- Delete §153.172(C)(3)(f)
- Draft Chapter §123
 - 123.01 Definitions
 - 123.02 License required for operation
 - 123.03 Food truck application
 - 123.04 Operations
 - 123.05 City-approved events and parks
 - 123.06 Operation on private property
 - 123.07 Expiration and renewal
 - 123.08 License transfers prohibited
 - 123.09 Enforcement
 - 123.99 Penalty

TRANSITION TO DRAFT CODE DOCUMENT



EDUCATION

- Comprehensive Educational Website
 - Outlines the license and application process, blackout dates, and regulatory resources.
- Regulations go into effect on March 1, 2027
 - Creates alignment with county food truck permit process
 - Ramp up enforcement through the education period
- Collaborate with Central Ohio Food Truck Association to promote awareness and understanding of the new requirements

VISIT DUBLIN BOARD & HOSPITALITY INDUSTRY FEEDBACK

- General Support with Structure: Food trucks are supported when used in a managed, event-focused approach that enhances community experience
- Protect Local Businesses: Avoid direct competition with restaurants and recognize their significant economic impact
- Strategic Placement Matters: Limit use in high-traffic areas (ie. High Street, Riverside Drive)
- Clear Standards & Partnerships: Implement licensing/safety guidelines and explore collaboration opportunities with local businesses

DISCUSSION:

1. Does the draft code address the Committee's feedback?
2. Should the distance requirement prohibit operation directly in front of restaurant frontage, with or without an adjacent parking space?
3. Currently the City has partnerships with youth organizations in Darree and Avery Park for concessions. At Emerald Fields organizations will invite food vendors for tournaments. Based upon those partnerships and the potential impact Food Trucks may have on that relationship, should food truck operations be permitted within athletic parks? If so, under what conditions and limitations?
4. Are there additional provisions that should be incorporated into the draft code?



Thank you

Food Trucks Code Amendment

[DRAFT] Chapter 123

123.01: DEFINITIONS

For purposes of this Chapter 123, the following words and terms have these meanings:

“City–Approved Event” means any activity or gathering or assemblage of people upon public property or in the public right-of-way for which a street closure or Community Event Permit has been issued, or other permission granted in writing, by the City of Dublin.

“Community Park” means any park designated as a community park either in the City of Dublin Parks & Recreation Master Plan or by the City Manager or the Manager’s designee.

“Food Truck” means any apparatus or equipment that is used to cook, prepare, and/or serve food and/or beverage, and that routinely changes or can change location and is operated from a moveable vehicle or apparatus, including but not limited to motorized vehicles trailers, and hand propelled carts.

“Food Truck Application” means the application form on which a food truck operator applies for a food truck license, submitted to the City Manager or the Manager’s designee on a form provided by the City Manager or the Manager’s designee or through an approved electronic application process.

“Food Truck License” means an official document issued by the City Manager or the Manager’s designee authorizing the operation of a food truck within the corporate limits of the City of Dublin for up to one year.

“Food Truck Operations Equipment” means the equipment that a food truck operator needs to operate their food truck, including all cooking equipment, food preparation equipment, refrigeration and/or cold-storage equipment, hot-holding and/or warming equipment, sanitation and hygiene equipment, power equipment, fuel sources, ventilation systems, fire safety and emergency equipment, service and customer-facing equipment, and storage and organization equipment, but excluding any tables, steps, benches, chairs, or auxiliary stations that the food truck operator provides solely for customer use.

“Food Truck Operator” means an owner and/or operator of a food truck that operates or seeks to operate within the corporate limits of the City of Dublin subject to this Chapter.

“Ice Cream Truck” means a food truck from which frozen desserts of any kind are carried, sold, stored, and/or dispensed for purposes of retail sale, or offered for retail sale, while such food truck it is operating within the public rights of way.

“Neighborhood Park” means any park designated as a neighborhood park either in the City of Dublin Parks & Recreation Master Plan or by the City Manager or the Manager’s designee.

“No-Competition Zone” means the parking spaces in front of an eating and drinking establishment’s street façade, measured by extending the lines of the side walls of the eating and drinking establishment to the public street, but excluding the parking spaces on the side of the public street that is opposite from the subject eating and drinking establishment.

“Sports Complex” means any park designated as a sports complex either in the City of Dublin Parks & Recreation Master Plan or by the City Manager or the Manager’s designee.

