

**SCRAP PROCESSOR**

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**BASIS** Any person, firm, company, partnership, association or corporation that operates a business that is engaged in the business of buying, selling, trading, receiving or dealing in vehicle parts, regulated or specially regulated scrap metal; or operating, carrying on, conducting or maintaining a scrap metal yard where vehicle parts, regulated or specially regulated scrap metal are gathered together and stored or kept for shipment, sale or transfer.

**LEGAL REFERENCE** Chapter 3.90, Code of the City of Wichita, Kansas

**REGULATIONS** Every scrap metal seller is required to:

- provide the legal name, date of birth, sex, residence or place of business, if any, of the person from whom the property was purchased or received;
- to show a photo ID or give a thumbprint before exchanging the materials for cash;
- license plate number of the vehicle delivering the property to be purchased;
- a statement as to the owner of the property, that the property is free from encumbrances and is not stolen, or that the seller is acting for the owner and has permission to sell the property. If the seller is not the owner, such statement shall include the name and address of the owner of the property.

Every scrap processor must be licensed, subject to Truth in Advertising Requirements, Record Keeping Requirements, maintaining records of specific transactions, to turn over records at the request of law enforcement officials, allow law enforcement officials to put holds on items with proprietary markings, follow Requirements for Purchase of Catalytic Converters and Refrigeration Condensing Units, and Scale Requirements for Purchase of Regulated and Specially Regulated Scrap Metal. Specially regulated scrap metal as defined in the Ordinance must be retained at least 72 hours and be tagged as required per Section 3.90.141.

Each scrap processor’s yard must meet the fencing requirements as set forth in the Wichita-Sedgwick County Unified Zoning Code.

Whenever a licensee changes his place of business to another location within the City of Wichita, he/she shall, within seven days prior, excluding Saturdays, Sundays, and legal holidays, give written notice to Licensing.

Allow 2 weeks for approval.

**ENFORCING AUTHORITY** Police Department and Office of Central Inspection

**FEES** Due annually on date of approval..... \$400.00  
New applicant fee..... \$ 1.00

A \$60.00 fee for a background check may be invoiced by the Police Department.