



PUSHCART PERMIT INFORMATION SHEET

A Pushcart, as defined in Chapter 2-25 of the Zoning Ordinance, includes "any wagon, cart, or similar wheeled container, not a vehicle as defined in the Vehicle Code of the State of California, from which retail goods, food or beverages are offered for sale." Pushcarts are only permitted within defined plazas of office developments, and within retail centers in multi-use, commercial and industrial districts.

In addition to a Pushcart Permit, you will be required to obtain a City Business License. Business license applications can be obtained at City Hall. If you require further information on business licenses, you may call 949-724-6360.

Please use this as a checklist to assemble the materials required for your Pushcart Permit, and bring it with you when you submit your application. If you have any questions about the items requested, please call the Development Assistance Center at 949-724-6308.

INFORMATION SHEET

COST:

A fee of \$94.60 is required for a Pushcart Permit.

PERMIT REVIEW:

Once you have completed this application, return it with the building permit application and required plans to the Community Development Department, Development Assistance Center, P.O. Box 19575, Irvine CA 92623-9575. Staff will review your submittal and if all regulations have been met, issue a Pushcart Permit over the counter. If your completed application is submitted by mail and approved, then you will receive your approved permit by mail in approximately five (5) working days.

SUBMITTAL REQUIREMENTS:

In order to receive a pushcart permit, you must complete and submit the attached application together with the following:

1. Two (2) copies of a dimensioned detail of the pushcart and kiosk, if applicable (drawn to scale).
2. Two (2) copies of a 30" x 42" site plan showing the location of the pushcart and kiosk, including:
 - a. Property lines;
 - b. Adjacent streets;
 - c. Location of existing pushcarts, if any;
 - d. Plaza area or buildings within the retail center;
 - e. Indicate the distance from the nearest existing pushcart(s) and kiosks if any, to the proposed pushcart(s) and kiosk.
3. If selling food, provide a copy of a valid Orange County Health Permit. For information on health permits contact Tom Ahrens of the Orange County Health Care Agency - Environmental Health Division at 714-667-3790.

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DEVELOPMENT STANDARDS:

Pushcarts must comply with the development standards established by Section 2-25-4 of the Zoning Ordinance as listed below:

1. Each pushcart shall have affixed to it in plain view, the owner's business permit.
2. The maximum dimensions of any pushcart shall be 96 inches in length, 48 inches in width and 101 inches in height.
3. A single kiosk* may be provided to provide weather protection for pushcarts. All sales from a kiosk shall be made from a pushcart(s) located within the kiosk.
4. A single vendor may have no more than three (3) pushcarts grouped together. A group of pushcarts may be located within a single kiosk. However, kiosks may not be grouped together.
5. Two (2) signs area allowed for a single pushcart. If a single operator groups two or three pushcarts together, then a maximum of four (4) signs are allowed. If a pushcart or group of pushcarts is located within a kiosk, a maximum of four signs may be located on the kiosk in lieu of being located on the pushcart(s). Signs affixed to or painted upon kiosks may not exceed the eave line of the kiosk. Each sign may be a maximum of two (2) square feet.
6. No noise-making devices shall be used in conjunction with pushcart vending.
7. No pushcarts/kiosks shall be located within any parking area or on public property.
8. Pushcarts/kiosks shall not be positioned in such a way that they pose a hazard to pedestrian circulation and safety. With the exception of pushcart groups, under no circumstances shall any pushcarts and/or kiosks be located closer together than ten (10) feet.

*The maximum dimensions of any kiosk shall be 15 feet in length, 15 feet in width and 12 feet in height.



PUSHCART PERMIT APPLICATION

DATE SUBMITTED

APPLICANT INFORMATION

NAME		BUSINESS NAME (if different)	
ADDRESS			
CITY	STATE	ZIP	PHONE

PROJECT INFORMATION

ITEMS TO BE SOLD FROM PUSHCART	HOURS OF OPERATION
	DAYS OF OPERATION
CITY BUSINESS LICENSE NUMBER	COUNTY HEALTH PERMIT NUMBER (if applicable)

PROPERTY OWNER SIGNATURE
(AUTHORIZATION FOR PLACEMENT OF PUSHCART)

DATE

ATTACH THE FOLLOWING REQUIRED DOCUMENTS:

- Dimensioned detail of the pushcart and kiosk, if applicable
- Site plan
- Copy of Orange County Health Permit, if applicable

FOR OFFICE USE ONLY

	CASE NUMBER		EXPIRATION DATE
	STAFF APPROVAL		DATE