



City of  
**Santa Monica**

Revenue Division  
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**BUSINESS LICENSE RENEWAL  
VEHICLE VENDOR PERMIT  
SUPPLEMENTAL**

**OFFICIAL USE ONLY**

BL #:

*Date Stamp*

Complete and return this form with your application or annual business license renewal.

**When renewing or applying for your Business License online, please upload this document.**

**BUSINESS ENTITY INFORMATION**

Legal Business Name:	DBA:	Today's Date:
Physical Address on record:		
<small>Number Street Unit/Suite # City State Zip</small>		
Business Phone:	Email:	Fax:
Business Type <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> LLC <input type="checkbox"/> Corporation <input type="checkbox"/> Trust		
<b>Note:</b> If business is a partnership or corporation each partner or corporate officer shall complete a copy of this application.		

**OWNER INFORMATION**

Business Owner/Officer's Name									
Owner/Officer's Mailing Address									
<small>Number Street Unit/Suite # City State Zip</small>									
Owner's Phone:		Driver's License #:			State of Issuance:		Exp. Date:		
I have resided in California for _____ years, in Los Angeles County for _____ years.									
Date of Birth	Month	Day	Year		Sex	Hair Color	Eye Color	Height	Weight
					<input type="checkbox"/> M <input type="checkbox"/> F			ft. in.	lbs.

**VENDING INFORMATION (IF APPLICABLE)**

Vending Vehicle Identification				
<small>Make</small>		<small>Model</small>	<small>Year</small>	<small>Vehicle License Plate Number</small>
List each location where you plan to vend:				
Please describe the products you will vend:				
Please indicate the days of the week and hours you intend to vend:				

**REQUIRED SUPPLEMENTAL APPLICABLE DOCUMENTS**

**Please provide a copy of the following applicable documents:**

☐ Los Angeles County health permit (food vendors only) ☐ Current vehicle registration ☐ Proof of insurance

I certify under penalty of perjury that all statements made in this application are, to the best of my knowledge, true and correct, and that I have completed this application. I authorize the City of Santa Monica to verify all statements and information provided on this application.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

SANTA MONICA BUSINESS LICENSE — VEHICLE VENDOR PERMIT SUPPLEMENTAL FORM

## Chapter 6.36 VENDING

### Note:

\* Prior history: Prior code Sections 6281 through 6286, 6289 and 6290. Ord. No. 1495CCS, adopted 9/26/89, Ord. No. 1712CCS §§ 1, 3 adopted 11/23/93, Ord. No. 1851CCS § 20, adopted 5/28/96, Ord. No. 1888CCS §§ 2—5, adopted 10/28/97, Ord. No. 1901CCS § 1, adopted 2/17/98, Ord. No. 1949CCS §§ 1—3, adopted 7/20/99, Ord. No. 2047CCS § 12, adopted 7/9/02, Ord. No. 2075CCS § 10, adopted 5/13/03, Ord. No. 2153CCS §§ 3, 5, adopted 3/8/05, Ord. No. 2221CCS § 1, adopted 3/13/07, Ord. No. 2337CCS § 8, adopted 12/14/10, Ord. No. 2379CCS § 15, adopted 11/8/11, Ord. No. 2381CCS §§ 1, 2, adopted 11/22/11, Ord. No. 2423CCS § 1, adopted 4/23/13, Ord. No. 2458CCS §§ 6—9, adopted 5/27/14.

### 6.36.010 Findings and purpose.

The City Council of the City of Santa Monica hereby finds:

(a) Sidewalk vending fosters vibrant public spaces and promotes a diverse and inclusive local economy.

(b) In order to promote the public peace, safety, health and welfare, sidewalk vending must be regulated to promote public safety; to ensure rapid access by first responder and emergency personnel to public and private spaces throughout the City; to facilitate ingress into and egress from vehicles, rights-of-way, buildings, and public spaces; to maximize use and promote maintenance of public rights-of-way, parks, the beach, and other public spaces; and to reduce the City's exposure to civil liability.

(c) Because the City is densely populated by residents and visitors, its public spaces often become extremely crowded. The City's parks, Pier, Promenade, Transit Mall and beaches, and many of the City's sidewalks and pedestrian paths, are all heavily trafficked by the public and congestion in these places is a constant norm.

(d) Palisades Park, situated between the Pacific Ocean, the Pier bridge, and the City's bustling downtown, is the crown jewel of the City's park system and is the most heavily utilized. Based on the Park's unique aesthetic qualities and unmatched scenic beauty, the City designed the Park as a local landmark and the City's local Coastal Program Land Use Plan requires review to, from, and along the Park be protected. Circulation within Palisades Park is limited because it is extremely narrow, and is physically surrounded by downtown streets on three sides and tall bluffs on the fourth.

(e) The unique and historic nature of many of the City's public spaces further requires special consideration. For example, the Santa Monica Pier is a long, narrow, wooden structure one thousand eighty feet long, supported by concrete and timber piles extended over the beach and ocean with limited points of entry and exit. The Santa Monica Pier is also on the State of California Protected Critical Infrastructure list, experiences a high volume of pedestrian traffic and is congested throughout the year. The Third Street Promenade and the Transit Mall similarly draw significant local and tourist pedestrian traffic, with crowds as large as 10,000 or more traveling each block of the narrow, open-air public rights-of-way each day. Careful regulation of vending activities is necessary to protect public safety and ensure accessibility in these highly trafficked tourist destinations. Similarly, many of the City's parks and beaches provide opportunities for community engagement and recreation; regulation of vending activities is necessary to ensure availability of open space for public engagement, access and recreation, and to protect the natural resources within and the scenic and natural character of the parks and beaches. Additionally, many of the sidewalks and pedestrian paths in the City are under eight feet wide, such that vending in these areas would unreasonably interfere with the flow of pedestrians and disrupt access for persons with disabilities or other special needs. (Added by Ord. No. 2607CCS § 2, adopted 4/9/19)

### 6.36.020 Definitions.

For purposes of this Chapter, the following words or phrases shall have the following meanings:

(a) "Certified farmers' market" means a farmers' market certified as operating in accordance with Chapter 10.5 (commencing with Section 47000) of Division 17 of the [Food and Agricultural Code](#) and any regulations adopted pursuant to that chapter.

