



2026 Fire Department Instructors Conference (FDIC)



Department of Business and Neighborhood Services
Information Packet

April 20th – April 25th, 2026



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Summary

Section 986-201 of the Revised Code of the Consolidated City of Indianapolis states, “notwithstanding any other provision of this Code, the following activity shall be permitted within the special event zone boundaries during a civic sponsored special event, provided that a limited duration license is first issued by the Division of Construction and Business Services.”

This packet provides a summary of activities affected by the implemented clean zone that may necessitate a Limited Duration License (LDL). An LDL, defined by section 986-101 of the Revised Code of the Consolidated City of Indianapolis, is “a license issued by the Division of Construction and Business Services for a limited time frame within a defined area and for certain activities as authorized by this chapter.”

LDLs are subject to review by the Event sponsor and required for any of the following activities unless noted otherwise in this packet:

- Temporary Vending
- Sampling
- Temporary Signs
- Temporary Structures
- Currently Licensed Activity (where applicable)
- Use of Previously Vacant Structures
- Mobile Wireless Facilities

Additionally, a clean zone timeline, a map of the clean zone, frequently asked questions, and contact information for both the Department of Business & Neighborhood Services and the Event sponsor are provided within this packet.

A copy of [Chapter 986](#) of the Revised Code is posted on the Special Events website: <https://www.indy.gov/activity/special-events-permits>.

For questions and information, please contact the Department of Business & Neighborhood Services, Division of Construction and Business Services, via email at specialevents@indy.gov or telephone at (317) 327-1617.

Please be advised that all information included in this packet is provided for informational purposes and may be subject to change. Changes and modifications will be posted on the special events [website](#).

Relevant Dates

March 20

Distribution of Clean Zone Information Packet

Department of Business & Neighborhood Services (“BNS”) begins accepting applications for all Limited Duration Licenses (“LDLs”)

Spaces within existing buildings that are vacant on this date are required to obtain an LDL prior to occupancy

April 17

Final day to submit temporary structure LDL applications and structural permit applications to BNS to ensure proper processing for the temporary activity period

Final day to submit LDL applications to BNS for:

- Vending
- Sampling
- Signs
- Temporary Structures
- Mobile Wireless Facilities

Initial day that licensed temporary signs may be erected

Initial day that licensed mobile wireless facilities may be erected

Construction of licensed temporary and permitted temporary structures may begin

April 20

Event activity period begins; Clean Zone requirements in effect

Initial time that licensed temporary vending may begin

Initial time that licensed sampling may begin

April 25

Event activity period ends. All temporary licensed activity must cease (including, but not limited to, occupancy of temporary structures)

April 26

All licensed temporary structures must be completely removed

Licensed temporary signs must be completely removed

Licensed mobile wireless facilities must be completely removed



Activity Specific Information

Cart Vendors

Currently licensed Cart Vendors must remain in their annually designated cart vendor zones. Cart vendors are not required to obtain an LDL if they stay within their own zones, even if their zone overlaps with the clean zone.

Any unauthorized cart vendor found operating outside of their annually designated zone is subject to enforcement action from BNS inspectors and IMPD.

Food and Merchandise Trucks

No vendor may set up within fifty (50) feet of the clean zone boundaries defined on the map below without an LDL and direct approval from the event sponsor. Temporary Vending LDLs are \$75.00.

Any unauthorized vendor found operating within the Clean Zone during the period designated above is subject to enforcement action from BNS inspectors and IMPD.

Downtown Restaurants, Bars, and Hotels

As with previous civic sponsored special events, any temporary vending, structures, or signage placed outdoors will require event sponsor approval and the issuance of an LDL from the Department of Business & Neighborhood Services. The fee for each LDL is \$75.00.

Vending includes, but is not limited to, selling or distributing goods, free or for a cost, directly to the public that is otherwise not permitted within the scope of your license.

Any unauthorized signage or vending activity found operating within the Clean Zone during the period designated above is subject to enforcement action from BNS inspectors and IMPD.

Sidewalk Cafés

This clean zone will not affect the day-to-day operations of existing sidewalk cafes; however, there should be no outdoor vending directly from your café to the public.

Prohibited Activity

Unapproved Temporary Vending and Sampling

The outdoor sale or distribution of food and/or merchandise that has not been approved by the event sponsor, that has not obtained a limited duration license from the Department of Business & Neighborhood Services, or that is not associated with a private event in a licensed temporary structure, will be prohibited.

The boring or cutting of any kind into a public way (including but not limited to a street, sidewalk, or alley) as part of a licensed temporary food or merchandise sales operation will be prohibited.

Any unauthorized vending activity found operating within the Clean Zone during the period designated above is subject to enforcement action from BNS inspectors and IMPD.

Unapproved Signage and Advertising

Mobile advertising signs of any kind shall be prohibited, with the exception of Indy Go buses and authorized event buses. Mobile advertising signs include any advertising on or attached to a vehicle, portable device, or person.

Signs located on buildings that are declared unsafe as determined by BNS are prohibited.

Freestanding signs will be prohibited. For applicants other than the event sponsor, only wall signs will be permitted with a limited duration license and approval from the event sponsor.

Any unauthorized signage activity found operating within the Clean Zone during the period designated above is subject to enforcement action from BNS inspectors and IMPD.

Clean Zone Map

FDIC 2026

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Boundaries

North - Washington Street between West Street and Meridian Street

South - South Street between West Street and Meridian Street
McCarty Street between Missouri Street and Capitol Avenue

East - Meridian Street between Washington Street and South Street
Capitol Avenue between South Street and McCarty Street

West - West Street between Washington Street and South Street
Missouri Street between South Street and McCarty Street



Frequently Asked Questions (FAQs)

Q: What is the Clean Zone?

A: The Clean Zone is a geographically defined area where an event sponsor has the ability to approve temporary activity based upon the content or type of such activity. This approval is limited to temporary activity, and decisions are made in conjunction with the City of Indianapolis to ensure that the interests of residents and neighbors are balanced with those of the event.

Q: How will my existing business operation be affected by the clean zone?

A: All lawful, existing business operations not engaging in temporary activity will not be affected by a special event or creation of a clean zone. If you wish to make an improvement during this period that is not temporary, you will have to use the typical process to obtain permits, Regional Center approval, etc.

Q: If I am erecting a temporary structure that has advertising signs or mobile food set up within it, do I need to obtain multiple LDLs?

A: Yes, a separate LDL application, fee, and approval are required for each type of temporary activity. For example, a tent that has a large advertisement imprinted on its roof would require an LDL for the temporary structure and the temporary sign. If the tent were to sell food or beverages, an LDL would be necessary for the temporary vending.

Q: Where should I go to apply for an LDL?

A: LDL applications can be found at <https://www.indy.gov/activity/special-events-permits>. Applications for an LDL should be submitted via email to specialevents@indy.gov for processing.

Q: How do I pay for an LDL?

A: Payments are not required at the time the application is submitted; however, you may include a check made payable to the 'City of Indianapolis' if desired. Otherwise, once your application is processed, you will receive an email with online payment instructions. Most LDLs are \$75.00.



Contact Information

Local Host of FDIC:



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