

License Requirements for Transient/Itinerant Merchants and Vendors, Peddlers, Solicitors and Canvassers

- Copy of valid Driver's License or State Issued ID of each applicant.
 - Ice Cream Vendors - Copy of MN Dept Agriculture Retail Mobile Food Handler License
 - Every applicant must fill out the authorization for release of data form in order to complete the background check.
 - Minnesota and Federal Tax Identification Numbers
 - Issuance of license may take up to seven (7) working days from receipt of application.
 - Applicants must wear badge, approved by the City, with licensee's name and business/ organization represented.
 - Applicants must carry original or City initialed license on person at all times or display prominently at fixed location.
 - No license fee for non-profit organizations, but will be subject to background investigation and fees
 - Copy of Sales Slip/Receipt which includes:
 - Statement that City does not necessarily endorse product or purpose for solicitation
 - Name, address, telephone number and contact name of business or organization represented
 - Agreed price including additional charges.
 - Date for future delivery of merchandise.
 - Description of purpose for which the funds or property received will be used.
- Additional requirements for Fixed Location:**
- Property owner/occupant permission including owner signature **on City form.**
 - Diagram showing size and location of temporary structure and sign.
 - Planning Department zoning, structure location, and temporary sign permit approval.
- Temporary Signs require a permit from Community Development Department (763)767-6430:
 - Diagram showing size and location of temporary sign
 - One (1) ground sign per location is permitted.
 - May not exceed twelve (12) square feet in area.
 - May not be located in public right of way (including street median).
 - Must be set back one (1) foot from public sidewalk or eighteen (18) feet from curb and ten (10) feet from property lines.
 - Signs may not be fastened to trees or utility poles.
 - Advertising upon or against any structure is subject to maximum sign area authorized.
 - Fireworks Sales require site inspection by Fire Department.
 - Chemical Composition sheets must be provided for every type of fireworks offered for sale.

Violations may be cause for suspension or revocation of license.

If you have questions or need additional information, please contact the City Clerk's office at 763-767-6457 or 763-767-6432.



LICENSE APPLICATION

**FIREWORKS SALES:
TRANSIENT/ITINERANT MERCHANT**

License No. _____
Fee Paid _____
Receipt # _____
Date: _____

Valid ID Provided
Chemical Composition Sheet Attached

FULL NAME _____ DATE OF BIRTH _____
(First) (Middle) (Last)

PERMANENT HOME ADDRESS _____

DRIVERS LICENSE NO: _____ STATE OF ISSUE: _____ DAY TELEPHONE: _____

DESCRIPTION OF APPLICANT: Height _____; Weight _____; Hair Color _____; Eye Color _____

ORGANIZATION NAME: _____

ADDRESS: _____

CONTACT NAME: _____ TELEPHONE: _____

DESCRIBE THE NATURE OF BUSINESS, TYPE OF GOODS TO BE SOLD AND METHOD OF OPERATION: _____

DESCRIBE TYPE AND CONTENT OF ADVERTISING TO BE DONE: _____

DATES AND HOURS OF OPERATION: _____

LOCATION ADDRESS: _____

(On reverse side of this application, you must obtain written permission of the property owner for use of the premises and have them sign an agreement to reimburse any costs incurred by the City as a result of clean-up or be responsible for assessment of those costs against the property. Also include a drawing showing size and location on the property of any temporary structure and temporary signs indicating distances from roadways, access points, other structures, parking or permanent signs.)

If applicant is serving as representative for a business, attach appropriate authorization to serve in this capacity. Attached

MN BUSINESS TAX I.D. NO: _____ FEDERAL TAX I.D. NO: _____

ZONING OF PROPERTY TO BE OCCUPIED: _____ Staff Approval _____
(Certain zoning may require approval of a Conditional Use Permit (CUP) or Planned Unit Development (PUD) from the Planning Commission)

HAVE YOU VIOLATED ANY PROVISIONS IN THE COON RAPIDS CITY CODE DURING THE LAST TWO YEARS?
 Yes; No. If yes, please explain: _____

HAVE YOU EVER BEEN CONVICTED OF ANY CRIME: FELONY, GROSS MISDEMEANOR OR MISDEMEANOR?
 Yes; No If yes, state place, nature of offense and penalty assessed : _____

I understand sale of fireworks to minors is prohibited by state law and signage will be posted stating this prohibition. Violation constitutes a misdemeanor, punishable by a \$1,000 fine, 90 days in jail, or both.