123.02: LICENSE REQUIRED FOR OPERATION

- (A) Except as otherwise provided in this Chapter, effective March 1, 2027, no individual or organization shall operate, or cause to be operated, any food truck within the corporate limits of the City of Dublin without a valid food truck license and all required licenses issued in accordance with the laws and regulations established in the Ohio Revised Code, the Ohio Administrative Code, and the City of Dublin Codified Ordinances, as applicable.
- (B) The fee for a food truck license shall be as set forth from time to time by ordinance.
- (C) Nothing in this Chapter shall be construed as superseding, supplanting, or otherwise replacing any duty imposed by Ohio Revised Code Chapter 3701 or 3717, or rules or regulations promulgated thereunder, upon an application for a health license, or upon a department of health in the conduct of its responsibilities relative to food trucks.

123.03: FOOD TRUCK APPLICATION

- (A) Before any food truck may operate within the limits of the City of Dublin subject to Section 123.02, the food truck operator shall submit a food truck application. The food truck application shall request, and the food truck operator shall provide, at least the following information:
 - (1) The name, permanent address, telephone number(s), and e-mail address(es) of the food truck operator;
 - (2) The business name or DBA, permanent address, and telephone number of the food truck business if different from the food truck operator’s information;
 - (3) A copy of the food truck operator’s Mobile Food Service Operation License, issued in accordance with Chapter 3717 of the Ohio Revised Code;
 - (4) A copy of the food truck operator’s State of Ohio Transient License (if applicable);

- (5) A copy of the food truck operator's valid State-issued vehicle registration (if applicable);
- (6) A copy of the food truck operator's valid State-issued driver's license; and
- (7) A copy of the valid State-issued driver's license of every current employee whom the food truck operator intends to allow to drive the food truck or operate a vehicle that transports the food truck from one place to another, excluding emergency towing.

The City Manager or the Manager's designee may request additional information from the food truck operator through the food truck application. A food truck application is not considered to be complete until the food truck operator has provided, to the City Manager or Manager's designee's satisfaction, all information requested in the food truck application.

- (B) A food truck operator must submit a separate food truck application for each and every food truck that they intend to operate within the corporate limits of the City of Dublin.
- (C) Within fifteen (15) business days of receiving a complete food truck application, the City Manager or the Manager's designee shall examine the food truck application and provide a written determination in response to it. During this period, the City Manager or the Manager's designee may make, or cause to be made, any further investigation into such food truck application as they deem necessary, and they may extend the review period up to an additional fifteen (15) business days as needed to complete such further investigation.
- (D) The City Manager or the Manager's designee shall provide a written determination in response to each complete food truck application submission. If a complete food truck application is denied, then the reasons for such denial will be provided to the food truck operator in writing. If a complete food truck application is approved, then the food truck operator shall register the food truck with the City of Dublin Division of Taxation before beginning operations under the license.

123.04: OPERATIONS

- (A) While operating within the corporate limits of the City of Dublin, food truck operators shall not:
 - (1) Fail to display on or within the food truck the licensure mark issued under this Chapter;
 - (2) Fail to ensure that all food truck operations equipment is contained within or on the food truck;
 - (3) Use speakers or audio amplification for any purpose, unless operating an ice cream truck within the noise/sound amplification parameters set forth in Section 72.021 of this Code;

- (4) Be open for business or otherwise operate , on any given day, before 7:00 a.m. or after 10:00 p.m.;
 - (5) Tap into or otherwise use a power or water source belonging to the City of Dublin, any private party, or any other business to operate their food truck without the consent of party responsible for such power or water source;
 - (6) Use an independent fuel source that produces or disperses noxious smoke or fumes, or an engine or generator power source that produces unreasonable noise, such that it violates the noise parameters set forth in Section 72.021 of this Code;
 - (7) Operate their food truck in such a way, or in such a location, that such operation interferes with City–permitted functions, including City–Approved Events and operations;
 - (8) Set up or otherwise distribute, for customer use, any tables, steps, benches, chairs, or auxiliary stations unless such tables, steps, benches, chairs, or auxiliary stations beyond ten (10) feet from the food truck, or intend or permit such items to be used as temporary seating for customers;
 - (9) Set up or display any signage, unless such display or signage is associated solely with the food truck and is located within ten (10) feet from the food truck;
 - (10) Dispose of any liquid waste or grease in tree pits or storm drains or onto the sidewalks, streets, trash cans, or other public space; or
 - (11) Cause or allow the food truck to be left unattended for any period of time.
- (B) In addition to complying with the parking requirements in Chapter 76, food truck operators shall not park, position, or store their food truck in such a way that:
- (1) Any part of the food truck is located within a no-competition zone, unless the food truck operator has obtained written permission, which may be indefinite, from the owner or operator of the eating and drinking establishing upon which the no-competition zone is based to park in such no-competition zone;
 - (2) Any part of the food truck is located upon a sidewalk or trail;
 - (3) The closest point of the food truck is located within twenty (20) linear feet of any crosswalk entrance or thirty (30) linear feet of any intersection;
 - (4) Either the food truck or its customers obstruct reasonable access to a fire hydrant, a bus stop, or any loading zone;
 - (5) The safe circulation at the site is otherwise impeded, as determined by the City Manager of the Manager’s Designee;
 - (6) The food truck is located upon or within the portion of any public street that is not designated as an on-street public parking space, unless the food truck is an ice cream truck operating upon a neighborhood street, or such operation has been separately allowed by the City Manager or the Manager’s designee or as part of a City–Approved Event;

