The City of SPRUCE GROVE	**ADMINISTRATIVE POLICY**	**Policy No:** AP-1091-24 **Approved By:** City Manager
		Effective Date: April 8, 2024 **Last Reviewed Date:** April 8, 2024
		Division: Sustainable Growth and Development Services - Planning and Development

MOBILE VENDING POLICY

POLICY STATEMENT

The City of Spruce Grove recognizes that positive community and social benefits can be gained through Mobile Vending opportunities by enhancing commercial diversity and creating walking destinations, gathering places, or a point of interest.

Mobile Vending is managed by Business Licence under the Business Licence Bylaw, as amended, and fees are set for Mobile Vending under the Development Fees and Fines Bylaw, as amended. Mobile Vending can be located within non-residential districts and on select Open Space Area and Highway locations.

1. PURPOSE

1.1 To allow for the management of Mobile Vending in accordance with the Business Licence Bylaw, as amended.

1.2 To provide a procedure and requirements to obtain authorization to operate a Mobile Vending business within the City.

1.3 To identify where Mobile Vending may occur.

1.4 To identify departmental responsibilities for the review and approval process for Mobile Vending licences and Permits.

1.5 To provide Terms and Conditions to regulate Mobile Vending operations within the City.

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2. DEFINITIONS

2.1 "City" means the municipal corporation of the City of Spruce Grove in the Province of Alberta or where the context so requires, the area contained within the boundaries of the City of Spruce Grove.

2.2 "City Manager" means the administrative head of the City of Spruce Grove.

2.3 "Council" means Council of the City of Spruce Grove elected pursuant to the *Local Authorities Election Act, RSA 2000 cL-21*, as amended

2.4 "Event" means any organized activity being held in an Open Space Area or Highway that has the potential to impact or displace typical use. This may include, but is not limited to runs, walks, bikes or motorized rides, festivals, fairs, parades, processions and special events, information or awareness sessions, commemorative services, games, leisure activities, sport tournaments, public or farmers markets. An Event may be organized by the City or by a group or individual.

2.5 "Highway" means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, causeway, trestleway, or other place or part of any of them, whether publicly or privately owned, that the public is ordinarily entitled or allowed to use for the passage or parking of vehicles, and includes:

(a) A sidewalk, including a boulevard adjacent to the sidewalk;

(b) If a ditch lies adjacent to or parallel with the roadway, the ditch; and

(c) If a Highway right of way is contained between fences or between a fence and one side of the Roadway, all land between the fences, or all the land between the fence and the edge of the Roadway, as the case may be.

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2.6 “Mobile Cooking Operation” means any equipment, when stationary, used to produce, cook, sell, and/or distribute food.

2.7 “Mobile Vending” means a commercial venture carried on from a non-permanent Mobile Vending Unit, within the City and not part of an authorized Event. Sales and services from this business type are limited to those offered at the Mobile Vending Unit and cannot extend beyond.

2.8 “Mobile Vending Business Licence” means a licence for Mobile Vending issued through the Business Licence Bylaw, as amended.

2.9 “Mobile Vending Unit” means any vehicle, cart, trailer, table, or stand or other equipment not permanently affixed to land, used to assist in the selling or distribution of goods, merchandise, and/or services.

2.10 “Municipal Ticket” means a tag or similar document issued by the City pursuant to the *Municipal Government Act, RSA 2000, cM-26*, as amended, for the purposes of notifying a person that an offence has been committed for which a prosecution may follow.

2.11 "Open Space Area" means any of the following:

(a) any land in the City which is owned, developed, used, leased, controlled or managed by the City such as a public park, athletic facility, natural area, playground or recreational area, including, without restricting the generality of the foregoing, all lands in the City which are jointly controlled or managed by the City and an education authority for any of the purposes previously described;

(b) any reserve land acquired by the City through the subdivision process;

(c) any land used as a Highway buffer strip, whether on a permanent or temporary basis;

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(d) any land designated by resolution of Council as an Open Space Area for the purposes of the Open Space Area Bylaw, as amended;

(e) any land developed by the City as part of the Pathway system;

(f) any land developed by the City as a part of its storm water drainage system, including, but not limited to, storm water management facilities, naturalized ponds, bio swales, ditches, and drainage channels;

(g) any land developed by the City as an off-leash dog park;

(h) all exterior areas including lawns, plazas, landscaped areas and parking areas of all City-owned or operated facilities that are made available for the public to use for a recreational or social purpose; and

(i) any public utility lot.

2.12 "Open Space Permit" means the written permission, in a form approved by the City Manager, to undertake an activity on an Open Space Area that is otherwise regulated, restricted or prohibited by the Open Space Area Bylaw, as amended. This would include rental contracts, lease agreements, licenses, written permission or any other form of permission required.

2.13 "Pathway" means a hard-surfaced walkway constructed by the City as part of a pedestrian circulation system.

2.14 "Peace Officer" means a member of the Royal Canadian Mounted Police, a Peace Officer appointed under the *Peace Officer Act*, S.A. 2006 c P-3.5, as amended, a bylaw enforcement officer appointed under the *Municipal Government Act,* R.S.A. 2000, c M26, as amended, or any other person who is, in the execution of their duties, responsible for the preservation and maintenance of the public peace.

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2.15 "Permit" means written permission issued by the City Manager to undertake an activity on a Highway or public property that is otherwise regulated, restricted or prohibited by the Traffic Bylaw, as amended.

2.16 "Roadway" means that part of a Highway intended for use by vehicular traffic.

2.17 "Site" means a division of land legally described as one entity on one certificate of title. A Site may also be referred to as a lot.

2.18 "Terms and Conditions" means a standardized set of rules and regulations which Mobile Vending businesses must work within. These will be established through the Mobile Vending Administrative Policy and enforced through the Business Licence Bylaw.

2.19 "Violation Notice" means a notification detailing an offence or contravention of the *Traffic Safety Act, RSA 2000 cT-6*, as amended, or the Traffic Bylaw, as amended, and may be in the form of a Municipal Ticket or Violation Ticket.

2.20 "Violation Ticket" means a ticket issued pursuant to Part II or Part III of the *Provincial Offences Procedure Act, RSA 2000, cP-34*, as amended

3. RESPONSIBILITIES

3.1 General Manager of Sustainable Growth and Development Services shall:

(a) be the steward of this Policy;

(b) require that a Mobile Vending business has a valid Mobile Vending Business Licence to operate within the City;

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(c) under the authority of the Traffic Bylaw, as amended, manage Permits for the sale of goods/services within a Highway.

3.2 General Manager of Community and Protective Services shall:

(a) under the authority of the Open Space Area Bylaw, as amended, manage Open Space Permits for Mobile Vending within an Open Space Area; and

3.3 Director of Planning and Development, or designate, shall:

(a) manage Mobile Vending on private property through the Business Licence Bylaw, as amended, and the associated Terms and Conditions;

(b) maintain a Mobile Vending Business Licence type within the Business Licence Bylaw, as amended;

(c) establish standard Terms and Conditions for Mobile Vending. These are attached to this Policy as Schedule “A” and will be reviewed annually to address any identified issues or concerns;

(d) accept and review applications for Mobile Vending Business Licences which shall acknowledge that the applicant agrees to the Terms and Conditions for Mobile Vending;

(e) accept applications for Permit or Open Space Permit and ensure all required information, as per Schedules “C” and “F”, have been submitted. Complete applications will be circulated to approving departments;

(f) recommend to Council Mobile Vending fees within the Development Fees and Fines Bylaw, as amended;

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(g) issue Business Licences for Mobile Vending through the Business Licence Bylaw, as amended;

(h) provide building code inspection services for a Mobile Vending Unit, as required;

(i) assist with compliance and enforcement of Business Licence Bylaw, as amended, and the Mobile Vending Terms and Conditions; and

(j) manage and keep current City website communications on Mobile Vending requirements.

3.4 Director of Recreation and Culture, or designate, shall:

(a) administer Open Space Permits for Mobile Vending through the Open Space Area Bylaw, as amended;

(b) review and make recommendations on applications for Mobile Vending as Open Space Permits through the Open Space Area Bylaw, as amended.

(c) following the application review, send recommendation(s) to the General Manager for approval/rejection.

(d) issue Open Space Permits through the Open Space Area Bylaw, as amended.

(e) identify Open Space Area locations available for Mobile Vending as Schedule “B”, and review and update annually.

(f) establish application requirements for Open Space Permits for Mobile Vending. These are attached to this Policy as Schedule “C”.

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(g) identify any additional regulations or conditions to be issued as part of the Open Space Permit. Standard conditions are included within Schedule "C".

3.5 Director of Engineering, or designate, shall:

(a) administer Permits for Mobile Vending within Highways through the Traffic Bylaw, as amended.

