



Manteca Police Department
1001 W. Center Street
Manteca, California 95337
209-456-8000
www.manteca.gov

Sidewalk Vendor Permit & Renewal Application

New Application Renewal Application Update: All updates must be submitted within 5 days of change

APPLICANT INFORMATION:

Applicant Name: _____

Residential Address: _____

Mailing Address: _____

Phone #: _____ Email: _____

Business Name: _____

If Business Address is different from address listed above, please provide a business address below:

Business owner/principal: _____

Business Address: _____

Business Phone #: _____ Business Email: _____

Ownership Type: Sole Owner Partnership LLC Corporation Exempt (describe): _____

Business Category: Food Retail

California Seller's Permit #: _____

License Type Designation: Stationary Roaming

Has this business engaged in sidewalk vending activities prior to issuance of a sidewalk vending permit?

No. Yes. (If yes, please provide proof of prior sales tax payments made to the State of California.)

Business Description: _____

Operation Location(s)*:

*Additionally, provide a clear and accurate map of where the sidewalk vending activities will be located.

Is Operation Location on City park property?

No. Yes. (If yes, Recreation Approval is required.)

Recreation Department Approval	
Approved by:	
Signature:	
Date:	

Proposed times and days of operations:

Sidewalk Vendor* (Provide dimensions of cart or other conveyance):

* Provide photo of conveyance

Description of Food (including preparation) or Merchandise to be Sold:

Heating Element: Yes No

If yes, please describe type and location of heating element:

Please provide the name, address, and phone number of all individuals employed to work at the sidewalk vending receptacle.

Employee 1	
1) Name (First, Middle, Last):	Phone:
Residential Address – No P.O. Box (Street #, Street, City, State, Zip Code):	

Employee 2	
1) Name (First, Middle, Last):	Phone:
Residential Address – No P.O. Box (Street #, Street, City, State, Zip Code):	

Employee 3	
1) Name (First, Middle, Last):	Phone:
Residential Address – No P.O. Box (Street #, Street, City, State, Zip Code):	

Employee 4	
1) Name (First, Middle, Last):	Phone:
Residential Address – No P.O. Box (Street #, Street, City, State, Zip Code):	

Employee 5	
1) Name (First, Middle, Last):	Phone:
Residential Address – No P.O. Box (Street #, Street, City, State, Zip Code):	

OPERATING STANDARDS *Please initial the following standards.*

- _____
1. Sidewalk vending is only permitted between the hours of 8:00 AM and 6:00 PM daily except in non-residential areas, the limit on hours of operation shall not be more restrictive than the hours of operation of other businesses or uses on the same street.

 - _____
 2. No Stationary Sidewalk Vendor shall sell on:
 - a. Any sidewalk or pathway that is not a minimum width of six feet;
 - b. Any city block where there are already two stationary vendors;
 - c. Sidewalks or pathways directly adjacent to or within residential areas.

 - _____
 3. No Sidewalk Vendor shall sell within 15 feet of:
 - a. Another sidewalk vendor;
 - b. Any fire hydrant, fire call box, fire lane, or other emergency facility;
 - c. A marked crosswalk;
 - d. The curb ramp or a curb return of an unmarked crosswalk;
 - e. A driveway or driveway apron;
 - f. An entrance or exit to a building, structure, or facility;
 - g. An entrance to a bike or shared use path.
 - h. An alley or entrance to a parking lot or parking garage;
 - i. An outdoor dining or patio dining area;
 - j. A transit shelter or bench;
 - k. An automated teller machine (ATM);

 - _____
 4. No Sidewalk Vendor shall sell within 50 feet of:
 - a. A permitted certified farmers' market or swap meet during the limited operating hours of that certified farmers' market or swap meet;
 - b. An area designated for a special event permit issued by the City, during the limited duration of the special event;
 - c. The boundary of a public community center or sporting field or court;
 - d. Any public picnic area, outdoor exercise equipment, playground area or playground equipment;
 - e. Any public restroom.

 - _____
 5. Sidewalk vendors shall not engage in sidewalk vending activities within 100 feet of:
 - a. The driveways and entrances to a police station;
 - b. The driveways and entrances to a fire station;
 - c. Any police officer, firefighter, lifeguard, or emergency medical personnel who are actively performing their duties or providing services to the public.

 - _____
 6. Sidewalk vendors shall not engage in sidewalk vending activities within 250 feet of:
 - a. Any school between the hours of 7:30 AM and 6:00 PM on days when the school is in session;
 - b. A place of worship while services, ceremonies, or events are in session, or constituents/members are coming to or leaving services, ceremonies, or events;
 - c. A large or general child day-care facility, or day camp, while children are present.

 - _____
 7. Sidewalk vendors must clearly display the following on their sidewalk vending receptacle: (1) Sidewalk Vendor Permit; (2) City business license;

_____ and (3) if applicable, San Joaquin County Department of Environmental Health Permit.

_____ **8.** Sidewalk vendors shall maintain a minimum four-foot clear accessible path free from obstructions, including sidewalk vending receptacles and customer queuing area.

_____ **9.** Any sidewalk vendor under eighteen years old must be accompanied by an adult who possesses a valid permit.

_____ **10.** All food and merchandise shall be stored either inside or affixed to the sidewalk vendor receptacle or carried by the sidewalk vendor.

_____ **11.** Food and merchandise shall not be stored, placed, or kept on any public property.

_____ **12.** Sidewalk vending receptacles shall not be stored on public property and shall be removed from public property when not in active use by a sidewalk vendor.