- (7) The food truck is located within an on-street public parking space or area upon a neighborhood street or a street that is applicable to residential areas, unless the food truck operator has received written permission to park and operate thereon from the applicable homeowners or civic association, or unless otherwise associated with a City–authorized or acknowledged neighborhood party;
- (8) The food truck rests on a non-asphalt or non-concrete surface, unless authorized to do so by a private party while operating upon private property, within the time limitations set forth in this Chapter and as otherwise prohibited in this Chapter, or unless allowed by the City Manager or the Manager’s designee or as part of a City–Approved Event;
- (9) The food truck remains in the same location overnight, if such location is not private property;
- (10) The food truck is operating on a property with a non-residential primary use, mixed-use, or a vacant commercial parcel for more than any fourteen (14) calendar days in a month, unless the food truck operator receives written consent, which may be indefinite, from the property owner to operate for more than such period of time; and
- (11) The food truck is located upon a City–owned, controlled, leased, or operated parking lot, parking structure, parking garage, or City–owned land unless the City Manager or their designee has expressly permitted general food truck operations thereon.

123.05: CITY–APPROVED EVENTS AND PARKS

- (A) A food truck operator may operate a food truck without a food truck license if such operation occurs exclusively as a subset of a City–Approved Event, but only within the approved areas and time frames of such event.
- (B) No food truck operator may operate their food truck within, or closer than one thousand (1000) feet from, the City–Approved Event without the written consent of the organization holding the City–Approved Event.
- (C) A valid food truck license issued to any food truck satisfies the requirement to obtain, under Section 96.24(A) of this Code, written permission to operate the licensed food truck within any community park or sports complex.
- (D) A valid food truck license issued to any ice cream truck shall satisfy the requirement to obtain, under Section 96.24(A) of this Code, written permission to operate the ice cream truck within any neighborhood park.

123.06: OPERATION ON PRIVATE PROPERTY

- (A) Any food truck operator that operates on private property shall do so in full compliance with all applicable zoning requirements related to commercial activity on such property and all other requirements of this Chapter, and only with the written consent of the owner of such private property.
- (B) Any food truck that operates on private property shall not vend its food and/or beverages to any person who is not upon such private land.
- (C) Any operation of street vending on residential property is prohibited.

123.07: EXPIRATION AND RENEWAL

- (A) Each food truck license is valid from the date of its issuance until the final day of February in the subsequent calendar year.
- (B) Upon the change of any information that must be submitted with a food truck application, the food truck operator shall provide to the City Manager or the Manager's designee the updated information within ten (10) business days.
- (C) No earlier than forty-five (45) days before the expiration of a food truck license issued under this Chapter, but no later than fifteen (15) days before the expiration of such license, the food truck operator may seek a renewal food truck license.
 - (a) As part of the food-truck-license renewal process, the food truck operator shall:
 - (1) Request such renewal in writing;
 - (2) Certify that all licenses and other information required in the initial food truck application are current and provide updated or current copies of such licenses;
 - (3) Acknowledge that any false or misleading statements in the renewal application may be cause to revoke the current food truck license and deny the renewal application; and
 - (4) Pay the applicable food truck license fee, as required by Section 123.02(B).
 - (b) Applications for renewals of food truck licenses may be given expedited processing.
- (D) If the food truck operator fails to seek renewal within the timeframe specified in this Section, then the applicable food truck license will expire at the end of the one-year period set forth in this Section. The food truck operator may submit a complete food truck application at any time after the renewal period set forth in this Section lapses; however, the food truck operator shall not operate the applicable food truck during the time between the expiration of the food truck license and the issuance of a subsequent food truck license.
- (E) The City Manager or the Manager's designee shall approve or deny a food truck license renewal application under the same conditions as the initial approval of the food truck license. Additionally, the City Manager or the Manager's designee shall deny a food

truck license renewal application if the food truck operator has not previously registered, or has not properly maintained the registration of, the food truck with the City of Dublin Division of Taxation.

