Town of Middleton
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To: Class Two (Used Car Dealer) License Applicants

From: Middleton Board of Selectmen, (as Class Two Licensing Authority)

Subject: Procedure and Check List for Class Two Used Car Dealer Applicants

Date: May 2013

As of March 19, 2009, used car dealers in Middleton are not permitted by the Town's Zoning Bylaws, and the Board of Selectmen, as the Licensing Authority, is not authorized to consider or grant licenses for any **new** locations.

For those who are seeking to obtain licenses through a lease or purchase of an existing land parcel where a non-conforming used car dealer's license is currently in place, (and where the right to hold a license has not been discontinued), the following are the minimum requirements for the application process **in the strict order** show below.

1. Obtain copies of any written decisions from the Middleton Board of Appeals demonstrating approval of the Site Plan and any Zoning Bylaw conditions made a permanent part of the use conditions of the parcel. Applicants may submit an application to the licensing Authority, (Board of Selectmen) for a Class Two License with copies of approved Site Plans and written decision attached to the application.

2. All questions on the Class Two License Application must be completely answered and the Licensing Board requires every applicant to submit to a CORI, (Criminal History Report) and background investigation, which will be conducted by the Middleton Police Department.

3. The Selectmen's Office will schedule a public hearing to review the application to determine whether the applicant is a "proper person" and that "he has available a place of business suitable for the purpose" in accordance with the provisions of Massachusetts General Laws, Chapter 140, Section 58 and 59 et al. No hearings will be scheduled until the application and submission requirements are deemed complete.

4. Should the Licensing Board vote to issue a Class Two License, applicants are required to provide a $25,000 Bond prior to release of the license.