(b) review and make recommendations on applications for Mobile Vending as Permits through the Traffic Bylaw, as amended.

(c) following the application review, send recommendation(s) to the General Manager for approval/rejection.

(d) issue Permits for Mobile Vending within a Highway through the Traffic Bylaw, as amended.

(e) identify Highway locations available for Mobile Vending use. These are attached to this Policy as Schedule "D" and will be updated annually.

(f) establish application requirements for Permits for Mobile Vending under the Traffic Bylaw, as amended. These are attached to this Policy as Schedule "F".

(g) identify any additional regulations or conditions to be issued as part of the Permit. Standard conditions are included within Schedule "E".

(h) define and charge fees as indicated within the Development Fees and Fines Bylaw, as amended.

3.6 Protective Services shall:

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(a) Enforce regulations of the various related bylaws; Mobile Vending businesses are required to comply with all laws and regulations, and obtain any required permits and licences required by federal, provincial, and City legislation, including:

(i) Business Licence Bylaw, as amended;

(ii) Open Space Area Bylaw, as amended;

(iii) Traffic Bylaw, as amended;

(iv) Land Use Bylaw, as amended;

(v) *Safety Codes Act and Fire Code*, as amended;

(vi) *Public Health Act*, as amended; and

(vii) *Traffic Act*, as amended.

(b) respond to complaints and ensure compliance and/or conduct enforcement, which may include the issuance of a Violation Notice or Violation Ticket, in accordance with the appropriate bylaw; and

(c) through Spruce Grove Fire Services, provide inspections of Mobile Cooking Operations as per the National Fire Code 2019 Alberta Edition, as required.

4. MOBILE VENDING SITING REQUIREMENTS

4.1 Mobile Vending is permitted on private property where the Site is districted for non-residential use and the Mobile Vending business has:

(a) a valid Mobile Vending Business Licence for the City;

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(b) a valid safety permit issued by Spruce Grove Fire Services, as required;

(c) valid food handling permit(s) issued by Alberta Health Services, as required;

(d) agreed to the Mobile Vending Terms and Conditions; and

(e) received written authorization from the Site owner.

4.2 Mobile Vending is permitted at specific locations within Open Space Areas where the Mobile Vending business has:

(a) a valid Mobile Vending Business Licence for the City;

(b) a valid safety permit issued by Spruce Grove Fire Services, as required;

(c) valid food handling permit(s) issued by Alberta Health Services, as required;

(d) agreed to the Mobile Vending Terms and Conditions;

(e) an Open Space Permit granted through the Open Space Area Bylaw, as amended; and

(f) complies with any location restrictions and any additional conditions identified within the Open Space Permit.

4.3 Mobile Vending is permitted on specific locations on a Highway where the Mobile Vending business has:

(a) a valid Mobile Vending Business Licence;

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(b) a valid safety permit issued by Spruce Grove Fire Services, as required;

(c) valid food handling permit(s) issued by Alberta Health Services, as required;

(d) agreed to the Mobile Vending Terms and Conditions;

(e) a Permit granted through the Traffic Bylaw, as amended; and

(f) complies with any location restrictions and any additional conditions identified within the Permit.

5. PROCEDURES

5.1 Application review and decision for Mobile Vending Business Licence, Permits, and Open Space Permits

(a) Applications will be received by Planning and Development.

(b) Review and decision of complete applications:

(i) Mobile Vending Business Licence (Business Licence Bylaw, as amended) - Planning and Development. A decision shall be provided within three business days of receipt of a complete application including any required fees.

(ii) Permit (Traffic Bylaw, as amended) - Engineering. A decision shall be provided by the General Manager within five business days of receipt of a complete application including any required fees.

(iii) Open Space Permit (Open Space Area Bylaw, as amended) - Recreation and Culture. A decision shall be provided by the

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General Manager within five business days of receipt of a complete application including any required fees.

(c) Applications will be processed on a first come first served basis.

(d) Decisions will be provided by Planning and Development in writing, identifying all applicable terms or conditions.

5.2 Policy Amendments

(a) Any requested amendments to this Policy or associated Schedules will be submitted to the Director of Planning and Development.

(b) Planning and Development will review any requested amendments to this Policy and prepare an amendment, including any amendments to the associated Schedules, annually for consideration in February.

(c) If Policy updates are of an urgent nature, amendments may be brought forward for consideration as needed.

6. RESCISSION OF POLICY AP-1067-22

6.1 AP-1067-22 Mobile Vending Policy is hereby rescinded.

RELATED DOCUMENTS

Business Licence Bylaw, as amended
Open Space Area Bylaw, as amended
Traffic Bylaw, as amended
Development Fees and Fines Bylaw, as amended

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APPROVAL

City Manager: Original Signed by Dean Screpnek Date: April 8, 2024

SCHEDULE A

MOBILE VENDING TERMS AND CONDITIONS

(1) All Mobile Vending businesses are required to have on site and visible to the public:

(a) a valid City of Spruce Grove Mobile Vending Business Licence;

(2) All Mobile Vending businesses are required to have on site and available for inspection by a Peace Officer:

(a) valid safety permit(s) issued by Spruce Grove Fire Services, as required; and

(b) valid food handling permit(s) issued by Alberta Health Services, as required.

(3) Depending on the vending location, the Mobile Vending business shall have either:

(a) <u>On private property</u>: a letter of authorization for Mobile Vending from the Site owner and have it for presentation upon request. This letter of authorization shall identify:

(i) The municipal address of the property;

(ii) The name and signature of the registered owner;

(iii) The name of the Mobile Vending business gaining authorization;

(iv) The dates of authorization.

or

(b) <u>On City Open Areas</u>: a City-issued Open Space Permit authorizing Mobile Vending within the Open Space Area;

or

(c) <u>On City Highway</u>: a City-issued Permit authorizing Mobile Vending within the Highway location.

Please note that a Permit may place further restrictions on the Mobile Vending.

(4) Appearance and location:

(a) The Mobile Vending Unit shall be in good working order and be kept in a visibly pleasing appearance;

(b) The Mobile Vending Unit and immediate area shall be maintained in a clean and tidy fashion. Temporary garbage and recycling bins shall be provided

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within 0.5 m of the Mobile Vending Unit. All garbage and recycling must be removed for off-site disposal; and

(c) The Mobile Vending business shall have a waste management plan identifying disposal methods/location for all waste products including fats, oils, grey water, garbage, and recycling. The waste management plan should include a cleanup plan in case of any accidental spills.

(5) A Mobile Vending Unit shall not be left unattended unless the unit is closed and secure.

(6) A Mobile Vending Unit shall not:

(a) Take up required on-site parking stalls;

(b) Damage or interfere with any landscaping; or

(c) Have any outdoor storage.

(7) Sales and services are limited to those offered at the Mobile Vending Unit and cannot extend beyond.

(8) The location of the Mobile Vending Unit on the Site shall not adversely affect pedestrian mobility or vehicular traffic on the Site or block the flow of drive lanes. This includes potential queuing of patrons. The City reserves the right to require a Mobile Vending Unit to relocate where the location is deemed unsatisfactory.

(9) Signage for the Mobile Vending business shall be limited to one (1) A-Board Sign not exceeding 0.4 sq. m in area on the approved Site and shall not be illuminated nor display flashing lights. The sign shall be in place only during hours of operation and shall not be located within City Roadway or Pathway.

(10) Loud music or the use of voice amplification devices shall not be used.

(11) The Mobile Vending Unit is a maximum 8.0 m in length.

(12) Unless regulated through the Open Space Area Bylaw, as amended, there is a maximum of one Mobile Vending Unit per Site.

(13) Unless regulated through the Open Space Area Bylaw, as amended, or Traffic Bylaw, as amended, Mobile Vending may operate within the hours of 7:00 am and 10:00 pm.

(14) The Mobile Vending Unit shall be removed from the Site at the end of each business day and shall not be left on the Site overnight.

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(15) Exceptions to these Terms and Conditions may be specifically requested and would be considered at the discretion of the Director of Planning and Development.

