



Fee Paid Date _____ By _____

No. RSV _____

Fee: \$100.00

RETAIL STREET VENDOR APPLICATION

Adjacent Property Location/Address: _____

Lot _____ Block _____ Subdivision _____
Map _____ Tax Lot _____ Zone _____

Applicant Name: _____

Mailing Address: _____

Phone: _____ Business Phone: _____ Email: _____

Adjacent Property Owner's Name: _____

Mailing Address: _____

Business Name (if applicable): _____

Signature of Applicant: _____ Date: _____

Signature of Adjacent Property Owner: _____ Date: _____

Proposed Use: _____

APPLICATION REQUIREMENTS: 1) A scaled drawing of the cart, including materials of construction, dimensions, exact location on the sidewalk, and any signs to be incorporated in the cart; and 2) Written approval from adjacent business owners, if applicable, as required in City Code 5.062. Scaled free-hand drawings are acceptable.

FILING INFORMATION: A Pre-Application meeting with the Planner is required prior to acceptance of the application as complete. Only complete applications will be reviewed. The application will be routed for review through the Public Works Department, Police Department, Fire Department, and Finance Department, and a decision shall be made by the Community Development Director. The decision of the Community Development Director may be appealed to the Astoria Planning Commission in accordance with Article 9 of the Astoria Development Code.

PERMIT LIMITATIONS: The permit shall not be transferred to another person or location, other than that stated on the permit. Each permit shall be valid for a period not to exceed 12 months, unless otherwise stated. The permit may be renewed for an additional year at the end of the 12 month period upon written request by the applicant and payment of the annual fee as set by Resolution.

For office use only:			
Application Complete:		Permit Info Into D-Base:	
Labels Prepared:		Tentative APC Meeting Date:	
120 Days:			

Briefly address each of the following criteria: Use additional sheets if necessary.

1. The retail street vendor cart or stand shall not be more than four (4) feet in width, six (6) feet in length, and five (5) feet in height. One retail cart or stand per person shall be permitted.

2. A canopy or umbrella may be included with the cart or stand which may not exceed 48 square feet in area or a diameter of 6 feet, and shall have a minimum clearance above the sidewalk of at least 7 feet.

3. Each retail street vendor cart or stand shall be a self-contained unit, PROVIDED however, that self-contained electrical power generators are not permitted. Each cart or stand shall have one 2A10BC fire extinguisher mounted on it if it includes cooking facilities with an open flame.

4. Advertising signs may be placed only on the cart or stand. Signs must conform to the sign requirements for the zone as specified in the Astoria Development Code. *(Sign permit required)*

5. The operator of a retail street vendor cart or stand shall obtain a business license from the City of Astoria and a permit from the State of Oregon Health Department when required.

6. Retail street vendor carts or stands shall be removed from the site daily between the hours of 9:00 p.m. and 6:00 a.m. The site and cart or stand shall be kept clean and orderly at all times. No cart or stand shall be left unattended for more than 15 minutes. Carts or stands may not be locked or chained to any street furniture, trash container, landscaping planters or trees, or utility poles.

7. The cart or stand shall be placed a minimum of six (6) feet from the curb and shall maintain a minimum pedestrian walkway of six (6) feet, as required in Section 5.060 of the Astoria City Code. Drive up service is not permitted.

8. No retail street vendor cart or stand shall be placed directly adjacent to, or within a 50 foot radius (excluding rights-of-way), of any business which specializes in the sale of products which are the same or similar to that offered for sale by the cart operator. This requirement does not apply if the applicant owns the establishment or has written consent from the proprietor of the adjacent business establishment.

9. No retail street vendor cart or stand shall be located within ten (10) feet of an intersection.

10. No retail street vendor cart or stand shall be placed within 200 feet of any public or private school, park or playground, except when the entity having jurisdiction and control of such facility states in writing that it has no objection to the placement.