(b) "Pedestrian path" means a path or walkway, other than a sidewalk, that is owned by the City or another public entity and is specifically designed for pedestrian travel. Pedestrian path shall not include any private property or areas

not traditionally used or designated for pedestrian travel, such as the beach, bike-paths, streets, driveways, and public parking lots.

(c) "Pushcart" means any humanly propelled wheeled vehicle which contains items for sale.

(d) "Roaming sidewalk vendor" means a sidewalk vendor who moves from place to place and stops only to complete a transaction.

(e) "Sidewalk vendor" means a person who sells food or merchandise from a pushcart, stand, display, pedal-driven cart, wagon, showcase, rack, or other nonmotorized conveyance, or from one's person, upon a public sidewalk or other pedestrian path.

(f) "Santa Monica Pier" means the Santa Monica Pier, consisting of both the Newcomb Pier and the Municipal Pier, protruding from the Santa Monica State Beach at the southwesterly terminus of Colorado Avenue, extending for approximately two thousand one hundred thirty-five feet into the Santa Monica Bay, and extending one hundred feet from all ingress and egress points to and from the Newcomb Pier and the Municipal Pier, including, but not limited to, the Ocean Avenue entrance point to the Pier bridge.

(g) "Stationary sidewalk vendor" means a sidewalk vendor who vends from a fixed location.

(h) "Vehicle vendor" means a person who vends from a motor vehicle or unhitched trailer upon a public street, roadway, or highway.

(i) "Vend" means to sell, offer to sell, expose for sale, solicit offers to purchase, or barter food, food products, services, goods, or merchandise from any public area, including any area open to the public on private property. Vending includes offering samples of products that are also for sale, negotiating fees for goods, and/or requesting donations in exchange for merchandise from any public area or any area open to the public on private property.

(j) "Vendor" means a person who vends. A vendor includes a person who vends as an employee or agent of another person or entity. A person engaged in the business of soliciting, canvassing, or taking orders subject to the regulations in Chapter [6.32](#) is not a "vendor."

(k) "Vendor permit" shall mean a sidewalk vendor permit or a vehicle vendor permit issued pursuant to this Chapter. (Added by Ord. No. 2607CCS § 2, adopted 4/9/19)

### **6.36.030 Vendor permit required.**

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No person shall vend in the City without first obtaining a vendor permit issued pursuant to this Chapter and a business license issued pursuant to Chapter [6.04](#) of this Code. (Added by Ord. No. 2607CCS § 2, adopted 4/9/19)

### **6.36.040 Restricted vending times and locations.**

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(a) Unless otherwise expressly authorized by or with the consent of the City, no person shall vend on or within, any private property, the Santa Monica Pier, a certified farmers' market, a permitted community event, a permitted filming activity, a bikepath, a street, a driveway, or a public parking lot.

(b) No stationary sidewalk vendor shall vend within:

(1) Twenty-five feet of the Third Street Promenade;

(2) The Transit Mall;

(3) The Beach;

(4) Any area exclusively zoned for residential uses;

(5) The 1700 block of Ocean Front Walk;

(6) Any portion of Palisades Park that is within five hundred feet of the Ocean Avenue entrance point to the Pier bridge; or

(7) Any City park during the hours that an exclusive concessionaire is open and operating pursuant to an agreement with the City or other operator of the park.

(c) No roaming sidewalk vendor shall vend in an area exclusively zoned for residential uses or on a sidewalk or pedestrian path directly adjacent to such an area between the hours of nine p.m. and eight a.m.

(d) No vehicle vendor shall vend on Main Street between Ocean Park Boulevard and the City's southern boundary between the hours of one a.m. and three a.m. on a Saturday, a Sunday, St. Patrick's Day, Valentine's Day, Cinco De Mayo Day, Memorial Day, Independence Day, Labor Day, Halloween, or New Year's Day.

(e) The City Manager or designee may adopt administrative regulations imposing additional requirements consistent with this Chapter and all other applicable laws in order to regulate the time, place, and manner of vending. (Added by Ord. No. 2607CCS § 2, adopted 4/9/19)

#### **6.36.050 Vending requirements and prohibitions.**

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- (a) A vendor shall:
  - (1) Prominently display the vendor's vending permit at all times while on public property;
  - (2) Maintain noise levels in compliance with Chapters [4.12](#) and [6.116](#) of this Code;
  - (3) Keep the vendor's vending area litter free by removing litter caused by the vended products off of public or private property; and
  - (4) Maintain a trash container in or on the vendor's person, cart, or vehicle.
- (b) A vendor shall not:
  - (1) Vend any shared mobility device, as defined in Section [3.21.020](#) of this Code, cannabis, as defined in Section 26001 of the [Business and Professions Code](#), or cannabis product as defined in Section 11018.1 of the [Health and Safety Code](#);
  - (2) Employ harassing, threatening or unsafe vending tactics, including, but not limited to:
    - a. Intentionally or recklessly making physical contact with or touching another person without the person's consent;
    - b. Intentionally or recklessly blocking or impeding the safe passage of a person traveling on a public right-of-way;
    - c. Engaging in physical conduct, verbal communication, or gestures in a manner: (i) intended to or likely to cause a reasonable person to fear imminent bodily harm or the commission of a criminal act upon property in the person's possession; or (ii) intended to or reasonably likely to intimidate the person being solicited into responding affirmatively to the solicitation;
  - (3) Knowingly make false statements or misrepresentations in the course of vending; or
  - (4) Use any public or private electrical outlet or power source, including any City-owned or City-operated electrical outlets or power sources, without authorization.
- (c) In addition to the prohibitions set forth in subsection (b) above, a vehicle vendor shall not:
  - (1) Use public property, including a sidewalk or a parkway, adjacent to the vendor's vehicle for vending purposes including displaying merchandise or placement of trash containers; or
  - (2) Vend vehicles or motorized devices.
- (d) In addition to the prohibitions set forth in subsection (b) above, a sidewalk vendor shall not:
  - (1) Vend services or merchandise for rent to customers;
  - (2) Display merchandise or food that is not available for immediate sale;
  - (3) Use an open flame; or
  - (4) Place or maintain vending equipment or materials in a manner that touches, leans against or is affixed to any building or structure including, but not limited to, a lamppost, parking meter, mailbox, traffic signal, fire hydrant, bench, bus shelter, newsstand, trashcan, or traffic barriers. (Added by Ord. No. 2607CCS § 2, adopted 4/9/19)

