



City of Morro Bay

Community Development Department
955 Shasta Ave
Morro Bay, CA 93442
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www.morro-bay.ca.us

Case Number:

Sidewalk Vending License Application

This application is intended to comply with Senate Bill 946 (Chapter 459, Statutes 2018). In order to protect the public health, safety, and welfare of the City, sidewalk vendors are limited in some areas in order to prevent undue concentrations of commercial activity and protect the character of the City.

Note to Applicants:

- Fees are based on Staff time and are due prior to Permit issuance
- This document is intended to provide minimum requirements for sidewalk vending permits. Some projects may require additional information not listed here, as determined by the project planner.
- You are responsible for the accuracy and completeness of all application materials. Incorrect or incomplete information may result in delay or denial of your application
- All application materials become the property of the City of Morro Bay and are subject to public review.
- All applications materials must be clear and legible. Faxes, poor reproductions, and cluttered or confusing drawings will not be accepted.
- Each Sidewalk Vending Receptacle requires a separate application and fee.

Sidewalk Vending Desired Location/Address: _____

Assessor's Parcel Number (APN): _____ Lot: _____ Block: _____ Tract: _____

Existing Use: _____

Stationary or roaming: _____

If roaming, the geographic area the vendor intends to operate within: _____

Proposed Business Name (attach a narrative detailing business): _____

Applicant: _____

Applicant Address: _____ City: _____ State: _____ Zip: _____

Applicant Phone number: _____ Email: _____

Name of Sidewalk Vendor Operator: _____

Operator Address: _____ City: _____ State: _____ Zip: _____

Operator Phone number: _____ Email: _____

Names of all Employees: _____

Proposed Days and hours of operation: _____

By signing and submitting this application, the Applicant:

1. Acknowledges that acceptance of this application does not imply approval/authorization of this request and that this application may be denied or that conditions may be attached to this approval to assure compliance with applicable Municipal Code requirements
2. Understands that the sidewalk vendor use of public property is at my own risk and agrees to defend, indemnify, release and hold harmless the City, its City Council, boards, commissions, officers and employees from and against any and all claims, demands, obligations, damages, actions, causes of action, suits, losses, judgments, fines, penalties, liabilities, costs and expenses (including without limitation, attorney's fees, disbursements and court costs) of every kind and nature whatsoever which may arise from or in any manner relate (directly or indirectly) to the License or the vendor's sidewalk vending activities. This indemnification shall include, but not be limited to, damages awarded against the City, if any, costs of suit, attorneys' fees, and other expenses incurred in connection with such claim, action, or proceeding whether incurred by the permittee, City, and/or the parties initiating or bringing such proceeding.
3. Confirms that they and the Sidewalk Vending Operator have read through the Sidewalk Vending program and operational requirements in Morro Bay Municipal Code Section 5.60 and agrees to comply with all City ordinances as well as Federal and State laws relating to sidewalk vending.
4. Declares under penalty that the foregoing statements and answers and all the data information, documents and evidence herewith submitted are to the best of the Applicant's knowledge and belief, true and correct.

Applicant's signature: _____ Date _____

Sidewalk Vending License Permit Submittal Requirements

General Requirements

Three copies of all application materials for Planning, Public Works, and Fire Department review and an electronic copy. **Site plans should be minimum of 8.5"x11"**.

Note these are the minimum submittal requirements. Additional information may be required to fully evaluate your application following initial review by staff. If you have any questions, please contact Planning staff prior to submitting an application.

Site Plan (may be hand-drawn or a satellite image with information overlaid)

- Sidewalk vending location (first and second choice)
- Zoning and special overlay (if applicable) designation
- Location of closest driveways and intersections to proposed operating locations (N/A if application is for Roaming)

Vendor Details

- Photograph, specification sheet or scaled drawing of sidewalk vending receptacle operating under the license
- Dimensions (length, width, height and weight) of the vending receptacle
- If the sidewalk vendor is selling **food**, a description of the type of food to be sold, how the food is prepared, if prepared on the sidewalk vending receptacle, identify the equipment used to prepare the food and source of power, if any
- If the sidewalk vendor is selling **merchandise**, a description of the merchandise to be sold
- Plan for collection and disposal of all trash and recycling generated from business operations. Disposal **shall not be in public trash or public recycle facilities**.
- Proposed signage, include size of each sign and proposed location (note: no freestanding signs allowed)

Other Licenses, Insurance, or Permits

- Proof of valid Health permit issued by the San Luis Obispo County Health Department in accordance with the California Health and Safety Code, if required.
- Proof of insurance issued by an insurance company licensed to do business in California, protecting the Owner/Operator and the City from all claims for damages to property and bodily injury, including death, which may arise from operations under or in connection with the permits contemplated herein. Such insurance policy shall name the City of Morro Bay as an additional insured and shall not terminate or be canceled during the duration of the Sidewalk Vending License without 30 days advance written notice to the City of Morro Bay
- Proof the person possesses a valid California Department of Tax and Fee Administration sales tax number which notes the City as a location or sub-location, which shall be maintained for the duration of the sidewalk vendor's permit
- City of Morro Bay business license.