123.08: LICENSE TRANSFERS PROHIBITED

- (A) All food truck licenses issued under this Chapter are non-transferrable and cannot be assigned by the licensee to any other individual or organization, or to any other food truck. No food truck operator shall transfer or attempt to transfer a food truck license issued under this Chapter under any circumstances.
- (B) If a food truck operator sells a food truck that is licensed or permitted under this Chapter while the food truck license is still in effect, the succeeding food truck operator must comply with the food truck application, inspection, and fee requirements of this Chapter before operating such food truck within the corporate limits of the City of Dublin.

123.09: ENFORCEMENT

- (A) Any code enforcement officer or police officer shall have the authority to enforce the provisions of this Chapter at any time, including but not limited to upon the receipt of a complaint.
- (B) The Washington Township Fire Department shall have the authority to inspect any food truck for any fire-related performance issue or operational deficiency. Upon the discovery of such a fire-related performance issue or operational deficiency, the Washington Township Fire Department may temporarily suspend the food truck operator's right to operate the food truck within the corporate limits of the City of Dublin until the performance issue or operational deficiency is remediated to the Washington Township Fire Department's satisfaction.

123.10: SUSPENSION; REVOCATION; APPEALS

- (A) The City Manager or the Manager's designee may revoke at any time any food truck license issued under the provisions of this Chapter for violation of any provision of this Chapter or one or more of the following reasons:
 - (1) Fraud, misrepresentation or bribery in securing a license or during the course of business;
 - (2) Failure to display the food truck license issued under this Chapter while operating within the corporate limits of the City of Dublin;
 - (3) Failure to have valid permits or licenses required by this Chapter;

- (4) Conviction of any criminal or traffic offense while using a food truck or conviction of any criminal offense involving theft or fraud;
 - (5) For any of the reasons which could have been grounds for refusing to issue the original license;
 - (6) Knowingly allowing another person to use such licensed food truck in violation of any provision of this Chapter; or
 - (7) Any other form of misconduct, which shall mean conduct apart from the generally accepted practices of food truck owners and employees, which demonstrates personal, corporate, managerial, ethical or professional characteristics or disposition rendering a person unsuitable to own or work in a food truck.
- (B) Any person who has applied for a food truck license in accordance with this Chapter and to whom the City Manager or the Manager's designee has, after an investigation, denied a food truck license; or any person who has had a food truck license be not renewed; or any person who has had a food truck license revoked or suspended, may appeal such determination to the Board of Zoning Appeals.
- (C) Notice of an appeal shall be filed in accordance with Code § 153.231. Such appeal shall be heard by the Board of Zoning Appeals at the next regular meeting, unless the food truck operator requests a later date, in accordance with Code §153.231, including all rights of appeal.

123.99: PENALTY

- (A) Whoever violates Sections 123.02, 123.07, or 123.08 of this Chapter shall be guilty of a third-degree misdemeanor.
- (B) Whoever violates any other Section of this Chapter shall be guilty of a minor misdemeanor for the first offense of any subsection. a fourth-degree misdemeanor for a second offense of the same subsection, and a third-degree misdemeanor for third and any subsequent offense of the same subsection.
- (C) Each day on which any such activities are conducted in violation of this Chapter shall constitute a separate offense.

Related Necessary Code Revisions:

- Delete all food truck zoning regulations in 153.172(C)(3)(f);
- Delete food truck definition at 153.002(A)(6)(c).

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Event-driven positivity persists; regulatory discourse remains limited (Oct. 1, 2024 – April 6, 2026)

Across Oct. 1, 2024 – April 6, 2026, “food truck” conversation in Dublin appears primarily tied to community events and recurring programming (especially “Food Truck Wednesdays”), with high interaction volume and relatively low negative sentiment in the sampled high-engagement items. Regulatory/permitting language is not prominent in the “food truck” content surfaced here; when regulatory terms appear in the broader dataset, they largely relate to unrelated zoning/ordinance discussions rather than food trucks specifically.

[View “food truck” results in Zencity \(all sources\).](#)

Insights

Conversation is anchored in the city’s events calendar, not controversy. High-engagement “food truck” items are dominated by event roundups and recurring weekly programming (e.g., “Food Truck Wednesdays”), reinforcing food trucks as a quality-of-life amenity and community draw rather than a policy problem.

Social posts drive the vast majority of interaction volume in this period. In aggregated organic metrics for Oct 1, 2024 – Apr 6, 2026, social posts (“post”) account for **1,536,922.17 total Score** vs. **13,745** for issues and **9,787** for local media.

