





#### 4. Vending Type/Location

What type of permit are you applying for (may select more than one)

- Private Property Vending** (Previously known as "stationary vending.")

**Location:** Vendors may vend at multiple properties so long as they provide a Site Plan and proof of permission for each (see required documents, below).

**Fee:** Vendors pay a permit fee of \$40/month per location.

- Public Space Vending** (Vending in a designated parking space, sidewalk, or public park.)

**Location:**  Pre-approved location #

(See pages 4-9 for pre-approved locations; visit [PaintPasco.org](http://PaintPasco.org) to confirm availability.)

**Fee:** Vendors pay a permit fee of \$40/month for use of public space location.

- Route Vending** (Roving vendor, parking for 2 hours or less.)

**Location:** Not specified on permit. See PMC 5.75.090 on page 11 for location restrictions.

**Fee:** Route vendors do not pay an additional permit fee.

#### Required documents (please attach)

##### All Vendors:

- Copy of business owner's picture ID
- Copy of current vehicle registration
- Copy of Health Department Certificate (For Private Property Vending, this certificate should include the address of where the unit will be parked).
- \$25.00 permit application fee

##### Private Property Vendors (for each location):

- Site Plan showing property line, adjacent streets, dimensions of vehicle, and where vehicle will be parked.
- Location Agreement or notarized permission from owner.

## Types of Vending



### Route Vendor

These are vendors who move around often and do not want to station themselves in any particular location. These vendors can locate in public parking spaces for up to 2 hours, and must avoid restricted areas (see below.)

Requirements:

- City of Pasco Mobile Vending License



### Public Space Vendor

These are vendors who use designated parking spaces, parks, and public ways. As part of the 2024-2025 Pilot Program, there are 10 permitted locations that vendors may apply for (see page 4-8 of this document, or visit [PaintPasco.org](http://PaintPasco.org)).

Requirements:

- City of Pasco Mobile Vending License
- Public Space Vending Permit



### Private Property Vendor

Previously referred to as "Stationary Vendors," these are vendors who locate on a private lot, through an agreement with the owner. These vendors are required to provide proof of this agreement, as well as a site plan that shows where on the property they will be located.

Requirements:

- City of Pasco Mobile Vending License
- Private Property Vending Permit

## Public Space Vending Locations

The following locations are part of the 2024-2025 Mobile Vending Pilot Program. These sites are available to permit applicants on a first come first served basis. Please check [PaintPasco.org](http://PaintPasco.org) to for information on which sites have been permitted, and which are still available.



**SITE #1:  
VOLUNTEER PARK PARKING LOT**

**HOURS: 6am-10pm**

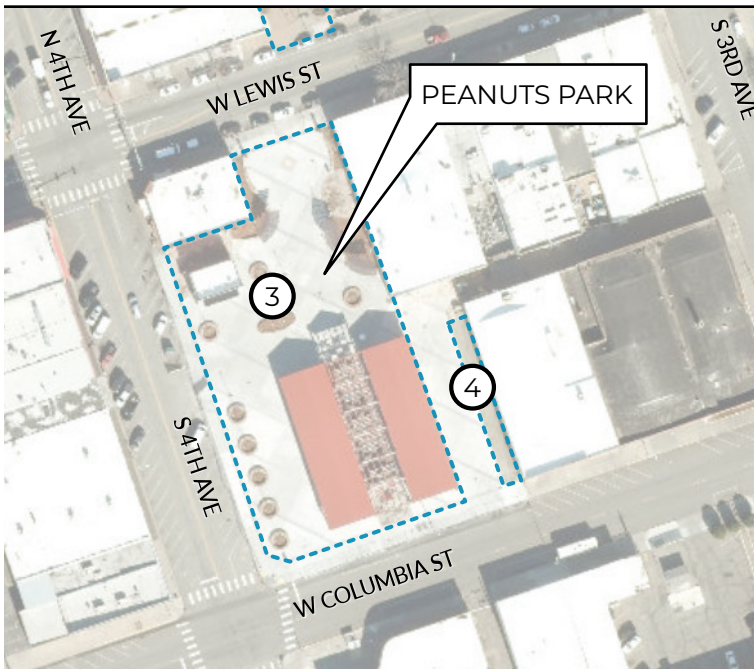
**RESTRICTIONS:** Permit is not valid during City events and Special Events including 4th of July, Cinco de Mayo, and Movies in the Park. Vendors must apply for an event permit in order to vend during these times.





