



**Town of Richmond
Town Clerk's Office**

5 Richmond Townhouse Rd., Wyoming, RI 02898 (401) 539-9000 x 9

Dealer in Second Hand Articles/Automobile Junkyard Checklist and Fact Sheet

	Confirmation	Date
TAXES: Confirmation by the Richmond Tax Collector that taxes and fees on business location are current, please contact taxcollector2@richmondri.com or call 401-539-2130 (NOTE: 1 st Quarter must be paid).		
ZONING: <u>FOR NEW LICENSES OR NEW LOCATIONS ONLY:</u> Confirmation by the Zoning Enforcement Officer that use is allowed at the proposed location. Please contact bpzclerk@richmondri.com or call 401-539-2285 x 9684		
POLICE: Confirmation that the Police Chief has reviewed and approved the application.		
ADVERTISING COST: <u>FOR NEW LICENSES OR NEW LOCATIONS ONLY</u> The date, time and location of the public hearing for this application must be advertised at least 7, but not more than 14 days before the public hearing in a newspaper published and circulated in Washington County – Cost invoiced by Clerk's Office to Applicant		
APPLICATION FEE: <u>FOR NEW LICENSES OR NEW LOCATIONS ONLY:</u> \$10		
LICENSE FEE: ___ Junkyards, dealers in used metals, junk or second hand items: \$100 ___ Foundry person, buyer of materials to melt or convert to castings: \$5		
AFFIDAVIT OF COMPLIANCE: Per Richmond Code of Ordinances 5.04.030(b) An applicant for a license or permit must submit with the application or renewal an affidavit of compliance. The affidavit shall state that the business is currently in compliance with all town, state and federal statutes, ordinances, and regulations. Compliance with all town, state and federal statutes, ordinances and regulations shall be a continuing condition of the license or permit.		

Who must obtain this license?

- Any person or business including a flea market vendor or antiques dealer, who buys, sells, or barter junk or second hand articles (except books, pamphlets and periodicals, or used automobiles).
- Any person or business who operates or maintains an automobile junkyard (for unserviceable, discarded, worn out or junked automobiles, parts or accessories). Wrecking and salvage yards licensed by the R.I. Department of Business Regulation do not need this license.
- Any person or business who buys, sells, or barter used metals, including any foundry person.

(Continued)

License Expiration:

This license expires on December 31 and must be renewed annually.

Requirements for new licenses:

The Town Council must conduct a public hearing on an application for a new business location. The public hearing must be advertised in a newspaper at least seven (7) but not more than fourteen (14) days before the date of public hearing. The license will not be granted if the owners or occupants of the greater part of the land within 200 feet of the building where the business is to be conducted object to the license. A new automobile junkyard must be in compliance with the R.I General Laws §5-21-4 and Chapter 5.20 of the Richmond Code of Ordinances, as well as the Richmond Zoning Ordinances.

A license is issued for sales at a particular location. It is not transferrable to another licensee or to another location even if the same person or business will hold the license. For either a new license or new sales location, a new license is necessary.

SEE CH. 5.24 OF THE RICHMOND CODE AND TITLE 5. CH. 21 OF THE R.I. GENERAL LAWS FOR LICENSE REQUIREMENTS



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Dealer in Second Hand Articles/Automobile Junkyard Application

Applicant's Name: _____

Type of Business:

Dealer in Used Metals

Dealer in Junk/Second Hand Items

Automobile Junkyard

Business Name: _____

Business Address: _____

Email Address: _____ **Phone #:** _____

FOR NEW LICENSES:

Your business employment over the past five (5) years:

If you currently hold this license in another city/town in Rhode Island, list the city/town and type of license:

(Office Use Only)

Date of Council Approval: _____

Date License Issued: _____

License Issued By: _____

Date License Expires: _____

Fee Paid: _____

AFFIDAVIT OF COMPLIANCE

I _____ applicant for a _____ for
(Printed Name) (Type of License)

_____ do hereby make affidavit and say that to the best of
(Name of Business)

my knowledge and belief, the applicant is in compliance with all laws and regulations of the

United States, and the State of Rhode Island and is in compliance with all the ordinances of the

Town of Richmond.

Applicant Signature

STATE OF RHODE ISLAND
COUNTY OF _____

Subscribed and sworn to before me on this _____ day of _____ 20 .

Notary Public
My commission Expires: