



Town of East Fishkill
Dutchess County, New York
330 Route 376, Hopewell Junction,
New York 12533
Telephone 845-221-9191

Peter J. Cassidy
East Fishkill Town Clerk

We are happy to announce that we will be reopening our Food Truck/Farmers Market area The Marketplace at East Fishkill located at 2670 Route 52, Hopewell Junction, NY for 2026. As returning vendors, we would like to give you the opportunity to submit your applications along with your preferred days. Up to three (3) Food Trucks will be permitted per day, provided each offers a different food option.

All food trucks must comply with the rules and regulations set forth in the Food Truck Law and applicable regulations.

New fees for permits and rentals were implemented by resolution of the Town Board November 13, 2025 and will be collected in advance

The Town Clerk shall have discretion to authorize changes to opening and closing dates and to determine which vendors are permitted to operate on any given day.

Respectfully,

Peter J. Cassidy
East Fishkill Town Clerk

Town of East Fishkill

Application Requirements for a Food Truck Permit

1. PHOTOGRAPH OF THE APPLICANT SHOWING HEAD AND SHOULDERS AND MEASURING TWO BY TWO (2X2) INCHES AND TAKEN WITHIN SIXTY (60) DAYS IMMEDIATELY PRIOR TO THE DATE OF THE APPLICATION. A DUPLICATE PHOTOGRAPH MUST BE ATTACHED TO THE LICENSE.
2. THE APPLICANT SHALL SUBMIT A VALID PERMIT ISSUED BY THE DUTCHESS COUNTY HEALTH DEPARTMENT ESTABLISHING COMPLIANCE WITH THE PROVISIONS OF THE DUTCHESS COUNTY PUBLIC HEALTH REGULATIONS.
3. IF THE APPLICANT REQUIRES THE USE OF WEIGHING AND/OR MEASURING DEVICES, SUCH APPLICATION SHALL BE ACCOMPANIED BY A CERTIFICATE, NOT MORE THAN SIX (6) MONTHS OLD, FROM THE DUTCHESS COUNTY SEALER OF WEIGHTS AND MEASURES CERTIFYING THAT ALL WEIGHING AND MEASURING DEVICES TO BE USED BY APPLICANT HAVE BEEN EXAMINED AND APPROVED.
4. COPY OF ANY LICENSE OR PERMIT REQUIRED BY ANY OTHER GOVERNMENT AGENCY IN CONNECTION WITH THE APPLICANT'S BUSINESS.
5. PROOF THAT APPLICANT HOLDS A NEW YORK SALES TAX IDENTIFICATION NUMBER.
6. PROOF OF A PUBLIC LIABILITY BOND OR INSURANCE POLICY IN AN AMOUNT NOT LESS THAN \$300,000 FOR PROPERTY DAMAGE AND INJURIES, INCLUDING INJURY RESULTING IN DEATH CAUSED BY THE OPERATION OF THE VENDING BUSINESS.
7. COPY OF VALID NYS DRIVER LICENSE
8. FEE: \$300.00 UPON APPROVAL OF PERMIT.

Town of East Fishkill
Application for Food Truck Permit

1. NAME: _____
2. PERMANENT ADDRESS: _____
3. CURRENT ADDRESS (IF DIFFERENT): _____
4. TELEPHONE NUMBER: _____
5. EMAIL ADDRESS: _____
6. DATE OF BIRTH: _____ SEX: _____ EYE COLOR: _____ HEIGHT: _____ WEIGHT: _____
7. DESCRIPTION OF BUSINESS AND GOODS TO BE SOLD: _____
8. NAME AND ADDRESS OF EMPLOYER (IF EMPLOYED): _____

9. LIST OF ALL MUNICIPALITIES IN WHICH APPLICANT HAS PEDDLED IN THE PRECEDING SIX MONTHS: _____

9. YEAR, MAKE & MODEL OF THE VEHICLE BEING USED: _____
LICENSE PLATE NUMBER: _____
10. PROPOSED LOCATION: _____

11. TIME DURING WHICH BUSINESS WILL BE CONDUCTED: _____

12. WHERE ARE GOODS OR PROPERTY TO BE SOLD MANUFACTURED OR PRODUCED: _____

13. WHERE ARE GOODS OR PROPERTY TO BE SOLD LOCATED AT THE TIME OF THIS APPLICATION BEING FILED: _____

14. WHAT IS THE PROPOSED METHOD OF DELIVERY OF THESE GOODS OR PROPERTY:

15.