**SITE #2:**  
**PARALLEL PARKING SPACES SOUTH OF VOLUNTEER PARK**

**HOURS:** 6am-10pm

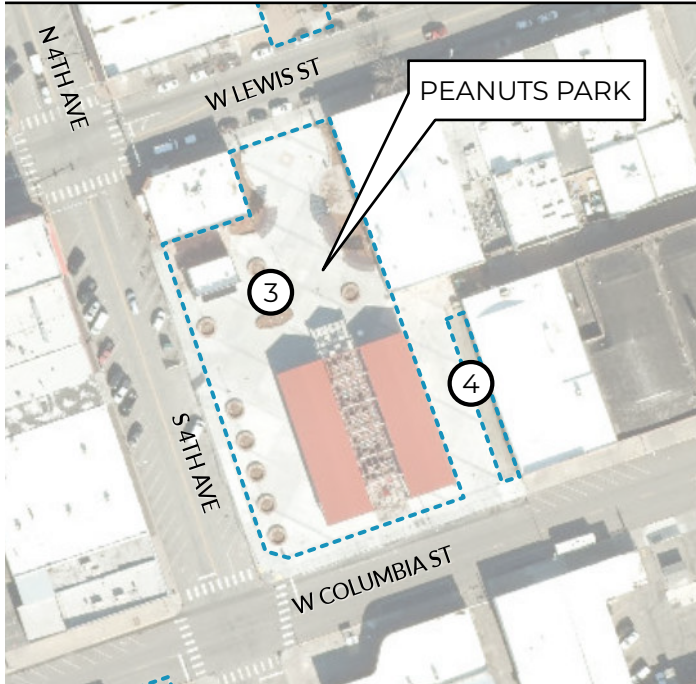


**SITE #3:**  
**PEANUTS PARK (FOOD CART ONLY)**

**HOURS:** 6am-10pm

**RESTRICTIONS:**

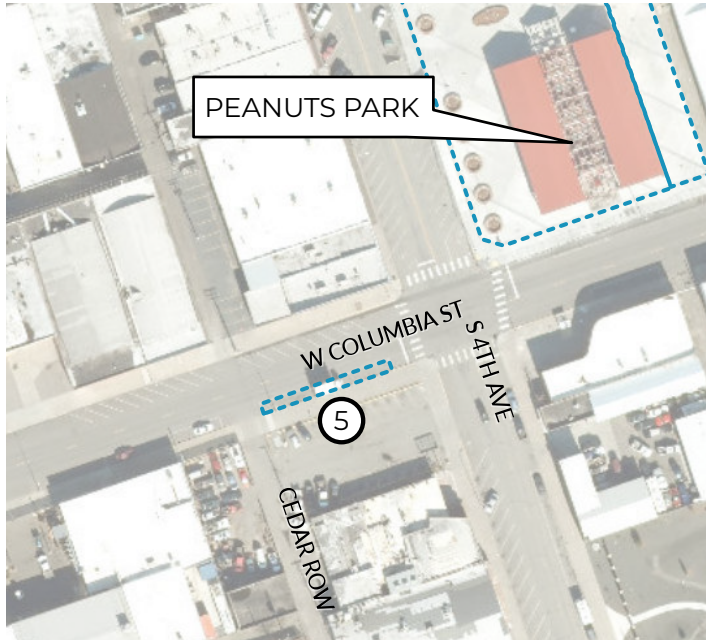
- Permit is not valid during City events and Special Events including the Cinco de Mayo Celebration, Fiery Foods Festival, Winterfest, and weekly Farmers Markets. Vendors must apply for an event permit in order to vend during these times.



