

Farmers' Market Manager Application

Name: _____

Business Name: _____

Address: _____

Landline Phone: _____ Cell Phone: _____

Email Address: _____

IL Sales Tax #: _____

Location of Farmers Market: _____

Dates of Operation: _____ Operating Hours: _____

- a) List of names, addresses, tax identification, food handlers' certificate (if applicable), including products or services available – SEE ATTACHED

(Note: Must be updated whenever there is a change in vendor & submitted to City Clerk)

- b) Only those products set forth in permit application may be sold by permittee at the market
- c) Farmers' Market to be located on private property only; Allowable hours 7AM - 5PM
- d) Receipt of Ordinance 2022—05 "Farmers Market", As Amended
- e) Annual fee is \$100.00 to be submitted at time of application unless waived by majority vote by the City Council
- f) License must be conspicuously posted, such as an entrance
- g) Provide each vendor with IL Sales tax form
- h) Copy of Insurance
- i) If not owner, please provide letter notarized granting permission to hold market on rented space or common area
- j) Undersigned has read all rules and regulations pertaining to the market operation, and agree to abide by these rules knowing that any infraction could result in dismissal from the market with forfeiture of any fees.

Market Manager

Date

FOR OFFICE USE ONLY - FY 2022

Payment: _____ Date: _____

Approved: _____ Denied: _____

Farmers' Market Manager Application

Market Managers Name: _____

Location of Farmers Market: _____

Dates of Operation: _____

Operating Hours: _____

a) List of names, addresses, tax identification, food handlers' certificate (if applicable), including products or services available

Name	Address	Phone number	Email Address	TaxID	Product

Market Manager _____ Date _____

ORDINANCE 2022-05

AN ORDINANCE AMENDING CHAPTER 54 "PEDDLERS AND SOLICITORS," BY ADDING A NEW ARTICLE VI. "FARMERS' MARKET," OF THE CITY OF SANDWICH MUNICIPAL CODE.

WHEREAS, it is in the public interest for the City of Sandwich ("City") to allow producers of food to sell directly to the public as provided in 505 ILCS 70/1; and

WHEREAS, the City wants to allow food products to be sold in a farmers' market in the City; and

WHEREAS, the Council of the City believes it to be in the best interest of the health, safety, and welfare of the community to regulate a farmers' market within the City.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Sandwich, Illinois, as follows:

Section 1. That Chapter 54, "PEDDLERS AND SOLICITORS," be amended by adding a new article thereto as follows:

ARTICLE VI. – FARMERS' MARKETS

Sec. 54-166. – License required

- a) It shall be unlawful to hold, sponsor, or cause to be held a Farmers' Market unless properly licenses as provided herein.
- b) The licensing requirements of this chapter shall not apply to any farmer, fruit and vine grower, and gardener who shall have an undisputed right to sell produce of his farm, orchard, vineyard and garden in any place or market where such articles are usually sold, and in any quantity, he may think proper in conformity with the provisions of Section 70/1 of the Illinois Compiled Statutes and no license shall be required for such activity.

Sec. 54-167. – Market Manager

A Farmer's Market must be coordinated by a Market Manager, who will assume responsibility for the coordination of all Farmer's Market events and assure compliance with all regulations. Said Market Manager shall be responsible for obtaining the required license.

Sec. 54-168. – Location of Market; Market Hours

- a) The farmers' market may be located on private property only.

- b) It shall be unlawful to block, restrict, display, or operate sales upon a public street, alley, sidewalk, or other public way, unless approved by the City Council.
- c) A Farmers' Market may be in operation from seven o'clock (7:00) A.M. to three o'clock (3:00) P.M. with participant set-up beginning no earlier than six o'clock (6:00) A.M.

Sec. 54-169. – Fee

The fee for a Farmers' Market License, to be paid by the Market Manager, shall be one hundred dollars (\$100) per year. Said fee shall be paid at the time of application, unless waived by a majority vote of the City Council.

Sec. 54-170. – Application

The Market Manager shall make application for a Farmers' Market at least thirty (30) days in advance of the event. Event license fees must be paid at the time of application, and said application must contain the following information:

- a) Name and address of the Market Manager who can be contacted with questions or problems;
- b) List of names, addresses, tax identification numbers, food handler's certificates (if applicable);
- c) List of product(s) or service(s) which will be available at the Farmers' Market;
- d) Agreement to abide by this article and any rules and regulations promulgated pursuant to this article;
- e) Additional information required by this article and any rules and regulations promulgated pursuant to this article;
- f) Such other information as may be required by the City Council; and
- g) Only those products set forth in a permit application may be sold by a permittee at the market.

