



# Mobile Vendor's Permit

## Finance Department

315 North Douty Street  
 Hanford, CA 93230  
 Office (559)585-2512  
 FAX (559)582-1152  
 Website: [www.cityofhanfordca.com](http://www.cityofhanfordca.com)  
 TDD/TYY, Dial 711

## Community Development

317 North Douty Street  
 Hanford, CA 93230  
 Office (559)585-2580  
 FAX (559)583-1633

### Office Use Only:

- Sidewalk – Roaming
  - Sidewalk – Stationary
  - Vehicle – Roaming
  - Vehicle – Stationary (Private Property)
  - Vehicle – Stationary (Event/Civic Park)
- Planning Approved: by \_\_\_\_\_ on: \_\_\_\_\_  
 Finance Approved: by \_\_\_\_\_ on: \_\_\_\_\_

All mobile vendors shall obtain a permit and pay license taxes, pursuant to Chapters 5.04 and 5.08 of the Hanford Municipal Code. The original of the city license, health permit, and any permit required by this chapter shall be displayed conspicuously at all times on the vehicle, stand, or cart, as applicable.

Type (select)	Description	License Fee
<input type="checkbox"/> Food Peddler	Peddling goods, wares, or merchandise (non-motorized)	\$25.00 per month
<input type="checkbox"/> Peddling by Vehicle	Peddler of goods, wares, or merchandise by vehicle	\$30.00 per month
<input type="checkbox"/> Retail Peddling of Fruits and Vegetables	Sale of fruits and vegetables direct to the consumer by vehicle	\$15 per quarter
<input type="checkbox"/> Retail Peddling of Baked Goods/Dairy	Sale of bakery goods or dairy products direct to the consumer by vehicle	\$7.50 per quarter
<input type="checkbox"/> Parades and Public Gatherings	Peddling goods, wares, or merchandise at parades/public gatherings	\$50 per day

Time Period Applied for: \_\_\_\_\_

<b>Office Use Only:</b>	Finance Approved: <input type="checkbox"/>	Amount Due:	Renew By:
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### APPLICANT/BUSINESS INFORMATION:

PREFERRED COMMUNICATION METHOD (CHECK ONE)

- RESIDENCE ADDRESS  BUSINESS ADDRESS  EMAIL ADDRESS

Vendor's Name:			
Vendor's Residence Address:		Length of residence at this address:	
Business Address (if different):			
Email Address:		Phone Number:	
Social Security # or Tax Identification #	_____ - _____ - _____ Social Security Number <i>Confidential</i>	_____ - _____ - _____ Tax Identification Number <i>Confidential</i>	
Attach Copies:	<input type="checkbox"/> Driver's License or Identification <input type="checkbox"/> Seller's Permit – California Dept. of Tax and Fee Administration <input type="checkbox"/> Food Vending Permit (Kings County)		<b>Office Use Only:</b> Applications Received? <input type="checkbox"/> Driver's License/I.D. <input type="checkbox"/> Seller's Permit <input type="checkbox"/> Food Vending Permit
	*If selling commodities appealing to children, such as ice cream, snow cones or toys, fingerprints and a background check shall be completed.		<b>Office Use Only:</b> Finger Prints/ Background Check Required?

	If vending from a vehicle, proof of Hanford/Kings County Fire Dept. inspection required.	<input type="checkbox"/> Yes <input type="checkbox"/> No Fire Inspection? <input type="checkbox"/> Yes <input type="checkbox"/> No
ARE YOU THE BUSINESS OWNER? <input type="checkbox"/> YES <input type="checkbox"/> NO      If you answered NO, complete the information below:		
Employer Name:		
Employer/Business Address:	Approximate length of employment:	
Business Phone #:		
Business Email:		

