



City of Rio Rancho
Development Services
3200 Civic Center Circle NE, Ste 130
Rio Rancho, NM 87144
(505) 891-5005 Fax: (505) 896-8994

Street Vendor/Performer Permit Application

Applicant Information

Fee: None

Name (Print): _____
Business/Organization Name: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone: _____ Cell: _____ Email: _____

Vendor Location & Detailed Information

- *Street vendors/performers are allowed to operate only in the CBD zoning district in accordance with City Code Section 154.31 (C) (copy on reverse)
- * A mandatory city fire inspection is required, contact Fire and Rescue at (505) 891-5871 to schedule.
- * All vendors/performers are required to obtain a city business registration, contact city clerk at (505) 891-5004
- * Vendor/Performer location, space requirements & activity may require a City Public Right-of-Way Permit.

Vendor/Performer Location: Public Street _____ Private Street _____ Alley _____ Sidewalk _____ Right-of-Way: _____
Other _____ Sidewalk Café _____ Clear zone approved by: _____
Property address or cross streets: _____
Proposed days, hours of operation & duration: _____
Description of goods products or services offered for sale or type of performer: _____

Please provide the following information for the vendor/performer vehicle, pushcart, stand, display stand or stage.
Width: _____ Length: _____ Height: _____ Weight: _____ Number of wheels: _____

Proposed Signage _____ Yes _____ No. Please provide a drawing specifying the type, height, square footage, location, number of, and sign message if signs are proposed.

Will there be any obstructions to visibility or access caused by the placement of vendor/performer equipment and potential traffic visiting the site? _____ yes _____ No

Applicant Signature: _____ **Date:** _____

For Office Use Only

State Permit No. (if applicable): _____ Issuing State agency: _____
City Permit No.: _____ Date Issued: _____ Valid thru: _____

Staff signature of approval: _____
Comments: _____

154.31 CBD: CENTRAL BUSINESS DISTRICT

(C) Uses requiring administrative review and permitting.

(1) Farmers' market;

(2) Street performers;

(3) Sidewalk and street sales (right-of-way vending and mobile vending). Any person intending to sell or purchase, offer to sell or purchase, or display for sale or purchase, any food, fruit, goods, wares, merchandise, personal services or any other article of any kind or description upon any public or private street, alley, sidewalk or other right-of-way shall apply for a permit through the Department of Development Services. Sidewalk and street sales conditions:

(a) The proposed sale or display will not obstruct or interfere with the free, safe and orderly movement of vehicular and pedestrian traffic, and will not hinder or impede access required for emergency vehicles or buses.

(b) For sales or displays occurring during any hours of darkness, the applicant shall provide, or conduct activities within, sufficient illumination so as to prevent any safety hazard to persons and property.

(c) The location of sidewalk cafe fixtures and operation of the sidewalk cafe shall provide for and maintain on the sidewalk running parallel to the curb a four-foot wide minimum clear zone for pedestrian and wheelchair movement.