



Town of DeWitt – Planning Board

Used Car Sales Policy



Purpose:

While the State government regulates many activities associated with the commercial sale of used cars, it has left to local governments the regulation with regard to placement, aesthetics, construction and other related issues.

The Town of DeWitt has an interest in controlling the location, operation and appearance of motor vehicle sales of used cars. Used car sales facilities are associated with higher incidences of noncompliance with Town junkyard (Ch. 114) and solid waste (Ch. 58) regulations and exhibit a higher incidence of negative aesthetics and blighting affect upon surrounding properties.

Procedure:

In general, Controlled Site Approval [CSA] will be required for used car sales. Applicants shall follow the requirements of Chapter 192 of the Town Code and the procedures of the Department of Development & Operations [DD&O]. In general, this shall require completion of an application and the furnishing of a current survey, site and building plans.

The guidelines listed below are intended to help the applicant prepare the necessary plans for submission with the application. These guidelines do not replace the requirements of the Code or procedures of DD&O. The applicant should review the Planning Board's current *Site Plan Review Checklist* used for all CSA applications.

Guidelines:

1. Define the hours of operation.
2. Define the hours of site lighting operation.
3. There shall be a permanent structure with toilet facilities to act as an office.
4. There shall be an employee on the property during operating hours.
5. Cars for sale shall be stored on paved parking spots designated on the plan. White or yellow striping shall delineate these spots. Such spots shall be no smaller than eight by seventeen feet or the size required for the vehicle to fit with a minimum of one and one half feet extra on all sides. The number of used cars for sale on the lot shall not exceed the number of designated spots, which shall be shown on the submitted site plan.
6. All areas shall be kept clean, accessible and at all times.
7. No rubbish, discarded or used materials or motor vehicle parts shall be permitted to accumulate on the lot.
8. There shall be no repairs or body painting unless approved as part of the application.
9. There shall be no storage of dismantled, inoperable or wrecked vehicles.
10. All vehicles for sale must have passed, or be able to pass the NY State vehicle inspection without repairs being required.
11. Trash containers with screening must be shown.
12. There shall be no outside "lifts" for the display or repair of vehicles.

13. All signing must be shown on the plans, including any price signing in the vehicles. No banners, flags, signs or other attention seeking materials shall be displayed.
14. Any site lighting must be shown by a photometric plan prepared for the lot.
15. Green areas with landscaping must be shown. Buffering to adjacent lots and the street will be required. The size of the buffering strip will depend on the location but shall be a minimum of ten feet for side and rear yards and fifteen feet for the front yard.
16. All building or site modifications and improvements must be shown and detailed.
17. The total parking surface coverage shall not exceed 60% of the total lot area.
18. Parking spaces shall be provided in conformance with the Code at a number which is the greater of that required by the Code for retail space or the sum of one space for each 10 cars for sale plus one for each employee. If auctions are to be held, adequate parking to the satisfaction of the Planning Board must be provided on the plan for this additional use.
19. A current license of NYS Department of Motor Vehicles shall be in effect at the time of approval or prior to Certificate of Occupancy/Compliance.

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