



# JUNCTION CITY PLANNING OFFICE MOBILE FOOD UNIT PERMIT APPLICATION

**FILE #: MFU-25-24**

- Application Fee: \$100
- Approved Permits valid for 12 months from date of approval
- Mobile food units permitted in Central Commercial, or General Commercial zones

**Staff Review of your application may reveal the need for more information &/or other permits.**

Section 1. Applicant Information		
Name: Alonzo & Melissa Staten		
Mailing Address: 971 Sommerville Loop Harrisburg, OR 97446		
Email Address: snmstaten@gmail.com		Phone: 541-844-4939
<input checked="" type="radio"/> Yes	<input type="radio"/> No	Lane County Health Department License is attached (must be valid for duration of permit)
<input checked="" type="radio"/> Yes	<input type="radio"/> No	Proof of liability insurance is attached (must be valid for duration of permit)
<input checked="" type="radio"/> Yes	<input type="radio"/> No	Site Plan is attached
<input checked="" type="radio"/> Yes	<input type="radio"/> No	Signed Proof of Placement Permission is attached (If <i>not</i> property owner)
<input checked="" type="radio"/> Yes	<input type="radio"/> No	Mobile Food Unit has a containment field for the water
<input checked="" type="radio"/> Yes	<input type="radio"/> No	Mobile Food Unit has a degreaser system
<input checked="" type="radio"/> Yes	<input type="radio"/> No	How will wastewater be disposed? <i>in 20 gallon tanks designed to transfer gray water</i>
<input type="radio"/> Yes	<input checked="" type="radio"/> No	Mobile Food Units needs connection to City water &/or sewer (if yes, additional permits required)
<input checked="" type="radio"/> Yes	<input type="radio"/> No	Will electrical service be needed? If yes, describe (additional permit may be required)
<input checked="" type="radio"/> Yes	<input type="radio"/> No	Does your food truck have a suppression system
<input checked="" type="radio"/> Yes	<input type="radio"/> No	Mobile food unit can be secured when not in use
Section 2. Property Owner Information (If not Applicant)		
Name: Fully Loaded LLC		
Mailing Address: 971 Sommerville Loop Harrisburg, OR 97446		
Email Address: fullyloaded541@gmail.com		Phone: 541-844-8656
Section 3. Site Information (Location of Mobile Food Unit)		
Site Address: 450 W 5th Ave. Junction City, OR 97448		
Zoning:	Present Use/Uses:	
Section 4. Additional Information		
Is this application being filed with other land use applications? If yes, describe:		
<p>I acknowledge the information provided is true and accurate. All agreements, terms, and resolutions of conflict between myself and the property owner related to the location and operation on the above referenced property are a private party matter and are neither regulated nor enforced by the City of Junction City. Violation of JCMC Chapter 17.135 or a violation of any applicable land use approval may result in revocation of my Temporary Mobile Food Unit Permit.</p>		
Applicant Signature: <i>Melissa Staten</i>		Date: <i>8/11/2025</i>

**Application fee is due at the time an application is submitted. Additional fees may apply**

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