



Item 4

# CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701-2724

## Growth Management Department

300 Sixth Street

Vicki Fisher, Planning Manager  
Growth Management Department  
city web: [www.rcgov.org](http://www.rcgov.org)

Phone: 605-394-4120  
Fax: 605-394-6636  
e-mail: [vicki.fisher@rcgov.org](mailto:vicki.fisher@rcgov.org)

### MEMORANDUM

TO: Planning Commission

FROM: Vicki Fisher, Planning Manager

DATE: May 31, 2011

RE: File #11SW008: A Sidewalk Vendor Permit request by John Ashley to consider an application for a **Sidewalk Vendor Permit** for Sidewalk Vendor Location No. 8 located in the right-of-way south of Lots 1 through 8 and Lots 23 through 32 of Block 81 of the Original Town of Rapid City located in Section 2, T1N, R7E, BHM, Rapid City, Pennington County, South Dakota, more generally described as being located in the Saint Joseph Street right-of-way located south of 515 9th Street.

On August 3, 2009, the City Council approved Ordinance No. 5521 to create a Sidewalk Vendor Permit by amending Chapter 12.20.020(F) of the Rapid City Municipal Code. In particular, Ordinance No. 5521 states that sidewalk vendors are permitted only in the Central Business District and may only sell food, non-alcoholic beverages and cut flowers. Sidewalk vendors must maintain a clear pedestrian path of at least 5 feet at all times. This pathway must be free of any obstructions such as trees, parking meters, and utility poles to allow pedestrian passage. Sidewalk vendors shall not interfere with any utilities or other facilities such as telephone poles, fire hydrants, fire protection appurtenances, parking meters, mailboxes, or signs located in the public right-of-way. All applicable sight triangle requirements shall be met at all times by sidewalk vendors.

The Sidewalk Vendor Permit Ordinance also sets forth design criteria regulating vending units, canopies/umbrellas, signage, lighting, noise and other miscellaneous criteria to be utilized by the sidewalk vendor. In addition, the Sidewalk Vendor Permit Ordinance requires that every sidewalk vendor permit holder furnish a certificate of insurance providing commercial insurance coverage of at least \$2,000,000 per occurrence for bodily injury, death, disability, and property damage



EQUAL OPPORTUNITY EMPLOYER

liability. The City of Rapid City must be named as an additional insured on a primary, noncontributory basis for any liability arising directly or indirectly from the operation of a sidewalk vendor.

On May 17, 2011, the applicant submitted a Sidewalk Vendor Permit application to allow a sidewalk vendor to be located in the northwest corner of 9<sup>th</sup> Street and St. Joseph Street. The sidewalk vendor area does not exceed 60 square feet. A vending unit, coolers, a heater, and a trash receptacle will be located within the vendor area. The vendor will sell hot dogs with condiments, candy, chips, cut flowers, and assorted non-alcoholic beverages (bottled water and soda). The site plan identifies the sidewalk vendor area and all items within the vendor area. In addition, the site plan demonstrates that a minimum of a 5 foot wide pedestrian clear area is being maintained between the sidewalk vendor and the overhang of any car parked on the street adjacent to the sidewalk vendor area.

Chapter 12.20.020 of the Rapid City Municipal Code must be maintained at all times. The area within and surrounding a sidewalk vending unit must be maintained in a clean, neat and sanitary condition. Wastewater must be disposed of into the sanitary sewer system and is not permitted to be dumped into the storm water system or flow onto the sidewalk and into the gutter.

The applicant has indicated that he is in the process of completing the requirements of the State of South Dakota for obtaining the licenses necessary for the sale of food items. To date, staff has not received a copy of the license. Prior to initiation of use, a copy of the license must be provided to the Growth Management Department.

The applicant has also submitted a Certificate of Insurance in the amount of \$2,000,000 naming the City of Rapid City as an additional insured. The City Attorney's Office has reviewed and approved the Certificate of Insurance. This certificate must be continually renewed.

The applicant has a valid sidewalk vendor license approved by the Rapid City Council on February 7, 2011.

Staff has reviewed the applicant's Sidewalk Vendor Permit request and determined that it meets all of the design criteria and requirements of Chapter 12.20.020(F).

**RECOMMENDATION: Staff recommends that the Planning Commission approve the Sidewalk Vendor Permit request with the following stipulations:**

- 1. A minimum 5 foot wide clear pedestrian path shall be maintained at all times;**
- 2. The vending cart may not exceed 4 foot in width by 6.5 feet in height by 6 feet in length;**
- 3. Umbrellas and canopies shall be a minimum of 7 feet above the sidewalk when open;**
- 4. A maximum 60 square feet of space may be occupied by the vendor. No permanent hardware shall be affixed to the sidewalk or adjacent buildings. The permittee is responsible for the restoration of the sidewalk or public right-of-way if any damage is caused by the vending unit;**
- 5. The vendor shall have an approved 2A10BC minimum rated fire extinguisher maintained in an accessible location at all times;**
- 6. Litter shall be removed at the end of the day and may not be disposed of in City trash receptacles. All areas within and surrounding the sidewalk vending unit shall be maintained in a clean, neat and sanitary condition. All cleaning shall be performed in accordance with City Regulations;**

7. A valid sidewalk vendor license approved by the Rapid City Council per Chapter 5.56 of the Rapid City Municipal Code shall be provided and renewed yearly. The Sidewalk Vendor Permit shall automatically expire if the Sidewalk Vendor License is suspended, revoked or expired;
8. Prior to the initiation of the use, a copy of the permit(s) issued by the State Department of Health for food related establishments shall be obtained and copies submitted to the Growth Management office. The permit(s) shall be renewed annually, or as required;
9. Commercial insurance coverage of at least \$2,000,000 for bodily injury, death, disability, and property damage liability shall continually be provided. The City of Rapid City shall be named as an additional insured on a primary, noncontributory basis for any liability arising directly or indirectly from the operation of a sidewalk vendor. In addition, the insurance shall be renewed yearly and a copy of the insurance document submitted to the City for review and approval. In the event that the insurance is cancelled, the permit holder has 24 hours to reinstate the insurance or the permit shall be revoked;
10. All wastewater shall be disposed of into the sanitary sewer system. Dumping into the storm water system or allowing wastewater from the vending unit to flow onto the sidewalk and into the gutter is not permitted;
11. The proposed sidewalk vendor shall conform to the plans and design criteria submitted as part of this Sidewalk Vendor Permit and shall be operated in compliance with Chapter 12.20.020(F) of the Rapid City Municipal Code at all times; and,
12. The Sidewalk Vendor Permit may be revoked for cause as per Chapter 12.20.020(F).11 of the Rapid City Municipal Code.