ATTACH 2"X2" PHOTO OF
APPLICANT SHOWING
THE HEAD AND SHOULDERS
WITHIN SIXTY (60) DAYS
PRIOR TO THE DATE OF
THE APPLICATION

16. LIST TWO (2) BUSINESS REFERENCES LOCATED IN THE COUNTY OF DUTCHESS, STATE OF NEW YORK, OR IN LIEU THEREOF, SUCH AVAILABLE EVIDENCE OF THE CHARACTER AND BUSINESS RESPONSIBILITY OF THE APPLICANT AS WILL ENABLE AN INVESTIGATOR TO PROPERLY EVALUATE SUCH CHARACTER AND RESPONSIBILITY:

17. IF APPLICANT IS A "STATION VENDOR" AS DEFINED IN CHAPTER 50, CODE OF TOWN OF EAST FISHKILL, APPLICANT SHALL BE REQUIRED TO OBTAIN A SPECIAL PERMIT IN ACCORDANCE WITH S67-36.2, CODE OF THE TOWN OF EAST FISHKILL, FROM THE EAST FISHKILL PLANNING BOARD.

18. A FIRE INSPECTION IS REQUIRED ON ALL FOOD TRUCKS PER 2020 NYS BUILDING CODE. PLEASE CONTACT OUR BUILDING DEPARTMENT AT 845-221-2427 FOR FURTHER INFORMATION.

19. HAS APPLICANT BEEN CONVICTED OF ANY CRIME, MISDEMEANOR OR VIOLATION OF ANY MUNICIPAL ORDINANCE OR LAW REGARDING SOLICITING, PEDDLING OR VENDING?

20. WHAT WAS THE NATURE OF THE OFFENSE AND THE PUNISHMENT OR PENALTY ASSESSED THEREFORE?

21. ANY CHANGE IN CIRCUMSTANCES WITH REGARD TO THE INFORMATION PROVIDED IN THIS APPLICATION OR ON THE LICENSE SHALL BE REPORTED TO THE TOWN CLERK WITHIN THIRTY (30) DAYS.

22. I HEREBY AFFIRM UNDER PENALTY OF PERJURY THAT INFORMATION PROVIDED ON THIS FORM IS TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF. FALSE STATEMENTS ARE PUNISHABLE AS A CLASS A MISDEMEANOR PURSUANT TO SECTION 210.45 OF THE PENAL LAW.

DATE

SIGNATURE OF APPLICANT

23. APPROVAL OF CHIEF OF POLICE, SUBJECT TO ANY CONDITIONS LISTED BELOW:

DATE

SIGNATURE – CHIEF OF POLICE

24. REJECTION BY CHIEF OF POLICE FOR THE FOLLOWING REASONS:

DATE

SIGNATURE – CHIEF OF POLICE

25. PERMIT ISSUED BY TOWN CLERK:

PERMIT NUMBER: _____

FEE PAID: _____

**TOWN OF EAST FISHKILL FOOD TRUCK/
FARMERS MARKET USE OF TOWN LAND AGREEMENT**

The undersigned Vendor agrees that their use of Town land located at 2670 Route 52 is conditioned upon full compliance with the following terms and conditions:

- (1) That any vehicle and vendor on the site must have a valid Town Permit and have been placed on the calendar by the Town Clerk for any given day.
- (2) The Vendor shall comply with all applicable Town Code Regulations relating to signage, as such regulations may be amended from time to time, including but not limited to Section 153-5 (Prohibited Signs).
- (3) The Vendor must provide waste receptacles for the use of their patrons and must remove or properly dispose of all garbage at the end of each day.
- (4) Vendor may only use assigned site.
- (5) The Vendor agrees to comply with all directives, rules and regulations as promulgated by the Town Clerk for the use of the site.
- (6) Vendor agrees that any violations of the Town Code rules governing the use of the site, or the rules governing Vendor registration requirements, will result in the following penalties:

- ◆ First Violation: \$ 100.00
- ◆ Second Violation: \$1,000.00
- ◆ Third Violation: Revocation of the right to use the site

- (7) If on-site bathrooms are provided by the Town, the Vendor agrees to lock them at the end of each day the site is used and to promptly report any damage or maintenance issues to the Town.
- (8) Use area at own risk. The owner or operator of the area is **not responsible** for any injuries, damages, or losses that occur there.

The above terms are accepted and agreed to:

VENDOR

Name: _____

Phone: _____

Contact: _____

Dated: _____

TOWN OF EAST FISHKILL

PETER J. CASSIDY, TOWN CLERK

Local Law No. 6 of 2022

(A Local Law Providing Rules and Regulations for Food Trucks)

Section 1: Legislative Intent

Like many other municipalities, the Town has seen an increase in interest for food trucks from both vendors and potential customers. The Town Board seeks to support the placement of food trucks in appropriate areas that will provide strong business exposure for the vendors while not harming the community character in the communities in which the food trucks operate.

Section 2: Addition of Food Truck Definition in Section 140-1 of the Town Code

A definition for "Food Truck" shall be added to Section 140-1 of the Town Code and include the following language added in **bold**:

FOOD TRUCK

A large wheeled vehicle from which food is sold that typically contains cooking facilities where the food is prepared.

