Welcome to the
August 10, 2007 Presentation

City of Portland, Oregon
Bureau of Development Services

Vending Carts
“Keep your Wheels on!”

Lunch & Learn
Lunch & Learn Programs

- Second Friday of every month
- 12:00 noon to 1:00 pm
- 1900 SW 4th Avenue
- 2nd floor, Conference Room 2500A
- All are welcome

Upcoming L&L
Sept 14th: LEED
Oct 12th: Living Smart
Nov 9th: Townhouses
Dec 14th: TBD
Informal Format

• You bring a **lunch** and we provide the **learning topic**
• Help yourself to refreshments: coffee, sodas and cookies
• Ask questions throughout the program – interrupt us
• Hold those individual project questions for one-on-one after the show
Please help us improve!

- Complete the program evaluation form and leave it on your seat.
- Suggest future topics
- Provide feedback online - Lunch & Learn page
- Contact: Tiffani Penson 503-823-1109
- Have a Question?
Today’s Guest Speakers

Suzanne Vara, Small Business Liaison
Terry Redeau, PDOT
Ronda Fast, Planning & Zoning
Judy Battles, Plan Review
Mike Ebeling, Site Development
Joe Botkin, Compliance Services

City of Portland – Bureau of Development Services
Guest Speaker

Suzanne Vara
Small Business Liaison
Planning a Vending Cart

- If you are planning a vending cart, your first step should be to consider where the cart will be located. The location of the vending cart will help determine which codes apply and what permits may be required.
Vending Carts located on Public Sidewalk

- If you are considering locating a vending cart in the public right-of-way (on the sidewalk) the Portland Office of Transportation (PDOT) must approve this.

- Contact PDOT at (503) 823-7002 or visit their website at www.portlandonline.com/transportation for more information.
Mobile Vending Carts on Private Property

- Mobile Vending Carts are carts that remain on wheels. Mobile vending carts that are 16 feet or less in length are regulated in the zoning code as utility trailers.
- Mobile vending carts longer than 16 feet are regulated as utility trailers under the Zoning Code and are industrial vehicles, the same as heavy trucks.
Fixed Vending Carts on Private Property

- Vending carts that have no wheels or have their wheels removed are considered buildings. Vending carts are required to meet all of the development requirements for a new building.
Guest Speaker

Terry Redeau
Portland Office of Transportation
NO OPERATION IN THIS AREA

- VENDING CART
  - 10' MINIMUM
  - 8' MINIMUM

- BUILDING ENTRANCE
- PROPERTY LINE
- SIDEWALK
- CURB
- STREET SIGN
- STREET LIGHT

NORTH

10' MINIMUM

10' MINIMUM

8' MINIMUM
Vending Carts on Public Sidewalks

• Vending carts are allowed only in commercial zones
• Items for sale must be vended from a regulation size vending cart
• Must involve a short transaction period to complete the sale or render the services i.e. hotdog burritos, flowers, or jewelry
• Cart sales must not lead to or cause congestion or blocking of pedestrian traffic on the sidewalk
Vending Carts on Public Sidewalks

- Only one vending cart is allowed for each operating area. (An “operating area” is the sidewalk from the midpoint of one block face to the midpoint of an adjacent block face)
- A vendor’s immediate operating area cannot exceed (24) twenty-four square feet of the sidewalk
One person may not have permits for adjacent operating areas.
Vending Carts on Public Sidewalks

- Vending cart permits are personal and are not transferable in any manner
- A separate vending cart application is required for each vending cart
- External power sources are not allowed
Vending Carts on Public Sidewalks

- The vending cart shall meet all requirements needed to obtain permits from:
  - Multnomah County Health Department - when vending anything you can consume
  - Portland Fire Bureau - when using a propane tanks
  - State of Oregon; Agriculture Department - when selling flowers or plants
Public Sidewalk Vendors’ Ongoing Responsibilities

- All litter within 25 feet of the business must be picked up
- A garbage container must be provided for litter and garbage
- Vending carts may not be left unattended on a sidewalk
- Vending carts may not remain on the sidewalk between midnight and 6 a.m.
Vending Carts on Public Sidewalks Design Guidelines

- Propane tanks must be attached to (or within) the cart and the cart must allow for adequate ventilation and screening of the tank.
- Umbrella or canopies shall have a minimum clearance of (7) seven feet and a maximum height of (9.5) nine feet six inches above the sidewalk.
Vending Carts on Public Sidewalks