Unofficial channels contribute more total interactions than official channels (in aggregate). Aggregated metrics show **1,177,821 total Score** from unofficial sources vs. **382,792.17 total Score** from official sources over the same period.

Regulatory/permitting mentions are not clearly connected to food trucks in the surfaced results. A targeted search combining “food truck” with regulatory keywords returned items that appear to be about zoning/ordinances generally (e.g., rezoning/ordinance calls-to-action), rather than food-truck-specific permitting or operating rules.

Source: Zencity Listen items matching query “food truck” (permit OR permitting OR regulation OR regulatory OR ordinance OR zoning OR license OR licensing).

Key Findings

Organic volume by source type (overall, all topics) — Social posts totalScore **1,536,922.17**; Local media total Score **9,787**; Issues total Score **13,745** (Oct 1, 2024 – Apr 6, 2026).

[View Listen dashboard \(Oct 1, 2024 – Apr 6, 2026\)](#)

Unofficial vs. official sources (overall, all topics) — Unofficial total Score **1,177,821** vs. Official total Score **382,792.17** (Oct 1, 2024 – Apr 6, 2026).

[View Listen dashboard \(Oct 1, 2024 – Apr 6, 2026\)](#)

Theme: Food trucks as part of event roundups / seasonal calendars — Example high-engagement item: “Food Truck Wednesdays” included in a May events roundup (thread total **1,080**).

[View item: May events roundup mentioning Food Truck Wednesdays](#)

Theme: Food trucks as recurring weekly programming (“Food Truck Wednesdays”) — Example item: “Food Truck Wednesdays return...” (thread total **40**).

[View item: Food Truck Wednesdays return \(Mar 30, 2026\)](#)

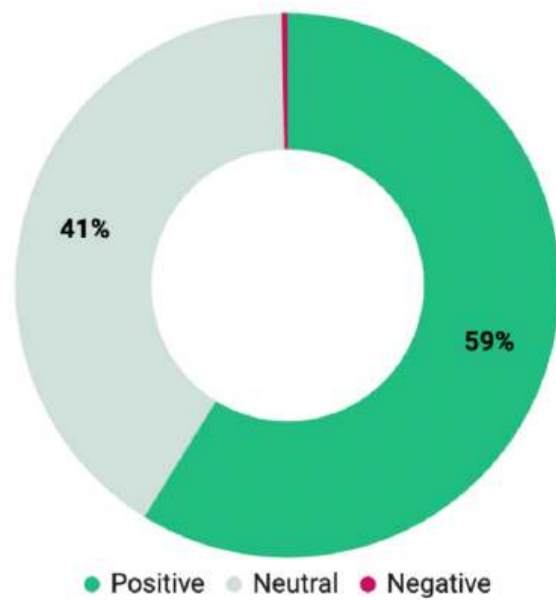
Regulatory keyword search did not surface food-truck-specific regulation as a dominant narrative — Returned items appear centered on broader zoning/ordinance topics rather than food truck rules.

[View filtered results for regulatory keywords + "food truck"](#)

Supporting Data

The table below shows aggregated organic metrics by source type for Oct 1, 2024 – Apr 6, 2026.

Sentiment Analysis



Words Driving Discourse



To: Members of Public Services Committee
From: Megan D. O'Callaghan, P.E., City Manager
Date: October 2, 2025
Initiated By: Jennifer M. Rauch, AICP, Director of Community Planning & Development
Jean-Ellen Willis, P.E., Director of Transportation & Mobility
Kendel L. Blake, Assistant to the City Manager
Re: Food Truck Policy

Summary

On September 8, City Council referred the Food Truck Policy to the Public Services Committee (PSC). Staff has prepared additional information to support the development of a Food Truck Policy for Council's consideration. PSC will be asked to review benchmarking research and provide feedback that will shape the Policy. The goal remains to support a vibrant community atmosphere and visitor experience in a way that is low-cost, requires minimal planning, and aligns with adopted strategic plans.

Background

Food trucks currently operate in Dublin through community and City-sponsored events, in the Historic District (subject to zoning provisions), in designated on-street spaces, and on private property. Regulations are limited, with the Zoning Code addressing operations only within the Historic District—focusing on hours, noise, signage, circulation, and waste management. Outside of the Historic District, food trucks are largely unregulated. All Zoning Code references (153.002, 153.172, and 96.24) are attached for reference.

The City does not have a permit process for independent food truck operations in parks, as commercial activity there is prohibited without a permit. While this limits activity, the Community Events Roadmap highlights food trucks as an opportunity to enhance community gatherings and visitor experiences when thoughtfully integrated.

