



CITY OF  
**SOUTH  
PORTLAND**  
City Clerk

**Jessica A. Hughes**  
*City Clerk*

**Alice Kelley**  
*Deputy City Clerk*

## **City of South Portland Rules and Regulations Governing Mobile Vending Units on City Property**

1. Pursuant to Council Order #187-16/17, mobile vending units may operate at the following City owned or controlled locations (the “City approved locations”):

a. On the following City streets:

- None

b. At the following City properties:

- Bug Light Park and Boat Launch – maximum of 2 mobile vending units, see attached map for general location of same
- Wainwright Recreation Area & Sports Complex - maximum of 2 mobile vending units, see attached map for general location of same
- Other City owned or controlled property, with permission, and as part of a City-sanctioned Special Event, as defined in Sec. 14-2 of the Code of Ordinances.

Subject to these rules and regulations, mobile vending units may generally operate in the City approved locations on any day of the week between the hours of 6:00 a.m. and 9:00 p.m. and are one a “first come, first served” basis. There are no reserved parking spaces for any specific mobile vending unit licensee.

2. During special events or certain other scheduled events approved in advance by the Parks, Recreation and Waterfront Department held at one of the City approved locations at which mobile vending units are normally allowed to operate, access to City approved locations by mobile vending units may be temporarily restricted by the authorized Event Organizer and/or the City. Licensed mobile vending units must have explicit permission from the Event Organizer in order to operate during the event.

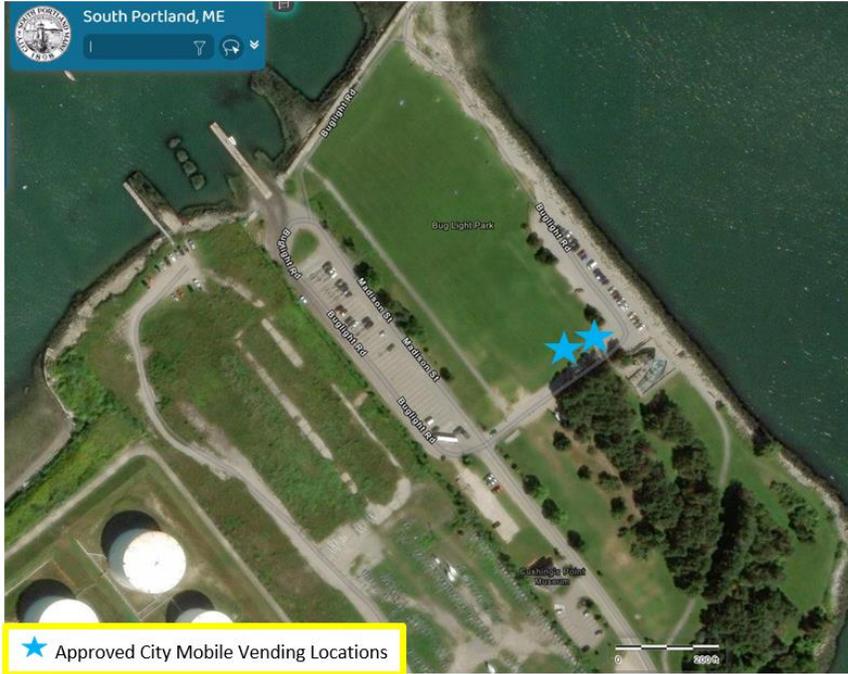
3. Customer lineup areas may not block or otherwise impede the flow of traffic along a public way, whether pedestrian or motor vehicle. Lineup areas may not extend into driveways, walkways, or streets at any City approved location.

4. The Parks, Recreation and Waterfront Department has the authority to designate specific parking stalls or area(s) where mobile vending units may locate in the City approved locations and to limit the number of mobile vending units that may locate in any single City approved location. Officers in the Police Department or the Code Enforcement Officer may request a mobile vending unit to relocate if, in their sole and exclusive judgment, the mobile vending unit is causing or contributing to a public safety hazard.

5. Mobile vending units shall comply with all parking rules applicable to the general public.
6. Mobile vending units shall not remain parked for more than 30 minutes at a City approved location when not in operation.
7. Mobile vending units at City approved locations must not exceed ten (10) feet in width, including any side extensions or awnings. Mobile vending units at City approved locations must not exceed twenty-four (24) feet in length, including the length of the trailer hitch, trailer, or other extension.
8. Mobile vending units must be self-contained when operating, except that trash and/or recycling receptacles may be placed outside of the mobile vending unit but shall be in contact with the mobile vending unit, and trash and/or recycling receptacles shall not impede the free movement of automobiles or pedestrians.
9. Mobile vending units must serve customers to the sidewalk or esplanade next to a sidewalk when parked in spaces parallel to City sidewalks.
10. Alcoholic beverages are prohibited from being sold or consumed at City approved locations.
11. Maine Municipal Association Risk Management Services sponsors a program which provides an opportunity for general liability insurance for outside entities and private groups that wish to use City approved locations. This program is available to users of City approved locations. Coverage limits of \$1 million are available for the event/program, including liability for bodily injury and property damage. The website address is [www.gatherguard.com](http://www.gatherguard.com). Please contact the City Clerk's Office or the Parks, Recreation and Waterfront Department for more information.
12. Failure to adhere to these rules and regulations for mobile vending units may be cause for suspension or revocation of the license by the City Clerk's Office, pursuant to Chapter 14 of the Code of Ordinances.

**APPROVED CITY LOCATIONS:**

**Bug Light Park and Boat Launch**



**WAINWRIGHT RECREATION & SPORTS COMPLEX**



Adopted by the City Clerk May 1, 2017 and Effective May 20, 2017  
Amended & Adopted by the City Clerk September 2, 2025 and Effective September 22, 2025