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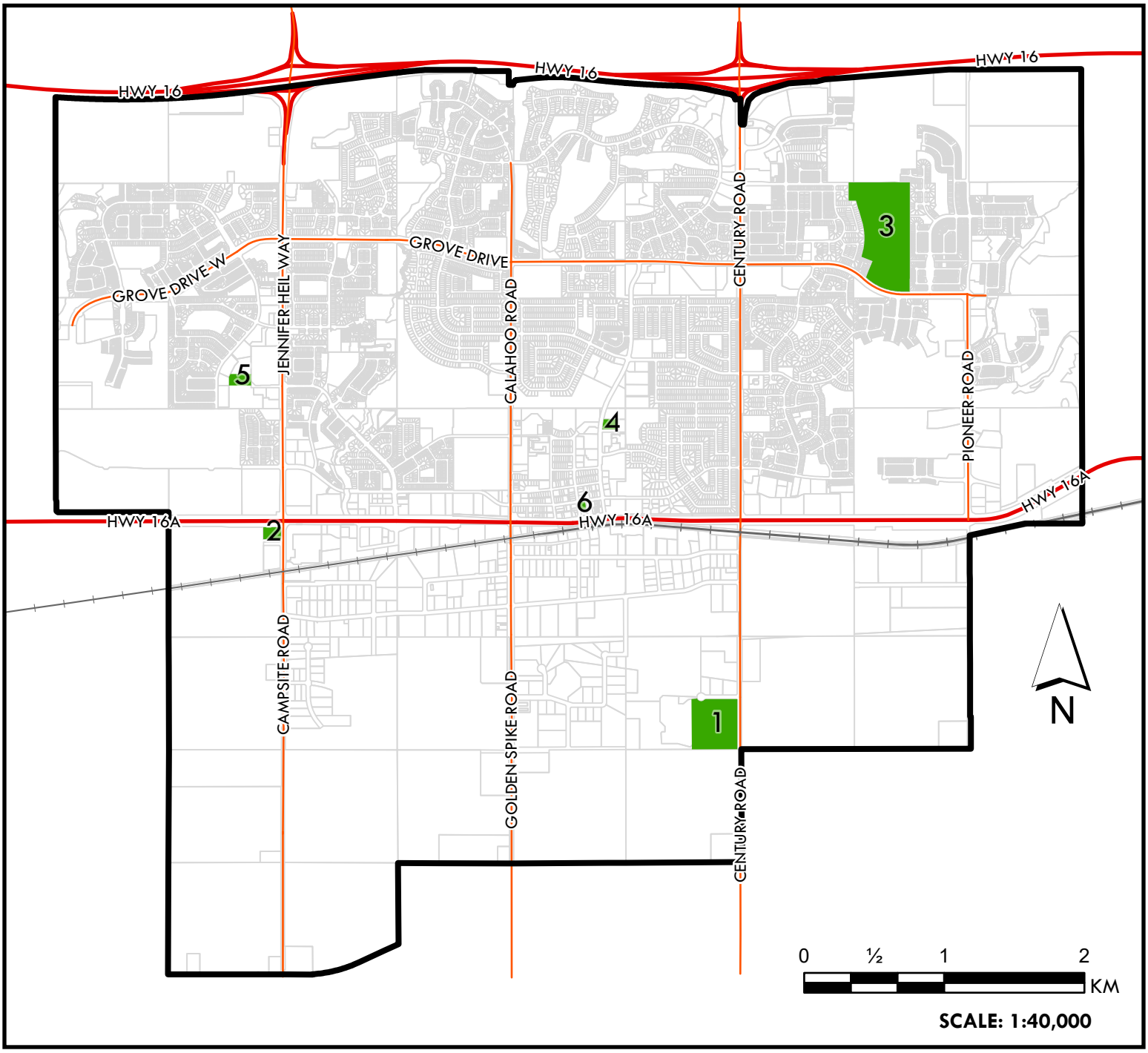
SCHEDULE B :
OPEN SPACE AREA LOCATIONS FOR MOBILE VENDING

The City of SPRUCE GROVE



LEGEND

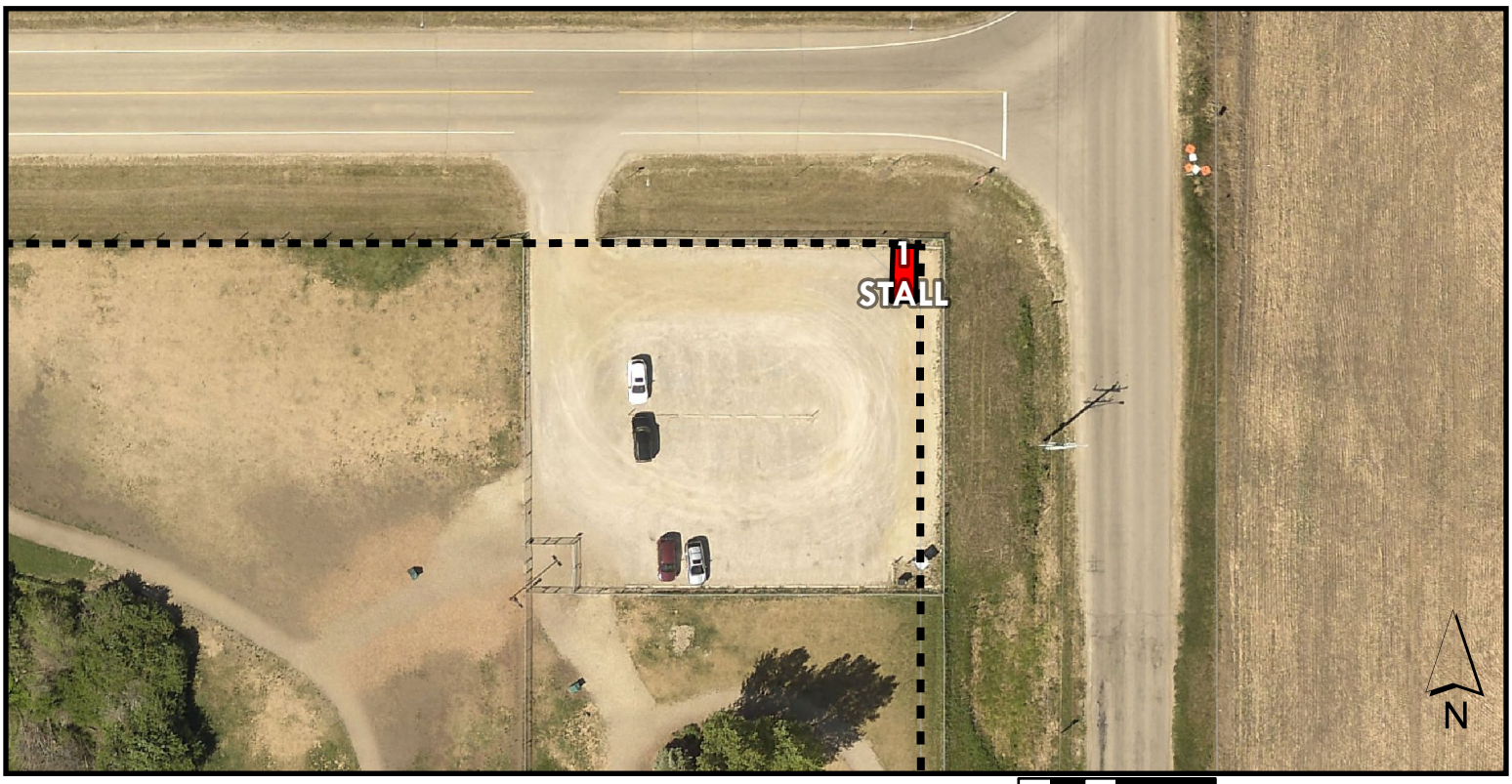
- City Boundary
- Park Location With Mobile Vending Permitted Parking
- Property Parcel

Park Area	Location	Address
1	Cpl. Jim Galloway Memorial Off Leash Area	51 Century Close
2	Rotary Centennial Park	Highway 16A
3	Jubilee Park	510 Grove Drive
4	Central Park / Agrena Road	450 King Street
5	Fuhr Sports Park & Rotary Playscape	9 Tri Leisure Way #200
6	Columbus Park	116 Main Street

