

CITY OF SAN ANTONIO
HORSE-DRAWN CARRIAGE RULES AND REGULATIONS
August 15, 2013

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Section

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SCOPE AND INTENT

These rules and regulations adopted by the City of San Antonio shall be followed by all permit holders, company employees, contractors, stand workers, and drivers providing horse-drawn carriage service in the City of San Antonio.

SECTION 1000. GENERAL RULES AND REGULATIONS

- 1000.** Horse Drawn Carriages shall not operate outside a two (2) mile radius from City Hall.
- 1002.** Carriage stands are established at the following locations: (1) Crockett Street (next to the Alamo); (2) Houston Street (next to the Alamo); (3) S. Alamo Street (next to the Fairmount Hotel); (4) S. Alamo Street (next to La Villita); and (5) San Saba Street (next to Market Square);
- 1003.** “Carriage Stand” shall mean the area between two carriage stand signs as designated by the Director. Horse and carriages shall be completely within the two signs.
- 1004.** Streets:
- (a) Carriages shall not operate on the following streets:
Houston (between Flores and S. Alamo)
Losoya
Commerce St. (accept for routes to stands from the barn)
Caesar Chavez (between IH-10/35 and St. Mary’s)
 - (b) Additional streets may be restricted by the Director during periods of heavy traffic congestion resulting from construction, holiday activities, and special events.
 - (c) By special event permits, carriages may operate outside the downtown area on any streets allowed by the permit.
- 1005.** Reserved
- 1006.** A carriage may operate on any street(s) within the King Williams District
- 1007.** Permit holder’s shall file with the Director, a standard and alternate route from their barns and stables to and from the stands. This route must be approved by the Director. In addition to Rules 1013 and 1014, each company shall be responsible for the cleaning of routes and alternate routes.

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- 1008.** Each Company shall submit an area that is located adjacent to their barns/stables that may be used as a staging area for deployment of carriages. This area will be approved by the Director, Use of this area will not violate Art. IV, sec. 33-431.
- 1009.** Carriages may cross all streets to obtain a legal route.
- 1010.** During the hours from 11:00 am to 8:00 pm each carriage company shall check the temperature every 30 minutes for the section of San Antonio that they are working. This verification shall be done by using a website that was approved by the Director. If the temperature is at 95°F or above all carriages shall not be outside of the barns or stables.
- 1011.** The term “Animal Excrement” shall mean the urine or fecal matter produced by an equine used in the Horse-Drawn Carriage Industry.
- 1012.** The term “Cleaning Schedule” shall mean a schedule that is issued to Permit Holder by the Ground Transportation Unit.
- 1013.** The term “Cleaning” shall mean the process of picking up Animal Excrement on streets and stands. Cleaning of downtown streets shall comply with the City’s environmental and waste water policies.
- 1014.** Based on the cleaning schedule, a holder shall be responsible for ensuring that all streets and stands are clean and free of animal excrement prior to the beginning and at the end of each work period.
- 1015.** A cleaning schedule shall be issued to each Permit Holder. Regardless to whether a company works their scheduled cleaning date, the Permit Holder will be responsible for the cleaning of streets and stand(s) of all animal excrements on their scheduled dates.
- 1016.** Irrespective of Rule 1014 and 1015 if a permit holder, company employee, stand worker, Contractor and/or driver is notified by the Director or his/her designee of animal excrement on the streets or stands they shall have thirty (30) minutes to clean up the animal excrement.
- 1017.** Irrespective of Rule 1014, 1015, and 1016, all companies that have been issued medallions shall be responsible for animal excrement. All companies shall be subject to 33-434 (c).
- 1018.** Carriage permit holders, company employees, stand worker, contractors, and/or drivers may not solicit or influence a customer to take a particular carriage, to include activities that are outlined in Sec 33-436.
- 1019.** Carriages shall only load or unload passengers from a carriage stand, loading zone, curb cutouts, or curb side lanes as to not impede traffic. Carriages shall not load on a one lane street without utilization of a curb cut.

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1020. Reserved

1021. All carriage stands shall be operated on a first-come, first-served basis, unless the customer requests a different carriage that is parked legally at the carriage stand.

