



# Commercial Activity and Concession Permit in Santa Maria Parks Information

## **OBJECTIVE**

The objective of permitting concession privileges in parks is to provide the public with access to complementary products and services. These guidelines address the types and locations where concessions will be allowed. Concession privileges will be granted only when the Director of the City of Santa Maria Recreation and Parks Department (the "Department") or the Director's designee has determined the products or services offered will provide an enhancement to the park.

## **APPROVED CONCESSION PRODUCTS AND SERVICES**

The Director of the Department shall maintain a list of generally approved types of concessions permitted within the City of Santa Maria's parks. All such concessions are subject to the requirements of the Santa Maria Municipal Code, park policies and are subject to control and conditions of operation as set forth by the Director or Director's designee. Approved concession products and services include:

- Food and non-alcoholic beverages for immediate consumption;
- Maps, umbrellas, sundries;
- Fitness and training; and
- Education and instruction.

Requests for products or services not specifically identified above may be considered for approval. The applicant shall first submit a written request to the Director, who will then determine whether the item or service conforms to the Department's criteria.

### The following definitions and limitations apply:

**Push Carts:** A wheeled cart able to be moved on one or two operators by hand. Push Carts may be no larger than 6 x 4 feet, and 5 feet in height.

**Mobile Bicycle Vending:** A bike specially developed for the sale of pre-packaged foods, ice cream, and sundries.

**Motorized Vehicle:** A truck or van licensed for use on streets and highways that is equipped for preparing and vending food, or for vending approved items or services. The Motorized Vehicle may be no longer than 20 feet and not greater than 12 feet in height. The Motorized Vehicle must use designated parking or secure approval of the Director or the Director's designee to park in an alternate location, and the Motorized Vehicle be removed from the approved site daily.

**Education and Fitness:** Programs, education and training classes such as educational instruction, fitness training, tours, Tai Chi, and similar activities. These concessions need not reserve a specific location within a park to operate; however, the concession is required to vacate any location previously permitted to or occupied by another user.

## **CONDITIONS**

Permit applications for concessions in the locations designated below shall be submitted to the Department.

Permits for commercial activity and concessions will be issued on a first-come, first-served basis.

Each permit is valid for one vehicle, cart or individual service provider, and is non-transferable. A permit shall be obtained by each vendor and for each separate mobile vending vehicle/cart/individual, even when conducted under the same ownership.

All permits issued pursuant to this policy shall be effective for the dates designated on an annual basis. All permits issued shall be effective on the first day of the following month of issuance and shall expire one year from the effective date thereof unless sooner revoked.

Nothing in these guidelines prohibits or allows the use of properly licensed vehicles/carts on private property or non-City owned public property.

Vendors agree to be self-contained for waste removal. All waste must be removed from the site by the Vendor at least daily, and more frequently if necessary.

Applications and fees must be submitted at least two weeks in advance of the requested date(s) for usage. The Department shall coordinate review of the application with appropriate City authorities.

Vendors shall not obstruct or impede the pedestrian path of travel or traffic flow. Mobile vending placement must adhere to Federal, State, and local regulations and policies.

Structures, canopies, tables or chairs are not permitted to be set up around the establishment or pushcart.

Vending shall not be permitted directly to persons in vehicles or from other than the curbside of the vending vehicle.

The permit must be prominently displayed on the mobile vending vehicle/cart at all times during which vending occurs.

The Director or Director's designee may suspend or revoke the permit for commercial activity and concession at any time at his/her sole discretion, subject to an appeal to the Recreation and Parks Commission.

### **AVAILABLE COMMERCIAL ACTIVITY AND CONCESSION PERMIT LOCATIONS**

The following locations are usable with a mobile vendor permit provided the public purpose is compatible with the existing facilities, and does not interfere with health, safety, and welfare of the public:

North Preisker Ranch Park - 801 W. Boxcar Pl.  
Preisker Park - 330 Hidden Pines Way  
Grogan Park 1155 W. Rancho Verde  
Jim May Park - 809 Stanford Dr.  
Oakley Park - 1300 N. Western Ave.  
Atkinson Park 1000 N. Railroad Ave.  
Rice Park - 700 E. Sunset Ave.  
Tunnell Park - 1100 N. Palisade Dr.  
Sierra Vista Park -809 Panther Dr.  
Veterans' Memorial Park - 313 W. Tunnell St.  
Armstrong Park - 1000 E. Chapel St.  
Civic Center-421 S. McClelland St.