VENDOR TYPE <i>Select All that Apply:</i>	
<input type="checkbox"/> <b>SIDEWALK VENDOR/FOOT PEDDLER</b>	<input type="checkbox"/> <b>MOBILE VENDING VEHICLE (Food Truck/Trailer)</b>
<input type="checkbox"/> ROAMING <input type="checkbox"/> STATIONARY	<input type="checkbox"/> ROAMING (moving every 10 minutes) <input type="checkbox"/> STATIONARY – PRIVATE PROPERTY (TUP or CUP) <input type="checkbox"/> STATIONARY – EVENT (Ex: Farmer’s Market)
Description of Commodities Vended:	
Proposed Date of Operation:	<input type="checkbox"/> On Going _____ to _____ Date Date
Hours of Operation:	
Operation Location:	<input type="checkbox"/> Public Sidewalk – Roaming <input type="checkbox"/> Public Streets (Roaming; relocating every 10 minutes) <input type="checkbox"/> Fixed Location (address or intersection): _____
Applicant Signature:	_____ Date: _____

**General Conditions of Approval – Applying to All Vendors**

1. Vendors shall maintain a valid California Department of Tax and Fee Administration seller’s permit, as required.
2. Vendors shall maintain a copy of a valid food vending permit, issued by the Kings County department of public health.
3. Mobile vending vehicles shall not operate in any city-owned parking lot, park, or garage (exceptions apply).
4. Vendors shall not operate in yellow commercial loading/unloading zones or white passenger loading zones.
5. Vendors shall not stop within 25 feet of an intersection when making a sale or attempting to make a sale.
6. Vendors shall not locate within 10 feet of a structure or another food vending vehicle.
7. Signage on the cart/vending vehicle is permitted. A-frame signage and/or similar signs shall be prohibited.
8. The vendor shall completely remove all equipment and other materials, including waste materials, from the site upon the conclusion of the vending activities, excepting such interior storage of equipment or materials, as may be allowed on the site with the permission of the owner or operator of the site.
9. Vendors shall pick up, remove, and dispose of all garbage, and/or materials dispensed from the vending vehicle/cart and any residue deposited on the ground from the operation thereof, and otherwise maintain in a clean and debris-free condition the entire area within a twenty-five (25) foot radius of the location where mobile food vending is occurring.
10. Vendors shall not sell or attempt to sell by means of any outcry, sound, speaker or amplifier, or any instrument that violates the city of Hanford noise standard in Chapter 9.10.
11. Vending shall not be permitted directly to persons in other vehicles or from other than the curbside of the vending vehicle when the vehicle is parked in the right-of-way.
12. Vendors shall not use city utility connections, including water and electric, without prior written approval from the city.
13. Vendors shall control smoke and odors caused by food preparation to avoid a public nuisance.



# Sidewalk Vendor Conditions Of Approval

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### Conditions of Approval: Sidewalk vendor.