1022. Reserved.

1023. Carriages may not make u-turns in the downtown areas.

1024. Carriage companies shall be issued medallions to operate in the downtown areas.

(a) Total amount of medallions shall be equal to the number of carriages outlined in the Holder's Permit Agreement.

(b) Companies shall be required to purchase all replacement medallions from the Ground Transportation Unit at the production cost.

(c) Placement of the medallions on the carriages shall be approved by the Director.

1025. Hours of Operation. A driver may only operate a carriage during the following hours:

Monday – Friday: 9:00 am to 4:00 pm and 6:00 pm to 2:00 am

Saturday – Sunday: 10:00 am to 2:00 am

City Holidays: 10:00 am to 2:00 am

(a) Operation shall mean the act of being on a stand, presenting a carriage as able to take a customer, or having a customer on the carriage.

(b) Carriages that leave the barn must walk the horse at a normal pace and may not stop the horse with the intent to waste time as to comply with the hours of operation. Violation of this will be considered a violation of Rule 1025.

1026. Companies shall file a rates structure with the Director, these rates shall be posted in each carriage as outlined in 33-442.

1027. Permit Holders shall ensure that a horse's diaper bag is properly fastened to the horse as outlined by the manufactures instructions.

1028. Permit Holders shall file with the Director a route that their carriages will utilize to a stand. It will be each company's responsibility to ensure that their routes are cleaned.

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SECTION 1100. SPECIAL EVENT PERMITS

- 1100.** The term “Special Event” shall mean an event that is designed to be a single activity for a single person, couple, or group. Examples of specific events would be Weddings, Anniversaries, Quinceaneras, Birthdays, Etc...
- 1101.** The term “Special Event Permit” shall mean a permit that is issued to a Horse-Drawn Carriage company to provide service for a special event.
- 1102.** The term “Special Event Permit” shall be interchangeable with the Term “Carriage Route/Time Exception” as it relates to Sec. 33-401(7).
- 1103.** Reserved
- 1104.** Reserved
- 1105.** Special Event Permits must be submitted to the GTU office no later than 8:00 am 2 business days prior to the start of the special event(s) when the event is outside of the operating hours or streets outlined in rule #1004.
- 1106.** The term “Business Days” shall be the hours between 7:45 am to 4:30 pm, Monday thru Friday, unless, City offices are closed for a holiday.
- 1107.** Special Event Permits shall not be operated for more than one special event.
- 1108.** Special Event Permits shall only operate during the hours authorized in the Special Event Permit and may not be used for more than 24 hours.
- 1109.** Carriages that are operating under a Special Event Permit shall not conduct business that is designed to create additional carriage stands in the downtown area.
- 1110 – 1199** Reserved

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SECTION 1200. HORSE-DRAWN CARRIAGE PERMIT HOLDERS

- 1200.** Each holder shall have a written driver's appearance standard, which has been approved by the Director. This appearance standard shall be enforced at all times. These appearance standards shall include the following:
- (a) Independent Contractors, Stand Workers, Drivers, and/or Employees shall be required to wear shirts with sleeves and collars.
 - (b) Independent Contractors, Stand Workers, Drivers, and/or Employees shall not be authorized to wear open toe or open heel shoes.
 - (c) Independent Contractors, Stand Workers, Drivers, and/or Employees appearance shall be neat and clean, clothes shall not have holes, stains or rips. If an Independent Contractors, Stand Workers, Drivers, and/or Employee wear shorts or skirts, they must be long enough to be at the knee when standing.
 - (d) Independent Contractors, Stand Workers, Drivers, and/or Employees uniform shall display their name and company. This may be accomplished by embroidery, name tags, or any other reasonable method. The name and company name must be visible at all times.
- 1201.** Permit holders, company employees, stand worker, contractors and drivers are responsible for complying with all rules and regulations of the City of San Antonio, any State of Texas Laws or Federal Laws, to include all traffic laws that relate to the operation of a Horse-Drawn Carriage.
- 1202.** Each holder shall supply to the Director, upon request, a current list to include contact information of all drivers and contractors.
- 1203.** A holder shall notify the Director of an arrest, filing of a criminal complaint, or indictment against him/her and/or one of the drivers employed or contracted by him/her, whether or not any of the foregoing is related to on-duty conduct.
- 1205.** A holder shall return any confiscated city driver permits to the Ground Transportation Unit within 3 days from the date of confiscation.
- 1206.** Each holder shall conduct himself/herself in a professional manner and resolve all disputes with other holders, the business community, the general public, and/or public officials with a goal of maintaining a favorable public image for the City of San Antonio.
- 1207.** At the request of the Director, a Holder shall take a Horse Drawn-Carriage out of service and make the carriage(s) available to the Director in a reasonable amount of time. However, if the director feels that it is a safety issues, they may request the carriage(s) to be immediately available.

