VENDOR REQUIREMENTS

DPIE Application:

1. Submit a DPIE online Application and a location site plan.
2. Site plan must show the location of all structures that will be on the property that day. If there are structures i.e., tents/stages/platforms, structural drawings must be submitted. If tents are used, the manufacturer’s flame retardation specifications/certification are required. If generators are used, a master electrician must obtain the electrical permit. The number and dimensions of all structures must be included along with the number of generators.
3. Site plan must indicate a minimum of 12 feet of space between vendors.
4. Site plan must indicate a minimum of 6 feet of social distancing space between customers demonstrated by barriers and/or ground markings. Ideally, there should be one way to enter and one way to exit the site.
5. Vendors must submit a security plan staffed by police, security or other personnel to manage the social distancing requirements.

On-site Operations Requirements:

1. Vendors must wear masks, or other cloth covering, over the mouth and nose and gloves at all times.
2. Customers must wear masks, or other cloth covering, over the mouth and nose at all times.
3. Vendors must increase access to hand sanitizer/washing stations for staff, vendors and patrons; regularly sanitize any touch surfaces; and consider any operational changes that may reduce the opportunity for infection.
4. Customers are not allowed to touch food – vendors must serve food items to customers.
5. Municipalities must be part of enforcement to ensure that life safety and social distancing requirements are adhered to after the U&O is issued. Municipalities should be made aware of the flea markets, prior to issuing the permit, and report problems to DPIE and the Health Department via a telephone call after U&O is issued. The Health Department has been charged with enforcing social distancing at all essential business, whether food facility or not. Health Department Enforcement will be modifying or closing any operation not promoting social distancing. Any complaints from municipalities should be forwarded to them.
6. If the Health Department should have to close the market, it may be permanent or temporary if the cited vendor can make the appropriate changes required to re-open. If the required measures cannot be implemented, the permit may be revoked.
7. The Department of Permitting, Inspections, and Enforcement may revoke the permit if the use constitutes a nuisance because of noise, traffic, physical activity, or other cause.

Fees:

1. The DPIE permit fee will remain at $90 until 30 days after the state of emergency order is lifted.
2. The Health Department license fee will remain at $175 until 30 days after the state of emergency order is lifted.

Note: All other requirements specified in the Temporary Use Code and relevant procedures related to Farmers’ Markets are applicable and are not abrogated by the modifications indicated in this document.

Changes for 2021 — The following items have returned to Farmers’ Market Operations:

- The sale of CRAFT ITEMS is allowed.
- On-site COOKING is allowed.