Staff reviewed policies from Ohio municipalities (including Hilliard, Columbus, Westerville, Marysville, and Beachwood) as well as from peer cities outside Ohio (such as Carmel, IN; Franklin, TN; East Lansing, MI; Chicago, IL; and Harrisburg, PA). Across peer communities, common elements of food truck regulations include prohibiting overnight parking, requiring state or health department licenses, establishing minimum distance requirements from restaurants and other sensitive locations, setting defined hours of operation, and implementing permit or license fees. In addition, several communities piloted or tested seasonal programs before adopting permanent policies.

Discussion Framework

Staff will present the following key questions for discussion:

- Where should food trucks be permitted (public streets, city parks, private property, special districts, residential areas)?

- Should there be designated zones or rotation spots, or should food trucks have more flexibility?
- Should a minimum distance requirement to permanent restaurant locations be established?
- Should there be a required identification decal for permitted food trucks to aid in enforcement?
- Should the City establish a permit fee for food truck vendors? If so, should permanent restaurant locations be required to pay the same fee, or should a different fee structure apply?
- Should there be progressive penalties for non-compliance or immediate revocation of permits for violations?
- Should the City pilot this policy for a set period before making it permanent?

Recommendation

Staff is requesting feedback on the discussion framework questions to help shape the Food Truck Policy, with the goal of ultimately receiving a recommendation of adoption from the Public Services Committee to City Council.

FOOD TRUCK POLICY

Public Services Committee

October 8, 2025

AGENDA

- Background
- Current Uses
- Benchmarking
- Regulations for Consideration
- Discussion



BACKGROUND

- History:
 - Regulations within the Historic District Code enacted by Ordinance 03-21
- Strategic Alignment:
 - Community Events Roadmap (Resolution 35-25): includes an action item to establish clear regulations for food truck operations within park spaces.
 - Downtown Dublin Curbside Management Plan (Resolution 38-25): includes a recommendation to formalize a food truck and curbside vendor program to provide clarity on where and when operations are allowed, preferred, or discouraged.

EXISTING REGULATIONS AND POLICIES

Food Truck Definition: A mobile food and beverage unit which is temporarily stored on a privately-owned lot where food items are sold to the general public. May be motorized or unmotorized. Food truck includes food vehicle, food trailer, food cart, and temporary commercial structures designed for the sale of food and beverages accessory to the primary structure/use.

Public Property

Parks

- Food trucks permitted in connection with a permitted or city event or program
- No overnight parking in parks (personal or commercial vehicles)

Streets

- Historic Dublin, *Code 153.172*
- Subject to specific posted parking time restrictions
- If not posted, not allowed in ROW more than 48 hours, *Code 76.11*

District Specific

Historic District

- Added Feb 2021 – Code Update
- Private Property – *Code 153.172*
- Public ROW – *Code 153.172*
- Not allowed in ROW more than 48 hours, *Code 76.11*

Private Property

Residential

- Commercial vehicles restrictions, *Code 153.076*

Non-Residential

- Code regulations within Historic District, *Code 153.172*
- Permanent commercial vehicles would not meet zoning requirements – permitted/accessory uses, required parking, design standards

BENCHMARKING - OHIO

Hilliard

- Mobile Food Vehicle Operators License, permit issued on an annual basis
- Required to be registered with the Central Ohio Food Truck Association, unless owned or compensated by a food establishment within the City
- Distance requirements: 25ft from restaurant, 20ft from intersection, 10ft from crosswalk, can not obstruct loading zone, fire hydrants, bus stops, etc.

Columbus

- Ohio Department of Health Food Service Operations License and State of Ohio Transient License
- Distance requirements: 10ft from entrances/exits of buildings

Westerville

- No Policy currently, in the process of reviewing the need
- Piloted a program that was completely voluntary

Marysville

- Ohio Department of Health Food Service Operations License or Union County Health Department license
- \$25 annual license fee
- Hours of Operation 8am-9pm
- No signage not contained on the vehicle

Beachwood

- Valid State of Ohio driver's license and vehicle registration
- Hours of Operation 7am-9pm
- Distance requirements: 10ft between vehicles, 20ft from building
- Food Trucks shall not conduct vending more than once a week at any one property, other than active construction sites as authorized by the Building Commissioner
- No overnight parking

BENCHMARKING – OUTSIDE OHIO

Carmel, IN

- All licenses, certificates and permits from all government agencies shall be prominently displayed.
- Only permitted in certain zoning districts.
- Non-incorporated children's stands, such as lemonade stand, exempt.
- Height of the Food Stand including all accessory equipment and signage shall not exceed 10ft.
- No overnight parking