SCHEDULE B :
OPEN SPACE AREA LOCATIONS FOR MOBILE VENDING

Park Area 1 - Cpl. Jim Galloway Memorial Off Leash Area

51 Century Close



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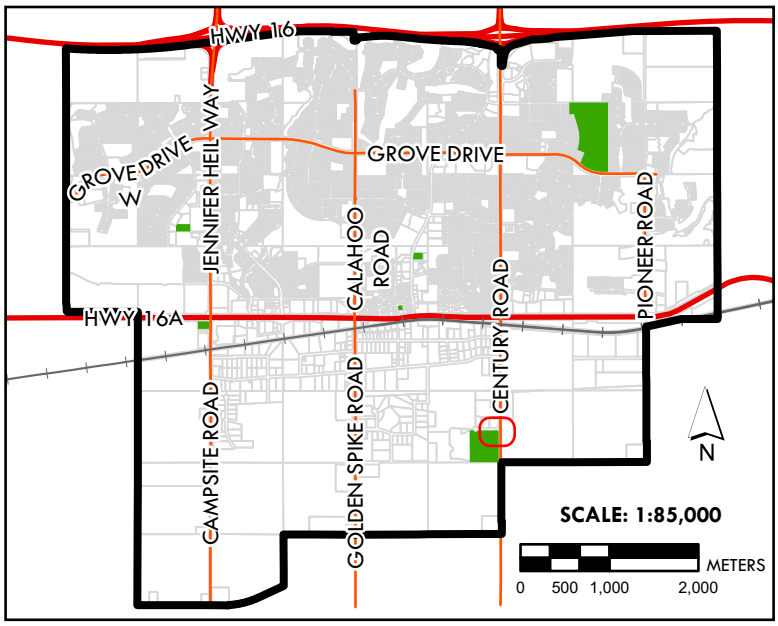
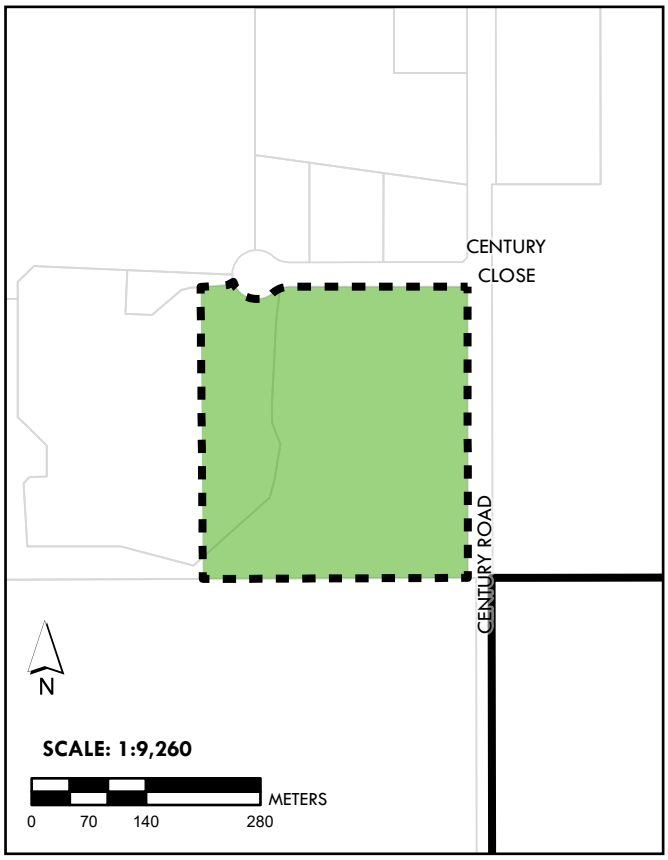
Legend

- City Boundary
- Park Boundary
- Property Parcel
- Park Location With Mobile Vending Permitted Parking





SCHEDULE B :
OPEN SPACE AREA LOCATIONS FOR MOBILE VENDING

Park Area 2 - Rotary Centennial Park

Highway 16A

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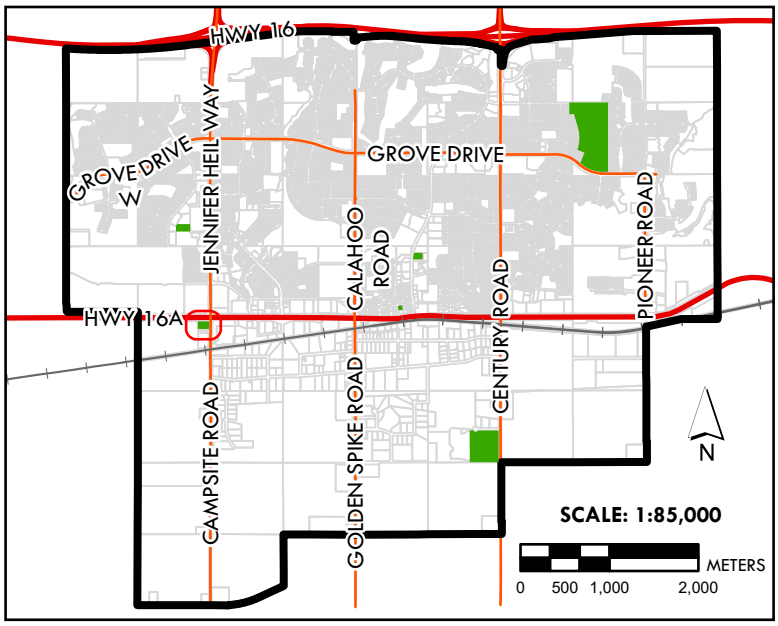
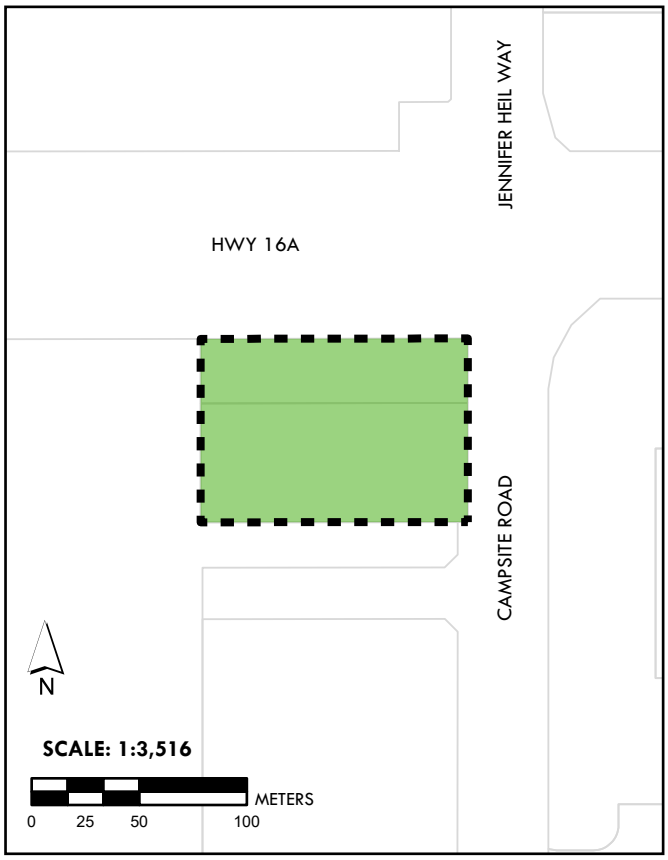
Legend

- City Boundary
- Park Boundary
- Property Parcel
- Park Location With Mobile Vending Permitted Parking





SCHEDULE B :
OPEN SPACE AREA LOCATIONS FOR MOBILE VENDING

Park Area 3 - Jubilee Park

510 Grove Drive

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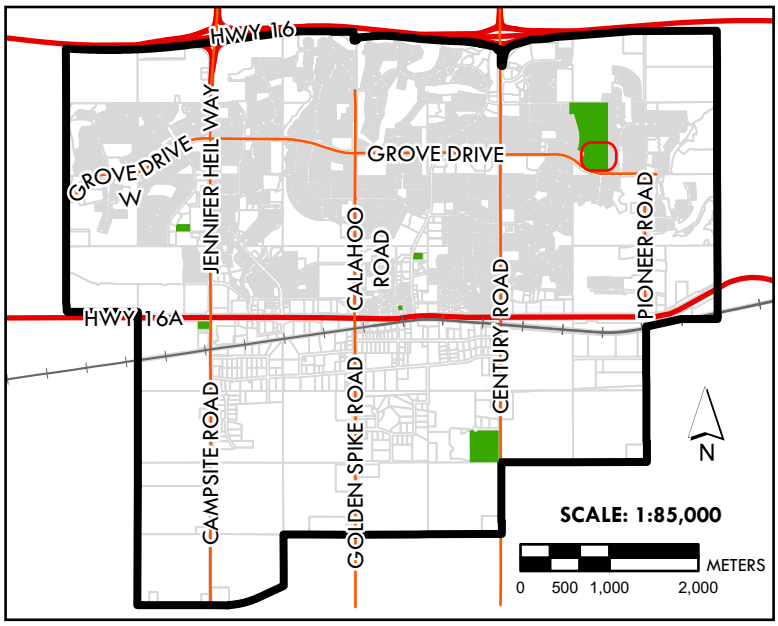
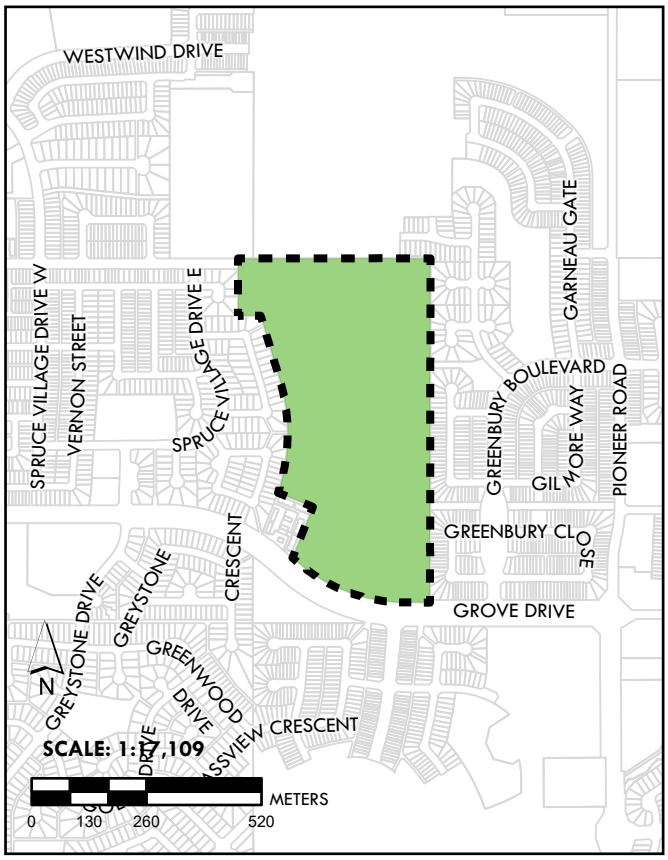
Legend