#### **6.36.060 Exemptions.**

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This Chapter shall not apply to:

- (a) An approved participant in a certified farmers' market;
- (b) A vendor operating pursuant to or under the authority of an approved license agreement;
- (c) An approved participant in a community event authorized by the City;
- (d) An individual vending newspapers, leaflets, pamphlets, bumper stickers or buttons;
- (e) An individual or organization vending the following items, which are inherently communicative, have nominal utility apart from their communication, and have been created, written, or composed by the vendor: books, recorded

music, poetry, prose, sculptures, paintings, prints, or photographs. (Added by Ord. No. 2607CCS § 2, adopted 4/9/19)

#### **6.36.070 Vendor permit application and fee.**

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(a) To receive or renew a vendor permit, a person must complete an application on the form approved by the City and file it with the City. The applicant must provide the following information:

- (1) The applicant's full name and address.
- (2) Proof of applicant's identity.
- (3) A description of the type of products to be vended.
- (4) The location where the applicant plans to vend.
- (5) If the applicant is employed by another vendor, the name and business address of the employer.
- (6) A description of any motor vehicle, pushcart, or other device to be used during vending.
- (7) If the applicant will vend food products, a valid Los Angeles County Department of Health permit and certification that the vendor will comply with all applicable laws regarding food product vending.
- (8) Whether the applicant seeks a permit to operate as a sidewalk vendor or a vehicle vendor.
- (9) Other relevant information as required by the City, including proof of insurance coverage where required.

(b) No application for a vendor permit or for renewal of such a permit shall be accepted unless accompanied by the required vendor permit fee. The amount of the fee shall be established by resolution of the City Council.

(c) A vendor permit shall be effective for the same period as the term of the applicant's business license.

(d) A vendor permit may be renewed through the same application process described above.

(e) A vendor permit may not be assigned or transferred to any other person or entity. (Added by Ord. No. 2607CCS § 2, adopted 4/9/19)

#### **6.36.080 Vendor permit approval, revocation, suspension or denial.**

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(a) The City may condition the approval of any vendor permit on compliance with this Chapter and other applicable laws and regulations.

(b) A vendor permit may be revoked, suspended or denied by the City Manager or designee based upon any of the following grounds:

(1) The applicant has made a materially false, misleading or fraudulent statement of fact or omission of fact to the City;

(2) The applicant operates, has operated, or proposes to operate in a manner that endangers public health or safety;

(3) The applicant fails to comply or has failed to comply with any requirement imposed by the provisions of this Code (or successor provision or provisions) including any rule, regulation, condition, or standard adopted pursuant to this Chapter, or any term or condition imposed by the vendor permit, or any provision of State law;

(4) The applicant, or any of its officers, owners or principals, has been convicted of a criminal offense that is substantially related to the qualifications, functions or duties of the vending profession, including, but not limited to, any criminal conviction involving a violent or serious felony, fraud, deceit, or embezzlement; or

(5) Other grounds set forth by administrative regulations. (Added by Ord. No. 2607CCS § 2, adopted 4/9/19)

#### **6.36.090 Appeals.**

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A decision by the City under this Chapter to deny an application, conditionally approve an application, suspend a permit, or revoke a permit may be appealed by an aggrieved applicant or permit holder. An appeal must be taken within the time and manner set forth in Chapter [6.16](#) of this Code. (Added by Ord. No. 2607CCS § 2, adopted 4/9/19)

#### **6.36.110 Administrative regulations.**

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The City Manager or designee may promulgate administrative regulations to implement the provisions of this Chapter, including, but not limited to, permit application procedures and requirements, permit conditions, operating conditions, inspection frequencies, enforcement procedures, location restrictions, or concentration restrictions. No person shall fail to comply with any such regulations. (Added by Ord. No. 2607CCS § 2, adopted 4/9/19)

#### **6.36.111 Penalties.**

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(a) Any person who violates any provision of this Chapter shall be subject to administrative citation pursuant to Chapter [1.09](#) of this Code.

(b) Any person, other than a sidewalk vendor, who violates any provision of this Code shall be subject to an infraction, which shall be punishable by a fine not exceeding two hundred fifty dollars per violation.

(c) Any person, other than a sidewalk vendor, who violates Section [6.36.040](#)(a), (b)(3), (d), or [6.36.050](#)(b) of this Chapter, shall be subject to an infraction which shall be punishable by a fine not exceeding two hundred fifty dollars per violation, or a misdemeanor, which shall be punishable by a fine not exceeding five hundred dollars per violation, or by imprisonment in the County Jail for a period not exceeding six months, or by both such fine and imprisonment.

(d) The remedies specified in this Chapter are cumulative and their specification shall not preclude the use of any other remedy provided by law. (Added by Ord. No. 2607CCS § 2, adopted 4/9/19)

#### **6.36.112 Impoundment.**

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(a) The City may impound food, goods, and/or merchandise that are abandoned on public property or displayed, offered, or made available for rent or sale by a vendor who does not possess a valid City vending permit.

(b) The City may immediately dispose of impounded materials that are perishable or cannot be safely stored.

(c) The City may forfeit impounded materials from a vendor who has been found responsible for vending without required governmental permits three or more times within a twenty-four month period. An aggrieved vendor may appeal a City forfeiture order pursuant to the procedures set forth in Chapter [6.16](#).