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- 1208.** A holder shall ensure that each carriage has a rate card that was approved by the Director, inside the passenger area of the carriage and that it is prominently displayed and plainly visible to all passengers while occupying the seats.
- 1209.** A holder shall submit to the Director by the 5th day of each month a monthly GTU report. The information provided and format of this report shall be determined by the Director.
- 1210.** A holder, driver, employee, or stand worker shall not distribute, accept, or in any way utilize a voucher, gift certificate, or any other form of payment that has not been approved by the Director.
- 1211.** Voucher and gift certificates must have at a minimum the following information on them prior to being approved by the Director:
- (a) The permitted carriage company's names, address, phone number of the company or companies that are issuing/backing the document.
 - (b) The permitted carriage companies names that will be honoring the document.
 - (c) Dollar value of the document.
 - (d) Any other details that might apply such as, but no limited to, Days and/or hours that the document it good for, exceptions, and/or restrictions.
- 1212.** A holder that authorizes the use of their permitted company to back a voucher or gift certificate shall ensure that all drivers, employees, or stand workers accept said document.
- 1213 – 1299.** Reserved

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SECTION 1300. HORSE CARRIAGE DRIVERS

In Section 1300 the term driver shall refer to any employee, driver, independent contractor, or stand worker, when applicable.

- 1300.** Horse carriage drivers are required to follow all requirements Sec. 33-041 Drivers Qualifications. However, horse carriage drivers are exempt from Sec 33-041 b-12.
- 1301.** A driver shall have in his/her immediate possession a valid Texas Drivers License while operating a carriage and shall present the license upon request.
- 1302.** A driver shall display his/her valid city driver's permit in a designated holder in the carriage in a location approved by the Director.
- 1303.** A driver shall ensure that at all times the lights, brakes, tires, harnesses, and any other required items are in good repair, fitted, working properly, and that evidence of proper insurance is carried in the carriage.
- 1304.** A driver shall ensure that the horse is of a healthy appearance and has all four shoes securely attached. A driver shall also ensure that the horse is free from lameness, cuts, sores, discharges, dehydration, diarrhea, or exhaustion.
- 1305.** A driver on duty shall conform to the appearance standards approved by the Director for that carriage holder. A driver's clothes must be neat and clean in appearance. The clothes must be free of rips, tears, cuts, stains, or odors.
- 1306.** A driver shall be well groomed at all times while on duty.
- 1307.** A driver shall provide prompt, efficient service and be courteous at all times to the general public and other city-permitted carriage drivers, and city officials. This prohibits but is not limited to the following: Unwanted conversation, verbal abuse, profanity, threats, physical abuse, or throwing objects.
- 1308.** A driver shall not solicit passengers.
- 1309.** A driver shall not knowingly allow the unauthorized use of a city driver's permit. The city driver's permit is nontransferable and it is not to be duplicated.
- 1310.** A driver shall not use another person's city driver's permit.
- 1311.** A driver may not apply for nor possess more than one city driver's permit at any one time unless authorized by the Director.

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1312. A driver shall at no time allow anyone else to operate the carriage other than another licensed driver that has been permitted for that company.

Exception: If the Permit Holder has been approved to train a driver, the driver in training may operate the carriage as long as licensed driver is next to the trainee.

1313. A driver shall, as soon as practical, notify the Director and his employing permit holder of an arrest of himself or of the filing of any criminal complaint or indictment against himself or herself, whether or not any of the foregoing is related to on-duty conduct.

1314. A driver shall not drink alcoholic beverage(s) while on duty nor have in possession of any alcoholic beverage(s).

1315. A driver shall not buy or sell alcoholic beverages while on duty.

1316. A driver shall not allow alcoholic beverages to be consumed on a carriage while in downtown area.

1317. A driver shall not be on duty while under the influence of an alcoholic beverage, intoxicating liquor or any drug (to include prescription drugs) which may impair driving ability.