- City Boundary
- Park Boundary
- Property Parcel
- Park Location With Mobile Vending Permitted Parking

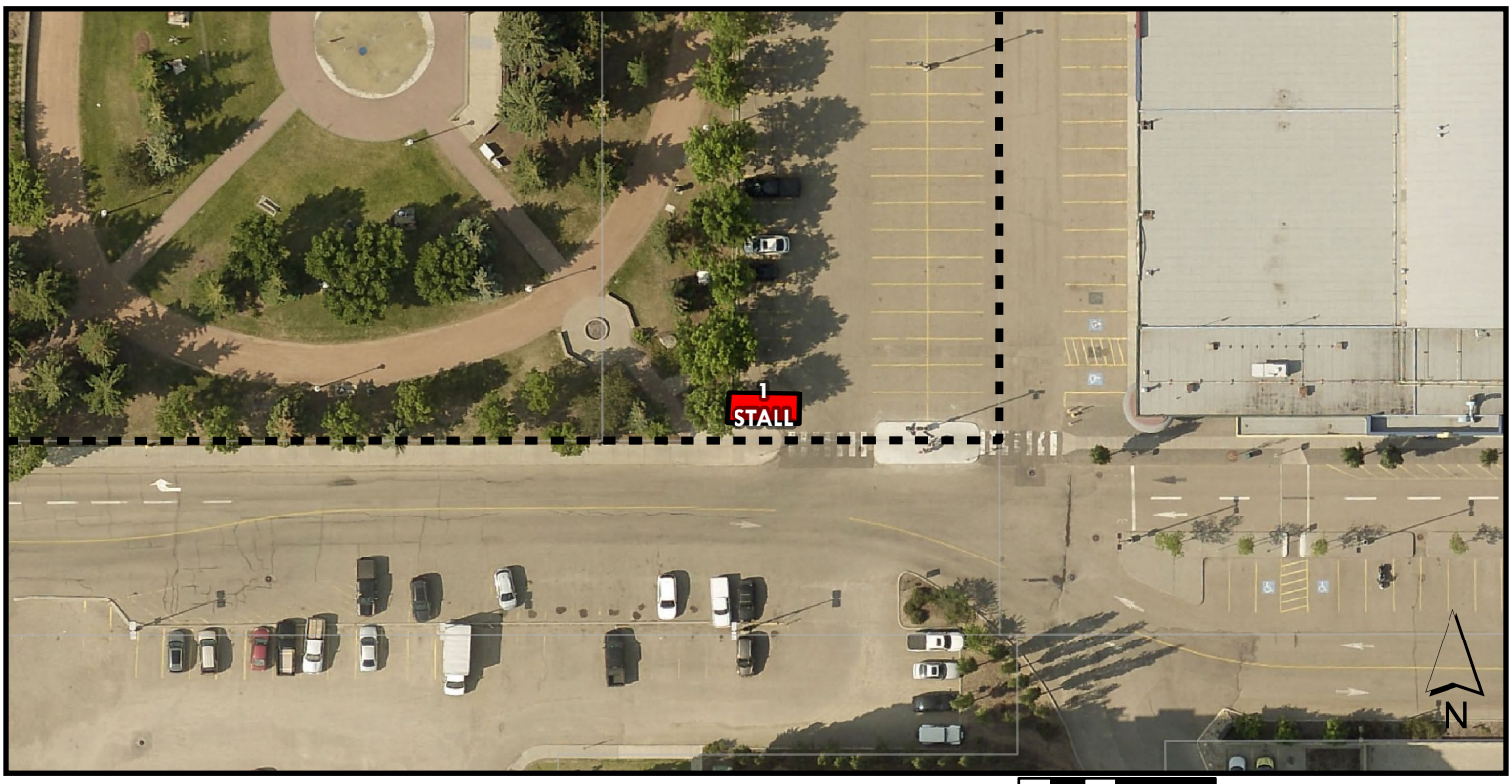




SCHEDULE B :
OPEN SPACE AREA LOCATIONS FOR MOBILE VENDING

Park Area 4 - Central Park / Agrena Road

450 King Street



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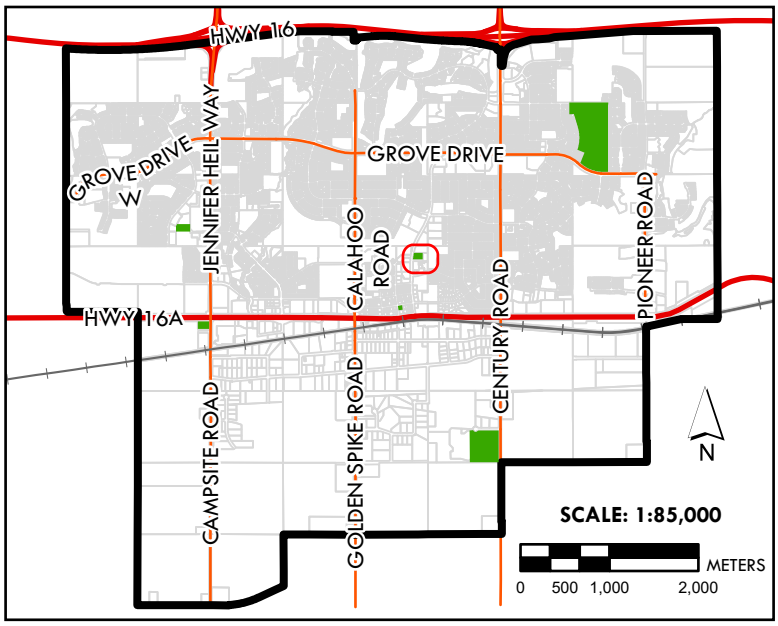
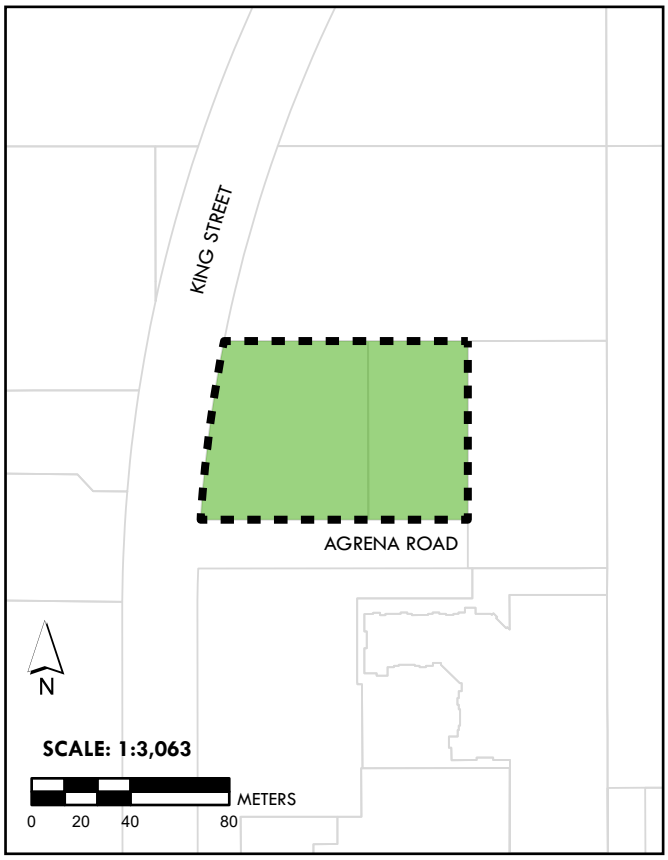
- City Boundary
- Park Boundary
- Property Parcel
- Park Location With Mobile Vending Permitted Parking