(d) The City may dispose of abandoned impounded materials in accordance with administrative regulations.

(e) The City Council may by resolution adopt impound fees, which shall reflect the City's enforcement, investigation, storage and impound costs.

(f) No person shall retrieve impounded materials without paying applicable impound fees and demonstrating proper proof of ownership. (Added by Ord. No. 2607CCS § 2, adopted 4/9/19)



City of Santa Monica  
Vehicle Vending Program  
Administrative Regulations

July 1, 2025

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# Vehicle Vending Administrative Regulations

## Section 1 Introduction

### 1.1 Program Intent

The City of Santa Monica (City) Vending Ordinance No. 2607 (Ordinance) establishes reasonable time, place, and manner restrictions around vehicle vending. These regulations are available to the public; are administrative in nature; and can be changed at the City's discretion. The purpose of these Administrative Regulations ("Regulations") is to provide additional detail and guidance in the administration of the City's Vehicle Vending Permit Program, and to assist staff with the issuance and enforcement of vending permits.

### 1.2 Program Objectives

- Be consistent with the requirements set forth in Santa Monica Municipal Code Chapter 6.36
- Prioritize public health and safety
- Expand economic opportunity for those who aspire to vend lawfully and with appropriate permits in the City
- Be meaningfully enforceable

## Section 2 Definitions

Definitions pertaining to vending are found in Santa Monica Municipal Code (SMMC) Section 6.36.020. Below are additional definitions that supplement the adopted definitions.

- a. "Decal" shall mean the identifying insignia that is placed on a vending vehicle after the operations have been approved by the City for vending.
- b. "Director" shall mean the Director of Community Development Department or designee.
- c. "Public Right-of-Way" shall mean any public alley, parkway, public transportation path, roadway, sidewalk, or street that is owned, granted by easement, operated, or controlled by the City.
- d. "Administrative Citation" shall mean any written form produced by an authorized enforcement officer to formally document violations of SMMC or vending regulations and the associated fine.
- e. "Regulations" shall mean the Vehicle Vending Administrative Regulations established and recommended herein.
- f. "Suspension" shall mean the temporary rescission of a prior approval of a business license and vendor permit for a specified period of time.
- g. "Revocation" shall mean the indefinite rescission of a prior approval of a business license and vendor permit.
- h. "Services" shall mean the selling or providing for pay any service, including tangible and intangible

activities provided to a customer.

- i. "Vehicle" shall mean a device by which any person or property may be propelled, moved, or drawn upon a highway, excepting a device moved exclusively by human power, and is used in conjunction with vending.
- j. "Vehicle Vending-Related Activities" shall include all activities directly related to the operations of a Vehicle Vendor, including selling, offering to sell, exposing for sale, soliciting offers to purchase, or bartering food, food products, services, goods, or merchandise from any public area, including any area open to the public on private property, as well as the set up and break down of vehicle vending operations, and any break times when vending is not conducted but the vehicle vending operation is in plain view from public property. Traveling by Vehicle to and from the City to vend is not included in this term.
- k. "Vendor" or "vehicle vendor" shall mean a person who vends from a vehicle or unhitched trailer upon a public street, roadway, or highway. A Vendor includes a person who vends as an employee or agent of another person or entity. A person engaged in the business of soliciting, canvassing, or taking orders subject to the regulations in SMMC Chapter 6.32 is not a "vendor."

## Section 3 Application and Licensing Requirements

A vehicle vendor must apply for and receive a business license and a vehicle vendor permit from the City of Santa Monica. The vehicle vendor is responsible for ensuring that all required licenses and permits have been obtained prior to operating as a vehicle vendor and kept current throughout the duration of vehicle vending operations. The licenses and permits include those required by any governmental agency that has jurisdiction over any aspect of the vending program.

### 3.1 Application Requirements

As part of the application process for a business license and Vehicle Vendor permit, a vehicle vendor must provide the following:

- a. **A completed Vehicle Vendor Application packet**
- b. **Payment-** Applicants shall pay all applicable fees and taxes as established in the City's annual Master Fee Schedule. Fees are adjusted annually by a cost-of-living factor and take effect July 1<sup>st</sup> of each year. Applicants that have been in operation without the required licenses and permits may be assessed a further penalty on the business license tax.
- c. **Los Angeles County Public Health Permit-** This requirement is for food vendors only.
- d. **Liability Insurance-** Vehicle Vendors must show proof of and maintain adequate commercial general liability insurance. See Exhibit A.
- e. **California Seller's Permit-** Seller's Permits are issued by the Department of Tax and Fee Administration and are required for most vendors. Contact the Department of Tax and Fee Administration to determine if a Seller's Permit is required.
- f. **Vehicle Registration -** The vehicle registration issued by the California Department of Motor Vehicles.

- g. **California Food Handlers Card**- This requirement is for food vendors only.
- h. Any additional information the City deems necessary.

Once the Business License Unit confirms the application is complete and payment has been received, the application will be routed to the appropriate City departments for review. If the appropriate approvals are received, a business license certificate indicating the vehicle vendor permit and a decal will be issued. If the application is denied, a denial notification will be mailed. The applicant may appeal the denial decision per SMMC 6.16.

### 3.2 Roles and Responsibilities of City Departments

- a. **Community Development Department (CDD)**- CDD is the regulatory body responsible for establishing conditions, administrative regulations, approval, suspension, revocation, and enforcement of vendor permits.
- b. **Finance Department, Business License Unit**- The Business License Unit of the Finance Department is responsible for the administration of the City's Business License program, which will include the collection and coordination of vehicle vendor permits issued in conjunction with business license certificates.

### 3.3 Design and Dimension Requirements

- a. No vendor shall erect, place, or maintain any tent, canopy, or other temporary shelter (excluding umbrellas) in the public right-of-way.
- b. No external power, piping, or plumbing is allowed. The vehicle must be entirely self-contained.
- c. Signage is permitted only if attached to the vehicle.
- d. Operations must not damage public or private property.

