



Development Services
401 Franklin Ave.
Waco, TX 76701
254-750-5612

FARMER'S MARKET APPLICATION

NEW ☐ RENEWAL ☐

MARKET NAME: _____

PRIVATE: ☐

MARKET LOCATION: _____

PUBLIC: ☐

DAYS & HRS of OPERATION: _____

APPLICANT / ADMINISTRATOR LAST NAME

FIRST NAME

MIDDLE INITIAL

RELATIONSHIP TO BUSINESS:

APPLICANT MAILING ADDRESS (including zip):

PRIMARY PHONE NUMBER:

APPLICANT EMAIL ADDRESS:

ALTERNATE PHONE NUMBER:

WILL THE VENDING FACILITY REQUIRE ELECTRICITY:

YES

☐

NO

☐

IF YES, DESCRIBE HOW POWER IS SUPPLIED: _____

Note: A licensed electrician must install any required wiring or circuits needed to provide electricity to this facility. All electrical installations must be permitted & inspected before the vending permit will be issued.

Property Owner Information Section: SIGNATURE REQUIRED!!

(A letter may be substituted)

PROPERTY OWNER NAME:

PROPERTY OWNER EMAIL:

PROPERTY OWNER ADDRESS:

PROPERTY OWNER SIGNATURE:

PROPERTY OWNER PHONE #:

*** STAFF USE ONLY ***

Site Plan Attached: _____

Approved: _____ Denied: _____

Invoice No#: _____

Market Site Zone: _____

Inspector: _____

Market Allowed: _____

Date: _____

Amount Due \$: _____

Vendor Requirements

1. The Vendor must provide evidence that you either own or have written permission from the property owner to use the property where the Farmer's Market will take place.
2. The administrator or a designated representative must be present at all farmers' market functions.
3. **The applicant shall provide a detailed site plan of the market facility** (the base unit, canopies, and displays) vehicle and pedestrian circulation plans, patron service area plans, vehicle egress and ingress plans and descriptions, including materials, specifications, and color schemes necessary to adequately describe the market facility and the goods or services. Eight-inch by ten-inch color photos may be substituted, where applicable. **All signs are subject to approval by City staff.** The appropriate city departments through the existing city plan review process shall review all applications. **Staff involved in the review shall place special provisions or conditions upon the applicant if deemed necessary by staff including but not limited to screening, traffic control, lighting, and waste management.**
4. A permitted and inspected temporary electrical pole and service may be installed and power provided via cord and plug to the vending unit if electricity is required. **The vendor will be responsible for the proper and legal disposal of all liquid and solid waste.**
5. This permit authorizes a Farmer's Market to operate no more than twenty four (24) hours per week, and no more than twelve (12) hours in any twenty four(24) hour period, for up to one year from the permit approval date.
6. Applicant to provide list of participating vendors and update City with any future changes to the list.
7. THIS APPLICATION IS VALID ONLY FOR THE ADDRESS LISTED ABOVE. ANY MODIFICATIONS TO THE FARMERS MARKET SITE WITHOUT PRIOR APPROVAL FROM CITY OF WACO WILL VOID THIS APPLICATION.

BY SIGNING THIS APPLICATION YOU ARE AGREEING TO THE ITEMS LISTED ABOVE AND TO FOLLOW ALL PROVISIONS OF THE CITY OF WACO FARMERS MARKET ORDINANCE. A COPY OF THIS ORDINANCE WILL BE PROVIDED UPON REQUEST. PLEASE ALLOW 2 BUSINESS DAYS FOR THIS APPLICATION TO BE PROCESSED.

Applicant Signature _____ Date _____

Co-Applicant Signature _____ Date _____

Co-Applicant Signature _____ Date _____