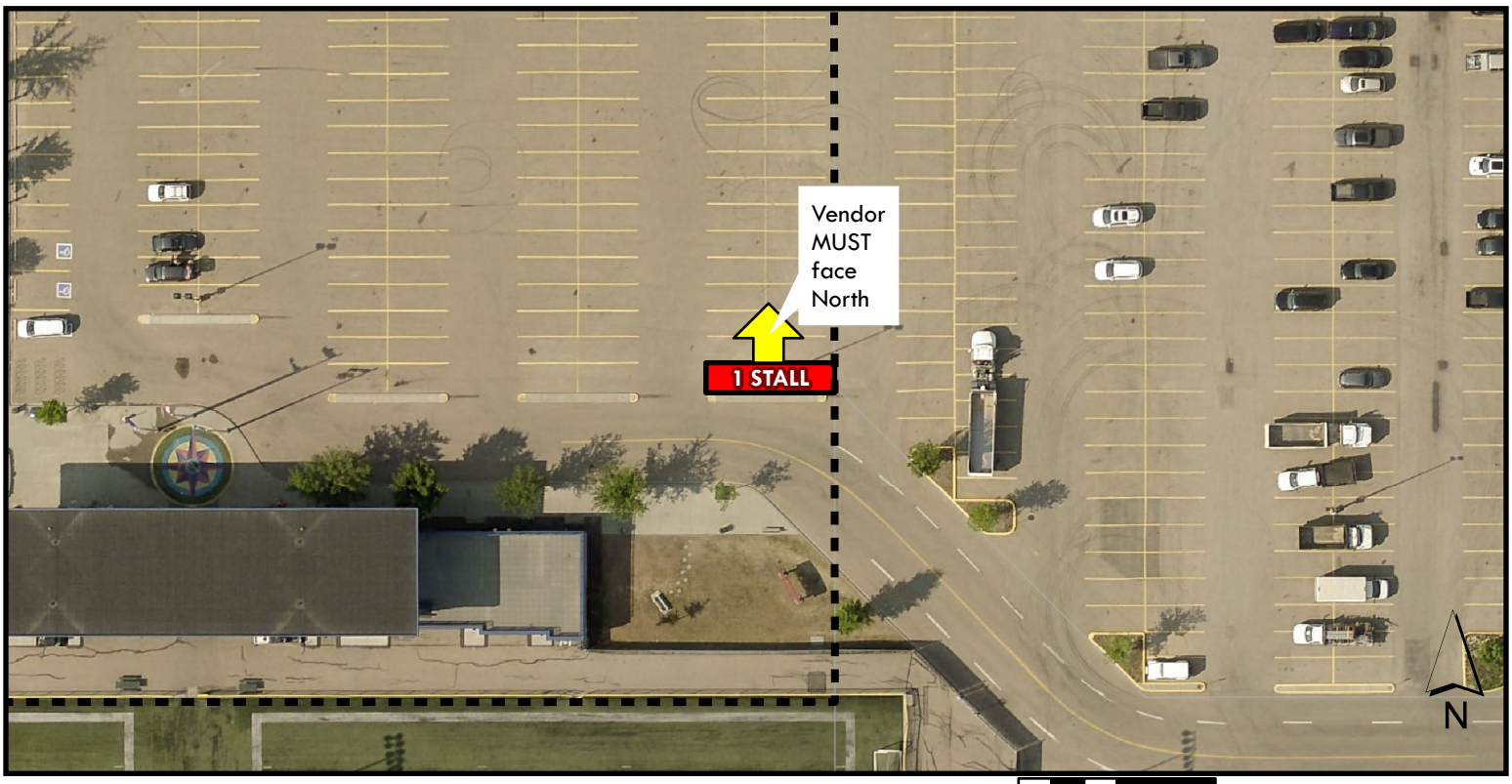




SCHEDULE B :
OPEN SPACE AREA LOCATIONS FOR MOBILE VENDING

Park Area 5 - Fuhr Sports Park & Rotary Playscape

9 Tri Leisure Way #200



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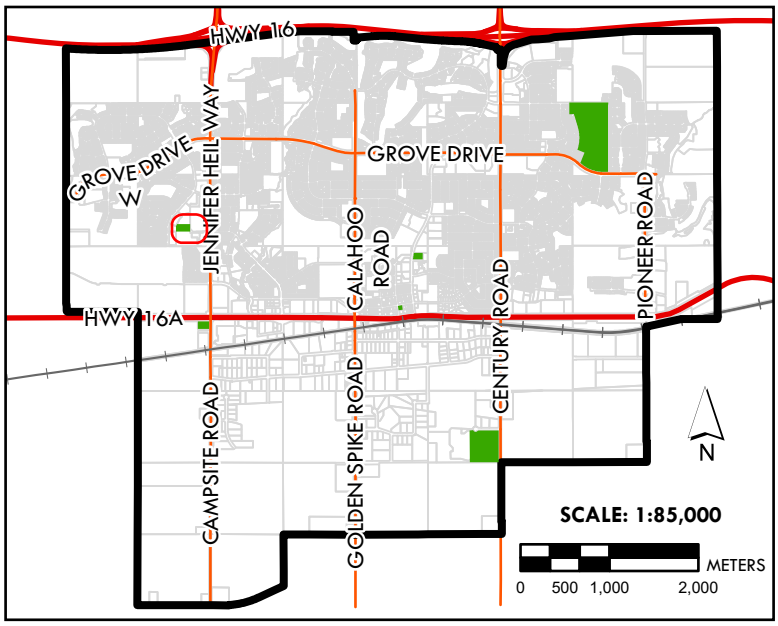
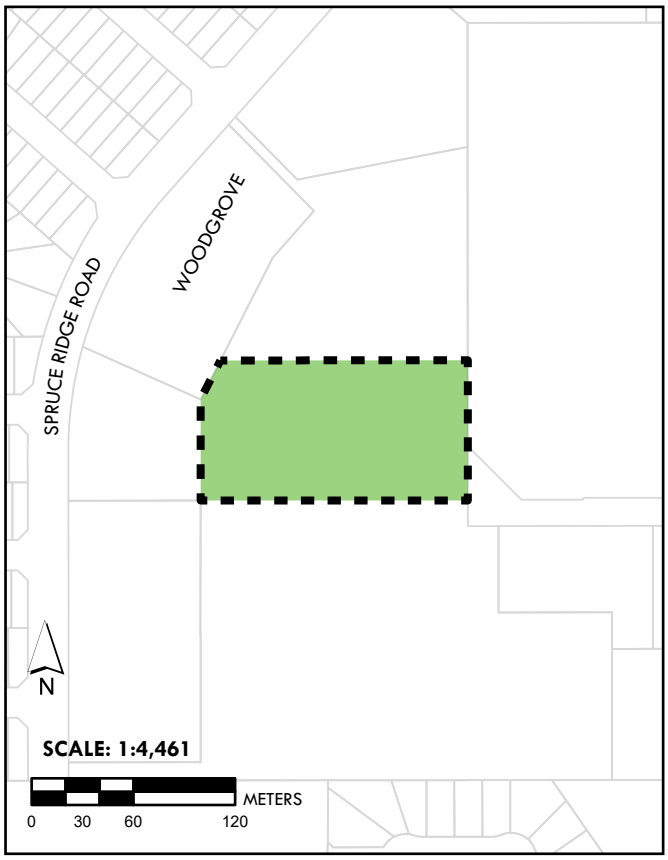
- Park Location With Mobile Vending Permitted Parking