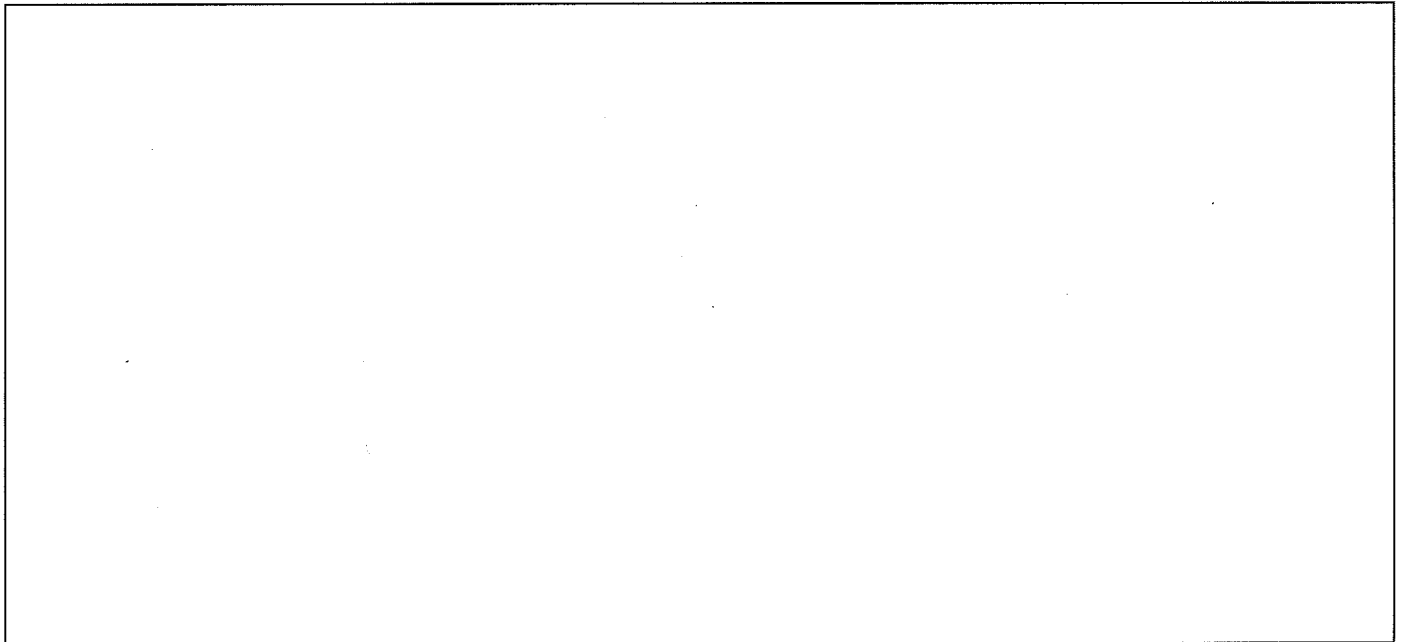
Date Signature of Applicant

**License Fee: \$60 per day; \$150 per week; \$300 maximum +Investigation Fee: \$25 each applicant
A photocopy of valid driver's license or state issued ID must accompany application.
Chemical Composition Sheets for all items offered for sale must accompany this application.**

LOCATION OF TRANSIENT MERCHANT DOING BUSINESS FROM FIXED LOCATION

A transient merchant doing business from a fixed location may not operate in any location where the operations might reasonably endanger the public safety or impede or inconvenience the public. All structures and vehicles must be located on a paved surface. All vehicles used must be parked off the public street and on a paved surface. Customer parking must be on a paved surface. No structures or vehicles used in conjunction therewith may interfere with designated fire lanes or access to other businesses. No landscaped area or bufferyard may be used for parking or for the storage or display of merchandise. No location within an existing parking lot shall reduce the number of parking spaces. All structures, vehicles, stands, fixtures, displays and signs must be removed from the site within 24 hours after the expiration of the license. Any articles not claimed within 30 days may be destroyed or disposed of at the discretion of the City. Any costs associated with may be assessed against the property owner in the same manner as a special assessment.