### 3.4 Operational Requirements

- a. All vehicle vendors must display their City-issued vehicle vending decal on their vehicle when operating. This decal shall be visible from the rear of the vehicle or from the side of the vehicle where food or merchandise is sold. The decal shall be visible during all hours of operation.
- b. Vendors shall maintain a refuse receptacle, which shall not be emptied in City refuse containers.
- c. Vendors shall maintain a neat and sanitary area, free of hazards and trash within a twenty-five (25) foot radius of their vehicle.
- d. Signage of any kind must be attached to the vehicle. Signage may not block sight or impede vehicle or pedestrian traffic.
- e. Vendors shall immediately clean up any food, grease, fluid, or debris that falls on public or private property as a result of the vending operations or the actions of their patrons.
- f. Vendors shall ensure that operations do not damage public or private property.

- g. Vendors shall not park and/or operate in any location where any door, awning, food service window, the patron queue line, or any aspect of the vehicle vending operation blocks, impedes, or otherwise hinders the ability of any vehicular or pedestrian traffic from freely using a sidewalk, traffic lane, bike lane, or other portion of any public right-of-way.
- h. Vendors shall not operate in any location where the patrons must stand in or queue in any parking stall on the public right-of-way.
- i. Vendors shall not hinder or impede the use of any phone booth, mailbox, fire alarm, fire hydrant, or traffic control device.
- j. Vendors shall not place signage upon any public or private property without the express written approval of the City or property owner.
- k. Vendors shall not operate in the same location beyond the allowed parking time limit for the location.
- l. Vendors shall not operate on the same block for more than three (3) hours in any six (6) hour period.
- m. Vendors shall not park or engage in Vehicle Vending-Related Activities in any loading zone, fire lane, disabled parking space, or in any other location where parking is restricted.
- n. Vendors shall not place chairs, tables, or any other displays of any sort in the public right-of-way which includes but is not limited to all sidewalks, nor on any park or the beach. This limitation shall not apply to the required refuse receptacle as long as the refuse receptacle is not placed in a manner that obstructs the free passage of pedestrians or vehicles upon the public right-of-way.
- o. No merchandise shall be displayed using street structures (planters, trees, trash containers, signposts, etc.) or placed upon the vehicle
- p. Animated and emitting signs, as these terms are defined in Chapter 9.61.030 of the Santa Monica Municipal Code, shall not be used.
- q. No vehicle vendor shall solicit, berate, or use amplified sound of any kind.
- r. No vehicle vendor shall use any generator, wet cell battery with removable fill caps, or any other power source that poses a fire or public safety hazard. The Fire and Police Departments shall be the agencies responsible for making this determination. No vehicle vendor shall connect or maintain an electrical cord to an adjacent building or to a City power source. All authorized power sources shall be self-contained and operated in a safe manner.
- s. No vehicle vendor shall solicit or conduct business with potential customers that are in or on motor vehicles.
- t. No vehicle vendor may vend within forty feet of any other vendor.
- u. No vehicle vendor may place chairs, tables, or any other displays of any sort in the public right-of-way which includes but is not limited to all sidewalks, parks and the beach.

- v. Vehicle vendors must offer a receipt to all patrons for the sale of any food or merchandise.
- w. Trailers shall remain hitched to a Vehicle pursuant to SMMC 3.12.880.
- x. Vehicle vendors must comply with all parking regulations.

### 3.5 Good Neighbor Policies

Permit holders shall manage their vending operations according to the following good neighbor policies:

All vehicle vendors shall:

- a. Maintain a quiet, safe and clean selling location.
- b. Provide adequate storage and disposal of garbage and trash.
- c. Maintain noise and odors so that the Vendor's operations do not become a nuisance or burden to neighboring or adjacent commercial and residential establishments. This includes noise from food truck generators, motors, fans, and any other mechanical equipment.
- d. Walk an area of a twenty-five (25) foot radius from the food vending site after close of business and dispose of beverage and serving materials or other trash left by their customers.
- e. Not employ harassing or unsafe tactics in the course of vending, including, but not limited to:
  - 1. Intentionally or recklessly making physical contact with or touch another person without the person's consent;
  - 2. Intentionally or recklessly blocking or impeding the safe passage of a person traveling on a public right-of-way;
  - 3. Engaging in speech or conduct in a manner intended or likely to cause a reasonable person to: (i) fear imminent bodily harm or the commission of a criminal act upon property in the person's possession; (ii) intimidate a person being solicited into responding affirmatively to the solicitation; or (iii) intimidate another Vehicle Vendor into altering their business operations.
  - 4. Knowingly making false statements or misrepresentations in connection with the sale of items by vending.
  - 5. Intentionally wrongfully interfering with the business operations of another Vendor.

### 3.6 Receptacle and Clean Environment

- a. Vendors are responsible for clean-up and removal of any food item, package, refuse, waste, litter and any other items or materials occurring because of or related to their food and merchandise sales.
- b. Vendors shall provide rodent-proof trash receptacles and remove all waste and litter collected or discarded.
- c. Vendors are prohibited from dumping any liquid or solid waste in any public trash can, public

dumpster, public right-of-way, City streets, City vehicles, parks, or beach property.

- d. Vendors shall comply with SMMC 5.44 and are prohibited from distributing non-marine degradable disposable food service ware (i.e. plastic, bio-plastic, and aluminum). Disposable food service ware includes plates, bowls, trays, containers, utensils, straws, stirrers, and lid plugs.
- e. Vendors shall provide disposable utensils and straws only to customers who have requested these items. Vendors can ask customers if they need a disposable utensil or straw.
- f. Vendors can distribute a plastic straw as an accommodation to people with disabilities.
- g. Single-use plastic carryout bags may be distributed to customers by food providers for the purpose of safeguarding public health and safety during the transportation of prepared take-out foods and liquids intended for consumption away from the food provider's premises.