Said information and documentation shall be updated as necessary, so that the City Clerk always has on file a complete list of all persons participating in the Farmers' Market.

Sec. 54-171. – General Regulations

- a) License must be conspicuously posted. The approved license for the event must be posted in a conspicuous place at or near the main entrance to the event. Said license shall be in plain view at all times the event is taking place.

- b) Organizers must comply with the city special event policy and all applicable ordinances related to special events.

Sec. 54-172. – Penalties for Violation

- a) Any person, firm, corporation, partnership or association violating any of the provisions of this article including the regulations adopted hereunder, shall be subject to a penalty pursuant to this Code. Each day of violation shall be deemed a separate offense.
- b) The City may deny the Farmers’ Market License based on grounds of failure to cooperate with authorities, failure to obtain a license before sales, past suspension or revocation of permits, failure to pay taxes, failure to provide proof of a user’s license, or other just cause.

Section 2: Each section, paragraph, sentence, clause, and provision of this ordinance is separable, and if any provision is held unconstitutional or invalid for any reason, such decision shall not affect the remainder of this ordinance nor any part thereof, other than the part effected by such decision.

Section 3: That except as to the amendments heretofore mentioned, all chapters and sections of the Municipal Code of Sandwich, Illinois shall remain in full force and effect.

Section 4: That this Ordinance shall, by authority of the City Council of the City of Sandwich, Illinois, be published in pamphlet form. From and after 10 days after said publication, this ordinance shall be in full force and effect.

PASSED BY THIS CITY COUNCIL of the City of Sandwich, Illinois, at a regular meeting thereof held on the 9th day of May, 2022, and approved by me as Mayor on the same day.

AYE: Aldermen Fritsch, Holcomb, Johnson, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton
NAY: None
ABSENT: None

ATTEST:


Denise Li, City Clerk



Todd Latham, Mayor

ORDINANCE 2022-09

**AN ORDINANCE AMENDING CHAPTER 54 "PEDDLERS AND SOLICITORS",
BY AMENDING ARTICLE VI "FARMERS' MARKET",
OF THE CITY OF SANDWICH MUNICIPAL CODE**

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Sandwich, Illinois, as follows:

Section 1: That Sec. 54-168 "Location of Market; Market Hours" of the Municipal Code of Sandwich, Illinois, be amended by deleting Sec. 54-169 (c) in its entirety and replacing it with the following:

Sec. 54-168 – Location of Market; Market Hours

(c) A Farmers' Market may be in operation from seven o'clock (7:00) AM to five o'clock (5:00) PM with participant set-up beginning no earlier than six o'clock (6:00) AM.

Section 2: Each section, paragraph, sentence, clause, and provision of this ordinance is separable, and if any provision is held unconstitutional or invalid for any reason, such decision shall not affect the remainder of this ordinance nor any part thereof, other than the part effected by such decision.

Section 3: That except as to the amendments heretofore mentioned all chapters and sections of the Municipal Code of Sandwich, Illinois shall remain in full force and effect.

Section 4: That this Ordinance shall, by authority of the City Council of the City of Sandwich, Illinois, be published in pamphlet form. From and after 10 days after said publication, this ordinance shall be in full force and effect.

PASSED BY THIS CITY COUNCIL of the City of Sandwich, Illinois, at a regular meeting thereof held on the 23rd day of May, 2022, and approved by me as Mayor on the same day.

AYE: Aldermen Fritsch, Holcomb, Johnson, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton

NAY: None

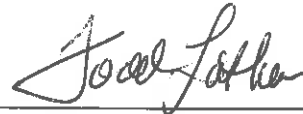
ABSENT: None

ATTEST:



Denise Li, City Clerk





Todd Latham, Mayor

PUBLISHED BY ME IN PAMPHLET FORM BY AUTHORITY OF THE CITY COUNCIL OF THE CITY OF SANDWICH, ILLINOIS, THIS 24th DAY OF MAY, 2022.



Denise Li, City Clerk