**SITE #4:**  
**PEANUTS PARK**  
(FOOD TRUCK ONLY)

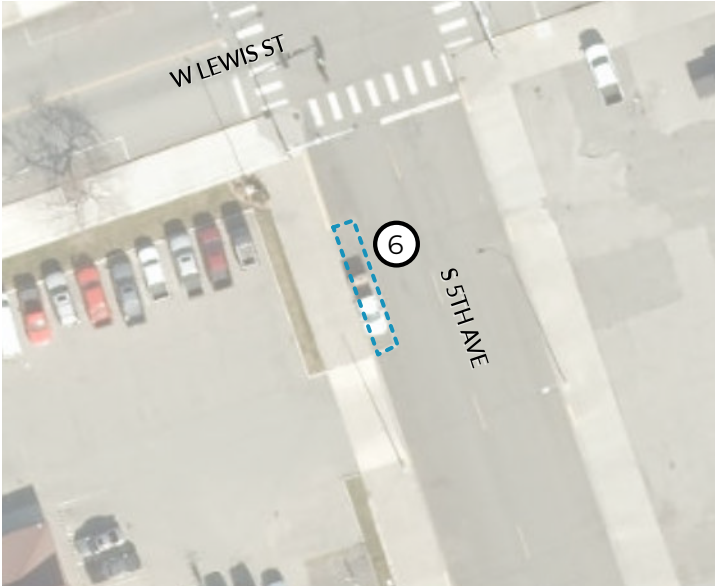
**HOURS:** 6am-10pm

- RESTRICTIONS:**
- Permit is not valid during City events and Special Events including the Cinco de Mayo Celebration, Fiery Foods Festival, Winterfest, and weekly Farmers Markets. Vendors must apply for an event permit in order to vend during these times.