## Section 4 Restrictions

In order to balance health, safety, and welfare concerns, the following restrictions will help mitigate existing and future issues that may arise.

### 4.1 General Location Restrictions

California Vehicle Code Section 22455(b) allows cities to adopt vending restrictions when the restrictions are directly related to objective health, safety, or welfare concerns. All vending activities are prohibited in the following areas and distances from the following areas:

Restriction	Distance
Adjacent to any protected bike lane where the patron queue line would be required to stand in the bike lane, in any traffic lane, or upon any raised curb or sidewalk that is less than four feet (4') wide.	N/A
In any Limousine staging zone, bus stop, tour bus, trolley stop, taxi stand, bus bench, bus shelter, or valet parking service	N/A
Automated teller machine or parking pay station	15 feet in any direction
Fire hydrant, call box, traffic signal controller, or streetlight controller	15 feet in any direction
In any alley	N/A
Permitted filming, camps, classes, community events, or other City-approved temporarily-permitted activities, unless otherwise specified on the permit for certain vendors directly associated with the permitted activity	200 feet in any direction
Any red, white, yellow, green or blue curb, loading zones along a curb, or any posted loading zone any type	N/A
Handicapped parking space or access ramp	N/A
Marked or unmarked curb return of a crosswalk	10 feet in any direction
Freeway entrance, freeway exit	50 feet
All fire stations- the grounds, buildings, structures and open areas	200 feet in any direction

City operated Farmer's Market or swap meet unless otherwise specified on the permit for certain vendors directly associated with the permitted activity	200 feet in any direction
In any City owned or operated parking lots and structures- the grounds, buildings, structures and open areas	N/A
In any manner that blocks or obstructs the free movement of pedestrian	N/A

## 4.2 Prohibited Items

There is a prohibition on selling counterfeit products, secondhand items, animals, drugs, medicine, chemicals, lottery tickets, weapons, alcohol, fireworks, cannabis or cannabis products, industrial hemp products, adult-oriented material, tobacco, tobacco-related products, or any other items that are deemed unsafe.

## Section 5 Suspension, Revocation, and Denial

In addition to the grounds outlined in SMMC 6.36.080(b), a vendor permit issued pursuant to the provisions of SMMC 6.36 may be suspended, revoked, or denied by the Community Development Department upon notice for any of the following causes:

- a. The business has been issued three (3) or more administrative within a one- year period.
- b. The business has been conducted in a disorderly or improper manner.
- c. The vendor is found to be committing an act that can be charged as a crime.
- d. The purpose for which the license has been issued is being abused to the detriment of the public.

A license or permit that has been issued to a person who is not eligible pursuant to SMMC or these regulations to hold such license or permit shall be deemed automatically invalid and issued in error.

### 5.1 Cessation of Operations of a Vehicle Vendor

The City may order any vehicle vendor to immediately cease operations and/or impound food, goods and/or merchandise if the continued operation presents any of the following situations, and the vehicle vendor will be required to comply with such order immediately:

- a. An imminent hazard to public health.
- b. Operating without the required business license, vendor permit, state, or county permits.

### 5.2 Suspension

If a vehicle vendor has received three or more administrative citations or eight or more parking citations that have become final during the term of the vendor permit/business license for violation of the Santa Monica Municipal Code, the California Vehicle Code, or these Regulations, the vendor permit/business license may be suspended for 60 days or as long as at least one citation remains unpaid, whichever is longer. For these purposes, if a vehicle vendor contests an administrative citation pursuant to SMMC Chapter 1.09, the citation will become final only if the Hearing Officer determines that the citation should be upheld. If a

vehicle vendor contests a parking citation pursuant to California Vehicle Code 40215 *et seq.*, the citation will become final only if the City does not cancel the citation after initial review and the vehicle vendor fails to timely request an administrative hearing, or the hearing examiner determines the citation should be upheld. The suspension shall become effective 10 days after the mailing of a Notice of Intent to Suspend to the vehicle vendor unless the vehicle vendor appeals the decision in accordance with SMMC Chapter 6.16.

### 5.3 Revocation

Upon the fourth or more administrative citation or tenth or more parking citation that have become final during the term of the vendor permit/business license for violation of any provision of the Santa Monica Municipal Code, the California Vehicle Code or these Regulations, the vendor permit/business license may be revoked. For these purposes, if a vehicle vendor contests an administrative citation pursuant to SMMC Chapter 1.09, the citation will become final only if the Hearing Officer determines that the citation should be upheld. If a vehicle vendor contests a parking citation pursuant to California Vehicle Code 40215 *et seq.*, the citation will become final only if the City does not cancel the citation after initial review and the vehicle vendor fails to timely request an administrative hearing, or the hearing examiner determines the citation should be upheld. In addition, a vendor permit/business license shall be revoked if the vehicle vendor made a materially false, misleading or fraudulent statement or material omission in the application or during the application process. The revocation shall become effective 10 days after the mailing of a Notice of Intent to Revoke to the vehicle vendor unless the vehicle vendor appeals the decision in accordance with SMMC Chapter 6.16.

### 5.4 Denial

If a vehicle vendor submitting an initial vehicle vendor application has received four or more administrative citations or 10 or more parking citations that have become final for violation of the Santa Monica Municipal Code, the California Vehicle Code, or these Regulations within the prior fiscal year (July 1 – June 30) or if any such citation remains unpaid within any prior fiscal year (i.e., July 1-June 30), the City may, in its sole and absolute discretion, deny the initial or renewal application. For these purposes, if a vehicle vendor contests a citation pursuant to SMMC Chapter 1.09, the citation will become final only if the Hearing Officer determines that the citation should be upheld. In addition, an initial or renewal application for a vendor permit/business license shall be denied if the vehicle vendor makes a materially false, misleading, or fraudulent statement or material omission in the application or during the application process. If the City denies either the initial application or the renewal application for any of these reasons, the City shall notify the host in writing.

