



City of Palm Springs

Finance Department - Business License Division
3200 E Tahquitz Canyon Way, Palm Springs, CA 92262
(760) 322-8328

SIDEWALK VENDING CHECKLIST

Sole Proprietorships:

- Fictitious Business Name Registration
 - Obtain at the County Clerk Recorders Office
 - 38686 El Cerrito Rd, Palm Desert, CA 92211
 - Telephone: (951) 955-6200
 - Website: <https://webselfservice.riversideacr.com>
- California Sellers Permit
 - Obtain at the California Department of Tax and Fee Administration
 - 35900 Bob Hope Drive, Suite 280, Rancho Mirage, CA 92270
 - Telephone: (760) 770-4828
 - Website: www.cdtfa.ca.gov
- Certificate of Insurance
 - A Copy of the Certificate of Insurance (COI) naming the **City of Palm Springs** as an additional insured in the amount of \$1,000,000 per Occurrence and \$2,000,000 Aggregate.
 - See attached example of COI for reference to provide to your Insurance Company.
- Driver's License / State Identification Copy
- Site Plan
 - A map of general location you will be doing business
 - Any space other than sidewalks would need approval from the property owner and may require a Land Use Permit from the Planning Department.
- Copy of environmental Health Permit (Food prep/perishable goods vendors only)
 - Obtain with the Riverside County Department of Environmental Health
 - 554 S Paseo Dorotea, Palm Springs, CA 92264
 - Telephone: (760) 320-1048
 - Website: <https://rivcoeh.org/>
- Copy of Food Managers Card
- Copy of Food Handlers Cards for all Staff Workers

Limited Liability Companies/ Corporate Entities:

- All the Above items
- Copy of Articles of Incorporation for LLC or Corporation

Rules and Regulations:

- Sidewalk Vendors shall obtain a business license from the city prior to engaging in any sidewalk vending activities.
- Each Sidewalk Vendor shall obtain a separate business license for each location within the city where the vendor will be vending.
- Non-Prep Food Vendors who do not have to obtain a County Health permit are those Sidewalk Vendors who do not have to obtain a County Health Permit are vendors who consist of 25 square feet or less of display area from which only prepackaged non-potentially hazardous food and whole uncooked produce will be sold.
- If potentially hazardous food or cooked produce will be sold or the food display area is greater than 25 square feet, the vendor must provide a copy of the Environmental Health Permit to obtain a business license.
- Sidewalk Vendors must maintain a minimum of 48” of unobstructed accessible route area, in compliance with the Americans with Disabilities Act.
- Prohibited from operating or establishing in any residential zone of the city, including the G-R-5, R-1, R-G-A, R-G-A, R-2, R-3, R-4-VP, and R-MHP zones.
- May operating in non-residential zones of the city, including mixed use zones, provided you meet the following:
 - Vending operations must leave a minimum of 48” of unobstructed accessible path of travel, without obstruction, along public sidewalk, or pathway.
 - Display a valid County Health Permit in a conspicuous location for all food prep and perishable goods businesses.
 - Display a current decal sticker posted on the food cart.
 - All employees working with food are required to possess a current food handlers card issued by the county.
 - Vending hours shall be conducted only between the hours of one-half hour before sunrise and 3:00AM.
 - Must maintain vending area in a clean, orderly, and sanitary condition.
 - No Vending Shall occur within ten (10) feet of entrances and exits to private buildings, private driveways, parking spaces or building’s windows, fire hydrants, fire escapes, bus stops, loading zones, handicapped parking spaces or access ramps, bike racks, public benches, fire station driveway, or police station driveways.
 - No dining tables, chairs, fences, or other site furniture shall be permitted in conjunction with the vending activities.
 - May have one (1) umbrella or tent structure not to exceed 100 square feet in area.
 - The umbrella or tent structure shall not encroach into the accessible path of travel or onto private property.
 - During operations, no food shall be stored, displayed, or served from any place other than the approved food cart. The use of side units, coolers, benches, or tables for food preparation, storage or display is prohibited.
 - Vendors selling potentially hazardous food products shall provide a refuse container for customers within twenty (20) feet of the food cart.
 - Vendors may have a maximum of one (1) sign not to exceed eight (8) square feet in area, affixed to the cart, showcase, rack, umbrella, or tent structure, and shall not be freestanding.