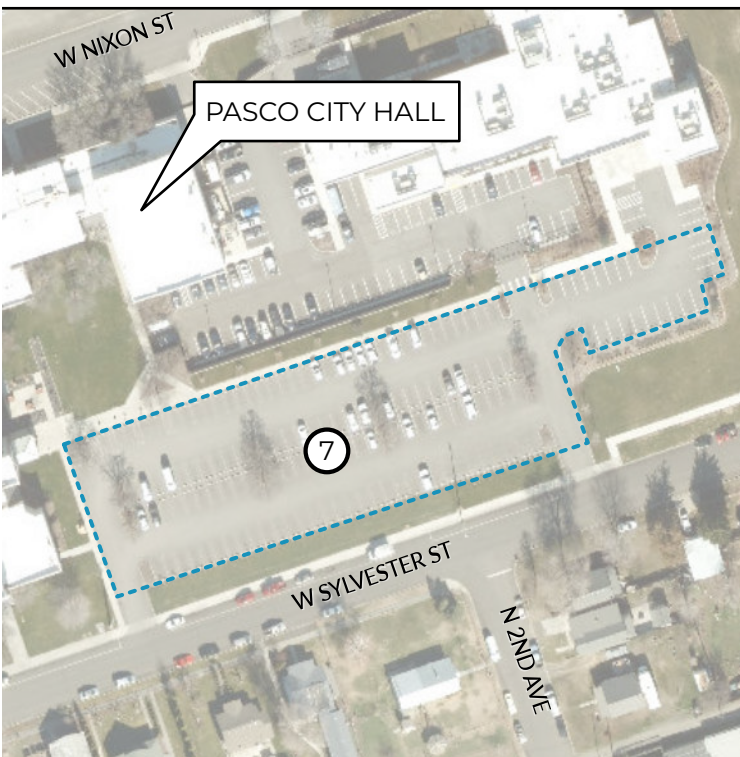
**SITE #5:**  
**4TH AND COLUMBIA**

**HOURS:** Must move once every 24 hours



**SITE #6:  
5TH AND LEWIS**

**HOURS:** Must move once every 24 hours

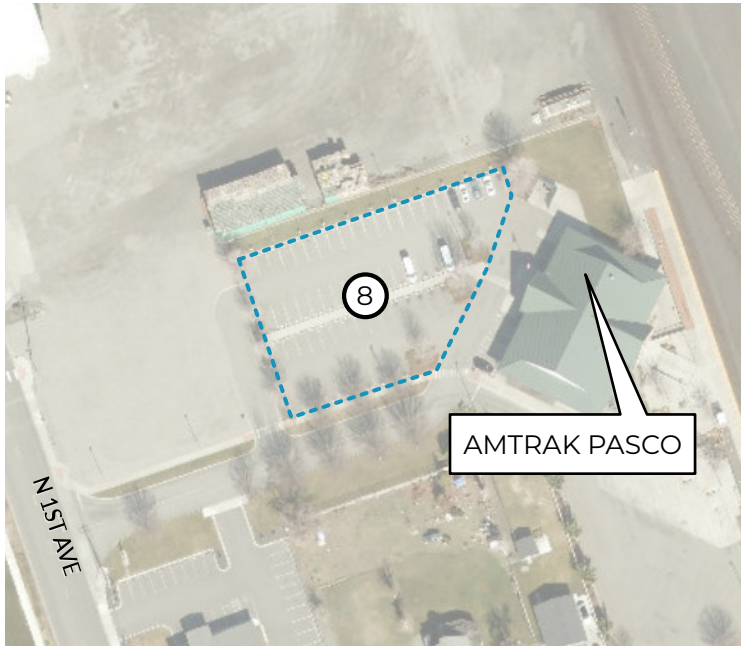


**SITE #7:  
CITY HALL**

**HOURS:** 9am-5pm

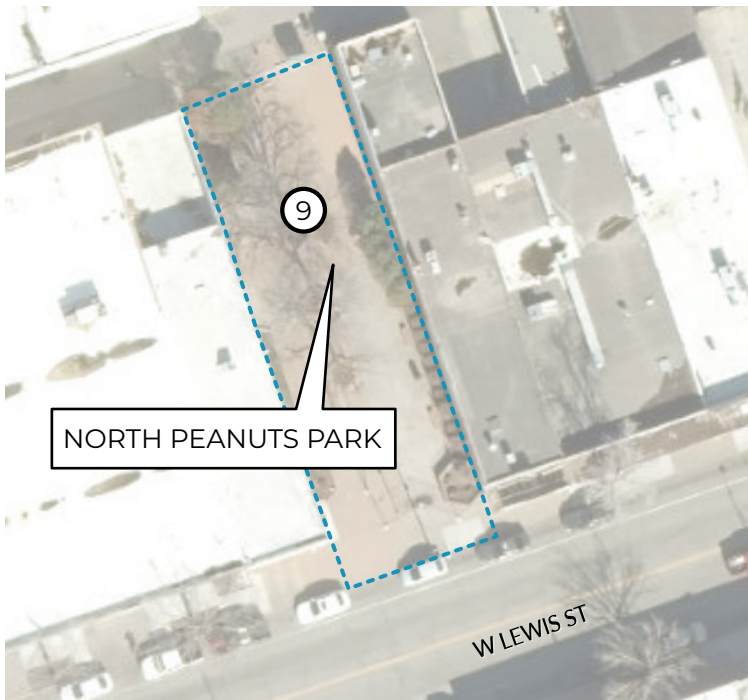
**SPECIAL CONSIDERATIONS:** Vendor shall not block Visitor Parking spots.





