



# STREET VENDING PERMIT APPLICATION

**Upland Sidewalk Vending Key Notes from Municipal Code:** [Chapter 5.76: SIDEWALK VENDING](#)

| <u>Requirement</u> | <u>Key Standard</u>         | <u>Requirement</u> | <u>Key Standard</u> |
|--------------------|-----------------------------|--------------------|---------------------|
| City permit        | Required before vending     | Business license   | Required            |
| Permit term        | 12 months (nontransferable) | Seller's permit    | Required            |

## **Vendor type: Roaming vs. stationary vendors.**

### **Roaming vendor:**

- May stop only to complete a transaction.
- Cannot remain stationary for more than **10 minutes**.
- Must then move at least **50 feet** from the original location before making additional sales.

**Stationary vendors may not operate in areas zoned exclusively residential or in exclusively residential use.**

### **Food vendors must:**

- Have and display a valid **San Bernardino County Public Health permit**.
- Display the required County health decal on the vending cart.
- Ensure all employees handling food have a current **San Bernardino County food handler card**.

### **Vending cart dimensions:**

- Maximum **4 feet long**
- Maximum **4 feet wide**
- Maximum **8 feet high**, excluding an attached litter receptacle.

### **Hours of operation (General permitted hours):**

**8:00 a.m. – 10:00 p.m., daily**, Additional restrictions apply:

- In residential areas, **roaming vendors**: 8:00 a.m. – 8:00 p.m.
- Nonresidential areas cannot have hours more restrictive than other businesses/uses on the same street.
- Within **500 feet of a school**: vending is prohibited during school hours and during the one-hour period before and after school drop-off and pickup.

### **Important location restrictions (vending is prohibited in several locations):**

- **Within 25 feet of a street intersection**
- **Within 15 feet of a driveway or driveway apron**
- Roadways, medians, and dividing sections
- **Within 500 feet** of a permitted certified farmers' market, swap meet, or special-event area during the applicable event hours
- Along **Euclid Avenue or the Euclid Avenue Bridle Path**
- Nonresidential districts within the **Historic Downtown Upland Specific Plan**
- Along the **Pacific Electric Trail**
- City parking lots
- Private property without the property owner's consent
- Required parking stalls or drive aisles on private property.
- **Within 25 feet of a building entrance or exit**
- Emergency vehicle access ways
- Public property that is not a qualifying sidewalk or pedestrian path
- **Within 50 feet of another sidewalk vendor**
- **Within 25 feet of** fire hydrants, fire call boxes, red/bus zones, trash or recycling receptacles, bike racks, benches, bus stops, and similar public-use items.



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## **Pedestrian access**

A vendor cannot block or obstruct pedestrians or vehicles.

A minimum **4-foot clear pedestrian passage** must be maintained on sidewalks and pedestrian areas at all times.

## **Cart sign limits:**

- Maximum **one sign**
- May have two display faces.
- Maximum **8 square feet**
- Maximum **4 feet high**

## **Shade structure:**

- Less than **60 square feet**
- Maximum **8 feet high**
- Must be freestanding, carried by the vendor, or attached only to the vendor's cart/equipment.

## **Items that cannot be sold, the ordinance prohibits selling, offering, or displaying:**

- Lottery tickets
- Adult-oriented material
- Electronic cigarettes
- Alcohol
- Tobacco
- Illegal or counterfeit merchandise
- Cannabis
- Vendors also may only sell goods or services identified on their sidewalk vending permit.

## **Cleanliness and trash, vendors must:**

- Provide a **trash receptacle for customers**.
- Pick up and properly dispose of vending-related trash.
- Before leaving, clean up trash within a **25-foot radius** of the vending location when generated by the vending operation or customers.
- Immediately clean up food, grease, fluids, or other items related to vending that fall on public property.

## **Parks have additional requirements, within City parks:**

- Vending is allowed only during normal park hours.
- Vendors must operate on paved pedestrian pathways.
- No unreasonable noise/light that interferes with park users.
- Vendors must maintain **50 feet** of separation from specified recreational facilities and amenities, including playgrounds, athletic courts/fields, recreational equipment, water features, cycling trails, picnic tables, restrooms, and reservable permanent structures.
- Supporting vehicles cannot be driven or parked on pathways, sidewalks, turf, planters, or maintenance roads.
- Vending is prohibited at parks where the City has an exclusive concession agreement covering the sale of food or merchandise.

## **Enforcement and fines for a vendor with a valid permit:**

- 1st violation: up to **\$100**
- 2nd violation within one year: up to **\$200**
- Each additional violation within one year: up to **\$500**

## **For vending without a valid permit:**

- 1st violation: up to **\$250**
- 2nd violation within one year: up to **\$500**
- Each additional violation within one year: up to **\$1,000**

The ordinance also provides that violations are handled through **administrative citations**, rather than as infractions or misdemeanors.



