PORTLAND PARKS & RECREATION
Healthy Parks, Healthy Portland

Commercial Activity: Athletic Field - Food, Beverage, and Product Sales Policies

If you are selling food, beverages and/or products in a Portland Parks & Recreation (PP&R) park, a permit is required and the following policies apply to your use **in addition to the** *General Guidelines for Commercial Activity at PP&R's Outdoor Facilities.*

Overview:

We offer several types of food, beverage, and product sales for athletic events.

Delta Park Vendor and Concessions Permits

PP&R has established the following directions for food vendors and concessionaires invited directly to events by permittees who hold an Athletic Permit for a tournament or other large athletic event at Delta Park.

Any vendors or concessionaires for permittees who have an athletic permit for any ball field(s) at Delta Park will need to contact and coordinate with PMSA. Please call 503-823-1656.

By inviting any food vendor or concessionaire to be present at an athletic event, the permittee accepts full responsibility for that party's activities and operations in the park and further accepts the conditions that follow.

Administration
1120 SW Fifth Avenue, Suite 858
Portland, Oregon 97204
503-823-PLAY (7529) | Fax 503-823-6007

Portland.gov/Parks

- Permittee is responsible for any damage and will be billed for all and all.
- Permittee shall indemnify, defend, and hold harmless the City and its officers, employees, and agent from any and all claims, demands, actions and suits (including all attorney fees and costs, through trail and on appeal) arising from any use of the Park by any vendor or concessionaire by invitation of the permittee under the permit.
- Permittee must comply with all applicable federal, state, and municipal laws and regulations including the provisions of Title 20 of the City Code.
- Permittee may not extend any invitation that is beyond the dates and times of the Athletic Permit.
- The number of vendors and concessionaires may be limited by PP&R at its sole discretion. PP&R reserves the right to approve, deny, or otherwise prohibit or cancel any invitation or operation by a vendor or concessionaire as part of an Athletic Permit in the Park.
- No part of this Waiver relieves any permittee from any permit requirement necessary for the issuance of an Athletic Permit.

Permittee must provide PP&R:

- The name and contact information of any vendor or concessionaire and any name the entity is doing business under while in the Park.
- The dates and times the vendor or concessionaire will be present in the park.
    - Concessionaires and vendors may not operate in the Park beyond the dates and times of any Athletic permit.
- A site plan indicating where any concessionaire or vendor will be located in the park. Please note use of areas designated by PP&R may be required.

Any vendor or concessionaire must be in compliance with all Multnomah County rules and regulations.

- For the most updated information, please contact Multnomah County Environmental Health (847 NE 19th Ave, Suite 350 Portland, Oregon). Phone: 503-988-3400, Fax: 503-988-5844, Email: foodsafety@multco.us

Any vendor or concessionaire who wishes to operate independent of any invitation by a permittee and under their own permit should inquire about a Commercial Activity permit.

- Please reach out to ParksCommercialUse@portlandoregon.gov or visit https://www.portland.gov/ parks/commercial for more information.

General Athletic Vendor and Concessions Permits

This waiver allows limited concessions at events permitted by a PP&R Athletic Permit (excluding Delta Park).

- Permittees may place a temporary food concession stand near athletic fields during game play.
- The permittee accepts full responsibility for all concession activities and further accepts the conditions that follow.
- Set-up is limited to one (1) 10'x10' canopy and two (2) tables.
- Placement should be reasonably near the reserved field.
- PP&R may require a site plan for any set up.
- No mobile vendors, carts, food trucks, or other units are allowed.
- Food sold must be prepackaged and in compliance with all Multnomah County rules and regulations.
- For more information, please contact the Multnomah County Health Department at 503-988-3400 or eh.front.office@multco.us
- More information about Temporary Food Events, including "Exempt Foods" can be found at the following webpage: https://www.multco.us/services/temporary-food-events
- Portland Parks & Recreation desires to maintain all City parks as open green spaces for the enjoyment of residents and tourists. To this end, in order to maximize free public access to parks, permittees are asked to adhere to a leave-no-trace use of park space. Such use includes but is not limited to the following additional conditions:
- Permittee is responsible for cleaning all garbage, litter, and debris created by the event and for removing it from the park.
- The use of stakes is not approved due to in-ground utilities and irrigation.
- Installing, tethering, tying, or attaching any objects to poles, fences, trees, or other fixtures is not approved.
- Use of glass containers for liquid consumption is prohibited; event attendees may not have glass containers in hand at any permitted event. Use of glass containers for liquid storage may be approved.
- PP&R properties are smoke and tobacco-free, as such smoking and tobacco use are not allowed at any event taking place on PP&R property. See City Code 20.12.110.
- Any vendor or concessionaire who wishes to operate in a PP&R park must do so under their own permit should inquire about a Commercial Activity permit.
- Please reach out to ParksCommercialUse@portlandoregon.gov or visit https://www.portland.gov/ parks/commercial for more information.