1. Ensure that no obstruction is placed on the sidewalk or public right-of-way that would reduce the width of the sidewalk available to pedestrian travel to less than forty-eight (48) inches, exclusive of the top of the curb, in order to maintain Americans with Disabilities Act (ADA) accessibility standards. No obstruction shall be located on a sidewalk or public right-of-way less than six (6) feet in width when the sidewalk is adjacent to the curb.
2. To prevent food-borne illness and protect the health and safety of the city's residents, every sidewalk vendor selling any food or beverage is required to wear a hairnet and food service gloves.
3. Stationary sidewalk vendors shall be prohibited from selling in residentially zoned neighborhoods.
4. Roaming sidewalk vendors are permitted to sell in residentially zoned neighborhoods from seven a.m. to sunset.
5. Sidewalk vending stands and carts shall not exceed eight (8) feet in height, eight (8) feet in length, and four (4) feet in width; shall not impede access to the entrance of any adjacent building or driveway; shall not impede pedestrian right-of-way or vehicle right-of-way (including bike lanes); shall not be located on sidewalks where there is not on-street parking immediately adjacent; and must comply with Americans with Disabilities Act (ADA) and other accessibility standards.
6. Sidewalk vending stands and carts shall not be located within twenty (20) feet of a fire hydrant, fire escape, bus stop, loading zone, ADA-accessible parking space, access ramp, or driveway.
7. Sidewalk vendors shall supply a way to dispose of trash if an existing trash container does not exist within twenty-five (25) feet of the stand or cart. Additionally, sidewalk vendors must maintain the cleanliness of their site and area within twenty-five (25) feet.
8. All sidewalk vending stands, carts, signs, refuse containers and other material set up or provided by the vendor must be removed from the vending site during non-vending hours. Any equipment or objects left in public spaces or in any portion of the public right-of-way may be impounded.
9. To facilitate the enforcement of this chapter, every sidewalk vendor must display their city-issued sidewalk vending permit on the street-side portion of their pushcart, stand, display, pedal-driven cart, wagon, showcase, rack, or other non-motorized conveyance when operating in the public right-of-way or on public property.
10. To prevent unintended rolling or slipping, a sidewalk vendor is prohibited from operating a pushcart, pedal-driven cart, wagon, or other non-motorized conveyance on a public right-of-way with a slope greater than five percent (5%).
11. A sidewalk vendor is prohibited from operating within five hundred (500) feet of a permitted, certified farmers' market, a permitted swap meet, or any area subject to a temporary use permit for the duration of the permit.
12. Sidewalk vendors vending in a city park may only vend during hours the park is open. Sidewalk vendors may not, however, vend within a city park during a city-approved event when there is an exclusive agreement with one or more concessionaires.
13. Sidewalk vendors are prohibited from having tables and chairs for customer use.
14. Excepting those vendors who have demonstrated an inability to pay, as set forth in Section 5.64.120, all sidewalk vendors shall maintain, at all times during operation, a policy of general comprehensive liability insurance with limits as approved by the city and insuring against injury or death of a person and for claims of property damage resulting from the applicant's use of the public right-of-way. The city and its officials, officers, employees and agents shall be named as additional insured under such insurance policy, and the applicant shall cause its insurer to waive the right of subrogation with respect to the city and its officials, officers, employees, and agent. The applicant will deliver to the city endorsements to the applicant's insurance policy as evidence of the satisfaction of these insurance requirements. (Ord. 20-12 § 5, 2020)



# Vending Vehicle Conditions of Approval (Roaming)

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### Conditions of Approval: Mobile Vending Vehicles

1. Mobile vending vehicles operating in the city shall be compliant with the [California Fire Code \(CFC\)](#), [California Code of Regulations, Title 19 \(CCR\)](#), [California Mechanical Code \(CMC\)](#), and the [California Health and Safety Code \(H&S\)](#).
  - a. Required Inspections. An inspection of the mobile vending vehicle is required by the fire department, prior to issuance of a mobile vending permit.
    - i. Mobile vending vehicles with a hood system require an inspection every six (6) months.
    - ii. Mobile vending vehicles with a generator require an inspection annually.
  - b. Requirements. Mobile vending vehicles with a hood system require an extinguishing system and a separate fire extinguisher.

### Short-Term Operation on Public Streets (moving every 10 minutes)

1. Shall not conduct business or operate on the same block for longer than ten (10) minutes, and shall not, within a period of four (4) hours, again operate such vehicle within five hundred (500) feet of a prior operating location.
  - a. Each instance of vending beyond the period authorized for parking per site shall constitute a separate and distinct offense.
2. Shall not be located within two hundred fifty (250) feet of a brick and mortar restaurant business.
3. Shall not conduct business or operate, between the hours of 8:00 a.m. and 5:00 p.m., within one block of any public or private school grounds on days that school is open to students.
4. Shall not conduct business within one block of any city park at which a city-approved and permitted special event is taking place without having obtained a special event permit.
5. Shall only conduct business from a licensed vehicle or licensed trailer on a public street while parked in a designated parking area.
6. Shall, at all times, operate in compliance with the [California Vehicle Code](#), the Hanford Vehicles and Traffic Code, Title 10, and all posted parking, stopping and standing restrictions.
7. Shall not encroach onto a public sidewalk with any part of a vehicle, wagon, trailer or truck or any other equipment or furniture related to the operation of the business without a minimum four (4) foot clearance, including customer queuing areas.
8. Shall provide garbage and recycling receptacles for immediate use by customers.
9. Shall maintain, at all times during which the vending vehicle is in operation, a policy of general comprehensive liability insurance with limits as approved by the city and insuring against injury or death of a person and for claims of property damage resulting from the applicant's use of the public right-of-way. The city and its officials, officers, employees and agents shall be named as additional insured under such insurance policy, and the applicant shall cause its insurer to waive the right of subrogation with respect to the city and its officials, officers, employees, and agent. The applicant will deliver to the city endorsements to the applicant's insurance policy as evidence of the satisfaction of these insurance requirements.



