CITY AND COUNTY OF DENVER

DEPARTMENT OF PUBLIC WORKS

“Preserve & Protect the City’s Natural Waterways”
Event & Vendor Booth Setup Checklist

Carpets, scraps/remnants are to be placed underneath areas within the booth involving oil/grease producing equipment and/or operations and the dispensing of syrups and condiments either by the vendor, the customer or both.

Individual containers for cooking oil/grease waste and waste “gray” water generated by food vending operations is required.

Kitty litter or any other absorbent material shall be available on hand in response to spills.

5-gallon containers/buckets are to be placed no more than 24 inches below the tap at vendor booths serving beverages that do not have drains into an enclosed container.

Large volumes of excess ice melt or potable water are not allowed to be discharged into the curb and gutter leading to storm drain inlets. At most events, excess ice melt coming into contact with electrical cables/wires in the curb and gutter poses a serious public safety hazard. Standing water in catch basin/inlet may become an odor issue when mixed with other contaminants.

Absorbent pillows/booms shall be made available at vendor sites with amusement rides that are operated by hydraulic equipment to temporarily contain any potential releases. Either proper personnel training or a contracted licensed cleanup company to immediately respond and mitigate a potential release will be required to operate the booth.

CITY AND COUNTY OF DENVER STORM SEWER PROTECTION REGULATIONS
SPECIAL EVENTS

Chapter 7.01 Quality Control-Prohibited Discharges to the Storm Sewer System.

(a) No person shall cause, permit, or contribute to the discharge of any polluted water, waste or materials into the City’s storm sewers or into water courses that traverse the City.

(e) No person shall cause, permit, or contribute to the discharge of any waters directly into a manhole or other opening in a storm sewer unless he has been issued a permit by the City. If a permit is issued for such discharge, the user shall pay the applicable charges and fees and shall meet such other conditions as required by the City.

Any one of the following Notice of Violations may be issued for non-compliance:

Verbal Warning or,
Written Warning or,
General Summons to appear in court with maximum fines up to $999 per violation, partial or entire relinquishment of the special events deposit, closure of booth during event, and/or all three.

For questions pertaining to Wastewater Management, please contact a Water Quality Investigator in the Quality Control (QC) Section at (303) 446-3400.

VENDOR BOOTH SETUP EXHIBIT (OVER ->)
Restricted Public Access - Vendor Personnel Only

Grill/Stove

Carpentry

Food Prep. Table

Trash Can

Serving Tables

Condiments

Customers

Exhibit: Vendor Booth Setup