

1 Department of Public Safety

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3 Adopted Rules Relating to Deputy Registrars

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5 Rules as Adopted

6 7406.0100 DEFINITIONS.

7 Subpart 1. and 2. [Unchanged.]

8 Subp. 3. **Application for registration.** "Application for
9 registration" includes a transaction received by a deputy
10 registrar in conjunction with registering, reregistering,
11 transferring, or titling vehicles and does not include requests
12 for refunds, the surrender of certificates of title on junked
13 vehicles, or those transactions listed in part 7406.0500,
14 subpart 5, item B.

15 Subp. 4. [Unchanged.]

16 Subp. 5. **Metropolitan county.** "Metropolitan county" has
17 the meaning given it in Minnesota Statutes, section 473.121,
18 subdivision 4.

19 Subp. 6. **Municipality.** "Municipality" includes a
20 statutory city, home rule charter city, and town.

21 7406.0300 ESTABLISHING NEW OFFICE OR APPOINTING NEW DEPUTY
22 REGISTRAR.

23 Subpart 1. **Hennepin and Ramsey counties.** The following
24 conditions must be met before a new deputy registrar office is
25 approved or a new deputy registrar is appointed in Ramsey or
26 Hennepin county:

27 A. The estimated number of applications for
28 registration that a new deputy registrar office will process
29 annually must be at least 35,000. The number of applications
30 for registration will be estimated as 30 percent of the
31 applications for registration processed within the preceding
32 year by existing deputy registrar offices located within a
33 radius of the proposed new office of over five miles and less
34 than 9-1/2 miles.

35 If a percentage of applications for registration submitted

1 to an existing deputy registrar office is used to establish a
2 new deputy registrar office, that percentage may not be used
3 again to establish another office within a two-year period.

4 If the use of a percentage of applications for registration
5 submitted to an existing deputy registrar office, to establish a
6 new deputy registrar office, would reduce the number of
7 applications to below 35,000 for the existing office, the
8 proposed new deputy registrar office may not be established.

9 An application for appointment as a deputy registrar may
10 not be considered within a two-year period following the
11 establishment of a new deputy registrar office if the
12 applicant's office is proposed to be located within ten miles of
13 the newly established office.

14 B. The proposed new office must not be located within
15 a five-mile radius of an existing deputy registrar office.

16 Subp. 1a. Other metropolitan counties; municipalities with
17 over 50,000 population. The following conditions must be met
18 before a new deputy registrar office is approved or a new deputy
19 registrar is appointed in a metropolitan county, not including
20 Hennepin and Ramsey counties, or in a municipality with a
21 population exceeding 50,000, not including municipalities in
22 Hennepin and Ramsey counties:

23 A. The estimated number of applications for
24 registration that a new deputy registrar office will process
25 annually must be at least 20,000. The number of applications
26 for registration will be estimated as the largest number
27 computed in subitem (1), (2), or (3):

28 (1) 30 percent of the applications for
29 registration processed within the preceding year by existing
30 deputy registrar offices located within a radius of the proposed
31 new office of over five miles but less than 6-1/2 miles;

32 (2) 20 percent of the applications for
33 registration processed within the preceding year by existing
34 deputy registrar offices located within a radius of the proposed
35 new office of at least 6-1/2 miles but less than eight miles; or

36 (3) ten percent of the applications for

1 registration processed within the preceding year by existing
2 deputy registrar offices located within a radius of the proposed
3 new office of at least eight miles but less than 9-1/2 miles.

4 If a percentage of applications for registration submitted
5 to an existing deputy registrar office is used to establish a
6 new deputy registrar office, that percentage may not be used
7 again to establish another office within a two-year period.

8 If the use of a percentage of applications for registration
9 submitted to an existing deputy registrar office, to establish a
10 new deputy registrar office, would reduce the number of
11 applications to below 20,000 for the existing office, the
12 proposed new deputy registrar office may not be established.

13 An application for appointment as a deputy registrar may
14 not be considered within a two-year period following the
15 establishment of a new deputy registrar office if the
16 applicant's office is proposed to be located within ten miles of
17 the newly established office.

18 B. The proposed new office must not be located within
19 a five-mile radius of an existing deputy registrar office.

20 Subp. 2. **Other areas.** In all other municipalities not
21 included in subpart 1 or 1a, the following conditions must be
22 met before a new deputy registrar office is approved:

23 A. The estimated number of applications for
24 registration that a new deputy registrar office will process
25 annually must be at least 4,000. The number of applications for
26 registration will be estimated as follows: 20 percent of the
27 applications for registration processed within the preceding
28 year by existing deputy registrar offices located within 20
29 miles of the proposed new office, or, if there is no existing
30 deputy registrar office located within 20 miles of the proposed
31 new office, the total number of new car sales multiplied by
32 four, made by all new car dealers within 25 miles of the
33 proposed new office as determined by a survey taken by the
34 registrar, plus one-half the population of the municipalities
35 that are closer to the new proposed office than to an existing
36 deputy registrar office.

1 B. The proposed new office must not be located within
2 a 15-mile radius of or 25 minutes driving time from an existing
3 deputy registrar office, except in municipalities having a
4 population of 25,000 to 50,000.

5 C. The proposed new office must not be located in a
6 municipality of less than 25,000 population if there is an
7 existing deputy registrar office in that municipality.

8 D. The proposed new office must not be located in a
9 municipality having a population of 25,000 to 50,000 unless
10 there are less than two existing deputy registrar offices in
11 that municipality.

12 7406.0500 GENERAL OPERATING RULES FOR DEPUTY REGISTRARS.

13 Subpart 1. Sole operator. A deputy registrar must manage
14 the office in accordance with the following:

15 A. and B. [Unchanged.]

16 C. If a corporation is a deputy registrar under
17 Minnesota Statutes, section 168.33, subdivision 2, the
18 individual signing for the corporation as deputy registrar must
19 be an officer of the corporation. This individual is
20 responsible for the duties of the corporation as a deputy
21 registrar.

22 Subp. 2. to 5. [Unchanged.]

23 7406.0700 EXEMPTION.

24 Notwithstanding part 7406.0300, a new deputy registrar may
25 be appointed for an existing location upon the death,
26 resignation, or retirement of an existing deputy registrar whose
27 office does not comply with the requirements for distance or
28 number of applications for registration processed. If, within
29 three months, a new deputy registrar appointment is not accepted
30 by the person to be appointed or if the office is not
31 established by the appropriate local government, then part
32 7406.0300 applies.