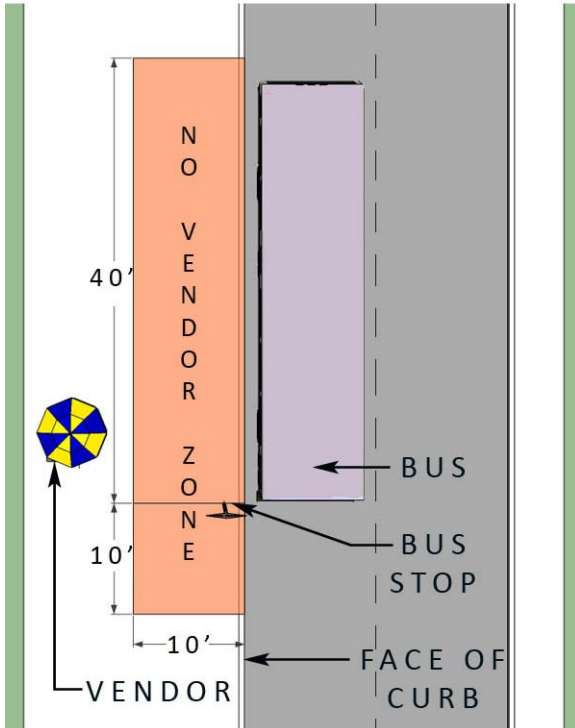
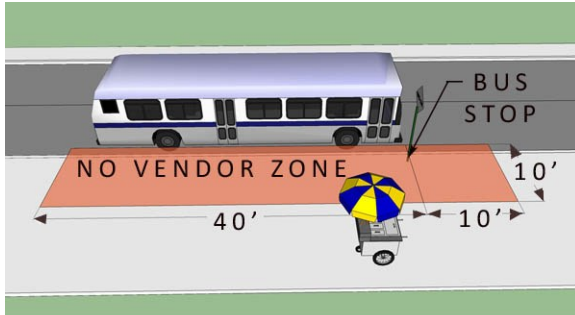


## Bus Stop Clear Zone



The information provided in this handout applies only to sales of food within the street right-of-way in the City of Durham. This handout is an overview. Reference Chapter 54 of the Durham City Code for all rules.

Vendors participating in Special Events should consult with the Event Coordinator. Vendors conducting sales on private property should consult with the Planning Department to verify if a Temporary Use Permit is required.

## Street Vendor Instructions for Operation



101 City Hall Plaza  
 919.560.4137  
 Planning@DurhamNC.gov  
<http://durhamnc.gov>



## **Required Approvals**

### **Step One:**

Obtain approval from your home County Health Department, Durham County Health Department, or Department of Agriculture.

### **Step Two:**

Complete the Street Vendor Registration Form by contacting Durham Planning. Registration is required on an annual basis by July 1st of each year. The cost is \$10 per cart or truck. Note: If any business activities will be conducted in your home in Durham (like bookkeeping, storage of files, truck, cart, or food preparation, etc.) you will also need a Home Occupation Permit from the Planning Department if you don't already have one.

### **Step Three:**

Pay the required City of Durham Business Tax (Privilege Tax) by contacting City of Durham.

## **Right-of-Way Sales**

Only pushcarts are allowed on the sidewalk. One seat per sales person is allowed. Tables and/or seats are not for customer use. Garbage and recycling containers shall be provided on or within 15 feet of all sales vehicles and carts. Each mobile food unit or pushcart is permitted one moveable freestanding sign not to exceed 2.5 feet x 4 feet. Umbrellas and awnings attached to the pushcart or mobile food unit are allowed. Tents are prohibited.

## **Rules to Follow**

### **Distance Requirements**

All food vendors must adhere to the distances stated below:

**Applicable ADA laws** allowing passage on sidewalks; currently 4' is the minimum space required.

**50' separation** required from the front door/entrance to restaurants and any outdoor dining areas (measured to the closest dining table) unless permission has been granted by the restaurant owner/operator to be closer than 50'. This rule only applies when the restaurant is open for business.

**20' separation** required from any entrance and exit of banks and ATMs. Vendors located on a sidewalk shall maintain a 20' separation from private and public access driveways.

**10' separation** required from intersections, crosswalks, bus shelters, taxi stands, building entrances and exits, fire stations, police stations, and fire hydrants. Vendors located on a sidewalk shall maintain a 10' separation from other vendors.

**10' x 40' clear zone for bus stops**, Please see the drawing on the back for details.

### **Registration & License**

Vendors are required to have a copy of their Street Vendor Registration and City of Durham Business Tax (Privilege Tax) available for inspection at all times.

## **Department Contacts**

**Durham City-County Planning**  
101 City Hall Plaza  
Durham, NC 27701  
Planning@DurhamNC.gov  
919.560.4137

- Processes vendor registration
- Processes Home Occupation Permit or Business Verification if required

**City of Durham**  
**General Billing and Collections**  
101 City Hall Plaza  
Durham, NC 27701  
919.560.4700

- Collects Business Tax
- Issues Privilege Licenses

**Durham County Health Department**  
**Environmental Health Division**  
414 E. Main Street  
Durham, NC 27701  
919.560.7800

- Food preparation inspections
- Cart /Truck Inspections

**N.C. Department of Agriculture & Consumer Services**  
**Food and Drug Protection Division**  
4000 Reedy Creek Road  
Raleigh, NC 27607  
919-733-7366

- Approval authority for home based food preparation such as baked goods and jellies