**SITE #8:  
AMTRAK STATION**

**HOURS:** Must move once every 24 hours



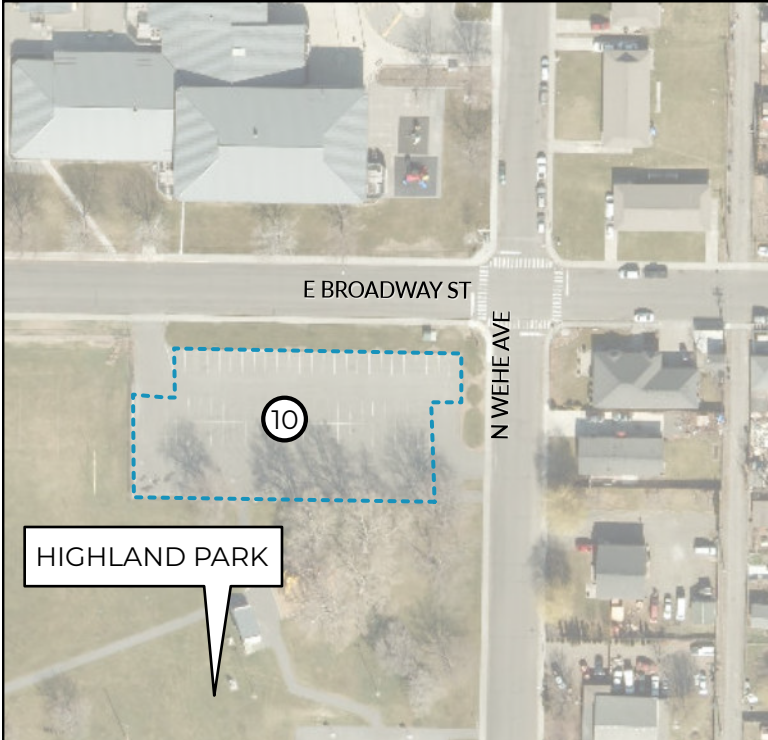
**SITE #9:  
NORTH PEANUTS PARK  
(FOOD CARTS ONLY)**

**HOURS:** 6am-10pm

**RESTRICTIONS:**

- Permit is not valid during annual Cinco de Mayo Celebration. Vendor may apply for a Events permit in order to vend during this time.





**SITE #10:  
HIGHLANDS PARK PARKING LOT**

**HOURS: 6am-10pm**

Chapter 5.75  
MOBILE VENDORS

Sections:

5.75.010	Purpose and intent.
5.75.020	License required.
5.75.030	Definitions.
5.75.040	Exemptions.
5.75.050	Application.
5.75.060	Term of licenses.
5.75.070	Exhibition of license – Transfer.
5.75.080	Health regulation.
5.75.090	Mobile vendor typical locations.
5.75.100	Mobile vendor standards.
5.75.110	Revocation of license.
5.75.120	Appeal.
5.75.130	Penalty.

**5.75.010 Purpose and intent.**

- (1) To expand and promote opportunities for mobile vending in Pasco.
- (2) To support small businesses and showcase local products.
- (3) To provide a clear, concise, and user-friendly process for review and approval of applications for mobile vending.
- (4) To ensure that public spaces are used in a manner that is safe and inviting for all.
- (5) To implement the community vision for downtown Pasco expressed in the adopted master plan. [Ord. 4722 § 3, 2024.]

**5.75.020 License required.**

It shall be unlawful for a mobile vendor to engage in business within the City of Pasco except when licensed as provided in PMC 5.05.020, in compliance with the provisions of this chapter. [Ord. 4722 § 3, 2024; Ord. 4372 § 23, 2017; Ord. 2826 § 1, 1991; Code 1970 § 5.10A.010. Formerly 5.75.010.]

**5.75.030 Definitions.**

The following terms and definitions shall be used in the administration of this chapter:

“Concessionaire” means a person, firm or corporation operating or maintaining a concession stand for the sale of food in the public parks, in the City, or on other public property, in accordance with an agreement or franchise therefor.

“Food” shall have its usual and ordinary meaning and shall include all items designed for human consumption, including, but not limited to, candy, gum, popcorn, hot dogs, sandwiches, peanuts, soft drinks and dairy products.

“Mobile vendor” means any person, firm or corporation, whether as owner, agent, consignee, or employee, whether a resident of the City or not, who engages in a business of selling and

delivering goods, wares, food or merchandise of any kind or description, who conducts such a business outside of a permanent structure affixed to real property. A person, firm or corporation so engaged shall not be relieved from complying with the provisions of this chapter merely by reason of associating temporarily with any local dealer, trader, merchant or auctioneer, or by conducting such temporary business in connection with, as part of, or in the name of any local dealer, trader, merchant or auctioneer.