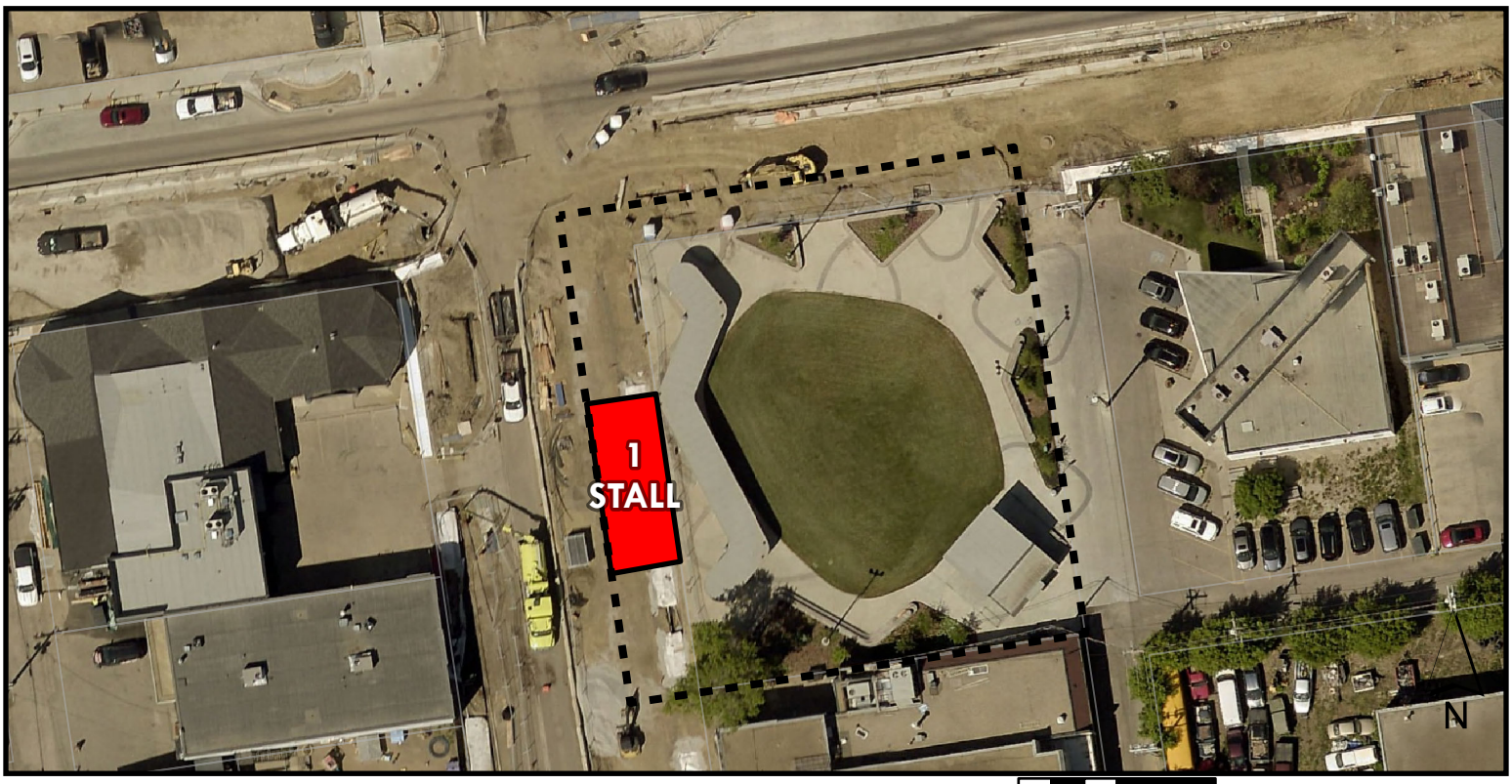




SCHEDULE B :
OPEN SPACE AREA LOCATIONS FOR MOBILE VENDING

Park Area 6 - Columbus Park

116 Main Street



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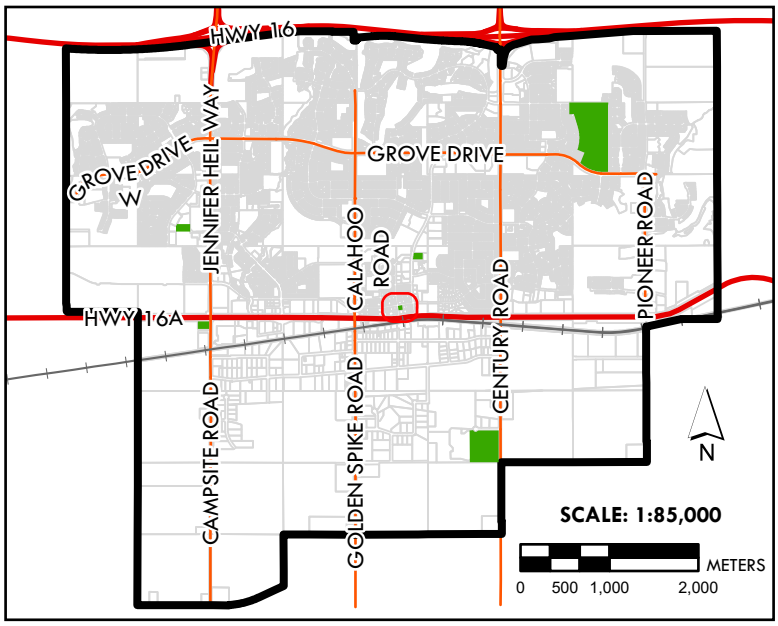

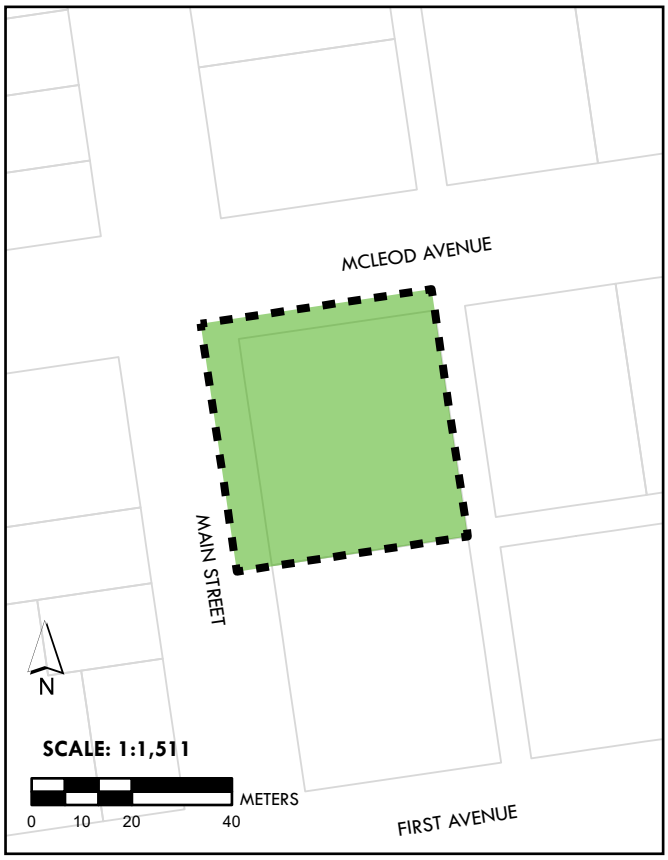

SCHEDULE C

1. OPEN SPACE PERMIT APPLICATION REQUIREMENTS

Specific locations within City-administered Open Space Areas have been designated for Mobile Vending. These specific locations are available on a first come first serve basis only and will not be assigned to a specific Mobile Vending business.

Approval to locate in one of the specific Open Space Areas locations requires submission of the following:

- A letter or City form requesting an Open Space Permit for Mobile Vending;
- A valid safety permit issued by Spruce Grove Fire Services;
- A valid food handling permit issued by Alberta Health Services;
- A waste disposal plan for disposal of garbage, grease, grey water, and recycling;
- The details regarding the provision of water and power, if applicable;
- Picture of the Mobile Vending Unit (photograph of front, side, rear);
- A criminal record check for any individual operating the Mobile Vending Unit within the Open Space Area;
- A copy of commercial general liability insurance in the amount of $2,000,000 to provide coverage to the City as a named insured;
- A copy of your valid Mobile Vending Business License (or application) for the City of Spruce Grove.

2. OPEN SPACE PERMIT STANDARD CONDITIONS as per Section 6 Open Space Area Bylaw C-1016-18

(1) All Mobile Vending businesses must adhere to the regulations of the Open Space Area Bylaw, as amended, except those amended as per a Permit;

(2) Any on-site staff must not have a criminal record that would prevent them from operating in close proximity of children;

(3) All Mobile Vending businesses are required to have a valid City of Spruce Grove Mobile Vending Business Licence on site and visible to the public;

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(4) All Mobile Vending businesses are required to have on site and available for inspection by a City representative or Peace Officer:

(a) A valid safety permit issued by Spruce Grove Fire Services, as required;

(b) Valid food handling permit(s) issued by Alberta Health Services, as required; and

(c) City of Spruce Grove issued Open Space Permit.

(5) Mobile Vending Units may only locate on the designated locations (see Schedule B or attached map);

(6) The designated locations are available on a first come first serve basis. If all identified locations within an Open Space Area are occupied, the Mobile Vending business shall not locate within the Open Space Area until one of the locations become available.

(7) All Mobile Vending businesses are expected to operate in a professional manner while operating within an Open Space Area. Unprofessional conduct may result in permission being revoked and/or fines.

(8) The Mobile Vending Unit and immediate area shall be maintained in a clean and tidy fashion. Temporary garbage and recycling bins shall be provided within 0.5 m of the Mobile Vending Unit. All garbage and recycling must be removed for off-site disposal; leaving litter/waste and/or damaging Open Space Area amenities is unacceptable and may result in permission being revoked and/or fines.

(9) The Mobile Vending Unit shall be located within the designated area only and shall fit completely within the stall boundaries. Parking on the turf or damage to any landscaping within the Open Space Area is unacceptable and may result in permission being revoked and/or fines.

(10) The Mobile Vending Unit shall not be left unattended and shall be removed from the site at the end of each business day. The Mobile Vending Unit shall not be left on the site overnight.

