



### **SIDEWALK VENDOR REGULATIONS**

Pursuant to SB 946 City Council adopted Ordinance 2018-12 that became effective on February 14, 2019 which established regulations for Sidewalk Vending in the City of Monrovia.

**Sidewalk Vendor** -A person who sells food or merchandise from a vending cart or from one's person, upon a public sidewalk, parkway, pedestrian path or other public right of way. A vendor can be **stationary** selling from a fixed location or **roaming** moving place to place stopping only to complete a transaction.

**Vending Cart** - A pushcart, stand, display, pedal driven cart, wagon, showcase, rack, or other non-motorized conveyance used for selling, whether mobile or stationary that is not a vehicle as defined in the California Vehicle Code.

### **Permit Requirements**

- A. Obtain certification from the County of Los Angeles Department of Public Health (for Sidewalk Vendors selling food) and provide proof of same (<http://www.publichealth.lacounty.gov/eh/areasofinterest/food.htm>)
- B. Submit proof of liability insurance per the City of Monrovia's insurance requirements
- C. Provide copy of California seller's permit issued by the California Department of Tax and Fee Administration (<https://www.cdtfa.ca.gov/taxes-and-fees/faqseller.htm>)
- D. Provide a description of the food or merchandise offered for sale
- E. Provide a description of the area(s) the applicant intends to operate
- F. Obtain a business license and vehicle sticker (if applicable) from the City of Monrovia (must be in possession/displayed at all times)

### **Operation Requirements**

- A. In residential neighborhoods, vendors can operate between the hours of 7 AM and 7 PM during the week and 9 AM and 6 PM on weekends and holidays. **Stationary vendors are not permitted in residential areas.**
- B. In commercial/industrial areas, vendors can operate during hours that are consistent with other business in the area.
- C. In park areas, sidewalk vending shall be permitted only during hours open to the public.
- D. No vending is permitted in Canyon Park, the Hillside Wilderness Preserve or City parking lots.
- E. Sidewalk vendors cannot operate within 500 feet of any event operating with a City issued permit. This includes the Friday Night Family Festival, Monrovia Days, Special Events, Encroachment permit (outdoor dining) areas and other permitted events.
- F. Sidewalk vendors must also maintain certain distance requirements from schools (500'), intersections (15'), driveways (10') etc.
- G. Sidewalk vendors shall not operate on any roadway, median or upon any parkway lacking paved pathways for travel.
- H. Vending carts shall not be chained or affixed at any time to any building or other structure (lamppost, fire hydrant, bench, tree, street sign, etc.) within the public right of way. Vending carts must be removed each day.
- I. Sidewalk vendors are responsible for proper trash disposal and maintain adequate clearance for people with disabilities.

<b>(Office Use)</b>	
License No.	

## Sidewalk Vendor Supplemental Business License Application

Supplemental Information	
<p><b>If applying as a Roaming Sidewalk Vendor, please describe operations including food, merchandise, vending cart, vending area etc.</b></p> <p>_____</p> <p>_____</p> <p>_____</p>	
<p><b>If applying as a Stationary Sidewalk Vendor, please describe operations including location (please attached diagram including measurements confirming 3' pedestrian clearance), food, merchandise, vending cart, etc.</b></p> <p>_____</p> <p>_____</p> <p>_____</p>	
<p><b>I agree to maintain required liability insurance (Certificate Provided)    <input type="checkbox"/> Yes</b></p>	
<p><b>If selling food, I agree to maintain a valid health certificate issued by the Los Angeles County Department of Public Health (Copy Provided )    <input type="checkbox"/> Yes</b></p>	
<p><b>I agree to maintain a California seller's permit (Copy Provided)    <input type="checkbox"/> Yes</b></p>	
<p><b>I have read, understand, and agree to comply with the Sidewalk Vendor Regulations pursuant to Ordinance 2018-12    <input type="checkbox"/> Yes</b></p>	
<p>I hereby certify under penalty of perjury that the information provided herein is to the best of my knowledge and belief, a true and complete statement. I understand that this application is not a Sidewalk Vendor business license and that no Sidewalk Vendor operations may commence until a business license is issued.</p>	
<p>Signature _____ Date _____</p>	