

Sidewalk Cafés

1. A sidewalk café is an outdoor seating/dining area on the public sidewalk or within the public terrace in front of a business offering the food/beverage service. This is generally the downtown area.
2. Sidewalk cafés are only allowed in the B5 (Central Business) and B6 (Central Service) Zoning Districts.
3. The primary purpose of a sidewalk café is a coffee shop, delicatessen, bakery, restaurant or dining activities.
4. A valid permit from the Rock County Health Department for the sidewalk café shall be provided to the City Clerk's office.
5. Restrooms inside the building shall be available for both patrons of the sidewalk café and the public.
6. If alcohol would be served on the sidewalk café, the business's alcohol license must first be reviewed by the ALAC and approved by the Common Council to include the sidewalk café. To apply for an extended premises license, contact the City Clerk's office.
7. A sidewalk café may not block or obstruct the pedestrian right-of-way of any public sidewalk. This consists of a minimum 5 foot wide path running along the property line and to the front door of the business. A sketch showing table/chair placement shall be submitted to the Building Division for review.
8. All table/chairs etc shall be removed each day from the close of business until the normal opening of business the next day, but not later than 11:00 p.m. or before 6:00 a.m.
9. No items, food or beverages may be stored or located within the sidewalk café area prior to service or consumption by patrons.
10. The sidewalk café area must be kept clean and free of clutter at all times.

CONTACT INFORMATION

For all Alcohol and Food Licenses:

City Clerk/Treasurer, (608) 755-3073

For Site Plan Review of a civic event on private property involving more than one Mobile Food Vendor:

Building Division, (608) 755-3060

For operating a food cart or truck in a public park, 1st obtain permission from:

Recreation Division, (608) 755-3030

And then, obtain your food license:

City Clerk/Treasurer's office (608) 755-3073



CITY OF JANESVILLE

Wisconsin's Park Place

18 N. Jackson Street
Janesville, WI 53548

Office Hours: Monday-Friday

7:30 a.m. to 4:30 p.m.

(608) 755-3000

BUSINESS

ON THE STREET



CITY OF JANESVILLE

Wisconsin's Park Place

Mobile Food Vendors—Carts and Motorized Vehicles

All Mobile Food Vendors

1. A license is required for all Mobile Food Vendors. Exception: A Mobile Food Vendor license is not required for an approved special event such as the Farmer's Market or Youth Sports Facility. To obtain a vendor license, contact the Clerk's office.
2. Licenses expire June 30 of each year and must be renewed: Food Cart licenses are \$155 per cart with an annual renewal fee of \$155.00. Motorized Food Vehicle licenses are \$500 per vehicle with an annual renewal fee of \$250.00. Licenses are not transferable.
3. The license shall be affixed to the cart or vehicle as well as a permanent sign (minimum 12"x12") displaying the name, address and phone # of the licensee.
4. A certificate of insurance is required at the time of application: liability insurance coverage against personal injury, death and property damage in an amount of not less than \$1,000,000 per person per incident and \$1,000,000 aggregate per incident. The certificate shall name the *City of Janesville* and "each and every of the City's elected and appointed officials, officers, employees, agents and representatives" as additional or co-insureds.
5. All State and County Health Department licensing for the cart or vehicle must be obtained prior to the City issuing a license for the food cart or truck.
6. No noisemakers may be used other than bells and music during the time of operation and not audible for more than 50 feet from the food cart or vehicle. Bells and music are allowed only from 8am to sunset in every case, regardless of where the cart or vehicle is parked. The same is true for electrical and mechanical sounds generated within the vending area.
7. A food cart or vehicle must be equipped with leak proof containers (with lids), one for refuse and one for recycling. The licensee is responsible for all cleanup and removal of refuse.
8. In residential areas - only prepackaged items may be sold such as frozen confectionaries, soda, bottled water, shaved ice. In areas zoned Conservancy, Commercial or Industrial, hot/prepared food is permitted in addition to pre-packaged items.
9. In City Parks:, you must first obtain permission from the Recreation Director to operate in a specific park on a specific day at a specific time.

Non-Motorized Food Carts

1. The cart must remain stationary when sales and related activities are occurring and be capable of being moved safely by one person. The cart must not be left unattended at any time while the food cart is open for business.
2. Only 1 cart at a time may operate in a private parking lot, provided the property owner has given permission.
3. Power to the cart must be self-contained. Associated equipment and cords may not extend at grade across any City street, alley or sidewalk.
4. Cart vendors may not set up and operate on any bike trail or public sidewalk except in the B5 & B6 Zoning Districts (generally downtown) where carts may be operated on the sidewalk when a terrace does not exist and a pedestrian path of at least 5' wide is maintained.
5. Permitted Hours of Operation: 8:00 a.m. to sunset except food carts may operate in the B5 & B6 Zoning Districts until 3:00 a.m. In residential areas, a cart may not operate in any one location for more than 1 hour .

Other Information

For more inclusive information regarding Mobile Food Vendors (Non-Motorized Food Carts and Motorized Vendor Trucks), refer to Sections 5.20.030 & 5.20.035 of the Code of General Ordinances.

Section 5.20.04. A violation of these regulations may result in fines of \$50 to \$1,000, legal forfeitures and remedies, or license suspension and/or revocation.

Motorized Vendor Vehicles

1. The motor vehicle must be licensed within the State of Wisconsin.
2. Mobile food vending vehicles may operate within the public right -of-way but not in the travel lane. The vending window shall be oriented only to the curb side of the street, unless otherwise approved for a special event.
3. In the B5 and B6 Zoning Districts, food vending vehicles may set up in public parking lots. Vehicles and associated seating/equipment may not obstruct any public way or impede traffic on the sidewalk, in the streets or within a parking lot.
4. Dining area near the vehicle is permitted to include two tables and maximum seating for 8 persons. When not in operation, seating components shall be stored away and secured.
5. The vehicle shall be secured at all times and capable of being moved by one person. All traffic laws shall be adhered to during operation of the vehicle.
6. Power to the vehicle must be self-contained. Associated equipment and cords may not extend at grade across any City street, alley or sidewalk.
7. With the permission of the property owner, one food truck may be allowed to operate from a private parking lot; however, the site must provide the minimum number of required parking stalls. In addition, the vehicle must be parked on a paved surface and be positioned at least 10 feet from any building. The vehicle may not block drive aisles or exits.
8. Site plan review and a \$70 fee is required for any special or civic event whereby more than one mobile food vendor would be set up on private property. Contact the Building Division for site plan review.
9. Permitted Hours of Operation: 8:00 a.m. to sunset in residential areas; 8:00 a.m. to 9:00 p.m. in commercial areas; 8:00 a.m. to 3:00 a.m. in B5 and B6 zoning districts (generally downtown). In residential & office zoned areas, a vendor vehicle may not operate in any one location for more than 1 hour.
10. A sandwich board sign not to exceed 2 feet wide by 4 feet tall with letters less than 3 inches in height is allowed in the public right-of-way but may not impede pedestrian or street traffic.