



CITY OF STAYTON

362 N. Third Ave., Stayton, OR 97383

APPLICATION FOR SIDEWALK VENDOR PERMIT

NOTICE TO APPLICANTS: Please type or print legibly. Application form must be filled out COMPLETELY. Incomplete application forms will be returned to the applicant without further consideration for approval. False or misleading statements or withholding pertinent information will be cause to deny approval or issuance of a license or permit to conduct business within the City of Stayton. Applicant must attach a drawing of the area to be used, a certificate of insurance and pay the Application fee.

BUSINESS INFORMATION

Business Name: _____

Proprietor's Name: _____

Mailing Address: _____

City _____ State _____ Zip _____

Phone Number: (____) _____ - _____ Email Address: _____

Business Location: _____

Brief description of goods/merchandise to be displayed/sold from the sidewalk:

*The application fee will be \$2.50 per sq. ft. of the sidewalk area used.



ADDITIONAL INFORMATION TO BE INCLUDED:

- Attach a drawing showing the location and dimensions of the area to be used of sidewalk sales. The drawing should show the location of entrances to the business, any existing benches, street trees, lamp posts, and should show the dimensions of the area to be used for sidewalk sales.
- Include a certificate of insurance
 - a. Names the city, its officers and agents, as coinsured and co-indemnified for any damage to property or injury to persons which may result from the activity carried on under the sidewalk vendor permit;
 - b. Insures the permittee, property owners and the city from all claims which may arise from operation under the sidewalk vendor permit or in conjunction with it;
 - c. Provides coverage of not less than \$200,000 for bodily injury for each person, \$500,000 for each occurrence and not less than \$50,000 for property damage per occurrence or a combined single limit coverage of \$500,000; and
 - d. May not be terminated or canceled without 30 days' written notice to the city and so specifies.
- If seeking to operate a sidewalk café attach, photographs or detailed scaled drawings of the proposed permit operating area and the portion of the restaurant or café connecting to same, showing the intended placement of barriers, chairs, tables and other appurtenances;

I certify that the facts and statements contained in this application are true and correct. I have read the restrictions on operating my sidewalk vendor business on the reverse side and agree to comply.

Signature of Applicant

____/____/_____
Date

FOR CITY USE ONLY

Date Application Received: ____/____/____ Fee Paid Receipt # _____

Police Dept Review Public Works Dept Review Planning Dept Review Manager Approval _____

SIDEWALK VENDORS OTHER THAN SIDEWALK CAFÉS

A business operating on a property adjacent to a public street may obtain a sidewalk vendor permit to conduct business in the street right of way subject to the following conditions:

1. The permit operating area must be placed directly in front of the associated establishment;
2. The permit operating area may not be placed within a curb extension (bulb-out) unless otherwise authorized by the Manager;
3. The permit operating area may not be placed in front of a building entrance and must leave unobstructed pedestrian travel space equal to the width of the doorway from the doorway to the curb line;
4. The permit operating area must leave an unobstructed, linear, five-foot wide clear path of sidewalk along the full length of the outdoor display or sales area;
5. The permit operating area must leave a two-foot buffer from the curb unless authorized by the Manager;
6. Decorative barriers, external to the permit operating area when used, must:
 - a. Be placed on the sidewalk to prevent pedestrians from walking into or through the permit operating area when approaching from lateral sides;
 - b. Have a bottom edge not more than 15 inches above the sidewalk and to exceed four feet in height;
 - c. Contain no advertising beyond identifying the name of the sidewalk café and its menu items and specials;
 - d. Be constructed so that they are easily removed, readily accessible to the handicapped and easily detected by a sight impaired pedestrian;
7. Merchandise on display may be placed only in the 30-inch space most adjacent to the exterior wall of the building housing the business; and,
8. No vending machines are allowed in a permit operating area.

SIDEWALK CAFÉS

A duly licensed restaurant or café under state and local law may obtain a sidewalk vendor permit to conduct business as a sidewalk café subject to the following conditions:

1. The permit operating area must be placed directly in front of the associated establishment;
2. The permit operating area may not be placed within a curb extension (bulb-out) unless otherwise authorized by the Manager;
3. The permit operating area may not be placed in front of a building entrance and must leave unobstructed pedestrian travel space equal to the width of the doorway from the doorway to the curb line;
4. The permit operating area must leave an unobstructed, linear, five-foot wide clear path of sidewalk along its full length, taking into account street trees, signs, parking meters, or other obstructions;
5. The permit operating area must leave a two-foot buffer from the curb;
6. Decorative barriers, external to the permit operating area when used, must:
 - a. Be placed on the sidewalk to prevent pedestrians from walking into or through the permit operating area when approaching from lateral sides;
 - b. Have a bottom edge not more than 15 inches above the sidewalk and to exceed four feet in height;
 - c. Contain no advertising beyond identifying the name of the sidewalk café and its menu items and specials; and
 - d. Be constructed so that they are easily removed, readily accessible to the handicapped and easily detected by a sight impaired pedestrian.
7. Tables to be used by standing customers may be placed only in the 30-inch space most adjacent to the exterior wall of the building housing the primary restaurant or café;
8. Only food and beverages prepared and offered for sale in the primary establishment may be served in the permit operating area and are under the same controls and conditions of service as in the primary establishment;
9. No vending machines are allowed in a permit operating area;
10. Table umbrellas are allowed with a minimum height of seven feet above sidewalk level in a permit operating area;