

## CHAPTER 66

### OFFICIAL SAFETY INSPECTION STATION APPOINTMENT

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- 19 VAC 30-66-10. Purpose.

This regulation sets forth the procedures for the appointment of businesses as Official Safety Inspection Stations. These procedures are applicable to the processing of applications for initial appointment, reclassification of appointment, change in ownership, change in name and reinstatement of the appointment of an official inspection station following a period of suspension or revocation.

- 19 VAC 30-66-20. Definitions.

*“Official Safety Inspection Station” or “Official Inspection Station”* means a bonafide garage or other facility that performs motor vehicle, motorcycle or trailer repairs as a routine of business, has met all criteria for appointment to perform safety inspections pursuant to Virginia’s Annual Motor Vehicle Inspection Program and has been issued a Certificate of Appointment by the Department of State Police.

19 VAC 30-66-30. Application for Initial Appointment.

- A. Any garage or other facility that performs motor vehicle, motorcycle or trailer repairs routinely may apply to the Department of State Police in writing for appointment as an Official Safety Inspection Station.
  - 1. The Department of State Police will forward an application package to the applicant.
  - 2. The application form(s) are to be completed and returned to the Department of State Police for processing.
  - 3. The application shall include the name, address, telephone number, date of birth and social security number for the applicant and each person who will supervise or otherwise participate in the program. Each person will also be required to execute an Authorization for Release of Information.
- B. Each inspection station application will be reviewed and the applicant must meet the following criteria:
  - 1. The facility must have been in business at its present location for a minimum of six (6) months.
    - a. This will not apply to a change in location of a previously appointed applicant or a change in ownership which does not affect the routine safety inspections of the inspection station.
    - b. It will not apply to a repair garage which is an established business and is expanding its mechanical convenience to the general public by the addition of other repair locations.
    - c. It will not apply to a business licensed as a franchised dealer of new vehicles.
  - 2. The facility must perform motor vehicle, motorcycle or trailer repairs routinely.

3. Must have on hand or be willing to purchase necessary equipment, as identified by the Department of State Police, for performing safety inspections.
  4. Must employ or be willing to employ at least one full time safety inspector with the appropriate license for the desired station's classification.
  5. The facility's physical plant must meet the specific standards for the station classification for which appointment is requested.
- C. Each applicant business must undergo a background investigation to determine if the business and associated personnel meet the following minimum criteria:
1. The management and all persons employed by the applicant who will participate in the inspection program must be of good reputation. A review of each individual's history must reflect general compliance with all federal, state and local laws.
  2. The character, attitude, knowledge of safety inspection requirements, mechanical ability and experience of each individual who will perform or supervise safety inspections must be satisfactory.
  3. The applicant and all participants must be familiar with and agree to comply with the rules and regulations of the Annual Motor Vehicle/Trailer Inspection Program. Each vehicle presented for safety inspection must be inspected in strict compliance with the Code of Virginia and the rules and regulations as promulgated by the Superintendent of the Department of State Police.
  4. The business establishment must be financially stable. Its future existence should not be dependent upon appointment as an inspection station.
- The applicant and all persons to be associated with the inspection program must be in compliance with any judgment orders and/or meeting all financial obligations.

- D. Each business must agree to provide the necessary space, equipment and personnel to conduct inspections as required by the Department of State Police. Facilities and equipment will be maintained in a manner satisfactory to the Superintendent. All safety inspectors will read and be thoroughly familiar with the instructions furnished for Official Inspection Stations and agree to abide by these instructions and to carefully inspect every motor vehicle, trailer and semi-trailer presented for inspection as required by the Rules and Regulations contained in the Official Inspection Manual. Businesses must operate inspection stations in strict accord with the Motor Vehicle Code and the Rules and Regulations furnished by the Superintendent of the Department of State Police. The appointment of an inspection station may be canceled at any time by the Superintendent and will be automatically canceled if any change in address, name or ownership is made.
- E. Any applicant whose application is rejected or withdrawn may not reapply sooner than six (6) months from the date he/she is notified of the rejection of their application or their application is withdrawn.

19 VAC 30-66-40. Classification of Appointment.

- A. Each business to be appointed will be assigned one of eleven (11) classifications based upon the physical plant specifications or other criteria as follows:
1. Unlimited - The inspection lane shall be level or on the same plane and in good condition for 60 feet. The front portion of the lane shall be level or on the same plane for a minimum of 40 feet. The entrance shall be at least 13 1/2 feet in height and no less than 9 feet in width. (Space should be adequate to allow a tractor truck towing a 53 foot trailer access to the inspection lane.)

2. Small Exemption - The inspection lane shall be level or on the same plane for 40 feet. The entrance opening shall be at least 10 feet in height, 8 feet in width, and adequate to accommodate vehicles 40 feet in length. Any vehicle exceeding 10 feet in height may be inspected if the building entrance will allow such vehicle to enter the designated inspection lane.
3. Large Exemption - The inspection lane shall be level or on the same plane and in good condition for 60 feet. The front portion of the lane shall be level or on the same plane for a minimum of 40 feet. The entrance shall be at least 13 1/2 feet in height and no less than 9 feet in width. (Space should be adequate to allow a tractor truck towing a 53 foot trailer access to the inspection lane.) This classification is required to inspect only vehicles with a GVWR exceeding 10,000 pounds.
4. Motorcycle - The inspection lane shall be level or on the same plane. The entrance shall be adequate to accommodate the motorcycle and operator.
5. Unlimited Trailer - The inspection lane shall be reasonably level and in good condition for 60 feet. The entrance shall be at least 13 1/2 feet in height and no less than 9 feet in width. This classification is required to inspect all trailers.
6. Small Trailer Exemption - The inspection lane shall be reasonably level and in good condition for 40 feet. The entrance shall be at least 10 feet in height and adequate to accommodate trailers 40 feet in length. This classification is required to inspect only those trailers not exceeding 40 feet in length or 10 feet in height measured to the highest part of the trailer but not including racks, air conditioners, antennas, etc.
7. Large Trailer Exemption - The inspection lane shall be reasonably level and in good condition for 60 feet. The entrance shall be at least 13 1/2 feet in height