In a drawing, show the size and location on the property of any temporary structure and temporary signs indicating dimensions and distances from adjoining roadways, access points, fire lanes, pedestrian lanes, other structures, circulation lanes, permanent signs and any other features.



DRAWING OF PREMISES WHERE TRANSIENT MERCHANT WILL BE LOCATED

WRITTEN PERMISSION OF PROPERTY OWNER

Written permission from the property owner for use of the premises must be obtained before a license will be issued.

I, _____ certify that I am the owner of property located at _____.

and give permission to _____ to operate a transient merchant business at this location on the dates requested and hereby agree to reimburse any costs incurred by the City as a result of clean-up or be responsible for assessment of those costs against the property.

I understand that the days a Transient Merchant displays a temporary sign are deducted from the total allotment of sixty (60) days per calendar year for the property.

Signature

Printed Name

Date

Address

Telephone Number

**MINNESOTA WORKERS' COMPENSATION LIABILITY
CERTIFICATE OF COMPLIANCE**

Minnesota Statute, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in an activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Chapter 176.181. The information required is: the name of the insurance company, the policy number, and dates of coverage or the permit to self-insure. This information will be collected by the licensing agency and retained in their files.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided or falsely stated, it may result in a \$2,000 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry.

Insurance Company Name: _____ Phone # _____
(**NOT** the insurance agent)

Policy Number: _____ Dates of Coverage: _____ to _____
(**OR**)

I am not required to have workers' compensation liability coverage because:

- I have no employees.
- I am self-insured (include permit to self insure).
- I have no employees who are covered by the worker's compensation law (these include: Spouse, Parents, Children and certain farm employees).

* * * * *

Name: _____
(last, first, middle)

Doing Business As: _____
(business name if different than your name)

Business Address: _____

City, State, Zip: _____ Phone: () _____ - _____

<p>I certify that the information provided above is accurate and complete and that a valid workers' compensation policy will be kept in effect at all times as required by law.</p> <p>Signature: _____ Date: _____</p>

**ITINERANT MERCHANT/PEDDLER/SOLICITOR/CANVASSER
AUTHORIZATION FOR RELEASE OF DATA**

In order to comply with State and Federal Data Privacy Act Laws, the City of Coon Rapids is required to ask the information indicated below. This authorization expires one year from date of application.

PLEASE PRINT:

Full First	Middle	Last Name	Driver's License Number
Home Street Address			Date of Birth (MM/DD/YY)
City	State	Zip	Day Telephone Number
Organization Associated with			Evening Telephone

Have you **ever** been convicted of **any** crime, either felony or misdemeanor? Yes; No. If yes, state location, nature of offense and disposition:

Have you **ever** been convicted of **any** traffic offense? Yes; No. If yes, state location, nature of offense and disposition:

Have you violated any provisions in the Coon Rapids City Code during the last two (2) years? Yes No
If yes, please explain _____

I, the undersigned, have made application with the City of Coon Rapids for an **ITINERANT MERCHANT/PEDDLER/SOLICITOR/CANVASSER LICENSE**. Realizing that the City has need to investigate my background and history in order to better evaluate my application, I hereby authorize and request every law enforcement official and every other person, firm, officer, corporation, association, organization or institution having control of any documents, records or other information pertaining to me to furnish the original or copies of any such documents, records and other information to the City, and to permit said City or any of its representatives to inspect and make copies of any such documents, records and other information. I further authorize any such persons to answer any inquiries, questions or interrogatories concerning the undersigned which may be submitted to them by the City or its authorized representative. I fully understand that the information so obtained by the City may be used in the evaluation of my application.