- Vendors shall not attach or use any water lines, electrical or telecommunication lines, or gas lines during vending operations.
- Any lighting associated with vending operations shall be downward directed and shall comply with the outdoor lighting requirements listed in the Palm Springs Municipal Code section 93.21.00.
 - <https://ecode360.com/43605060#43605752>
- Exterior storage or display of refuse, equipment, materials, goods, wares, or merchandise associated with the vendor is prohibited.
- Vendors Utilizing Sound amplifying devices or musical instruments shall be subject to the requirements of section 11.74.043(f) of the Palm Springs Municipal Code.
 - <https://ecode360.com/42999652#42999652>
- No Vending shall occur within two hundred (200 feet of a Certified Farmers Market, a Swap Meet, or an event held pursuant to Temporary Event Permit.
- Vendors shall not discharge any liquid (e.g., water, grease, oil, etc.) onto or into the city streets, storm drains, or sewer facilities. Any discharge shall contain and properly disposed of by the Sidewalk Vendor.
- **Due to issues with traffic visibility, no bending shall occur within a corner cut off area.**
 - A corner cutoff area is that area at all intersecting and intercepting streets or highways. The cutoff line shall be horizontal plane, making an angle of 45 degrees with the side, front, or rear property line, as the case may be. It shall pass through the points located on sides and front or rear property lines at a distance of thirty (30) feet from the intersection of such lines at the corner of the street highway.
- Sidewalk Vendors shall comply with all applicable fire code requirements in the use of an open flame or charcoal in the preparation of food products. Any smoke or odors produced through the preparation of food products shall be subject to the regulations contained in the Palm springs Municipal Code Section 6.08.020
- 6.08.020 Air Pollution: It is a nuisance, and it is unlawful, to establish, conduct, maintain or operate or cause or permit to be established, conducted or operated any business, factory,, yard, establishment or other place which will generate into or pollute the atmosphere with any unwholesome, offensive, or deleterious gas, fumes, dust, smoke, or odors, or to allow offensive odors to be emitted from offal, garbage or any animal or vegetable matter (Prior code § 3702)
- **Due to increased pedestrian and vehicular traffic during these times, no vending shall occur from Friday through Sunday during the hours of 4:00PM to 11:00PM between October 1st and April 30th on Palm Canyon between Baristo Road to the south and Alejo Road to the north or on Arenas between Indian Canyon Drive to the west and Calle Encilia to the East.**
- Sidewalk Vendors and any employees and/pr agents must comply with all applicable federal and state labor laws and regulations.
- Sidewalk Vendors shall use reusable food service ware and reusable food service ware accessories in accordance with Palm springs Municipal code chapter 5.87.
 - <https://ecode360.com/42994042>

City Parks and Regulations (all the above apply):

- Vending of food merchandise by stationary vendors shall be prohibited in any City Park with a concession stand operated by a vendor under exclusive contract with the City selling familiar food or merchandise or in an area occupied by a Certified Farmers Market.

- Vendors may operate in:
 - Parks larger than 2 acres in area unless otherwise permitted by the City Council.
 - Stationary Sidewalk vending can set up vending operations while still leaving a minimum of forty-eight (48) inches of unobstructed accessible path of travel, without obstruction, along the public sidewalk or public pathway.
 - Stationary vendors may also set up their vending operation in the grassed area is not utilized as an athletic field.
 - Vendors must cease operations one (1) hour prior to the close of the park.

Roaming, Sidewalk Vending:

- Sidewalk vending hours for residential zones shall be conducted between one-half hour before sunrise and one-half hour after sunset.
- For non-residential zones vending hours shall be conducted only between the hours of one-half hour before sunrise and 3:00 AM.
- Vendors must maintain the vending area in a clean, and sanitary condition.
- **No Vending shall occur within ten (10) feet of entrances and exits to private buildings, private driveways, parking spaces or building window, fire hydrants, fire escapes, bus stops, loading zones, handicapped parking spaces or access ramps, bike racks, public benches, fire station driveway, or policy station driveways.**
- The Vendor may have a maximum of one (1) sign not to exceed eight (8) square feet in area.
- Vendors utilizing sound amplifying devices or musical instruments shall be subject to the requirements of section 11.74.043 (f) of the Palm Springs Municipal Code.
 - <https://ecode360.com/42999652#42999652>
- **No vending shall occur within two hundred (200) feet of a Certified Farmers Market, a swap meet, or an event held pursuant to a temporary event permit.**
- **Due to issues with traffic visibility, no vending shall occur within a corner cutoff area.**
 - A corner cutoff area is that area at all intersecting and intercepting streets or highways. The cutoff line shall be horizontal plane, making an angle of 45 degrees with the side, front, or rear property line, as the case may be. It shall pass through the points located on sides and front or rear property lines at a distance of thirty (30) feet from the intersection of such lines at the corner of the street highway.
 - **Due to increased pedestrian and vehicular traffic during these times, no vending shall occur from Friday through Sunday during the hours of 4:00PM to 11:00PM between October 1st and April 30th on Palm Canyon between Baristo Road to the south and Alejo Road to the north or on Arenas between Indian Canyon Drive to the west and Calle Encilia to the East.**
- Sidewalk Vendors and any employees or agents must comply with all applicable federal and state labor laws and regulations.

Print Name: _____

Signature: _____ Date: _____