“Pedestrian clear zone” means an area of the sidewalk reserved for pedestrians and free of elements such as street furniture, planters, fire hydrants, and street trees.

“Public celebration” refers to any kind of public celebration designated by the City Council, such as Memorial Day or Labor Day, and such events as sidewalk sales and street fairs, which may be organized by the Pasco Downtown Development Association or Chamber of Commerce and officially authorized by the City Council. [Ord. 4722 § 3, 2024; Ord. 3560 § 11, 2002; Ord. 2826 § 1, 1991; Code 1970 § 5.10A.020. Formerly 5.75.020.]

#### **5.75.040 Exemptions.**

The provisions of this chapter shall not be construed to apply to the following:

(1) Persons selling only fruits, vegetables, berries, eggs or any farm produce or edibles raised, gathered, produced or manufactured by such persons in the State of Washington per RCW 36.71.090.

(2) Persons selling only trees used for the celebration of the Christmas season. [Ord. 4722 § 3, 2024; Ord. 2826 § 1, 1991; Code 1970 § 5.10A.030. Formerly 5.75.030.]

#### **5.75.050 Application.**

Mobile vending in Pasco requires a mobile vending license, which may be issued upon completion of application through the Business Licensing Service. [Ord. 4722 § 3, 2024; Ord. 4372 § 24, 2017; Ord. 2826 § 1, 1991; Code 1970 § 5.10A.040. Formerly 5.75.040.]

#### **5.75.060 Term of licenses.**

All licenses shall be for a period of one year, unless otherwise provided therein. [Ord. 4722 § 3, 2024; Ord. 4372 § 27, 2017; Ord. 2826 § 1, 1991; Code 1970 § 5.10A.070.]

#### **5.75.070 Exhibition of license – Transfer.**

(1) Any license issued under this chapter shall be posted conspicuously at the place of business authorized therein.

(2) Any license issued under this chapter shall not be transferred to any other person, firm, corporation or location. [Ord. 4722 § 3, 2024; Ord. 2826 § 1, 1991; Code 1970 § 5.10A.080.]

#### **5.75.080 Health regulation.**

All food vendors shall comply with all laws, rules and regulations regarding food handling, and all vehicles used for the sale of food shall comply with all the laws, rules and regulations respecting such vehicles as established by the Benton-Franklin Health District and as set forth in the Pasco Municipal Code. [Ord. 4722 § 3, 2024; Ord. 2826 § 1, 1991; Code 1970 § 5.10A.090.]



### **5.75.090 Mobile vendor typical locations.**

Mobile vendors shall obtain a mobile vending permit, which specifies where and when they may vend.

(1) Public or Private Property.

(a) Mobile vendors on public or private property, such as a vacant lot or parking lot, are required to maintain an agreement with the property owner, either via the mobile location agreement completed for the Benton-Franklin Health District permit or through a notarized written authorization from the owner of the property on which they plan to operate.

(2) Public Space Vending.

(a) Mobile vendors may be permitted for use of one or more parking spaces, sidewalk areas, park areas, or other public ways. This area will be specified on the mobile vending permit, along with the hours during which they are permitted to vend.

(b) Restrictions. Mobile vendors shall not be authorized to vend in the following locations:

(i) Within bus stops, loading areas, or ADA parking spaces.

(ii) Within five feet of an alley or driveway apron.

(iii) Within 15 feet of a fire hydrant.

(iv) In any location that inhibits the operation, maintenance, visibility, or functionality of any utilities or street fixtures.

(3) Route Vending. Some mobile vendors move more frequently and establish their typical route with the Benton-Franklin Health District. Their permit may not specify their exact location, and thus they shall adhere to the restrictions below. These restrictions also apply to permitted vendors who make use of public space not specified on their permit.

