



*CITY OF TUCSON
PARKS AND RECREATION*

**Subject: Food and Beverage
Distribution Permits**

Number: 3.1-14

Date Issued: 3/31/2022

Reviewed: 3/22

Revised: 3/22

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Purpose: To establish rules and procedures regarding issuance of free Feeding Vendor Permits in City parks.

I. General Background

- A. Parks and Recreation issues feeding permits based upon [Tucson City Code 21-4](#), permits, licenses and reservations.
 - 1. Section (b)(4) of the code authorizes the director to issue a no fee permit for the sale, distribution or service of food, beverages, or any other articles or things to the public in any park.
- B. To ensure these permits do not overburden any specific park, and to help ensure the best and most efficient distribution of resources, the department has developed a process to identify when and where feeding permits will be issued.

II. Park Eligibility Process

- A. The City will utilize a three-step process to determine which parks will be available for feeding permits. Neighborhood parks will not be considered.
 - 1. Parks and Recreation will coordinate with Tucson Police and Housing and Community Development departments to identify locations across the city that are known hot spots for homeless activity.
 - a. If there is a park within one mile of a hot spot, it will be considered for a feeding permit.
 - b. In some cases, there may not be an eligible park within a mile of a hot spot.
 - 2. Housing and Community Development will evaluate if there are congregate meal locations within 1.5 miles of the identified park during the permitted hours (see below).
 - a. If there are congregate meals served during the permitted hours, Parks and Recreation may not issue a permit at that park during those hours.
 - b. The departments will coordinate and update the hot spots and congregate meal locations twice a year.
 - 3. The Parks and Recreation department will consult with ward offices to review parks identified through steps 1 and 2 and confirm which parks will be eligible for feeding permits.
 - a. Parks and Recreation will maintain a list of park locations and times where feeding permits may be issued.

III. Current locations for feeding permits

- A. Ward 1, Mission Manor, seven days a week, morning and evening
- B. Ward 2, TBD
- C. Ward 3, Mansfield Park, weekdays, mornings only
- D. Ward 4, Todd Harris Sportsplex, weekdays, mornings only
- E. Ward 5, TBD
- F. Ward 6, Reid Park, 22nd and Country Club, seven days a week, morning and evening

IV. Other Permitting Criteria

- A. The department will not issue more than one permit for a time block at a park.
- B. Once an organization has been issued a permit for a specific location and time, they will have a first right of refusal to renew their permit.
- C. Permitted Hours
 - a. Feeding permits will only be issued from 7-10 a.m. and 4-7 p.m.
- D. Feeding permits are not necessary on Easter, Thanksgiving, Christmas, or for the distribution of water on any date
- E. Before an organization is issued a permit, a representative must go through a training program that will address the following topics
 - 1. Pima County Health Department rules for the distribution of food
 - 2. Tucson Parks and Recreation's expectations for post food distribution clean-up procedures
 - 3. Housing and Community Development department's Homelessness 101 Program
 - 4. Distribution of a trifold document with a list of service providers for various services

V. Other Resources

- A. [Pima County Health Department](#) – Consumer Health and Food Safety division, 520-724-7908
- B. [Tucson Pima Collaboration to End Homelessness](#)