



DEPARTMENT OF TRANSPORTATION
DRIVER AND MOTOR VEHICLE SERVICES
1905 LANA AVE NE, SALEM OREGON 97314

APPLICATION FOR THREE YEAR VEHICLE DEALER CERTIFICATE

AS A DEALER OR REBUILDER OF VEHICLES

CUSTOMER NUMBER	EFFECTIVE DATE	EXPIRATION DATE	DEALER NUMBER	<input type="checkbox"/> ORIGINAL <input type="checkbox"/> RENEWAL
-----------------	----------------	-----------------	---------------	---

If this is a renewal, do not complete the fee information. Use the attached billing list to calculate your fees. The billing list MUST be submitted with your renewal application.

Original Certificate (Includes one plate)..... \$ 1,187.00
Additional Locations @ \$350.00 \$
 (Supplemental Application Form 735-372 required for each location) \$
Additional plates 12" x 6" or 7" x 4" @ \$54.50...
 (Two sizes, standard and small, available) **TOTAL = \$**

CERTIFICATE FEE
LATE FEE
SUPPLEMENTALS
RENEWAL PLATES
ADDITIONAL PLATES
TOTAL \$
TEMPORARY PLATES

BUSINESS NAME AND ADDRESS *Any alteration of Line 3 voids location approval.*

LEGAL NAME OF APPLICANT (OWNER, PARTNERSHIP, LLC OR CORPORATION NAME)		FEDERAL ID NUMBER (FEIN)		OREGON REGISTRY # (IF LLC OR CORPORATION)	
BUSINESS NAME (IF ASSUMED BUSINESS NAME, FILL IN REGISTRY NO.)		OREGON REGISTRY NO.		BUSINESS TELEPHONE	
MAIN BUSINESS LOCATION (STREET AND NUMBER)		CITY	ZIP CODE	COUNTY	
MAILING ADDRESS		CITY	STATE	ZIP CODE	EMAIL

TYPE OF OPERATION

5 CHECK ORGANIZATION TYPE: <input type="checkbox"/> Individual <input type="checkbox"/> Partnership <input type="checkbox"/> LLC <input type="checkbox"/> Corporation:	If corporation, list the state under which business is incorporated:
6 I / we primarily sell: <input type="checkbox"/> New Vehicles <input type="checkbox"/> Used Vehicles	
7 I / we are a franchise dealer: <input type="checkbox"/> Yes <input type="checkbox"/> No If "Yes," name the makes ➤	
8 I / we sell NEW RECREATIONAL VEHICLES: <input type="checkbox"/> Yes <input type="checkbox"/> No	
IF "YES," SERVICE FACILITY LOCATION (STREET AND NUMBER)	CITY ZIP CODE

LOCATION APPROVAL (If renewal, required only if dealer is changing business location)

Certification of local zoning. ORS 822.005 requires a vehicle dealer certificate, unless exempt under ORS 822.015, for any person who:

- (a) Buys, sells, brokers, trades or exchanges vehicles either outright or by means of any conditional sale, bailment, lease, security interest, consignment or otherwise; OR
- (b) Displays a new or used vehicle, trailer, or semitrailer for sale; OR
- (c) Acts as any type of agent for the owner of a vehicle to sell the vehicle or acts as any type of agent for a person interested in buying a vehicle to buy a vehicle.

THE CERTIFICATION BELOW IS TO BE COMPLETED BY THE LOCAL ZONING OFFICIAL. The approval below should be based upon whether the applicant can do **ANY** of the activities listed in (a) through (c) above under applicable ordinances, at the location of the business given on Line 3. Pursuant to ORS 822.025, applicant shall meet requirements below.

As the zoning official for the jurisdiction where this business is located, I verify by my signature that the location of this business as stated on this application complies with any land use ordinances of the jurisdiction pursuant to ORS 822.025.

9 <input checked="" type="checkbox"/> CITY OF: Salem <input type="checkbox"/> COUNTY OF:	TELEPHONE NUMBER (503) 540-2347
10 PRINT NAME Jacob Brown	TITLE Planner I
11 SIGNATURE 	DATE 09/01/2023

☒ Check box if restrictions on the location approval are in an attached letter from the zoning authority.

▽ Place stamp or seal here ▽

PLANNING ACTION
APPROVED SUBJECT TO
DEVELOPMENT REQUIREMENTS
NOTED ON PLANS.

Date and Signature of Planner
09/01/2023 9:06:24 AM

MEMORANDUM

COMMUNITY DEVELOPMENT DEPARTMENT

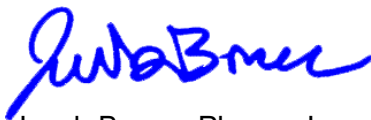
TO: OREGON DMV
FROM: JACOB BROWN, PLANNER I
DATE: SEPTEMBER 1, 2023
APPLICATION NO.: 23-117248-PLN
SUBJECT: DMV APPLICATION – APPLICATION FOR THREE YEAR VEHICLE
DEALER CERTIFICATE

The property subject to the proposed approval is located at 385 Ratcliff Drive SE. The Salem Area Comprehensive Plan Map designation and zoning for the property are as follows:

Comprehensive Plan Designation	SF (Single-Family Residential)
Zoning	RS (Single-Family Residential)
Overlay Zone	none

The subject property is currently developed with a single-family dwelling. The proposed use of the property is a home office for an auto dealer. Within the RS zone, pursuant to SRC 511.005(a), Table 511-1, single family dwellings are allowed as a permitted use and home occupations within such single-family dwellings are allowed as a Special Use subject to the additional restrictions under SRC 700.020.

Based on the allowed uses in the RS zone and the additional restrictions for home occupations established under SRC 700.020, the proposed home office for an auto dealer is an allowed use at the proposed location, subject to the applicable provisions of the RS Zone SRC Chapter 511 and the additional restrictions applicable to home occupations under SRC 700.020. **No on-site sales and display is allowed at the subject property.**



Jacob Brown, Planner I
503-540-2347
JRBrown@cityofsalem.net