# STREET VENDING PERMIT APPLICATION

Filing Fees: \$210

PERMIT NO.: \_\_\_\_\_

| APPLICANT INFORMATION | PRINCIPAL/BUSINESS INFORMATION<br>(If applying as an agent) |
|-----------------------|-------------------------------------------------------------|
| Name: _____           | Name: _____                                                 |
| Address: _____        | Address: _____                                              |
| Phone: _____          | Phone: _____                                                |
| Email: _____          | Email: _____                                                |

| BUSINESS DETAILS                                                                                                                                                                          |                           |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| Business license No. _____                                                                                                                                                                | Seller's permit No. _____ |
| Vendor Type: <input type="checkbox"/> Roaming <input type="checkbox"/> Stationary <input type="checkbox"/> Food <input type="checkbox"/> Merchandise <input type="checkbox"/> Other _____ |                           |
| Description of the food or merchandise to be sold: (i.e. Cookies, Fruit, Flowers, Balloons, T-shirts)<br>_____                                                                            |                           |
| For Food Vendor: Food-Handler Certification: <input type="checkbox"/> Attached County Health Permit: <input type="checkbox"/> Attached                                                    |                           |
| Cart Dimensions: _____ Length _____ Width _____ Height _____                                                                                                                              |                           |
| Manufacturer specifications with a photo of cart must be included with your application.                                                                                                  |                           |

| Day, Time, and Manner of vending                                                                                                                                                                                       |                |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| Ensure the times and manners meet the restriction requirements                                                                                                                                                         |                |
| Day(s): <input type="checkbox"/> Mon <input type="checkbox"/> Tues <input type="checkbox"/> Weds <input type="checkbox"/> Thurs <input type="checkbox"/> Fri <input type="checkbox"/> Sat <input type="checkbox"/> Sun | Time(s): _____ |
| Manner: (How you plan on selling the items, i.e. on the corner, from cart only, not selling them to cars that pull over)<br>_____<br>_____<br>_____                                                                    |                |

| Area(s) of operation                                                                    |  |
|-----------------------------------------------------------------------------------------|--|
| Ensure the areas meet the restriction requirements                                      |  |
| Roaming: Description of the area(s) the applicant intends to operate:<br>_____<br>_____ |  |
| Stationary: Specific area(s) to be located at<br>_____<br>_____                         |  |

| APPLICANT CERTIFICATION                                                                                                                                                           |            |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| I hereby certify that the information provided is complete and that the facts, statements, and information presented are true and correct to the best of my knowledge and belief. |            |
| Signature _____                                                                                                                                                                   | Date _____ |



# STREET VENDING PERMIT APPLICATION

## INDEMNIFICATION

To the maximum extent permitted by law, Applicant must defend, indemnify, and hold City and its elected officials, officers, contractors serving as agents, and employees ("Indemnitees") harmless from liability for damage and/or claims for damage for personal injuries, including death, and claims for property damage, and with respect to all other actions and liabilities for damages caused or alleged to have been caused by reason of the Applicant's activities in connection with the sidewalk vending application, and which may arise from the direct or indirect operations of the applicant or those of the Applicant's contractors, agents, tenants employees or any other persons acting on Applicant's behalf, which relate to the development and/or construction of the Project. This indemnity provision applies to all damages and claims for damage, as described above, regardless of whether or not the City prepared, supplied, or approved the plans, specifications, or other documents for the Project.

In the event of any legal action challenging the validity, applicability, or interpretation of any provision of this approval, or any other supporting document relating to the Project, the Applicant must indemnify, defend and hold harmless the Indemnitees, and each of them, with respect to all liability, costs and expenses incurred by, and/or awarded against, the City or any of the Indemnitees in relation to such action. The City shall have the right to select counsel of its choice that the Applicant reasonably approves. The parties hereby agree to cooperate in defending such action. The City will not voluntarily assist in any such third-party challenge or take any position adverse to the Applicant in connection with such third-party challenge.

Signature \_\_\_\_\_ Date \_\_\_\_\_

## STAFF USE ONLY

DATE RECEIVED: \_\_\_\_\_ RECEIVED BY: \_\_\_\_\_

FEES PAID: ☐ INVOICE NO.: \_\_\_\_\_

☐ APPROVED ☐ DENIED If Denied, Reason for denial: \_\_\_\_\_

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

### Filing Fees

\*Per the amendment to the Master Fee Schedule in Resolution No. 6851 adopted by the City Council and effective on January 12, 2026. The applicant is responsible for all costs incurred by the City including supplies, equipment and the fully burdened rate of staff involved. A deposit may be required, as determined by the Development Services Director, for complex projects, negotiations, or the use of third-party vendors. These deposit fees are determined by third party vendor contracts, invoicing by contract employees and projects that are major or complex in nature, which exceed the billable staff rate to complete. The amount will be varied based on the scope of the project. Only the true cost is billed to the applicant and any overage in deposit is refunded after completion of the project.