and adequate to accommodate all legal size trailers. This classification is required to inspect only property carrying trailers exceeding 10 feet in height or 40 feet in length.

8. Safety/Emissions - The inspection lane shall be level or on the same plane. The lane must accommodate most passenger cars and light trucks. The emissions equipment must be placed in the lane at a location to allow the inspected vehicle to be positioned with all four wheels on the floor or above ground ramp on a plane to the floor to accommodate headlight aiming and other required inspection procedures. Any above ground structure must be constructed so as to permit proper steering, suspension, brake and undercarriage inspection as outlined in the Official Inspection Manual. A list of local inspection stations which can accommodate vehicles which cannot be safety inspected due to the presence of emissions equipment must be maintained and available for customers. A "bottle" jack or other appropriate lifting equipment may be used for safety inspection on above ground structures.
9. Private Station - The inspection lane shall be level or on the same plane. The entrance and size must be adequate to accommodate any vehicle in the fleet. An applicant who owns and operates less than 20 vehicles will not be considered.
10. Private Station - Fleet Service Contractor - The inspection lane shall be level or on the same plane. The entrance and size must be adequate to accommodate any vehicle in the fleet to be inspected. This classification will permit the inspection of all vehicles which the applicant has a written agreement to service and repair. An applicant who does not have at least six

(6) written agreements to service private fleets with at least five (5) vehicles in each fleet or at least one (1) written agreement to service a private fleet with at least thirty (30) vehicles in the fleet will not be considered for this type appointment. Vehicles not covered by a written agreement for service and repair other than the vehicles owned by the applicant's company or corporation shall not be inspected by a garage having this type classification.

11. Private Station - Government - The inspection lane shall be level or on the same plane. The entrance and size must be adequate to accommodate any vehicle in the fleet to be inspected. This classification will permit the inspection of all vehicles in the government entity's fleet, the fleet of any volunteer or paid fire department or company, or any other unit or agency of the government structure having a written agreement with such governmental entity for repair and/or inspection service. An applicant for this classification must own or have written consent to inspect thirty (30) or more vehicles. Vehicles not owned by or covered by written agreement shall not be inspected by a garage having this type classification.

B. Classifications 1 - 8 must be open to the public and have at least one safety inspector available to perform inspections during normal business hours as set forth in the Official Inspection Manual (19 VAC 30-70-10 et. seq.).

C. Private inspection station classifications may be assigned to businesses or governmental entities with fixed garage or repair facilities operating or contracting with vehicle fleets.

19 VAC 30-66-50. Change in Station Status (Name, Ownership, Classification, Location, Etc.).

A. A representative of any official inspection station may apply to the Department of State Police in writing to request a change of the station's status.

1. An application form(s) will be forwarded to the applicant.
2. The applicant will complete the application form and contact the Department of State Police in keeping with application instructions.

Applications will include all data as set forth in 19 VAC 30-66-30.

3. A Safety Division trooper will be assigned to complete the appropriate investigation to affect the change.

B. Change in status investigation will include:

1. A review of the existing station file.
2. An update of the file to include personnel, facility or other significant changes.

Criteria for appointment and background investigation procedures for change in status will be in keeping with 19 VAC 30-66-30.

3. Official inspection stations will be permitted to continue to perform safety inspections during the change investigation provided the inspection staff is retained.
4. If disqualifying criteria is revealed, the station's appointment shall be canceled until final disposition of the application is made or until issues of disqualifying criteria are resolved.

19 VAC 30-66-60. Reinstatement of Appointment Following A Period of Suspension of Revocation.

Once an official inspection station has been suspended, regardless of the cause for the suspension, management may request reinstatement up to 60 days prior to the expiration of the suspension period.

- A. The applicant station must submit a letter to the Safety Division, (Attention: Station Files) requesting reinstatement.
- B. An application package will be forwarded to the applicant.
- C. The completed application forms are to be returned to the Safety Division, (Attention: Station Files).
- D. After review, the application package is forwarded to the appropriate safety area office for investigation.
  - 1. The trooper assigned the applicant for investigation will compare the information in the new application package to the information in the existing files.
  - 2. The investigation will focus on any changes or inconsistencies.
  - 3. The applicant station must meet all criteria for appointment as set forth in 19 VAC 30-66-30 paragraphs B, C and D.
  - 4. Any applicant whose application for reinstatement is rejected or withdrawn may not reapply sooner than six (6) months from the date he/she is notified of the rejection or withdrawal of the application.

19 VAC 30-66-70. Non-Compliance.

Failure to comply with the provisions of this chapter shall be grounds for termination of the application process or cancellation of the Official Inspection Station's appointment.

An Applicant having an application terminated and/or Official Inspection Station's having an appointment canceled for non-compliance may not reapply for a period of one (1) year.