



**CITY OF BASTROP APPLICATION TO OPERATE TAXICABS, SHUTTLES,
TOURING, PEDI CAB OR ALTERNATIVE VEHICLES**

Date of Application: _____

COMPANY INFORMATION

Name of Company: _____ Phone Number: _____

PHYSICAL ADDRESS

Street _____

City _____ State _____ Zip _____

MAILING ADDRESS

Street _____

City _____ State _____ Zip _____

Is this a corporation, partnership or proprietorship? _____

If corporation, list name and address of principal owners and major stockholders:

If partnership or proprietorship, list names and address of partners or owners:

VEHICLE INFORMATION

Make: _____ Model: _____ Year _____ Color _____

License Number: _____ Vehicle Identification Number: _____

Make: _____ Model: _____ Year _____ Color _____

License Number: _____ Vehicle Identification Number: _____

(If there are more than two vehicles you may attach an additional sheet.)

DRIVER INFORMATION

List the following information for each driver that operates vehicles for this company. Remember that this information must be updated during the year. If more drivers are employed, attach an additional sheet with same information. (If there are more than two drivers you may attach an additional sheet.)

Name: _____ **Age:** ____ **Driver's License Number:** _____

Address: _____

Name: _____ **Age:** ____ **Driver's License Number:** _____

Address: _____

I, _____, agree to abide by all requirements of Article 4.03 of Chapter 4 of the Bastrop City Code. By signing this agreement, I understand that this includes keeping all vehicles insured with said City Code and that failure to keep vehicles insured will result in automatic revocation of license. I agree to provide the City of Bastrop with updated list of drivers as changes occur and that no driver will be allowed to operate any permitted vehicle unless identified in the license application.

I have read and understand the requirements associated with this licensing application.

Signature

Printed Name

License Expires: _____

City of Bastrop City Secretary _____

Insurance Verified: _____

Bastrop Police Department - Safety Inspection: _____ **Officer** _____

Driver's Check: _____

PEDICAB

1. License shall expire within three hundred sixty-five (365) days.
2. Before annual license may be issued by the City Secretary. Applicant must be determined by the City Manager or the city manager's designee the fitness, ability and willingness of the applicant to perform the proposed service. If it is determined the applicant is not fit, able and willing to perform the service the City Manager or the city manager's designee must notify the applicant in writing. The applicant has ten (10) days after written notice to appeal the decision to the City Council.
3. A written application for a year-long license must be filed with the City Secretary on a form provided by the city.
4. The applicant must provide a description of the vehicle and a unique identifying number.
5. The applicant must provide the name, address, age, driver's license number and proof of insurance for each operator of the pedicab.
6. The applicant must provide a current (i.e., no older than ninety (90) days driving and criminal history records for each driver of the pedicab being operated in the city. **(BPD will review the criminal history record and advise.)**
7. No applicant will be permitted to use drivers who have been ticketed for two (2) or more moving violations and/or for one (1) or more chargeable motor vehicle accidents, within the most recent twelve-month period. A driver in violation of this section is prohibited to operate a pedicab. **Failure by the applicant to provide the previously mentioned information for each driver operating a pedicab within the city shall be grounds for revoking the license of the related company.**
8. Applicant must sign a sworn statement that no pedicab will be operated by any operator not identified in the owner's license application.
9. **INSURANCE:** The applicant must have proof of current policy of public liability and property damage insurance by a casualty insurance company authorized to do business in the state, in the standard form required pursuant to the laws of the state, with the insured provision of such policy including the city as an additional insured, and the coverage provision insuring the public from any loss or damage that may arise to any person or property by reason of the operation of the vehicle of such applicant, and providing that the amount of recovery on each such vehicle shall be in limits of not less than the following: (1) For any one (1) person injured or killed in one (1) accident: \$100,000.00; (2) For any number of persons injured
10. **OPERATING CONDITION:** The holder or driver of a pedicab shall, at all times provide and maintain in good operating condition the following items and equipment for each pedicab vehicle: a) White headlight(s) visible from a distance of at least five hundred (500) feet; b) Two red taillights visible from a distance of at least five hundred (500) feet; c) A reliable braking system. Brakes must be capable of making a braked wheel stop within a distance determined by the Chief of Police; d) Sufficient rubber and treading on all wheels; e) A form of two-way communication, which may include a cellular phone, that can be used to request assistance in the event of an emergency; f) A red reflector on the rear of the pedicab; g) A pedicab is limited to a maximum passenger capacity as recommended by the manufacturer, or if no manufacturer, then by the Chief of Police. h) A pedicab must meet the following dimensional requirements: i) A frame may not exceed fifty-five (55) inches in width; j) A bicycle tire must be at least one and one half (1.5) inches in width; k) A trailer tire must be at least one and one half (1.5) inches in width; l) All wheels must have a minimum of thirty-two (32) spokes and be securely mounted to the vehicle; m) All spokes must be tight and none may be missing or broken; n) Floorboards must have non-skid contact surfaces without holes; o) If a trailer is used, it must be attached to the bicycle in a manner approved by the Chief of Police; p) The passenger seat must be bench style and at least seventeen (17) inches deep unless the pedicab is equipped with individual bicycle style seats. No passenger seat may face to the rear; q) The pedicab paint may not be noticeably rusted, flaked, scraped, or faded. Paint repairs must be neat and inconspicuous; and r) Any sharp edges or open tubes must be capped in a manner approved by the Chief of Police.
11. **INFORMATION DISPLAYED:** A pedicab unit must display the following: A) A company name, telephone number, and individual unit number, with clear and legible lettering displayed in characters at least one