I hereby release and exonerate any person who shall comply with the authorization and request made herein from any and all liability of every nature and kind growing out of and in any ways pertaining to the furnishing or inspection of such documents, records or other information.

I am a resident of the State of Minnesota. Yes No

If not a Minnesota resident, I authorize the appropriate authorities to conduct a background investigation in the state of residence listed on the valid identification card provided as part of this application.

DATE: _____ SIGNATURE _____

A photocopy of a valid driver's license or state issued ID must accompany this application.



SUPPLEMENTAL INVESTIGATION INFORMATION

Print Full Name

Date of Birth

The following information is necessary for the Police Department to properly identify the applicant for purposes of the required background investigation. This information will be retained only by the Police Department as required by law and will not be included in any investigative report submitted to the City Council and will not become a part of the public record or released to the public except as authorized by law.

Sex: Male; Female

Race: _____



TO: Fireworks Vendors
FROM: Coon Rapids Fire Department
SUBJECT: Fire Safety Regulations

To sell legal fire works (Non-explosive, non-aerial, sparklers, snakes & glow worms) in Coon Rapids, the following safety measures are required:

1. Have a fire extinguisher immediately adjacent to the sales area. (Minimum size 3A40BC)
2. Conspicuously install "NO SMOKING" signs
3. Any lighting of fireworks for demonstration purposes or otherwise must be a minimum of 50' from the sales or storage area. (Note: Per state statute fireworks may only be used on private property)

If you have questions please call 763-767-6429.



**Minnesota State Fire Marshal Division
Consumer Fireworks Enforcement Information
Updated - June, 2007**

Minnesota Statutes

624.20 Fireworks

(c) The term also does not include wire or wood sparklers of not more than 100 grams of mixture per item, other sparkling items which are nonexplosive and nonaerial and contain 75 grams or less of chemical mixture per tube or a total of 200 grams or less for multiple tubes, snakes and glow worms, smoke devices, or trick noisemakers which include paper streamers, party poppers, string poppers, snappers, and drop pops, each consisting of not more than twenty-five hundredths grains of explosive mixture. The use of items listed in this paragraph is not permitted on public property. This paragraph does not authorize the purchase of items listed in it by persons younger than 18 years of age. The age of a purchaser of items listed in this paragraph must be verified by photographic identification.

624.24 Officers may seize illegal fireworks.

The state fire marshal, or any sheriff, police officer, constable, or local fire marshal, shall seize, take, remove, or cause to be removed, at the expense of the owner, all stocks of fireworks or combustibles offered or exposed for sale, stored, or held in violation of sections 624.20 to 624.25.

624.25 Violation.

Any person violating the provisions of sections 624.20 to 624.24 may be sentenced as follows:

- (1) if the violation involves explosive fireworks in an amount of 35 pounds gross container weight or more, to imprisonment for not more than one year, or to payment of a fine of not more than \$3,000, or both;
- (2) if the violation involves explosive fireworks in an amount of less than 35 pounds gross container weight, to imprisonment for not more than 90 days, or to payment of a fine of not more than \$700, or both; and
- (3) if the violation involves any amount of fireworks other than explosive fireworks, to imprisonment for not more than 90 days, or to payment of a fine of not more than \$700, or both.

Disposal Information:

Confiscated legal fireworks may be disposed of by safely discharging them as their design intended. Confiscated legal fireworks might be those used on public property in violation of MS 624.20 as cited above.

Contact for disposal –

Liberty Disposal Services, Inc. PO Box 401 Iron Mountain, MI 49801 Phone / Fax: 866-933-4776	This service is free, including pickup and has been thoroughly checked by the Blaine Police Department to ensure the company is in compliance with all state and federal laws.
Northern Lighters Pyrotechnic Guild Greg Buschmann - 612-719-3629 or, Paul Marchio - 651-674-5550	The Guild is located in MN. This service is free. Both 1.3G (Public Display) and 1.4G (Consumer) fireworks will be accepted. Northern Lighters will pick up items.

