

Department of Community & Economic Development

Section A: General Questions

1. Can private property owners host mobile or itinerant vendors?

Yes! To do so, private property owners must obtain a Mobile and Itinerant Vendor Hosting Permit from the City of Port Angeles.

2. What responsibilities do property owners have when hosting vendors?

Host sites must uphold the permit conditions of approval at their location for the life of the permit.

3. Can I host multiple vendors to operate on the same property, and are there restrictions on how many?

Yes. A private property owner can host multiple vendors on a single site if their Mobile and Itinerant Vendor Hosting Permit has been approved for multiple vendors on a site. Any and all restrictions will be listed in the permit conditions of approval.

4. Who can I contact if I do not want a vendor in my neighborhood?

Vendors are allowed to operate within public right of way under conditions of approval that dictate hours of operation, specific location and access requirements, and maximum noise levels.

As part of the application process, host sites undergo a site review process that may include a public noticing period. Each site is given conditions of operation based upon site specific nuisance abatement, public input, and general public safety requirements.

City Code Enforcement should be contacted if a vendor or host site is operating out of compliance with its conditions of approval. To learn more about contacting Code Enforcement, please visit <https://www.cityofpa.us/1022/Code-Enforcement>

Section B: Application Process

1. How do I apply to host a vendor?

You can apply by completing and the [Mobile and Itinerant Vendor Hosting Application](#) (available on our website at www.cityofpa.us/mobilevendors) and submitting it by email to the city at CED@cityofpa.us.

2. Do I need to notify my neighbors or nearby businesses?

Minor hosts do not need to provide notice as part of the application process, though it is encouraged as a courtesy. Major vendors must undergo a [Type II review process](#) with a public noticing period.

3. Can vendors apply on my behalf?

Yes. Please provide a letter to the vendor granting them permission to apply on your behalf. This letter shall be submitted as part of the application.

Department of Community & Economic Development

Section C: Location and Operations

1. Are there zoning restrictions for hosting mobile vendors?

There are no zoning restrictions for hosting, but there are different application requirements for hosting more than one vendor or when hosting in residential zones.

2. Can I host vendors on vacant land or public property adjacent to my business?

Yes, with a Mobile and Itinerant Vendor Hosting Permit.

3. Are there restrictions on operating hours?

Restrictions on operating hours are based on the specific details of the application submitted.

4. Do I need to provide restrooms, waste disposal, electricity, or water facilities?

Based on the zoning and application specifics, there may be requirements to provide restrooms, waste disposal, electricity, or water facilities.

Section D: Fees

1. How much does the permit cost?

The cost varies. For minor Mobile and Itinerant Vendor Hosting site plan review, which include applicants located in non-residential zones wanting to host a singular vendor, the fee is \$190.20.

For major Mobile and Itinerant Vendor Hosting site plan review, which includes applicants wanting to host more than one vendor, the fee is \$285.30.

Section E: Event Hosting and Compliance

1. Do I need to provide parking for vendors and their customers?

The provision of on-site parking is recommended for residential zones, but not required.

2. How do I manage traffic flow if I'm hosting multiple vendors?

All host site applications are required to submit a parking and pedestrian circulation plan that addresses public safety requirements.

3. Can vendors block sidewalks or other public access points?

Vendors may not block sidewalks or public access points unless permitted by the [City of Port Angeles Parks and Recreation Department](#).

4. Are there rules about signage or advertising?

There are no regulations in place regarding signage on the vehicle or frame signs associated with the vendor. For site-specific signage, City of Port Angeles [sign requirements may apply](#).

5. Do I need to provide signs directing customers to vendor locations?

The host can choose whether or not to provide signage. Please note that off-site signage permitting requirements may apply. Fluttering signs are prohibited in Port Angeles city limits.

6. Do I need a separate permit to host vendors at special events?

All vendors will need a Mobile and Itinerant Vendor permit. An Event planner/organizer can apply for the permit for vendors participating for 4 days or less. However, if an individual vendor is found operating more than four days a calendar year, they will be required to get a major mobile and itinerant vendor permit.

Department of Community & Economic Development

7. What happens if I operate without a permit?

There are penalty fees if found to be non-compliant.

Violations:	
1st Violation of PAMC 17.26	\$0.00
2nd Violation of PAMC 17.26	\$100.00
3rd + Subsequent Violations of PAMC	\$300.00 + revocation of permit
Daily Fines - once notice of violation and revocation of permit:	
Daily Fee for the first 14 days	\$100.00 per day
Daily Fee for each day after 14 days	\$1,000.00 per day