



OFFICE OF THE CITY CLERK
ROME CITY HALL, 198 N. WASHINGTON ST.
ROME, NEW YORK 13440-5815
TEL.: (315) 339-7659 FAX: (315) 838-1160
WWW.ROMENEWYORK.COM

SCRAP & SALVAGE YARD LICENSE APPLICATION

BUSINESS INFORMATION

Name of Business/Organization: _____
Permanent Address: _____
Business Phone: _____ Email: _____
Number of Years Business has been open or conducted: _____
Size of yard / lot (in acres): _____
Description of the land to be used: _____

INDIVIDUAL BACKGROUND

Name of Applicant (Operator): _____
Permanent Address: _____
Phone Number: _____ Email: _____
Place & Date of Birth: _____ Age _____
Social Security Number: _____ - _____ - _____
Driver License ID #: _____ State: _____ ☐ MALE ☐ FEMALE
Have you ever been convicted of a crime? ☐ YES ☐ NO
(if yes, explain): _____

PROPERTY OWNER (IF DIFFERENT FROM ABOVE)

Name of Applicant (Operator): _____
Permanent Address: _____
Phone Number: _____ Email: _____
Place & Date of Birth: _____ Age _____
Social Security Number: _____ - _____ - _____
Driver License ID #: _____ State: _____ ☐ MALE ☐ FEMALE

***As applicant for a license to operate a Scrap & Salvage Yard
under Penalty of Perjury, I hereby swear that:***

- 1 Site is not within 500 feet of any church, school, hospital, public building or place of public assembly (new site only).
- 2 Site is surrounded by an 8 foot fence, which substantially screens operations within the enclosure. Said fence is not within 60 feet of any public highway right-of-way (existing yards to comply with items #2 & #3 by September 1, 1966).
- 3 Said fence is equipped with a gate which will be locked at all times applicant (or his agent) is not within the enclosure (or describe any modifications applicant desires to have reviewing body consider which alter standard criteria but will fulfill screening and enclosure requirements).
- 4 All operations connected with Scrap & Salvage Yard except reasonable transportation in the course of business shall be carried out within the enclosure.
- 5 Applicant is of character suitable to operate a Scrap & Salvage Yard. Applicant has never been found guilty of larceny or receiving stolen property (or state details of conviction and reasons applicant considers this conviction should not bar issuance of license).
- 6 Applicant is owner of the site (or name owner and describe legal relationship under which applicant will operate Scrap & Salvage Yard).
- 7 Describe the nature and development of surrounding property. Include distance to residential and public recreation areas, public buildings, churches, schools, hospitals, description of trees and shrubs surrounding site and the type of access to proposed Scrap & Salvage Yard.
- 8 Applicant makes the following request for a waiver of certain requirements.
- 9 Applicant consents to inspection pursuant to 25-11(f) of Rome City Code of Ordinances

Signature

Sworn to and subscribed before me this ____ day of _____, 20____.

Notary Public /Commissioner of Deeds

FOR INTERNAL USE ONLY

CODE ENFORCEMENT VERIFICATION

The premises for applicant's business are:

☐ Approved ☐ Disapproved

The premises were not approved for the following reasons:

Signature

Title

Date

.....

ROME POLICE DEPARTMENT VERIFICATION

The credentials of the applicant(s), principal(s) and/or partner(s) of the business have been checked by the Rome Police Department, and based upon the information provided, the license is:

☐ Approved ☐ Disapproved

The applicant was not approved for the following reason(s)

Signature

Title

Date

.....

CITY CLERK LICENSING INFORMATION

Annual license fee: \$75.00

Amount Paid: _____

License No.: _____

Date License Issued: _____

Date Expired: _____

City Clerk

Date