Section 3: Addition of Food Truck Requirements to Section 140-2 of the Town Code

The following provision in **bold** shall be added to Section 140-2 of the Town Code as provision "C":

C. A Food Truck shall be subject to the same requirements as a Solicitor/Peddler/Vendor as defined in Section 140-1 of the Town Code.

Section 4: Amendment to Section 140-5 License/Application Procedure

The following language in **bold** shall be added to Section 140-S of the Town Code:

E. If approved, the Town Clerk will issue a license after approval of a list of sites pursuant to a resolution from the Town Board and payment of the appropriate fee pursuant to § 140-6, and the license shall contain the following information:

Section 5: Town Board Resolution

The Town Board will from time to time adopt a resolution authorizing Food Vendors to utilize designated Town properties.

Section 6: Duration of Operations

Food Trucks, with the property owner's consent, can locate for not more than two consecutive days per week, in parking areas within the Industrial Zones of the Town containing more than twenty (20) parking spaces. Additional Food Trucks may, with permission of the Homeowners Association, locate on community areas of a development for not more than four (4) days per month.

Section 7: Severability

If any section or subdivision, paragraph, clause, or phrase of this law shall be adjudged invalid or held unconstitutional by any court of competent jurisdiction, any judgment made thereby shall not affect the validity of this law as a whole or any part thereof other than the part or provision so adjudged to be invalid or unconstitutional.

Section 8: Effective Date

This local law shall take effect immediately upon filing with the Secretary of State.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF EAST FISHKILL
PETER CASSIDY, TOWN CLERK**

RESOLUTION – 172/2025
(SETTING FEES AND RENTALS FOR 2026 FOR 2670 ROUTE 52)

WHEREAS, the Town requires all food truck vendors operating in the Town to be registered and inspected; and

WHEREAS, the Town Board is interested in managing a Farmer's Market on the property at 2670 Route 52; and

WHEREAS, duly registered vendors may utilize designated Town Property as sites; and

WHEREAS, it is required that the Town Board set the fees for these activities;

NOW, THEREFORE, BE IT RESOLVED, that the annual truck inspection fee will be \$300.00 for 2026; and

BE IT FURTHER RESOLVED, that the Town fees for use of Town property, located at 2670 Route 52, shall be as follows:

- 1) For trucks owned by Town residents, affiliated with a restaurant located in the Town, or using a prep space within the Town, the rental fee will be \$250.00 per month for up to one day per week within the month, with payment required in advance for six (6) months.
- 2) All other Food Trucks will be charged \$350.00 per month for up to one day per week within the month, with payment required in advance for six (6) months.
- 3) Approval of permits will be granted on a first-come, first-served basis.
- 4) Farmers Market Vendors will pay \$100.00 per month for a 10 x 10 site and \$150.00 per month for a 10 x 20 site, with payment in advance for 6 months.
- 5) Food Trucks will be limited to two per day, and the Farmers Market will be limited to 20 vendors to start. These limits will be reviewed as needed.

BE IT FURTHER RESOLVED, that all vendors must sign an agreement with the Town Clerk acknowledging all rules and regulations.

BY ORDER OF THE TOWN BOARD
PETER CASSIDY, TOWN CLERK

DATED: NOVEMBER 13, 2025
EAST FISHKILL, NY

§ 153-5 **Prohibited signs.**

All signs not specifically permitted are prohibited. Prohibited signs include but are not limited to:

A. Signs shall not be attached to fences, trees or utility poles on private property or in any public right-of-way, and such signs shall not be placed in a position that will obstruct or impair sight distance or traffic, or in any manner that creates a hazard to health, safety, and welfare of the general public.

B. Off-premises signs, including billboards.

C. Obsolete or abandoned signs which promote a business which no longer exists, promote a product that is no longer sold on the premises on which the sign is located, or promote a dated event, the date of which has passed.

D. Roof signs.

E. Portable signs, except for temporary signs that *have* been issued a permit.

F. Signs with flashing, blinking or moving lights shall be prohibited.

[Amended 4-27-2017 by L.L. No. 1-2017]

G. Mounted or portable search lighting used to project moving or stationary overhead light beams.

H. Signs that contain or consist of neon lighting.

I. Permanent signs, other than those exempt under § **153-4**, that contain or consist of banners, pennants, ribbons, balloons, streamers, spinners or similar moving or fluttering devices.

J. Rotating signs, including all signs and devices that are not permanent in their orientation.

K. No pennants, balloons, ribbons, streamers, spinners or other similar moving, fluttering or revolving devices shall be allowed.

L. Signs and obstructions which may be confused with or obstruct the view of any authorized traffic sign or signal, obstruct the sight distance triangle at any street intersection or extend to the public right-of-way.

M. No business based signs on residential property unless work is being performed at that time.

Regards,



Matthew D. Rickett, CEO
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Building, Planning & Zoning Departments
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Hopewell Junction, NY 12533
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(845) 227-4018 fax