



# APPLICATION FOR JUNKYARD OR AUTOMOTIVE DISMANTLER AND RECYCLER LICENSE

LICENSE NO.: \_\_\_\_\_  
(FOR DEPT. USE)

The undersigned, pursuant to Act No. 4 of 1966, P.L. 91, Section 3, as amended by Act No. 28 of 1977 36 P.S. § 2719.1 et. seq., and the rules and regulations promulgated thereunder, Title 67, Pa Code Chapter 451, hereby applies for a license for a junkyard or automotive dismantler and recycler, as defined in the above act, which is located within one thousand (1000) feet of the nearest edge of the right-of-way of a highway on the National Highway System (NHS); and supplies the following information to support this application:

**A. APPLICANT (New Owner):**

Name of Applicant: \_\_\_\_\_

Title: \_\_\_\_\_

Type of Business Entity: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

**B. LAND OWNER (Where Regulated Activity Is To Be Located):**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Tax parcel Number: \_\_\_\_\_

Telephone: \_\_\_\_\_

**(LAND OWNER Mailing Address):**

Address: \_\_\_\_\_

Is the applicant the owner of the property? . . . . .  Yes  No

If the applicant is not the owner, has applicant obtained permission from the land owner to maintain the regulated activity on the owner's land? . . . . .  Yes  No

Include a copy of the lease or other agreement. If "No" a license will not be granted.

**C. THIS APPLICATION IS FOR (Check one of the following):**

Regulated Activity;

- Automotive Dismantler or Recycler
- Junkyard
- Garbage Dump
- Sanitary Landfill
- Scrap Metal Recycler
- Storage of 10 or more junked vehicles
- Other \_\_\_\_\_
- Make information change regarding previously licensed activity, License No. \_\_\_\_\_

This information change is for:

- Transfer of Ownership;
- Current Owner's Signature \_\_\_\_\_
- Location of Activity;
- Dimension of Activity Expanded
- Type of activity
- Other \_\_\_\_\_

**D.** For a new or transferred regulated activity, applicant is required to meet with a PennDOT representative at the proposed activity location to review the location and application. The District Junkyard Control Manager will contact you to schedule the meeting.

**E. LOCATION OF PROPOSED REGULATED ACTIVITY:**

E.1. County: \_\_\_\_\_

E.2. Municipality: \_\_\_\_\_  City  Boro  Twp.

E.3. The activity site is adjacent to State Route Number \_\_\_\_\_  
 Eastbound  Westbound  Northbound  Southbound  
On the  Right  Left Side. GPS Coordinates, if available \_\_\_\_\_

E.4. The activity site is feet  East  West  North  South of the nearest State Route Segment Marker No. \_\_\_\_\_ and/or Mile Marker No. \_\_\_\_\_

E.5. Applicant must verify the highway right-of-way width with the PennDOT District Engineering Office. The Right-of-Way width is \_\_\_\_\_ Right-of-Way information provided by \_\_\_\_\_ on this date \_\_\_\_\_.

**Note:** No part of the activity site may encroach on highway right-of-way.

E.6. The area of control is all areas within 1,000 feet of the nearest edge of the right-of-way. Is the activity visible from the main travelled way of a highway on the NHS System?  Yes  No

E.7. Is the regulated activity a legal nonconforming activity, i.e., legally in existence on January 1, 1967 or located adjacent to any interstate or NHS highway made a part of the System after January 1, 1967.  Yes  No

If yes, provide documentation to support the regulated activity is legally nonconforming, i.e., legally in existence on January 1, 1967.

E.8. If the activity qualifies as a nonconforming activity, has the activity expanded (in its vertical or horizontal limits) since January 1, 1967 or the date the highway was made part of the system.  Yes  No

If yes, attach a plan which details the expansion (A screening plan will also be needed, see Section H.)

## F. ZONING:

F.1. Does the municipality have zoning?  Yes  No

F.2. If yes, what is the zoning at the proposed activity site? \_\_\_\_\_  
Provide a letter from the municipality confirming the zoning.

F.3. Is the activity site located within zoned or unzoned industrial areas?  
 Yes  No

F.4. If the applicant is stating that the activity site is in an unzoned industrial area, answer the following:

- i. Is the activity on the same side of the highway that has predominately industrial activities?  Yes  No
- ii. Is the activity within 1,000 feet of the predominately industrial activity?  Yes  No

- iii. Identify all industrial activities and include photographs of the existing industrial activities: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**G. REGULATED ACTIVITY SITE DETAILS:**

- G.1. 67 Pa. Code, Chapter 451.8 (2) requires a drawing to scale of the proposed site. The plan shall be submitted in triplicate on 22 by 36 inch sheets. At a scale of one inch = 50 feet, the plans shall show two feet contours including, but not limited to, the location of junk and proposed junk limits-horizontal and vertical.

A screening plan will also be required with this application unless the activity is naturally screened on-site, is a legal nonconforming activity that is not being expanded in horizontal and vertical limits, or the activity is located in a zoned or unzoned industrial area. The screening plan shall include all details relative to the proposed screening, including, but not limited to, the location of junk and proposed junk limits-horizontal and vertical-the location and proposed location of natural screening, buildings, vegetation, earthen features, and the like; proposed screening techniques, materials, name, sizes, and the like.

- G.2. Provide dimensions of the proposed activity site, including the screening, in square feet/acres.
- G.3. Give a detailed description of the screening, including the type being utilized and the height. Provide a drawing showing the dimensions of the screened area and placement of buildings, vehicles and junk.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Note:** After review of the proposed screening plan by the Department, the applicant shall be advised of acceptability, or of any modifications required. The applicant shall complete the screening approved by the Department within 6 months from the date of preliminary approval. Upon completion, the screening is subject to inspection prior to issuance of the license.