Franklin, TN

- Parks Department sets designated times and locations which is provided by the City with a limit of two mobile food vehicles per park. Spaces must be reserved.
- One menu or sandwich board style sign not to exceed 2.5ft x 3.5ft
- Accessory items permitted: tables, chairs, steps
- Location-specific mobile food permit allows one mobile food vehicle to be staged or parked overnight

East Lansing, MI

- All persons licensed are required to exhibit their licenses upon request
- County Health Department license and Safety Inspection Certificate from the Fire Marshal and Electrical Inspector
- Each zoning district has specific hours of operation either 6am-10pm or 6am-12am.
- Distance requirements: 20ft from a restaurant, 10ft of any building or other mobile food vending unit

Cary, NC

- Allowed only on commonly-owned residential property during neighborhood events.
- Prohibited on parks, plazas, parking lots, right-of-way, and sidewalks.
- Permitted on private property if part of a permitted event.
- No outdoor dining furniture allowed. No amplified sound.
- One sandwich board sign allowed.
- Hours 6am-12am.

BENCHMARKING COMMONALITIES

- Overnight parking prohibited
- Permit application
- State/Health Department Licenses required
- Zoning District specific regulations
- Distance requirements (although specifics vary)
- Set hours of operation (although specifics vary)

REGULATIONS FOR CONSIDERATION

In addition to the current requirements in the Historic District, staff proposes the following regulations for the Committee's consideration:

- City permits issued on an annual basis
- License requirements:
 - Ohio Department of Health Food Service Operations License, Local Health Department License, and State of Ohio Transient License
 - Valid State of Ohio driver's license and vehicle registration
 - Compliance with Fire Code
- Expansion of Historic District regulations to additional Zoning Districts, which could include Bridge Street, Metro Center, and West Innovation
- Distance requirements (Code 76.01): 25ft from restaurant, 30ft from intersection, 20ft from crosswalk, can not obstruct loading zone, fire hydrants, bus stops, etc.
- Independent power source
- Compliance with all parking laws
- Cannot interfere with City permitted functions include city events or operations
- Signage, Tables, chairs, and steps not permitted
- Hours of operation: 7am – 9pm
- No overnight parking

DISCUSSION:

1. Where should food trucks be permitted (public streets, city parks, private property, special districts, residential areas)?
2. Should there be designated zones or rotation spots, or should food trucks have more flexibility?
3. Should a minimum distance requirement to permanent restaurant locations be established?
4. Should the City establish a permit fee for food truck vendors? If so, should permanent restaurant locations be required to pay the same fee, or should a different fee structure apply?
5. Should there be progressive penalties for non-compliance or immediate revocation of permits for violations?
6. Should the City pilot this policy for a set period before making it permanent?



Memorandum

To: Megan O’Callaghan, City of Dublin
From: Scott Dring, Visit Dublin
CC: Visit Dublin Board of Directors
Date: April 9, 2026
Re: Food Truck Input, Recommendations

On behalf of Visit Dublin’s Board of Directors and Dublin’s hospitality industry, we thank the City of Dublin for the opportunity to provide feedback on the benefits and use of food trucks in the Dublin community.

Visit Dublin gathered input from restaurants citywide, with emphasis on Downtown Dublin, as well as from its Board of Directors. This feedback underscores support for food trucks that enhance visitor and resident experiences when managed thoughtfully and without harming the local business community.

The Board of Directors recommends a balanced, event-focused approach to food truck usage that supports community vibrancy while protecting existing brick-and-mortar businesses. The Board supports the City’s efforts to establish clear licensing, safety, and operating standards, and generally agrees that food trucks are most appropriate in conjunction with permitted events or in designated, thoughtfully selected areas.

Strong consideration should be given to restricting food truck placement along high-traffic and high-impact corridors such as High Street and Riverside Drive due to safety, congestion, parking limitations, and direct business competition, and to ensure trucks are not located near existing businesses.

Feedback from industry partners emphasized that food trucks should not harm local businesses, which generate significant income taxes, bed taxes, broader economic impact, and community pride far beyond the minimal fees paid by food trucks. Additionally, the Board encourages exploration of partnership incentives that allow local businesses to benefit from food truck collaboration.

Overall, the recommendation reflects a supportive but structured approach that prioritizes fairness, public safety, and the long-term economic health of Dublin’s business community.

Thank you for dedicating time and resources to this important issue, and for the opportunity to provide feedback.

