



# Commercial Activity: Rental Equipment Policies

If you are selling or renting equipment in a Portland Parks & Recreation (PP&R) park intended to enhance the park user's experience or to promote inter-park recreation (example: disc golf discs, stand up paddle board rentals), 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](#).

\*Permits may be issued for combined vending of "Rental Equipment" and "Food, Beverage, and Product Sales."

## Appropriate Vending Unit Requirements

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

**Temporary Structures:** Vendors may be permitted to operate from a temporary vending structure. The follow limitations will apply in addition to any conditions of use added in the review process:

- A temporary structure may include up to:
  - One (1) canopy, up to 10 feet by 10 feet (no stakes allowed; must be secured by another method such as sandbags or water jugs).
  - Three (3) folding tables, up to six (6) feet in length
  - Four (4) flat-footed folding chairs.
- Other Items will be reviewed based on type of use.
- All items must be clean and in excellent condition, free of rips, tears, and soiling.
- All other requirements must be met.
- All items must be removed daily, unless an exception is approved by PP&R.
- Temporary structures will be permitted for no more than five (5) days in a row in the same location.

### Administration

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**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 vehicle 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.

**Extra Large Units**

- Units larger than 36 square feet- 6 feet in length by 6 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)

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