- H. A fee of \$100 must accompany the application. If the application is denied, \$50 will be refunded to the applicant. Annual renewal applications will be mailed in November and the \$100 annual renewal fee is due by December 15th.

**I. CONDITIONS OF ACCEPTANCE OF APPLICATION AND ISSUANCE OF LICENSE.**

- I.1. The applicant hereby states that they have not and will not, in any manner, cause the damage, destruction, or removal of any screening constructed as part of the approved screening plan.
- I.2. The applicant shall notify the Department when the screening, if required, has been completed; it must be accepted by PennDOT prior to the issuance of the license.
- I.3. Substantially incomplete applications will be returned to the applicant as incomplete. The applicant will be provided the opportunity to submit the necessary information to make the application complete. Substantially inaccurate information submitted on application shall be grounds for denial of license.
- I.4. If any check for the annual license fee is returned due to insufficiency of funds, there will be a \$38.00 service charge.
- I.5. Any change in ownership or operation or in the specifications of the regulated activity requires submission of a new application, Form RW-748A, (signed by current licensee) along with a \$100 application fee.
- I.6. This license is issued based upon the information and statements made by the applicant. Any false statements or false representations set forth herein shall cause the permit to be revoked, permit fee forfeited, activity removed at owner's cost, and subject the applicant to penalties under the laws of the Commonwealth of Pennsylvania.
- I.7. If this application is denied, the decision will be deemed final unless appealed. The applicant may appeal this denial by PennDOT under 2 Pa. C.S. Sections 501-508 (relating to practice and procedure of Commonwealth agencies), 1 Pa. Code Part II (relating to general rules of administrative practice and procedure) and 67 Pa. Code, Chapter 491 (relating to procedures before PennDOT) by submitting a written request for a hearing within 30 days after the mail date of the denial, to the Administrative Docket Clerk, Office of Chief Counsel, Commonwealth Keystone Building, 400 North Street, 9th Floor, Harrisburg, Pennsylvania 17120-0096. The written request shall include a filing fee of \$250 as prescribed under the requisites of 67 Pa. Code, Chapter 491, and made payable to the "Commonwealth of Pennsylvania", and a copy of the denied application shall accompany the written request. A copy of the request must also be sent to the Engineering District which denied the application, and to:

Junkyard Control Manager  
PennDOT, PO Box 3362  
Harrisburg, Pennsylvania 17105-3362

- I.8. Sign and date the CERTIFICATION. Enclose a check or money order payable to "PennDOT" for \$100. Mail the completed application and fee to the District Junkyard Control Manager at the address indicated on the CERTIFICATION page.
- I.9. Applicant shall not operate a regulated activity that requires screening until a license is granted by PennDOT.
- I.10. A junkyard or auto dismantlers license is not granted until an approved copy of the application with a specific assigned license number is provided to the applicant along with Form RW 748L, "Junkyard License or Automotive Dismantler and Recycler License". Any discussion(s) with PennDOT representatives, prior to the actual issuance or denial of a license are only for informational and guidance purposes. Neither approval nor denial of a license shall be based upon oral representations from PennDOT.
- I.11. References to Act No. 28 of 1977 and Act No. 4 of 1966 and the regulations, Chapter 451, herein or in discussion, are for informational purposes and guidance. Determinations in all specific cases are governed by Act No. 4 of 1966, P.L. 91, Section 3, as amended by Act No. 28 of 1977 36 P.S. § 2719.1 et. Seq., and the rules and regulations promulgated thereunder, Title 67, Pa Code Chapter 451 copies of which are available from the District Junkyard Control Manager. Chapter 451 is available at the web site:  
<http://www.pacode.com/secure/data/067/chapter451/chap451toc.html>
- I.12. Recycling of junk and scrap is encouraged to the greatest extent practicable in conducting the licensed activity.
- I.13. The issuance of the license does not excuse compliance with any other state or local law, rule or regulation.

**J. CERTIFICATION**

I hereby certify, in accordance with Section 4904 of the Crimes Code (18 Pa. C.S. §4904) relating to unsworn falsification to authorities, that the statements and representations set forth in this application are true and correct; and the junkyard or automotive dismantler or recycler business proposed to be licensed under the application is not in violation of any state or local law, ordinance or regulation. This application is made for the purposes of obtaining the issuance of a junkyard or automotive dismantler or recycler license according to law.

**INDIVIDUALS**

**ENTITIES**

\_\_\_\_\_  
(Print name)

\_\_\_\_\_  
(Name of Entity)

\_\_\_\_\_  
(Signed)

\_\_\_\_\_

\_\_\_\_\_  
(Date)

BY: \_\_\_\_\_

BY: \_\_\_\_\_

**MAIL COMPLETED APPLICATION AND FEE TO  
DISTRICT JUNKYARD CONTROL MANAGER:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_

**K. PennDOT REVIEW:**

FOR USE OF PENNSYLVANIA DEPARTMENT OF TRANSPORTATION:

Date application received: \_\_\_\_\_

Date screening was completed: \_\_\_\_\_

Date of final inspection: \_\_\_\_\_

This application has been reviewed by (name): \_\_\_\_\_

The junkyard or automotive dismantlers license is:

Granted  Denied  Incomplete

REMARKS:

\_\_\_\_\_  
(Signature-District Junkyard Control Manager) (Date)

\_\_\_\_\_  
License No. County City/Boro/Twp.

\_\_\_\_\_  
SR and Seg. Fee Date Granted