_____ **13.** Sidewalk vendors shall not leave their sidewalk vending receptacle unattended. All sidewalk vendors associated with the sidewalk vending receptacle shall be within five feet of the sidewalk vending receptacle when conducting sidewalk vending activities.

_____ **14.** Sidewalk vendors shall not call out, yell, ring bells or other devices to attract the attention of potential customers.

_____ **15.** Sidewalk vendors are not allowed to provide onsite dining, nor provide, allow, or encourage others to provide or utilize tables, chairs, tents, umbrellas, or similar items on public property.

_____ **16.** All signage and advertising related in any way to the sidewalk vendor shall be attached to the sidewalk vending receptacle or the sidewalk vendor's person.

_____ **17.** Sidewalk vendors shall not use any electrical, flashing, wind powered, or animated sign.

_____ **18.** All sidewalk vendors shall allow any Enforcement Officer to inspect their sidewalk vending receptacle at any time for compliance.

_____ **19.** Sidewalk vending receptacles and any attachments thereto shall not exceed a total height of six feet, a total width of six feet, and a total length of four feet.

_____ **20.** No sidewalk vending receptacle shall contain or use propane, natural gas, batteries, or other explosive or hazardous materials.

_____ **21.** Sidewalk vendors that sell food shall maintain separate food waste, trash, and recycling bins in or on their sidewalk vending receptacle and shall not empty their waste into public trashcans. The size of the vendor's trash container shall be considered when assessing the total size limit of a sidewalk vending receptacle. Sidewalk vendors shall not leave any location without first picking up, removing, and disposing of all trash or refuse from their operation.

- _____ 22. Sidewalk vendors shall immediately clean up any food, grease or other fluid or item related to sidewalk vending activities that falls on public property.
- _____ 23. Sidewalk vendors shall comply with the noise provisions, including but not limited to those in MMC sections 9.52.050 and 17.58.050, including but not limited to permit requirements for loudspeakers and amplified devices.
- _____ 24. In parks, sidewalk vendors shall not interfere in any way with anyone engaged in a sporting activity or other activity for which a permit has been obtained from the City.

ACKNOWLEDGEMENTS *Please initial the following acknowledgements.*

Applicant's sidewalk vendor permit will be issued under Chapter 12.24 of the Manteca Municipal Code.

I, _____, declare under penalty of perjury that to the best of my knowledge and belief, the statements made herein are correct and true and that the information is subject to verification. I understand that acceptance of payment by the city does not constitute approval of the sidewalk vendor permit; authorization to conduct business as a sidewalk vendor is not granted until issuance of the permit.

_____ If there are any changes to the information provided, I will update the City within **5 days** of the change.

_____ I am responsible for all affiliated sidewalk vendors, sidewalk vending activity, and the person(s) working at the sidewalk vending receptacle.

_____ I verify that the name, address, and telephone number of all person(s) that are employed or working as roaming sidewalk vendors or at the sidewalk vending receptacle are provided in this application.

_____ I acknowledge that use of public property is at my own risk and that the City does not take any steps to ensure public property is safe or conducive to the sidewalk vending activities.

_____ I will maintain General Liability Insurance with a minimum limit of liability per occurrence of \$1,000,000 for bodily injury and property damage while engaging in sidewalk vending activities. I further acknowledge that such insurance must: (1) name the City of Manteca, its employees, agents, officials, and volunteers as additional insured; (2) contain a waiver of subrogation against City of Manteca, its employees, agents, officials, and volunteers; and (3) provide that the policy shall not terminate or be cancelled without thirty days' advance written notice to the City of Manteca.

_____ I acknowledge that I have read the pertaining City of Manteca Ordinance in its entirety and I will comply with the Manteca Municipal Code and all other generally applicable local, State, and Federal laws.

_____ The conduct of the sidewalk vendor will not unduly interfere with traffic or pedestrian movement or tend to interfere with or endanger the public peace or rights of nearby residents to the quiet and peaceable enjoyment of their property, or otherwise be detrimental to the public peace, health, safety or general welfare.

_____ The conduct of the sidewalk vendor will not unduly interfere with normal governmental or City operations, threaten to result in damage or detriment to public property, or result in the City

incurring costs or expenditures in either money or personnel not reimbursed in advance by the vendor.

_____ The conduct of such sidewalk vending activity will not constitute a fire hazard, and all proper safety precautions will be taken

_____ The conduct of such sidewalk vending activity will not require the diversion of police officers to properly police the area of such activity as to interfere with normal police protection for other areas of the City.

Applicant Name: _____ Applicant Title: _____

Applicant Signature _____ Date: _____
(Signature)

For Office Use Only:

<input type="checkbox"/> Approved <input type="checkbox"/> Incomplete <input type="checkbox"/> Denied	Date:
<input type="checkbox"/> Sidewalk Vendor Permit Application Signed	<input type="checkbox"/> Proof of Insurance with Required Coverage
<input type="checkbox"/> Copy of Valid Government Issued ID	<input type="checkbox"/> Copy of California Seller's Permit
<input type="checkbox"/> Copy of City of Manteca Business License	<input type="checkbox"/> Non-refundable Permit Fee Paid (\$100.00)
<input type="checkbox"/> Photo of Sidewalk Vending Receptacle	<input type="checkbox"/> Map of Location of Sidewalk Vending Activities
<input type="checkbox"/> Signed Indemnification Agreement	<input type="checkbox"/> Food Vendor – San Joaquin County Department of Environmental Health Permit (If selling food)

Received By: _____ Date: _____ Reviewed By: _____ Date: _____

Approved By: _____ Date: _____
(Signature)