### 5.5 Citation Involving Conduct Endangering Public Health or Safety or Conviction of Certain Criminal Offenses

Notwithstanding Section 5.1 – 5.4 above, the City may:

- a. suspend for a period up to 6 months a vendor permit/business license in the event:
  1. the vehicle vendor has received one citation that has become final during the term of the vendor permit/business license for conduct that endangers public health or safety; or
  2. the vehicle vendor (or any of its officers, owners, or principals) has been convicted of a criminal offense that is substantially related to the qualifications, functions or duties of the vending



profession; and/or

- b. deny an initial or renewal application for a vendor permit/business license in the event that
  - 1. the vehicle vendor has received one citation that has become final during the prior fiscal year (July 1-June 30) for conduct that endangers public health or safety; or
  - 2. the vehicle vendor (or any of its officers, owners, or principals) has been convicted of a criminal offense that is substantially related to the qualifications, functions or duties of the vending profession.

For these purposes, if a vehicle vendor contests a citation pursuant to SMMC Chapter 1.09, the citation will become final only if the Hearing Officer determines that the citation should be upheld. The suspension shall become effective 10 days after the mailing of a Notice of Intent to Suspend to the vehicle vendor unless the vehicle vendor appeals the decision in accordance with SMMC Chapter 6.16. If an initial or renewal application is denied for this reason, the City shall notify the applicant in writing.

## 5.6 Right to Appeal

If a vendor permit/business license has been suspended, revoked, or denied, the vehicle vendor shall have the right to appeal from this decision in accordance with SMMC Chapter 6.16.

## 5.7 Term of Suspension/Revocation

Violations that may affect the safety of the public are generally considered to be the most serious. The length of suspension or revocation generally corresponds to the seriousness of the violation(s) and the number of violations. As provided per SMMC 6.36.080, any suspension of a vendor shall be for six (6) months. A vendor permit shall be revoked for twelve (12) months upon new violations of SMMC or permit conditions related to public safety.

## 5.8 Seizure of Permit and License(s) Authorized

When the City determines that a vehicle vendor is operating with imminent health hazards and has ordered the vendor to cease operations, the City has the right to seize the business license certificate and vehicle vendor permit decal/badge.

## 5.9 Surrender of Licenses and Permits

Licenses, permits, and decals shall be surrendered within ten (10) calendar days to the Finance Department's Business License Unit upon revocation or suspension of the permit.

## Exhibit A - Insurance Requirements

Permittee shall procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by the Permittee, its agents, representatives, employees or subcontractors.

### Minimum Scope and Limits of Insurance

Coverage shall be at least as broad as:

1. **Automobile Liability:** Insurance Services Office Form CA 00 01 covering Code 1 (any auto), or if Permittee has no owned autos, Code 8 (hired) and Code 9 (non-owned), with limits of no less than \$1,000,000 per accident for bodily injury and property damage.

If the Permittee maintains broader coverage or higher limits than the minimums shown above, the City of Santa Monica requires and shall be entitled to any broader coverage and higher limits maintained by the Permittee. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City of Santa Monica.

### Other Insurance Provisions

1. The insurance policy will contain, or be endorsed to contain, the following provisions:
  - a. **Primary Coverage:** For any claims related to this Agreement, the Permittee's insurance shall be primary coverage at least as broad as Insurance Services Offices Form CG 20 01 04 13 as respects the City of Santa Monica, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City of Santa Monica, its officers, officials, employees or volunteers shall be in excess of the Permittee's insurance and shall not contribute with it.
  - b. **Notice of Cancellation:** Each insurance policy required herein shall state that coverage shall not be cancelled except after notice has been given to the City of Santa Monica.
  - c. **Waiver of Subrogation:** Permittee hereby grants to the City of Santa Monica a waiver of any right of subrogation which any insurer of said Permittee may acquire against the City of Santa Monica by virtue of payment of any loss. Permittee agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City of Santa Monica has received a waiver of subrogation endorsement from the insurer.

### Self-Insured Retentions

Self-insured retentions must be declared to and approved by the City of Santa Monica. The City of Santa Monica may require the Permittee to purchase coverage with a lower retention or provide satisfactory proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or City of Santa Monica.

### Acceptability of Insurers

Insurance is to be placed with insurers authorized to conduct business in California with a current A.M. Best rating of no less than A:VII, unless otherwise acceptable to the City of Santa Monica.

**Verification of Coverage**

Permittee shall furnish the City of Santa Monica with original certificates and amendatory endorsements (or copies of the applicable policy language effecting coverage provided by this clause). All certificates and endorsements are to be received and approved by the City of Santa Monica before work commences. However, failure to obtain required documents prior to the work beginning shall not waive the Permittee's obligation to provide them. The City of Santa Monica reserves the right to require complete, certified copies of all required insurance policies, including the endorsements required herein, at any time.

**Failure to Maintain Insurance Coverage**

If Permittee, for any reason, fails to maintain insurance coverage which is required pursuant to this Agreement, the same shall be deemed a material breach of contract. The City of Santa Monica, at its sole option, may terminate this Agreement and obtain damages from the Permittee resulting from said breach.