1318. A driver shall not use, sell, handle or transport illegal narcotics at any time.

1319. A driver shall not give any information as to where narcotics may be obtained for illegal purposes.

1320. A driver shall not operate a carriage which is in an unsafe operating condition.

1321. A driver shall not leave the carriage unattended except to assist a passenger.

1322. A driver shall not transport more passengers than the carriage has seats for.

(a) Each passenger must be completely seated in a safe manner

(b) A carriage may not have more than 14 passengers, to include the driver.

1323. A driver shall not accept any additional passengers, while the carriage is engaged.

1324. A driver shall, upon request, give the passenger making payment an accurate and legible (not fraudulent) receipt.

1325. A driver after receiving a hearing notice for a Horse-Drawn Carriage rule violation shall appear at the time and place for the hearing as indicated on the

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- violation citation. The driver shall also appear at all subsequent hearings relating to the original hearing notice.
- 1326.** A driver, when serving suspension time in accordance with these carriage rules, shall turn in the city driver's permit to the Director at the time and place so directed.
- 1327.** A driver shall not operate a carriage while his or her ability or alertness is so impaired, or so likely to become impaired, through fatigue, illness, or any other cause, as to make it unsafe for him or her to continue to operate the carriage.
- 1328.** A driver shall ensure a horse is cared for as in accordance with Sec. 33-462 (C).
- 1329.** Permit holders, company employees, contractors and drivers shall not smoke on a carriage or at a carriage stand; this shall include all passengers on the carriage.
- 1330.** A driver or stand workers shall not allow anyone on a carriage that is not a permit holder, company employee, contractor, or paying customer.
- 1331.** A driver shall not allow any person to be on the back of a horse that they are under control.
- 1332.** A driver shall not leave a horse unattended.
- 1333.** A driver shall ensure that the safety brake is engaged when parked at the stand. Exception to this rule is if the carriage is not equipped with a safety brake.
- 1334.** A driver shall not pass another carriage.
- 1335.** A driver shall not allow the horse under their control to have a pace faster than a walk.
- 1336.** A driver shall empty the horse's diaper prior to the beginning of each trip for hire.
- 1337.** A driver shall report all animal excrement that is noticed on the street while they are on a fare.
- 1338.** A driver shall allow the inspection of their horse and/or carriage by City personnel at anytime while they are on public streets, this includes during a trip in which they have been hired if a safety issue is suspected.
- 1339.** A driver shall not allow excrement to drop from the equine's diaper and will ensure that the diaper bag is properly fastened to the equine as outlined by the manufactures instructions.
- 1340 – 1399.** Reserved

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SECTION 1400. HORSE-DRAWN CARRIAGE: EQUIPMENT

- 1400.** Horse-Drawn Carriages shall have a frame or holder for the display of a driver's permit. This frame or holder shall have a clear plastic face and must be approved by the Director. It shall be attached to the carriage so as to be visible to passengers at all times.
- 1401.** A carriage shall not operate without a valid permit. A holder shall not alter, falsify, remove, reinstall or tamper with any vehicle permit. Vehicle permits are not transferable from one carriage to another.
- 1402.** A carriage shall be immediately removed from service if the vehicle is in an unsafe operating condition.
- 1403.** A carriage shall be immediately removed from service if the carriage is found to be operating without the minimum insurance requirements set by the City of San Antonio.
- 1404.** A carriage shall be removed from service if a correction notice is issued for that vehicle and the deficiency is not corrected within 30 days in accordance with Sec. 33.070 (b).
- 1405.** A Carriage shall be presented to the Director for the annual inspection on the date and time it is scheduled. Carriages not presented shall be removed from service.
- 1406.** Carriages shall be kept in a clean and sanitary condition at all times. This prohibits, but is not limited to the following: Dirt, grime, stains, and fecal matter on either the carriage or the horse.
- 1407.** Horses shall be kept in a clean and sanitary condition at all times. This includes, but not limited to, dirt, grime, and excrement.
- 1408.** All lights, including all decorative lights, shall be working properly and free from chips cracks, or other deficiencies.
- 1409.** Carriages shall be free from cracks, chips, tears, or any other damage or deficiencies.
- 1410.** All lettering and numbering on horse-drawn carriages shall be no less than two (2) inches in height and at least five sixteenths (5/16) wide. Lettering must be of a color that is in contrast to the color of the carriage. All lettering and numbering shall be visible at all times.