Additional Information is available on the Division Web site: www.fire.state.mn.us, or by contacting:

Bob Dahm, Chief Deputy State Fire Marshal, 651-201-7202; email: Robert.Dahm@state.mn.us

Banners, Streamers, Beacons, Searchlights, Balloons, Portable and Other Temporary Signs

11-2106(1):

(a) The Zoning Administrator may issue permits for the use of portable signs 12 square feet or less in area, banners, streamers, spinners, revolving beacons, search lights or other exterior temporary signs in commercial and industrial districts, as well as for institutional uses in residential districts.

(b) Permits for portable signs 12 square feet or less in area, banners, streamers, spinners and other exterior temporary signs must not be issued in conjunction with the same business activity for more than 60 days in any calendar year.

(c) Search lights and revolving beacons must not be directed into residential areas or onto streets and are not to be permitted more than six days per calendar year.

(d) Twenty days will be subtracted as a penalty from a business activity's allotted number of days when that activity maintains a temporary sign past the expiration date for the permit, irrespective of compliance during the period under 11-2106(2)(e). If the business activity has fewer than 20 allotted temporary sign days remaining for the calendar year in which the penalty is imposed, the balance of those penalty days will be subtracted from that activity's allotted temporary sign days in the following calendar year.

Fees

The permit fee is \$50.00 per permit. Each display period requires a separate permit.

A double fee shall be charged if a sign is erected without first obtaining a permit for such sign. The fee for a temporary sign erected without first obtaining a permit may be charged against the lot or parcel of land if the property owner fails to comply with a written request from the Community Development Department to obtain a permit. The amount charged against the lot or parcel of land, together with a description of the premises and name of alleged owner, shall be certified to the County Auditor and shall be collected in the same manner as taxes or special assessments. The charge shall be a perpetual lien on the premises until paid in full.

I/We hereby submit this application for a temporary sign permit and by doing so agree to abide by the regulations concerning such signs as found in Chapter 11-2100 of the City Code. By signing this application, the property owner or agent grants the City right of entry to remove the sign(s) if they are displayed beyond the expiration date of the permit and agrees to pay the cost associated with that removal. If the cost of removal is not paid, it will be assessed against the property. Further, I/we understand that the applicant may be cited personally for misdemeanor violation(s) of these regulations.

APPLICANT:

Applicant Signature

Date

PROPERTY OWNER/AGENT:

Property Owner/Agent (print name)

Property Owner Signature

Title

Company Name

Phone Number

Date

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Date

2010
CITY OF COON RAPIDS
APPLICATION FOR TEMPORARY SIGN PERMIT

COMMUNITY DEVELOPMENT DEPARTMENT
11155 Robinson Dr.
Coon Rapids, MN 55433
763-767-6460
mail@coonrapidsmn.gov

Application Received by	_____
Date	_____
Permit No.	_____
Receipt No.	_____
Business ID No.	_____

Business Name

Business Address

Phone

Fax

Applicant (responsible party)

Type of Sign (circle one):

Banner Streamers Balloon Portable

Size of Sign (**portable signs must not exceed 12 square feet in area**)

Sign Company

Phone

Dates Sign Displayed: from _____ to _____

Number of Days Used (**maximum of 60 days of display are allowed per calendar year**)

Searchlight: yes/no Dates of Searchlight: from _____ to _____

Permit fee is \$50.00

THIS PERMIT IS SUBJECT TO THE FOLLOWING REGULATIONS:

Penalties

Violation of any provision of these regulations shall be a misdemeanor. Each day the violation continues in existence shall be deemed a separate violation. All signs are subject to penalty for violation even when not required to pay a fee or acquire a permit.

If the City finds that any sign is unsafe, a detriment to the public, not maintained, or constructed, erected, or maintained in violation of the provisions of these regulations the sign owner shall be notified of the violation in writing personally or by U.S. Mail. If the sign owner fails to comply with the standards of these regulations within 7 days after such notice is given or mailed such sign may be removed or altered to comply by the City. The amount so charged against said lot or parcel of land shall be collected in the same manner as taxes or special assessments against said premises. The charge shall be a perpetual lien on the premises until paid.

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