Russell Park - 1000 W. Church St.  
Buena Vista Park - 800 S. Pine St.  
Joe White Park - 500 S. Palisade Dr.  
Adam Park& Basin - 600 W. Enos Dr.  
Westgate Ranch Park 1800 Westgate Rd.  
Fletcher Park - 2200 S. College Dr.  
Marilyn Stanley Park - 2600 La Costa Dr.  
Rodenberger Park - 2725 Santa Barbara Dr.  
Rotary Centennial Park - 2625 S. College Dr.  
Maramonte Park - 620 E. Sunrise Dr.  
Crossroads Basin- S. College Drive

### **HOURS OF OPERATION**

Vending may occur only during regular park operating hours, which is presently 7:00-8:00 p.m.

## **SPECIAL EVENTS**

Permits granted under this policy are invalid during special events approved by the City. Special event permits require an application and additional fees to the sponsor of the special event above and separate from the application for a mobile vendor permit.

## **SUMMARY OF DOCUMENTATION REQUIRED**

All fees and documentation will be due at the time the application is submitted. The applicant is responsible for securing all required permits and licenses for vending in the City of Santa Maria, as well as any necessary permits required by law applicable to the concession.

Below is a summary of required documentation. Proof of required licenses and permits must be provided in order to receive permit confirmation.

- Copy of vehicle insurance for mobile vehicles (if applicable);
- Copy of current City business license;
- Santa Barbara County Environmental Health Services Permit (if applicable);
- Complete menu or list of products for sale, including pricing information; and
- Photograph of vending unit and/or vehicle.

## **FEES**

Initial fees must be paid with the application. Renewal payment and documentation is required ten business days before expiration. The Department currently accepts Visa, MasterCard, checks, cash or money orders made payable to the City of Santa Maria.

The fee for vendor permit shall be:

- \$91 Education and Fitness Providers;
- \$273 for up to three Mobile Bicycle Vending and Push-Carts
- \$91 for each additional Mobile Bicycle Vending and Push-Carts ; and
- \$273 for Motorized Vehicles.

## **ELECTRICAL REQUIREMENTS**

Electricity is not available for mobile vendors. Vendors must be self-sufficient for their power needs, and generators must be of a “quiet” or “silent” variety.



# Commercial Activity and Concession Permit in Santa Maria Parks Application

## A. General Information

Name of Applicant: \_\_\_\_\_

Business Name on Cart/Vehicle: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone (H): \_\_\_\_\_ (W): \_\_\_\_\_ (Mobile): \_\_\_\_\_

Email Address: \_\_\_\_\_ Web Site: \_\_\_\_\_

## B. Vending Information

1. Type of vending (food, goods, class etc): \_\_\_\_\_

2. Type of food/items/program(s): \_\_\_\_\_

3. Expected Periods of use: Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

## C. Required Documentation

**Please attach the following documentation (incomplete applications will not be considered)**

\_\_ General Liability, food products liability (if applicable) and property damage insurance listing the City of Santa Maria as additionally insured in the amount of \$1,000,000 per occurrence for the date(s) of the permit. The certificate holder must be listed as City of Santa Maria, 110 E. Cook Street, Santa Maria, CA 93454

\_\_ Copy of vehicle insurance (if applicable)

\_\_ Copy of current City business license

\_\_ Santa Barbara County Environmental Health Services Permit (if applicable+)

\_\_ Complete menu and/or items for sale including pricing information

\_\_ Photograph of vending unit and/or vehicle

As the applicant, I hereby agree and understand it is my responsibility to oversee all contractors, vendors or parties affiliated with my vending operation and to ensure compliance with all policies, rules, regulations and guidelines of the City of Santa Maria and other relevant procedures and laws. I understand any violations may result in immediate revocation of the permit. I understand the permit is non-transferable and must be displayed at all times.

The undersigned, his/her/its officers, employees, agents and representatives shall indemnify, defend and hold harmless the City of Santa Maria, its officers, employees, agents and representatives, from and against any and all claims, damages, actions, liability and expense, including reasonable attorneys' fees and court costs, in connection with loss of life, personal injury and/or damage to property arising out of or related to the operation of my concession.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Office use only:

Approved	Denied	Permit(s) #	Permit(s) Valid through:	#of units
_____	_____	_____	____/____/____	_____