City of  
**Santa  
Monica**

SANTA MONICA MUNICIPAL CODE  
SECTION 3.36.290  
ADMINISTRATIVE REGULATIONS

November 18, 2021

- I. **Scope.** These administrative regulations (“Regulations”) are established pursuant to Santa Monica Municipal Code (“SMMC”) Section 3.36.290.
- II. **Definitions.** For purposes of these Regulations, these terms have the following meanings:
  - A. “Enforcement Officer” means a City Police Officer, a City Code Compliance Officer or Code Enforcement Officer, a City Building Inspector, a City Combination Building Inspector, a City Parking Enforcement Officer, a City Public Works Inspector, a City Fire Inspector, a City Office of Sustainability and the Environment Inspector, a City License Inspector, a City Animal Control Officer, a City Public Services Officer, a City Lead Public Services Officer, a City Public Services Officer Supervisor, a City Public Services Administrator, a Pier and Harbor Services Officer, a Lead Pier and Harbor Services Officer, a City Pier and Harbor Services Supervisor, or any other authorized agent or employee of the City whose duty is to assure Code compliance. See SMMC Section 1.09.020.
  - B. “Fuel” means any gaseous, liquid, or solid material, including, but not limited to: propane, butane, any other liquid gas, kerosene, sterno, charcoal, or wood, used to generate an open flame whether for heating, lighting cooking, or any other purpose.
  - C. “Fuel tank” means any tank, container, or receptacle of any kind in which the fuel is held.
  - D. “Person” means any natural person, joint venture, joint stock company, partnership, association, club, company, corporation, business trust, or organization of any kind.
  - E. “Pier” means the Santa Monica Pier, consisting of both the Newcomb Pier and the Municipal Pier, protruding from the Santa Monica State Beach at the southwesterly terminus of Colorado Avenue, extending for approximately 2,135 feet into the Santa Monica Bay. See SMMC Section 4.44.010.
  - F. “Vehicle” means a device any an automobile or truck of any kind by which any person or property may be propelled, moved, or drawn upon a highway, excepting a device moved exclusively by human power or electric power.

**III. Prohibition on Use of Fuel in and Around the Pier Without a Permit**

- A. **Prohibition on Use of Fuel in and Around the Pier.** No person shall use any fuel on the Pier or within 25 feet of the Pier for any purpose involving the fuel’s combustion, including, but not limited to, heating, lighting, or cooking, without first obtaining a permit from the Fire Marshal.

**B. Fire Permit.**

1. A person seeking a permit for use of fuel on or within 25 feet of the Pier may apply for an annual operating or a special event permit from the Santa Monica Fire Department.
2. Any person with an annual operating or a special event permit shall provide a copy of the permit to an enforcement officer upon request.
3. Any person with an annual operating or a special event permit shall comply with either Santa Monica Fire Department's Fire Prevention Policy Number 1-9 on Portable Propane Heaters or the Festival and Special Event General Requirements and Guidelines.

**C. Exemption for Authorized Vehicles.** The prohibition on use of fuel set forth in Section 3.36.290 and these Regulations shall not apply to the use of gasoline or an alternative fuel by a vehicle authorized to be on the Pier or within 25 feet of the Pier.

**IV. Impoundment of Unpermitted Fuel.** The following procedures apply to impoundment of fuel and the fuel tank by an enforcement officer for violation of SMMC Section 3.36.290 and these Regulations, unless such a violation is charged as an infraction or a misdemeanor.

- A. Enforcement.** Any enforcement officer is authorized to impound fuel, along with the fuel tank, that is utilized by a person who has not obtained a fire permit in violation of SMMC Section 3.36.290 and these Regulations.
- B. Procedure for Impoundment.** At the time of impoundment, the enforcement officer shall provide to the person utilizing the unpermitted fuel a receipt that includes the date and time the fuel and the fuel tank were impounded and a complete description of such impounded materials. The receipt shall also include instructions on how to reclaim impounded materials and notify the person that failure either to reclaim the materials during the 90-day holding period or timely appeal the impoundment may result in forfeiture of the impounded items to the City. If the enforcement officer determines, at the time of impoundment, that, due to the condition or integrity of the fuel or fuel tank, that the fuel or fuel tank cannot be safely stored, the enforcement officer shall include such a determination on the receipt.
- C. City Retention of Impounded Materials.** Impounded fuel or fuel tanks shall be held by the City for a period of at least 90 days. Unless a person claiming ownership has timely appealed (as described in Section IV.F.) or reclaimed any impounded item pursuant to Section IV.E., the item impounded will be forfeited to the City after the expiration of the 90-day holding period.

- D. **Disposal of Unsafe Fuel or Fuel Tanks.** Notwithstanding Section IV.C, the City may immediately dispose of impounded fuel and fuel tanks if an enforcement officer has determined, whether at or subsequent to the time of impoundment, that the item impounded cannot be safely stored due to its condition or integrity. If such a determination is made subsequent to the time of impoundment, the enforcement officer shall document the basis for the determination that the fuel or fuel tanks cannot be safely stored. This documentation shall be maintained by the Santa Monica Fire Department for at least 90 days from the date the fuel and fuel tank were impounded.
- E. **Reclaiming Impounded Materials.** Prior to the expiration of the 90-day holding period described in Section IV.C., or before any appeal related to impoundment becomes final, any person claiming ownership of the fuel and fuel tank that has been impounded may reclaim such items upon payment of impound fees and providing proper proof of ownership. Owners may recover impounded the items without showing a fire permit valid as of the date of the impoundment, but may remain subject to citation for possession and use of a fuel without a permit in violation of SMMC Section 3.36.290. Owners of impounded fuel and fuel tanks should contact the Santa Monica Fire Department at 310-459-8915 to reclaim their property.
- F. **Appeals Related to Impoundment.** Any person claiming ownership of any item impounded under SMMC Section 3.36.290 and these Regulations may contest the impoundment by filing a timely appeal pursuant to SMMC Chapter 1.09. Impounded items that are the subject of a timely appeal shall be held by the City until the later of (1) the expiration of the 90-day holding period described in Section IV.C. or (2) the appeal, including any judicial review, becoming final. Thereafter, provided that the impoundment is upheld on appeal, the impounded items will be forfeited to the City.
- G. **Items Forfeited to the City.** After impounded fuels and fuel tanks have been forfeited to the City, the City may dispose of such items in its sole discretion.
- H. **Compliance with Hazardous Material Control Laws.** The City's transportation, handling, storage, and disposal of fuel or fuel tanks shall follow hazardous material control laws set forth in California Code of Regulations, Title 22 and Code of Federal Regulation, Title 40 and Title 49 and any other application law or regulation.



## VEHICLE VENDOR INSURANCE REQUIREMENTS & VERIFICATIONS

### Insurance Requirements

Permitee shall procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by the Permitee, its agents, representatives, employees or subcontractors.

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