(11) Commercial general liability insurance in the amount of $2,000,000 to provide coverage to the City as a named insured shall be maintained during the operation of the Mobile Vending Unit within an Open Space Area.

(12) One A-board sign of a size not more than 0.4 square meter in area is permitted on the site in conjunction with the use and shall only be in place during business hours. The sign shall not be illuminated nor display flashing lights. The sign shall be located within the designated location and shall not pose a hazard with respect to pedestrian or vehicular traffic. There shall be no additional signage on the site. Signage shall not be located within City Roadway or Pathway.

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(13) There shall be no third-party signage.

(14) If a generator is required for power, it shall be quiet and not cause a disturbance.

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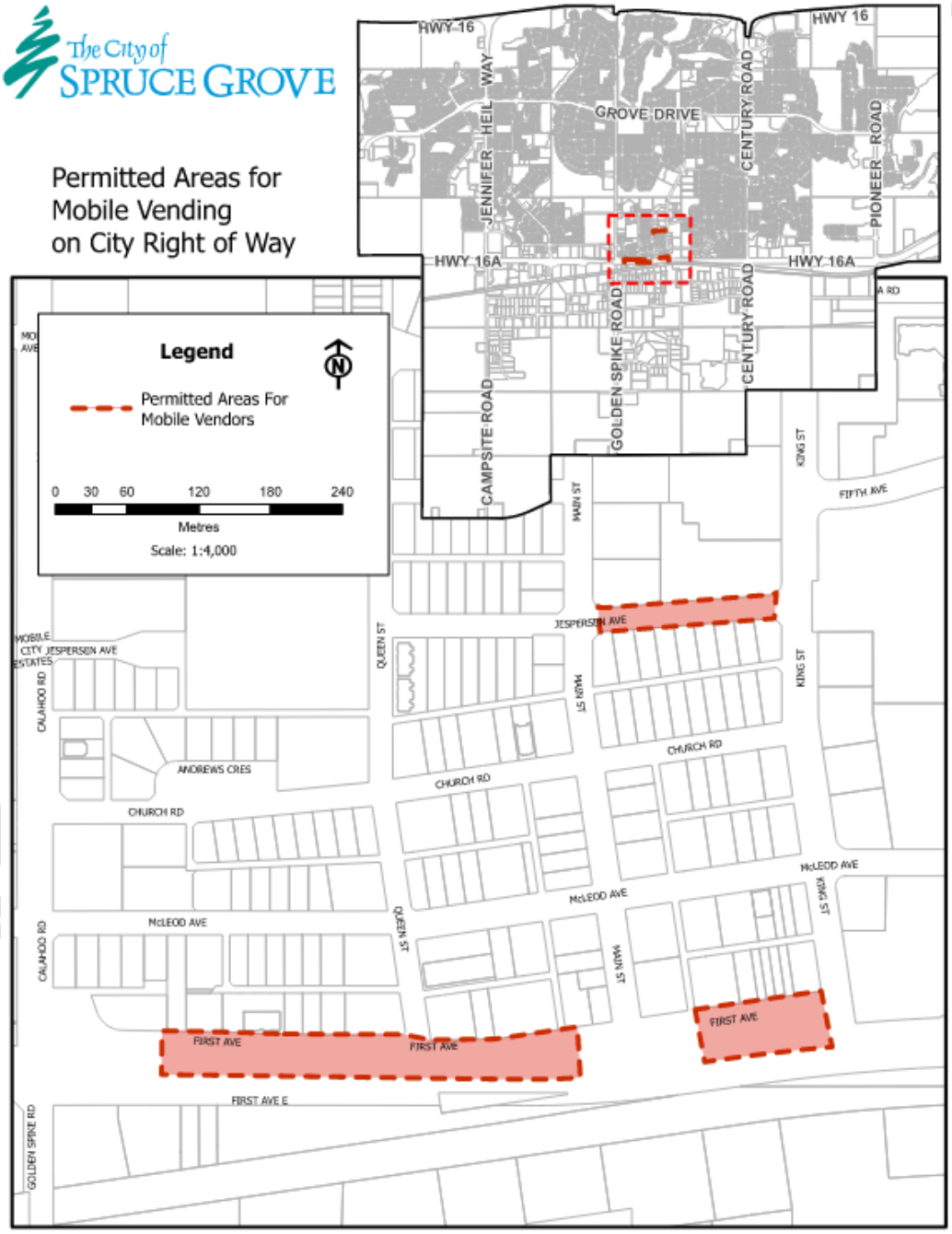
SCHEDULE D

HIGHWAY MOBILE VENDING LOCATIONS

(1) Roadway:

(a) Mobile Vending is permitted on Roadway as identified on the following map:



(b) Upon specific request, Mobile Vending may be considered on Roadway abutting Sites with the following districts (as per the Land Use Bylaw, as amended):

1. C1 - City Centre Commercial District
2. C2 - Vehicle Oriented Commercial District
3. M1 - General Industrial District
4. SE - Sports and Entertainment District
5. PS - Public Service Institutional District
6. P1 - Parks and Recreation District
7. P2 - Natural Area District;

(c) These identified areas do not include Pathway, alley or arterial road.

(d) Mobile Vending businesses must adhere to any parking regulations or restrictions/bans.

(2) Pathways through Open Space Areas are not included:

(a) A Permit issued through the Traffic Bylaw, as amended, does not grant permission for use of Open Space Areas (Jubilee Park, school parks, playgrounds, etc.);

(b) Mobile Vending is prohibited from sidewalks or Pathways within an Open Space Area (Heritage Grove Park, playgrounds, etc.).

(3) Mobile Vending, except when approved as part of an Event, is not permissible within 20 m of a permanent business selling similar goods/merchandise that is open and operating (unless written permission has been obtained from the permanent business operator), measured from the nearest point of the Mobile Vending Unit to the nearest public entrance of the permanent business.

(4) Mobile Vending (except those approved as part of the Event) is not permitted within a 200 m radius of the Site on which an Event is located.

(5) Mobile Vending is not permitted within 50m of an elementary, junior, or high school (Site) during school days between 7:00 a.m. and 5:00 p.m.

(a) unless at the request of the school; and

(b) a letter of authorization from the school is required.

(6) A Permit issued for Mobile Vending through the Traffic Bylaw, as amended, does not give exclusive rights to any location.

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SCHEDULE E

ADDITIONAL CONDITIONS FOR TRAFFIC BYLAW PERMITS

Use of Highway

(1) Mobile Vendors must follow the Rules of the Road, as per the Traffic Bylaw, as amended. The one exception is for Section 9.1 regarding the sale or display of goods.

(2) The immediate area shall be maintained in a clean and tidy fashion and temporary garbage and recycling bins shall be located within 0.5m from the Mobile Vending Unit. All garbage and recycling must be removed for off-site disposal; leaving litter/waste within the Roadway or a Pathway is unacceptable and may result in the Permit being revoked and/or fines.

(3) The Mobile Vending Unit shall not be left unattended and shall be removed from the Roadway at the end of each business day. The Mobile Vending Unit shall not be left on the Roadway overnight.

(4) Commercial general liability insurance in the amount of $2,000,000 to provide coverage to the City as a named insured shall be maintained during the operation of the Mobile Vending Unit within a Roadway or Pathway.

Hours of operation

(1) Mobile Vending may operate from 10:00 a.m. to 9:00 p.m., within Roadway adjacent C1 - City Centre Commercial, C2 - Highway Commercial, or M1 - Industrial districted Sites.

(2) Mobile Vending may operate from 10:00 a.m. to 9:00 p.m., within Roadway adjacent PS - Public Service Institutional districted Sites.

(3) If specifically requested and approved, Mobile Vending may operate within a residential block for a maximum of 30 minutes at one location between the hours of 10:00 a.m. and 9:00 p.m.

Signage

(1) Signage shall be limited to that affixed to the Mobile Vending Unit. The signage shall not be illuminated nor display flashing lights.

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(2) There shall be no third-party signage.

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SCHEDULE F

TRAFFIC BYLAW MOBILE VENDING APPLICATION REQUIREMENTS

All applications for a Permit through the Traffic Bylaw, as amended, must provide the following information:

1. A letter or approved form requesting a Permit to authorize a Mobile Vending business to operate within City Highways.
2. Proof that they carry commercial general liability insurance in the amount of at least $2,000,000 which shall provide coverage to the City as a named insured, in respect of any loss, injury or damage.
3. A copy of the valid Mobile Vending Business Licence issued by the City.
4. A waste disposal plan for disposal of garbage, grease, grey water, and recycling.
5. The details regarding the provision of water and power, if applicable.
6. Picture of the Mobile Vending Unit (photograph of front, side, rear);
7. The fees as per the Development Fees and Fines Bylaw, as amended.

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