# Vending Vehicle Conditions of Approval (Stationary - Private Property)

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  - a. Required Inspections. An inspection of the mobile vending vehicle is required by the fire department, prior to issuance of a mobile vending permit.
    - i. Mobile vending vehicles with a hood system require an inspection every six (6) months.
    - ii. Mobile vending vehicles with a generator require an inspection annually.
  - b. Requirements. Mobile vending vehicles with a hood system require an extinguishing system and a separate fire extinguisher.

### Operation on Private Property.

Temporary Use Permit (less than 6 months; \$250) or Conditional Use Permit (over 6 months; \$1,500) required.

1. Have written documentation of the property owner's authorization to operate on the property in their possession.
2. Be located on a fully developed parcel. Locations shall have curb, gutter, sidewalk and be paved with a solid material, to provide a durable, dustless surface and shall be so graded and drained as to dispose of surface water, for parking of the mobile food vending vehicle and guests.
3. Be located outside of the required setback area, established by the zone district, in accordance with Title 17.
4. Vendors shall only occupy parking spaces not required to meet the minimum requirements of the current primary use(s) on the property, as required in Section [17.54.040](#). Use of the primary business(es)' required parking spaces by a vendor is prohibited. The vending facility shall not be placed on landscaped areas, nor shall the vending facility adversely impact any landscaping or landscaped areas.
5. Cannot be located within two hundred fifty (250) feet of a brick and mortar restaurant business, except as follows:
  - a. The restaurant and vendor are operated by the same entity; or
  - b. The vendor has prior written permission of the brick and mortar restaurant business owner to operate on the property of that existing business; or
  - c. The vendor is authorized to locate in Civic Park as part of a certified farmers' market, special event, or specified permit, as allowed in subsection E of this section.
6. If a mobile vending vehicle will be parked at a location for more than one hour, the site must contain toilet facilities for employees on site or within two hundred (200) feet of the vending vehicle. Applicants will be required to submit a letter signed by the party owning or controlling the toilet facilities indicating that the facilities used to fulfill this obligation can be used by the mobile vending vehicle employees.
7. Only be established on sites which have an active business open during the hours of the mobile food vendor's operations. Mobile food vending shall be an ancillary use to the primary business on site.
8. Hours of operation shall be limited to those hours the primary business on the site is open, excepting that where a business is located within one hundred fifty (150) feet of the R-L, R-M, R-H, or O-R zone district, vending shall be prohibited during the hours of ten p.m. to seven a.m.
9. Confine the entire operation on the private property, including queuing of patrons.
10. A temporary use permit may be issued for a time period not to exceed six (6) months for a single location. Rotating vendors are acceptable in the location identified on the temporary use permit. A vendor's permit is required for each mobile vending vehicle. A new permit for the same or a different vending vehicle may not be issued at the location for a minimum of six (6) months.
11. A vending vehicle may remain on private property for more than six (6) months, upon approval of a conditional use permit, in zones as provided in Section [17.08.030](#) of this code. Rotating vendors are acceptable in the location identified on the temporary use permit. A vendor's permit is required for each mobile vending vehicle.
12. Provide garbage and recycling receptacles for immediate use by customers.



# Vending Vehicle Conditions of Approval (Stationary – Civic Park or City Event)

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  - a. Required Inspections. An inspection of the mobile vending vehicle is required by the fire department, prior to issuance of a mobile vending permit.
    - i. Mobile vending vehicles with a hood system require an inspection every six (6) months.
    - ii. Mobile vending vehicles with a generator require an inspection annually.
  - b. Requirements. Mobile vending vehicles with a hood system require an extinguishing system and a separate fire extinguisher.

**City of Hanford – Food Truck Takeover: Secure your reservation through the City of Hanford Parks and Community Services Department (559)585-2525.**