(a) Mobile vendors may vend in legal parking spaces for up to two hours per location.

(b) Mobile vendors using food carts may vend on sidewalks and public plazas for up to two hours per location. Vendors must not obstruct wheelchair ramps or building entrances. Their presence on the sidewalk shall not reduce the pedestrian clear zone to less than three feet.

(4) Zoning Restrictions. The regular use of public ways, public and private lots is intended for commercial and industrial areas where people come to work and frequent businesses. As such, mobile vending permits for use of public ways, public or private lots will not be issued for locations in residential areas. [Ord. 4722 § 3, 2024.]

### **5.75.100 Mobile vendor standards.**

(1) Pedestrian and Vehicular Safety.

(a) No mobile vendor shall conduct business so as to violate the traffic and sidewalk ordinances of the City as now in effect or hereafter amended.

(b) No mobile vendor shall obstruct or cause to be obstructed the passage of any sidewalk, street, avenue, alley or any other public place, by causing people to congregate at or near the place where food is being sold or offered for sale.

(c) No customer shall be served on the street side of the mobile unit. All service must be on the curb side when the mobile unit is on or abutting a public street.

(d) No mobile vendor shall locate his or her vehicle or other conveyance in such a manner as to cause a traffic hazard.

(e) Mobile vendors using sidewalk shall maintain three feet of pedestrian clear zone.

(2) At the conclusion of business activities at a given location, the mobile vendor shall clean

all the public way surrounding his or her vehicle of all debris, trash and litter generated by the vendor's business activities. Vendors associated with a public or private lot shall provide a trash receptacle or otherwise ensure that their space is kept clean.

(3) Fire Safety. It is recommended that mobile vendors using heat or flames are inspected annually by the Pasco Fire Department.

(4) Conveyances. Only vendors using food trucks or push carts may be permitted for public space vending. Tents may be used to provide shade for cart vendors but shall not be used to display merchandise. [Ord. 4722 § 3, 2024; Ord. 2826 § 1, 1991; Code 1970 § 5.10A.110.]

#### **5.75.110 Revocation of license.**

Any license issued pursuant to this chapter may be revoked, in writing, by the Community and Economic Development Director for any of the following causes:

(1) Any fraud, misrepresentation or false statement contained in the application for license;

(2) Any fraud, misrepresentation or false statement made in connection with the selling of products;

(3) Any violation of this chapter;

(4) Conviction of the licensee of any felony or of a misdemeanor involving moral turpitude; or

(5) Conducting the business licensed under this chapter in an unlawful manner or in such a manner as to constitute a breach of the peace or to constitute a menace to the health, safety or general welfare of the public. [Ord. 4722 § 3, 2024; Ord. 2826 § 1, 1991; Code 1970 § 5.10A.120.]

#### **5.75.120 Appeal.**

Any person aggrieved by the denial of an application for a license or by the revocation of a license as provided for in this chapter shall have the right to appeal to the City Hearing Examiner. Such appeal shall be taken by filing with the Community and Economic Development Director within 14 calendar days after the notice of decision has been mailed, by certified mail, to the applicant's or licensee's last known address, a written statement setting forth the grounds for the appeal. The City Hearing Examiner shall set the time and place for hearing on such appeal and notice of such hearing shall be given by certified mail to the appellant at least five calendar days prior to the date fixed for such hearing. [Ord. 4722 § 3, 2024; Ord. 2826 § 1, 1991; Code 1970 § 5.10A.130.]

#### **5.75.130 Penalty.**

Any person, firm or corporation violating any of the provisions of this chapter shall have committed a code infraction and shall be subject to the provisions of Chapter 1.40 PMC. The first offense shall be subject to a \$100.00 penalty, the second offense shall be subject to a \$500.00 penalty, and the third offense in any two-year period shall cause the vendor to be ineligible for a license under this chapter for a period of 90 days. [Ord. 4722 § 3, 2024; Ord. 3624 § 2, 2003; Ord. 2826 § 1, 1991; Code 1970 § 5.10A.140.]