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Fees

Athletic Commercial Vendor and Concession Rates:

- **Tier 1** – Concession Stand (Set-up is limited to one (1) 10'x10' canopy and two (2) tables)
  $27.50/day Plus $82.50 refundable deposit. (All Parks)

- **Tier 2** - Non-Motorized 'Small Unit' (max. 4'x6')
  $27.50/day Plus $82.50 refundable deposit. (Delta Park Only)

- **Tier 3 -** Non-Motorized 'Large Unit' (6'x6')
  $55/day Plus $110 refundable deposit. (Delta Park Only) + $5/sq. ft. per day over 6'x6' *per parks approval

- **Tier 4** – Large Motorized and/or Non-Motorized Units (max 10'x20')
  $82.50/day per concessionaire (Limit 3 days- units must be removed from the park at the end of permitted event- Plus $165 refundable deposit. (Delta Park Only)

Appropriate Vending Unit Requirements

The following are the approved vending units for use within PP&R parks.
Restrictions:

- Fuel based generators are not allowed.
- Vendor is limited to one (1) park.
- Placement will be determined by Portland Parks & Recreation.
- Permits are subject to availability.

Non-Motorized:

Small Unit:

- Limited in size to no larger than 24 square feet- 6 feet in length, 4 feet in width. This is the footprint within the park and does not include the apparatus used to move the unit or wheel wells.
- Canopy is limited to 40 square feet with a maximum clearance above the ground of 10 feet. Canopies must be attached to the vending unit. "Pop-up" style canopies are not allowed.
- No vehicles access allowed for placement of small units.

- Example: a wheeled cart or bicycle cart capable of being moved by hand to and from the permitted location within the park.
- Vending units must be removed daily, unless an exception is approved by Portland Parks & Recreation.
- Vending units must be placed on a flat, hard surface.

Large Unit:

- Limited in size to no larger than 36 square feet- 6 feet in length, 6 feet in width. This is the footprint within the park and does not include the apparatus used to move the unit or wheel wells.
- Canopy is limited to 60 square feet with a minimum clearance above sidewalk or pathway of seven (7) feet and a maximum height of 10 feet.
- Placement of large units may be limited due to lack of vehicle access or prohibition of vehicles in the park. Large units approved for these specific locations may be required to be placed without the use of a vehicle or may be charged a Per Day Vehicle Access Fee.
- Large Units must be removed daily, unless an exception is approved by Portland Parks & Recreation.
- Units must be placed on a flat, hard surface.

Motorized & Non-Motorized:

Extra Large Units

- Units larger than 200 square feet in area- 10 feet in length by 20 feet in width- must go through an additional review.
- Charged an additional monthly fee for each additional square foot (see fee chart for current rates).

Environmental Sensitivity & Compostable

Permittees shall not vend or offer glass containers, plastic lids, plastic straws, plastic beverage stirrers, plastic sandwich containers, polystyrene foam containers, packaged condiments, and/or packaged seasonings in conjunction with permittee's commercial activity.

Permittees will be required to use fully compostable food containers and related disposable products, including take away condiment packaging, cups, lids and utensils.

As of October 1, 2019, the City of Portland per city code 17.103.310 has changed the restriction on Single-Use Plastic Servicewear. Even though all of the materials are compostable, please make sure you are treating single-use products as if they are plastic in any of the following ways:

- Provide upon request or upon an affirmative answer when asking customers if they would like single-use service-wear.
- Allow self-service at the counter.

For full details and FAQ, please see here.

Competing Products

No commercial activity shall sell a product that directly competes with a like product either sold by a business within or directly adjacent to the park.

A "like" product is one that would be considered within the same family of products. For example, PP&R would not allow a vendor to sell a menu of Mexican food that included enchiladas while another sold only enchiladas. Other examples of products in conflict would be hotdogs/kielbasa or snow cones/slushies.

Beverages are not considered to be in competition unless it is the primary product sold.

External Requirements to Operate a Food or Beverage Vending Unit

Multnomah County Health Department Regulations

All mobile food units must be licensed and pass a health inspection prior to construction or operation. This applies to any portable vehicle where food is prepared, sold and/or dispensed to a consumer.

You must get a plan review and food service license before:

- Opening a new mobile food unit
- Extensively remodeling a mobile food unit
- Reinstating a mobile food unit that has been out of service for 12 consecutive months.

Food Handler Cards are required for all persons working in a mobile food unit or base of operation. The Food Handler's Test can be taken online and licenses are good for one calendar year.

You must comply with all Multnomah County Mobile Food Unit Requirements. For the most updated information, please contact:

Multnomah County Environmental Health

847 NE 19th Ave, Suite 350 Portland, Oregon (map)
Phone: 503-988-3400 Fax: 503-988-5844 Email: foodsafety@multco.us

Fire Bureau Inspection and Permit

All commercial activity units using a propane appliance-fuel system are required to obtain the Fire Bureau's Propane Permit before use under the terms of the commercial activity permit. A permit shall be obtained from the Fire Marshal prior to the use of the cooking propane system. Fire Marshal's Office is located at 55 SW Ash, Third Floor. Propane Permits must be on file at the City Auditor's Office before operation.

Oregon Liquor Control Commission (OLCC)

A liquor license **is needed** at special events where:

- Alcohol will be sold.
- Alcohol is available (but not being sold) and you are charging or accepting donations for admission, or where payment is required to attend the event.

More information can be can be found:
http://www.oregon.gov/olcc/lic/pages/special_event_licenses.aspx