Visit Dublin Ohio – Board Meeting Minutes

Food Truck Discussion

April 8, 2026

- [11:52-12:51] **A new discussion on food truck policy is introduced.**
- The City of Dublin has requested input on a food truck policy.
- Scott and Lindsay will lead a discussion to gather high-level feedback and direction from the board on Visit Dublin's official position regarding food trucks. The discussion will not focus on operational details like fees or proximity rules.

- [12:51-15:42] **Lindsay outlines the city's proposed regulatory framework for food trucks.**
- The city is developing a policy to balance the vibrancy food trucks can offer with the interests of existing restaurants and businesses.
- The proposed amendments will establish a new comprehensive regulatory framework. Key components include:
 - **Licensing:** Requiring an annual food truck license, with a separate application for each truck. Licenses would be renewed each February.
 - **Operating Standards:** Rules for hours of operation and a prohibition on leaving trucks unattended or overnight.
 - **Location & Parking:** Trucks would not be allowed to park directly in front of restaurants without permission, on sidewalks, near intersections, or blocking access. Use of streets and parks would be limited unless part of an approved event.
 - **Enforcement:** The policy will define violations and enforcement procedures.
- The policy aims to establish clear rules, support fair competition, enhance public safety, and ensure flexibility.

- [15:42-18:34] **Scott presents feedback on food trucks gathered from local restaurant partners.**
- **General Consensus:** Restaurant owners are not against food trucks but believe there is a right time and place for them, such as at city-organized events like Food Truck Wednesdays at Coffman Park.
- **Key Concerns from Restaurants:**
 - **Economic Disparity:** Restaurants are local businesses paying income tax and bed tax, contributing significantly to the local economy, whereas food trucks pay a small fee and have less of a lasting economic footprint.
 - **Location Restrictions:** Restaurant partners are universally against allowing food trucks on Riverside Drive and High Street due to safety concerns (e.g., children near fast-moving traffic), parking and traffic congestion, and direct competition.
 - **Parking:** Food trucks take up valuable parking spots.
- It was clarified that this feedback represents the views of restaurant partners, not the official opinion of Visit Dublin.

- [18:34-23:16] **Board members and staff discuss specific concerns and considerations for the food truck policy.**
- **High-Concern Areas:** There is agreement that High Street and Riverside Drive are major points of concern for downtown businesses regarding food truck placement, particularly due to parking and competition.
- **Event-Specific Use:** Food trucks are seen as beneficial for permitted events to supplement restaurants, but the event organizer bears the burden of managing traffic, safety, and trash.
- **Logistical Issues:** The noise and fumes from generators were raised as a negative impact to consider.
- **Regulation of Food Type:** Lindsay stated that regulating the type of food trucks (e.g., preventing multiple coffee trucks) has not been part of the discussion to date but could be raised with city staff.
- **Licensing Clarification:** A food truck would need one annual license to operate anywhere in the city for various events; individual event organizers would not need to secure separate licenses for the trucks they host.
- **Revenue Share:** The only revenue for the city would be from the permit fee; there is no proposed revenue-sharing model. However, it was noted that some community organizations (e.g., sports teams) have arrangements where they receive a percentage of sales from food trucks at their events.
- **Health & Safety:** It was confirmed that health department requirements would be part of the licensing process.
- **Overall Sentiment:** No one present expressed being "anti-food-truck."
- [23:20-25:09] **Discussion concluded on food truck placement regulations, proposing a framework for approved and disallowed areas.**
- A key consideration for food truck placement is ensuring they are not situated directly in front of an existing business, especially on a neighboring parcel.
- Locating food trucks in Bridge Park was deemed largely unfeasible.
- The suggestion to not allowing food trucks to park on Riverside Drive was noted as a valuable point for further consideration.
- The impact of food trucks taking up parking spaces was also acknowledged as a significant factor.
- A proposed regulatory model would involve defining areas where food trucks are explicitly not allowed, with all other areas being implicitly approved by default. Another is to create a list of "encouraged" areas.
- Action Item: @[Scott] - Create a one-to-two-page memo summarizing the food truck discussion for Megan and Lindsay.
- [25:18-26:42] **The team explored potential incentives for brick-and-mortar businesses to partner with food trucks and clarified rules for private events.**
- The idea of offering incentives to local businesses to host food trucks was raised as a way to help them provide outside service.
- The team will take back the idea of exploring what incentives could be offered to brick-and-mortar businesses to encourage them to branch out with food trucks.
- Regarding private events in residential areas:

- If a food truck is on a public street for an event (e.g., a party), it would fall under the proposed city regulations.
- If a food truck is in a private space, such as a backyard or a business's private parking lot, it is understood that it would not be under the city's purview.