and three quarters ($1\frac{3}{4}$) inches in height and at least one (1) inch in width, with colors contrasting the color of the pedicab; B) A permit decal, valid annual city inspection decal, and sign limiting the passenger capacity to three (3) passengers; and C) A slow-moving vehicle emblem that: i) Complies with Section 547.108 of the Texas Transportation Code; ii) Is displayed on the rear of the pedicab and mounted in a manner approved by the department; and iii) Uses a reflective surface visible day or night from a distance of five hundred (500) feet.

12. **HOURS OF OPERATION:** A pedicab service may not operate between the hours of 2:00 a.m. and 6:00 a.m.
13. A pedicab driver may not permit or allow a passenger to ride in or on a pedicab in such a position that the driver's vision forward, to the side or behind is blocked. A pedicab passenger older than six (6) years must sit on a seat in the pedicab and not in any other place on or in the pedicab, including the lap of another passenger. If a passenger refuses to comply with this requirement, a driver must stop the pedicab and ask the passenger to exit the pedicab.

- **Sec. 4.03.011 - License required; exemptions.**

a) No person shall operate a taxicab, shuttle, touring or alternative vehicle for hire within the city unless such person shall have first obtained from the City Secretary prior to such operation a license to operate the vehicle. Licenses shall expire within three hundred sixty-five (365) days after issuance. The following are exempt from licensing under this article:

(1) Touring vehicles that are stopping over in the city for three (3) days or less;

(2) Public transit authority vehicles (e.g., carts);

(3) A transportation network company prearranging a ride through the entity's digital network. A transportation network company and a digital network have the same meaning as defined in Chapter 2402 Occupations Code.

(4) The transportation of a person by a vehicle for hire licensed by another governmental entity from a point outside the city to a destination inside the city, if the vehicle for hire leaves the city without receiving a new passenger inside the city limits;

(5) A vehicle for hire service operated under state or federal authority unless the service is subject to the city's regulatory authority;

(6) Other than an alternative vehicle, a vehicle used by a hotel, motel or other similar business, commonly referred to as a courtesy vehicle, used to transport its patrons to various locations without charge; or

(7) A vehicle service that is arranged for a specific special event such as a wedding, funeral, prom and other similar special events.

(b) Determination of fitness of applicant. Before the City Secretary issues an annual license to an applicant for a taxi, shuttle, touring or alternative vehicle, the City Manager or his/her designee, after consulting with applicable staff and directors, shall first determine whether the applicant is fit, able, and willing to perform the proposed service. If the City Manager or his/her designee finds that the applicant is not fit, able and willing to perform the service the City Manager or his/her designee shall notify the applicant in writing that the application has been rejected. The applicant may, within ten (10) days after written notice of the decision of the City Manager or his/her designee, appeal the decision to the City Council.

