



Doylestown Township Parks & Recreation Ice Cream Truck Vending Policy

Approved: 6-1-10

ISSUANCE OF PERMITS

Each Ice Cream Vendor wishing to solicit in the Doylestown Township Park System is required to obtain a park permit from the Director of Parks & Recreation and must display their permit at all times.

Ice Cream Truck vendors are only allowed to access Township parks, open space or other township owned property with a Parks and Recreation Department issued permit. The Director of Parks and Recreation is authorized to establish rules, regulations and fee schedules for vending permits in Doylestown Township Parks as directed by the Doylestown Township Board of Supervisors.

Ice Cream Truck Vendors who have secured a permit may park only in designated areas. All applications will be reviewed by the Director of Parks & Recreation or authorized designee. Park vending permits will be granted to those applicants who best meet the criteria established and who best meet the needs of the public being served by the township; and, at locations deemed appropriate by the Parks and Recreation Director.

All applicants must secure a Doylestown Township Solicitation permit from the Doylestown Township Police Department in advance of applying for a park permit. A copy of the Police Department issued permit is required to be submitted with the park permit application; issuance of a "Solicitation permit" from the police department does not authorized access and/or solicitation in any Township parks, open space or other township owned property.

Please contact Karen Sweeney, Director of parks & Recreation via email at kasweeney@doylestownpa.org or telephone at (215) 348-9915 with questions and/or to request an application. Applications can be downloaded at www.doylestownpa.org

APPLICATION PROCEDURES

All persons, partnerships and corporations interested in securing an Ice Cream Vending Permit in a Township Park are required to submit the following documents to the Parks and Recreation Department, 425 Wells Road, Doylestown, PA 18901

What's Required?

- A completed and signed application
- A copy of the Doylestown Township Police issued Solicitation permit.
- A copy of the current Bucks County Board of Health issued permit and/or Dept. of Agriculture Certificate as required relative to items being sold.
- Current Certificate of Insurance (\$1,000,000 minimum) naming Doylestown Township as an additional insured.
- Park Permit Fee made payable to Doylestown Township. Acceptable methods of payment include cash, certified check, money order or company check, personal checks will not be accepted.

Doylestown Township Park and Recreation Department Ice Cream Truck Vending Rules & Regulations

GENERAL RULES & REGULATIONS FOR TOWNSHIP PARKS

- 1) A vendor certificate including all required licenses must be prominently displayed on the mobile unit from which the vendor operates. Park vendors must keep a copy of the approved Parks and Recreation permit available for inspection at all times.
- 2) The Parks and Recreation Department reserves the right to limit the number of vendors allowed in any one park and the total number of permits issued in any one year.
- 3) Fees for an Ice Cream Truck Vending Permit shall be set annually as part of the Doylestown Township Fee Schedule. All fees are payable at the time of application..
- 4) A park permit is required for each Ice Cream Truck.
- 5) Ice Cream Truck Vending Permits may not be assigned or sublet to any other vendors in whole or part.
- 6) The items to be offered for sale by the vendor are limited to those items consistent with ice cream truck vending. Vendors are not authorized to sell services, merchandise or souvenirs.
- 7) Ice Cream Truck vendors shall provide at their own expense all equipment necessary to provide the items for sale in the conduct of the business. All equipment used shall be in a self-contained unit. No storage area, water, electric or other utilities will be supplied by the Parks and Recreation Department.
- 8) Pushcarts, foot sales, coupon distribution and/or any other type of solicitation outside of the ice cream truck is prohibited.

LIABILITY

- 1) Every Ice Cream Truck vendor shall indemnify and hold harmless the Township of Doylestown from all suits or actions brought against the Township for or on account of any injuries or damages received or sustained by any party or parties by or from said vendor, his/her employees or agents, or by or on account of any act or omission of said vendor.

EXCLUSIVITY

- 1) An Ice Cream Truck Vending Permit does not grant exclusive use of any park, open space or Township owned property.

SPECIAL EVENTS, PROGRAMS, FUNCTIONS

- 1) The Parks and Recreation Director reserves the right to exclude dates (park access) from the ice cream truck vending permit due to township sponsored event or function with or without notice.
- 2) External (non-township) events/functions authorized within the park system may be allowed to provide vendors during the course of such an event/function.

HOURS OF OPERATION

- 1) The park vending permit shall be valid only for the dates indicated on the permit.
- 2) ice cream truck vending may only occur from 9:00 am to one-half hour before sunset.

VEHICLE IDENTIFICATION AND SAFETY

- 1) Safety warning signs such as, "WATCH FOR CHILDREN" (or similar language) must be visibly displayed on the front, back and both sides of the vehicle.
- 2) The company name, address and phone number must be visibly displayed on both sides of the vehicle.
- 3) A serving window, capable of being closed when not in use, must be provided and must be located on the curbside only.
- 4) All vendors must park and remain stationary at the designated location (as specified by the township) for the duration of any sales period.

LOCATION

- 1) Vendors are permitted to vend in an area for no more than 30 minutes, then they must move to another location.
- 2) No more than one permitted vendor shall occupy a sales location at a time.
- 3) Vendors may only park in the designated area specified.
- 4) An ice cream vendor, when stopped or parked to conduct business, shall not place his or her vehicle in such a position as to impede the normal and safe flow of vehicular traffic.
- 5) Ice Cream Truck vendors shall not block the passage of the public through any public area or interfere with access to ramps, curb cuts or other conveniences for individuals with special needs or disabilities.

USE OF SOUND EQUIPMENT

- 1) Use of sound equipment within the park system shall be limited to music.
- 2) Sound equipment may only be used upon entry to any approved park site.
- 3) Sound shall be turned off while the vehicle is stopped for vending.

HEALTH AND CLEANLINESS PRECAUTIONS

- 1) When in Central Park a sign must be prominently displayed and in plain view of customers stating that "No food or beverage of any kind is permitted inside Kids' Castle" at any time.
- 2) Vendors shall be in compliance with any and all state, county, or federal health regulations relating to the sale of ice cream and/or associated products, and shall display any required permits or notices.
- 3) Vendors shall supply a visible means of trash collection and will collect all litter and garbage generated during the sale period and remove same from the park. Vendors may not put refuse in or beside any public trash container or in any drain .
- 4) Vendors shall check around the vehicle before leaving the area to ensure the vehicle is clear of any and all trash.
- 5) Customers shall not be allowed inside the vehicle for any reason.
- 6) No glass bottles or containers shall be served to customers in the park.
- 7) Ice cream trucks will be kept in a clean and sanitary condition at all times.

PERMIT REVOCATION

An Ice Cream Truck Vending Permit may be revoked at any time by the Parks and Recreation Director should the vendor violate any of the designated rules and regulations and/or act in any way that is considered detrimental to the health, wellbeing and/or safety of park users. Such conditions, as determined by authorized township staff and/or officials, may include but are not limited to:

- Cases where excessive litter, vehicular fluid, and/or other debris results from the vending activity.
- Cases where the vendor becomes involved in misconduct, harassment, discriminatory behavior, illegal activity and/or other actions deemed inappropriate.

Permit termination will be immediate and no refund of permit fees will be granted.

AUTHORIZED VENDING LOCATIONS

- 1) Central Park**
425 Wells Road
- 2) Turk Park**
Almshouse Road
(between Rt. 611 and Turk Road)
- 3) Sauerman Park**
Sauerman Road
- 4) Bridgepoint Park**
Quarry Road