- Design, materials and colors are to be considerate of the immediate surroundings and the proposed location.
- For further design information, call the Urban Design Section of the Bureau of Development Services at (503) 823-7300.
Vending Carts on Public Sidewalks

For applications and further information visit our Website:

www.portlandonline.com/transportation

type in “Vending” in search box

or call 503-823-7002 (Option 5)
Vending Carts

- Vending on public property requires a vending cart permit from the Office of Transportation.
- Vending on private property MAY require permits from other agencies and city bureaus.
- Please contact the Bureau of Development Services to determine city permit requirements.
Guest Speaker

Ronda Fast
Planning & Zoning
Vending Carts on Private Property - Zoning Information

- What is my zoning?
  - Base Zones
  - Overlay Zones
  - Plan Districts
- What is the use?
  - Selling items to public is Retail Sales and Service
Types of Vending Carts on Private Property

• Carts 16 feet or less and on wheels
  • Utility Trailer
  • No permit required for cart itself

• Carts longer than 16 feet on wheels
  • Heavy Truck
  • Not allowed in some zones

• Any cart without wheels
  • Zoning regulations apply
Drive Through Vending Carts on Private Property

- Drive Through carts
  - Not allowed in some areas of City
  - Always require a permit and sometimes a land use review
- Standards in Chapter 33.224 of Zoning Code
  - Stacking lanes, landscaped setbacks from street and abutting properties, driveway entrances, etc.
All Vending Carts on Private Property

- Changes to existing development such as awnings, seating areas, changes to a parking area, landscaping, etc, may require a permit and sometimes a land use review.
Guest Speaker

Judy Battles
Sr. Plans Examiner
Vending Carts on Private Property (Wheels On)

- Carts with wheels are considered to be vehicles and are not regulated by the Building Code.
- Awnings and canopies supported exclusively by the exterior wall of the vehicle are not regulated.
Vending Carts on Private Property (Wheels Off)

- If the cart has no wheels, or wheels are removed from the cart, the cart is considered “fixed”
- A fixed cart is considered to be a commercial building and must meet the building code requirements for a commercial building.
- Placement of a fixed vending cart requires a building permit
Vending Carts on Private Property (Wheel Off)

- Fixed carts (without wheels) must have:
  - Permanent foundations
  - Permanent connections to utilities such as Electrical, Water and Sanitary
  - Access to permanent toilet facilities
  - Approval from Multnomah County Health and Sanitation as part of the permit process
Vending Carts on Private Property (Wheels Off)

- Meet accessibility (ADA) requirements for employees and the public
- Items such as raised platforms, decks, gazebos and trellises used by the public must be structurally safe and be accessible. All these site built structures require a building permit
Vending Carts on Private Property (Wheels Off)

- All these site built structures require a building permit
- Installation of new cooking equipment requires a mechanical permit
Fire Code Requirements for Vending Carts

- Cooking with propane requires a permit from the Fire Marshal’s Office
- A portable class “K” Fire Extinguisher is required when cooking with oils or fats
- Contact the Fire Marshals Office at (503) 823-3955 for additional information
Guest Speaker

Mike Ebeling
Sr. Environmental Soils Inspector
Sanitation Requirements for All Vending Carts on Public or Private Property

- Multnomah County inspects food carts for sanitation and proper installation.
- Contact Multnomah County Environmental Health at (503) 988-3400 for information on their requirements including potable water and waste disposal.
Guest Speaker

Joseph Botkin
Compliance Services Inspector
Electrical Requirements for All Vending Carts on Public or Private Property

- Vending carts are commercial businesses, and all electrical work in or on the cart must be done by a licensed electrical contractor
- Any electrical work in or on the cart will require a permit
Electrical Requirements on Private Property

- Any electrical cords must be designed and tested for permanent use outdoors. Cords must not present a trip hazard or any other hazard.
- The vending cart may have a separate electric service. Contact your local utility.
- Electrical service from a generator requires a permit.
Frequently Asked Questions

• Can I do my own electrical wiring for my vending cart?
• Is a permit required for electrical work?
• There was existing wiring in the cart when I purchased it, how can I verify the wiring is up to code?
• Can I connect my vending cart with a cord?
• Do I need to set up a separate electrical service (meter) for my vending cart?
• Can I use a generator?
For More Information

- Multnomah County Health Department (503) 988-3400 or www.mchealthinspect.org
- Portland Department of Transportation (503) 823-7002 or www.portlandonline.com/transportation
- Fire Marshals Office at (503) 823-3955
- Bureau of Development Services (503) 823-7300 or www.portlandonline.com
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www.portlandonline.com/bds
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