(c) A written application for a yearly license for the operation of a taxicab, shuttle, touring or alternative vehicle within the city shall be signed and sworn to by the applicant or by a duly authorized officer, if the applicant is a corporation and shall be filed with the City Secretary's office on a form provided by the city. Applications for renewal for existing licenses shall be filed annually prior to expiration of the license. Applications for an initial license may be made at any time. The applicant shall provide the following information:

(1) Name, physical address, and telephone number of the company;

(2) If a corporation, name and address of the principal officers and major stockholders of the corporation;

(3) If a partnership, name and address of the partners;

(4) If a proprietorship, name and address of the owners;

(5) Description of the make, vehicle identification, and license number of each vehicle, or in the case of alternative vehicles, a unique identifying number;

(6) Names, addresses, ages, driver's license numbers, and proof of insurance for each driver operating a taxicab, shuttle, touring or alternative vehicle for the company. This information shall be updated and immediately provided to the city in the event of any change and must be kept current during the year. The applicants will be required to provide the city with current (i.e., no older than ninety (90) days) driving and criminal history records for each driver of applicant's vehicles that will be operated in the city. No applicant will be permitted to use drivers who have been ticketed for two (2) or more moving violations and/or for one (1) or more chargeable motor vehicle accidents, within the most recent twelve-month period. A driver in violation of this section is prohibited to drive a taxicab, shuttle, touring or alternative vehicle. Failure to provide

such information for each driver operating a taxicab, shuttle, touring or alternative vehicle, within the city shall be grounds for revoking the license of the related company;

(7) A written sworn statement that no taxicabs, shuttles, touring or alternative vehicles will be operated by any driver that is not identified in the owner's license application; and

(8) In the event the operation of a taxicab, shuttle, touring or alternative vehicle during an event will substantially affect the general public, the proposed route to be used by the taxicab, shuttle, touring or alternative vehicle, as well as the hours of operation shall be provided to the City Manager or his/her designee. Thereafter, the City Manager or his/her designee shall identify the location that is the safest area for the loading and unloading of passengers, if necessary. A "substantial affect" is more than three (3) vehicles in use during an event or more than fifty (50) people being transported by the vehicles.

(d) *Insurance binder.* Before any license will be issued, or before the annual renewal of a license is granted, applicants shall file with the City Secretary and thereafter keep in full force and effect, a policy of public liability and property damage insurance as prescribed in [section 4.03.014](#). The City Manager or his/her designee may require a license holder to obtain additional insurance depending on the service to be provided, the type of event and the number of people to be transported. In accord with this section, the City Manager or his/her designee may require a meeting with the proposed license holder to determine whether there are any "risk factors" anticipated which may increase the insurance.

(e) In addition to the requirements of state law regarding vehicle safety inspection, and the requirements specified in this article, the city shall have the right to inspect all taxicabs, shuttles, touring and alternative vehicles operating in the city to determine if such vehicles meet the following minimum standards:

(1) Each vehicle shall be equipped with a fire extinguisher that is in good operating order;

(2) Each vehicle shall be reasonably free from dirt or rubbish and shall be otherwise clean and sanitary;

and

(3) The vehicle identification number and license number shall be compared to the numbers listed on the taxicab, shuttle or touring permit or license application to confirm that the numbers are the same.

(f) Each application shall be accompanied by payment of license and driver(s) fees, as provided for in section A4.03.001 of the fee schedule in appendix A to this code. Such fees shall be paid prior to the receipt of a license, or in the case of annual license renewal, then, on or before the anniversary date of the issuance of the license. The license fees provided for herein shall be used to defray the expenses incurred in administering and enforcing this article.

(g) All taxicab operators licensed under the provisions of this article shall maintain a valid phone number for public use during operational hours. Current addresses and phone numbers for each taxicab, shuttle, touring and alternative vehicle shall at all times be on file with the City Secretary.

(h) If any of the representations in any application filed under this article are found to be false or fraudulent, such application may be refused or rejected by the city.

(Ord. No. [2017-03](#), pt. 1, 2-14-17; Ord. No. [2017-15](#), § 1, 6-27-17)