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- 1411.** Each carriage shall have:
- (a) Rated passenger capacity on each side of the carriage
 - (b) Carriage number on each side and rear of the carriage
 - (c) Company name on each side and rear of the carriage
- 1412.** Horse-drawn carriages and equipment shall comply with the provisions of article 6701d, section 122(e), Vernon's Ann. Civ. St., and shall meet the lighting requirements set forth in the remaining sections of this division and all other applicable rules, regulations and laws.
- 1413.** The rear of all carriages shall have either one (1) or two (2) lamps displaying red lights and two (2) red reflectors shall be mounted on and visible from the rear of the horse-drawn carriage. The lamps shall be at least four (4) inches in diameter and if only one lamp is used, it shall be mounted as far to the left (looking forward) as possible. The reflectors shall be at least three (3) inches in diameter or seven (7) square inches in area. The lamps shall be mounted above the reflectors and no higher than five (5) feet from the ground. The reflectors shall be mounted as far as is practical below the lamps on the rear of the horse-drawn carriage, but no lower than two (2) feet from the ground. A bulb used in the rear lamp(s) must be approved by the Director.
- 1414.** The front of the carriages shall have one (1) lamp displaying a white light that shall be mounted on and visible from the front of the horse-drawn carriage. This lamp shall be at least four (4) inches in diameter and shall use a bulb approved by the Director. It shall be placed as far to the left as possible and shall not be obscured from view by the driver, the passengers or the horse pulling the carriage. It shall be mounted no less than two (2) feet nor more than five (5) feet from the ground as measured from the center of the lens.
- 1415.** All lamps on horse-drawn carriages shall be in operation during the nighttime hours beginning no later than one-half (1/2) hour before sunset, or at any time when weather conditions cause visibility to be reduced from normal daytime visibility. The wiring for all lamps shall be mounted and maintained as to not be damaged by persons entering or exiting from the carriage.
- 1416.** Electrical supply to the lamps that are required shall be at all times maintained so as to provide sufficient power to the lamps to make them visible at night.
- 1417.** Each horse-drawn carriage shall have six (6) additional reflectors. Two (2) reflectors shall be mounted on each side of the carriage as far apart to the front and rear, and one (1) reflector shall be mounted on each side of the carriage shafts pulling the carriage, either attached to the harness of the horse or on the draw bars of the carriage as far as possible towards the front of the horse. All of the above reflectors shall be white, yellow or amber in color, and at least three (3) inches in diameter or seven (7) square inches in size. White reflectors may be mounted on the horse or side of the horse-drawn carriage but shall not face the rear of the vehicle. Reflectors shall be visible for any distance up to six hundred (600) feet when illuminated by the lawful lower beams of headlamps. All reflectors shall be mounted no less than two (2) feet nor more than five (5) feet from the ground as measured from the center of the lens.

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- 1418.** Every horse-drawn carriage shall display a "slow-moving vehicle" emblem on the center rear body of the carriage. the emblem shall be a thirteen and three-fourths (13 3/4) inch fluorescent orange triangle with a one and five-eighths (1 5/8) inch red reflective border, giving a total width of sixteen (16) inches by fourteen (14) inches in height. The emblem shall meet the current standards adopted by the "American Society of Agricultural Engineers," shall be visible in daylight or at night when illuminated by the lower beams of headlamps for a distance of not less than five hundred (500) feet, and shall be mounted base down on the rear of the carriage not less than three (3) feet nor more than five (5) feet from the ground as measured from the base of the emblem. No decorative trim or any part of the carriage shall cover or obscure any part of the emblem at any time.
- 1419.** All decorations used on a carriage shall be securely fastened, maintained, and in good repair. Decorations shall not obscure the view of any safety lights, reflectors, permits, or carriage markings.
- 1420.** Decorative lights shall be securely fastened, maintained in good repair, and all lights must be operational. Lights shall not obscure the view of any safety lights, reflectors, permits, or carriage markings.