



TEMPORARY OUTDOOR SALES PERMIT APPLICATION FORM

Please Type or Print:

APPLICANT INFORMATION	Sales Activity Address:		Parcel ID #:		
	Sales Activity Dates:				
	Sales Activity Description (attach plot plan if necessary to show activity location):				
	Applicant:				
	Company:				
	Mailing Address:				
	Phone:		Fax:		
	E-Mail:				
	Property Owner:				
	Company:				
Mailing Address:					
Phone:		Fax:			
E-Mail:					
CITY USE ONLY	TOS # _____		Certificate of Liability Insurance Required: Yes No		
	Received By:		Date Received:		Receipt #: _____
	Approved By:		Date Approved:		# per year: _____
	Special Conditions:				

AFFIDAVIT: We hereby certify that the information furnished in this application package is accurate, true, and correct to the best of our knowledge. By signing below, the property owner consents to the processing of the application by the applicant and authorizes the applicant to comply with the requirements placed on the application by the City. Applicant certifies that the provisions of **Sections 8.345-6** have been read and agrees to observe the regulations and conditions for temporary outdoor sales or displays.

Applicant's Signature: _____ Date: _____

Property Owner's Signature: _____ Date: _____

ARTICLE VIII. - TEMPORARY OUTDOOR SALES

Sec. 8-345. - Temporary outdoor sales. ([Ord. of 8-7-2018, § 1](#))

The following restrictions apply to all temporary outdoor sales on private property. These restrictions shall not apply to garage sales, as that term is used and defined in [Article 8-306](#) et seq., Code of Ordinances, City of Graham, which shall hereafter continue to regulate such sales and conduct.

The following restrictions shall not apply to farmers selling goods grown on their own property, nor to approved vendors in association with city approved and permitted events. All other organizations shall limit their outdoor sales as follows:

- 1) Permit required.** Any vendor seeking to make use of this article must apply to the city's planning department for a permit and pay the fee for the permit. The issuance of the permit is contingent upon the continuous operation of the liability insurance and any other regulatory requirement, such as health department food service permit for mobile food service.
- 2) Cleanliness and sanitation.** Vendors must post in a conspicuous place, visible to the public from the service window, all licenses and permits required by any regulator, including but not limited to the health department and department of insurance. Vendors are required to keep a 15-foot buffer free of trash. Vendors may not increase the burden on city sanitation by using the city trash receptacles. Vendors must provide a private means for trash disposal.
- 3) Hours of operation.** Vendors may not begin their operations before 7:00 a.m. Vendors must complete all operations before 11:00 p.m.
- 4) Duration.** The property owner shall only allow the use of their property for not more than three days within a seven-day period. A vendor shall be limited to no more than one day within that seven-day period.
- 5) Permitted zones.** The zoning of the property must allow for the intended use of the vendor in accordance with the City of Graham Development Ordinances. Vendors may conduct sales within the public right-of-way in locations directed by city staff only when the city council has approved a temporary street closing for city-approved and permitted events such as a street festival/fair.
- 6) Location.** Vendors shall not be located within 50 feet from structure of a similar establishment. This restriction shall not apply to the property owner.
- 7) Sound.** Generator(s) must not run within 200' of a dwelling unit after 9:00 p.m., nor before 8:00 a.m., except as part of a city sanctioned event. No vendor supplied music or amplified advertising shall be permitted at any time.
- 8) Unattended sales.** All vendors must have personnel at the site of temporary sale at all times. The vendor site shall not be left unattended for more than ten minutes.
- 9) Signage.** Other than any signs painted on the mobile unit (for example on the side of a food truck), only one A-frame sign, not to exceed three square feet per side is permitted.