

DEPARTMENT OF MOTOR VEHICLES
Agency of Transportation120 State Street
Montpelier, Vermont 05603-0001
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Toll Free: 888-99-VERMONT
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(See second page for requirements)

I certify that _____
Name of Business

of _____
Physical Address

_____ *Mailing Address (if different from Physical)*

City _____ State _____ Zip _____

is in compliance with all local zoning regulations that govern the operation of:

(Please check applicable license below)

- A licensed dealer A licensed inspection station A licensed dealer and inspection station at the above location.

OR

there are no local zoning regulations.

Date: _____ Printed Name _____ Title of Zoning or authorized town official _____

Date: _____
Signature of zoning or other authorized town official

Statements and warrants made herein are certified under penalty of 23 V.S.A. §202 & 203.

Date: _____ Printed name _____ Title of the dealer/inspection station owner _____

Date: _____
(Signature of dealer/inspection station owner)

VERMONT ZONING COMPLIANCE CERTIFICATION REQUIREMENTS

Inspection station owners and/or dealers must certify that they are in compliance with all local regulations as they are related to their place of business. The certification is required whether the building is owned or leased. For the purpose of this certification, the local zoning administrator or, in the absence thereof, the Town Clerk must indicate that the business is in compliance with all local zoning requirements.

Inspection Station Requirement:

As a reference for the zoning administrator, the following information is provided:

The Official State Inspection Manual states that to become and remain a licensed inspection station, the building approved for inspection must, at a minimum, have space for the inspection and repair of the vehicle types to be inspected.

The minimum floor space (all with a concrete or black-top floor surface) acceptable for garages to inspect:

Pleasure Cars & Trucks = 25 feet of adequate floor space

Motorcycles & Motor Driven Cycles = 12 feet of adequate floor space

School Buses = 40 feet of adequate floor space

In every event (except trailers) the building must be of sufficient size to allow the vehicles to be inspected inside the building.

Dealer Requirement:

A. Building Requirements:

1. The building shall be at least 1,200 square feet in size. Measurement of the building shall be around the exterior of the building if single level. A multi-level or multi-use building shall be measured on the inside perimeter of all space to be used by the dealership.
2. The space occupied by a dealer within a building shall be used primarily for the dealer business.
3. The building shall contain a heated dealer office area, which shall be separate from any unrelated business quarters and must contain reasonable accommodations to conduct business with the public. Dealer records must be housed and maintained in the dealer office area. The Commissioner may grant written approval for records to be housed and maintained in a building other than the dealer's office if located on the dealer's premises. The dealer license certificate must be displayed in the office area and be visible to the public.
4. If the building is multilevel or multiuse, the dealership must have an entrance that is easily recognized by the public.

B. Outside Display Area Requirements

The outside display area must be located in the immediate proximity of the approved building and maintained for display purposes. Dealers owning property on both sides of a public highway located opposite the approved building may use the property for display purposes.

C. Signage

The station shall prominently display an exterior sign with the words, "Official Vermont Inspection Station" on it. The letters must be at least four inches (4") high.

D. Hours of Operations Requirements

Each station shall be open at least five (5) days a week for a total of at least thirty-five (35) hours per week, holiday and emergencies excepted. For the calculation of these hours, the period between 9:00 PM and 6:00 AM of any day shall not be counted. The hours of operation shall be posted in a conspicuous manner.

Title 23 V.S.A. § 4 (8)(v) which is part of the definition of dealers states that the applicant shall be a person who:

Owns real estate (as defined in Section 132 of Title 1) at his or her place of business or has a lease with an expiration date not earlier than the last day of the registration year for which registration is sought under the provisions of Subchapter 4 of Chapter 7 of this Title, which includes a building of at least 1,200 square feet in size used primarily for the business of the dealership. The building shall have adequate facilities for the maintenance of the records required by law to be kept including, but not limited to, those required by Section 466 of this Title and for the transfer of motor vehicles.