

## New York City Department of Consumer and Worker Protection

### Notice of Public Hearing and Opportunity to Comment on Proposed Rules

**What are we proposing?** The Department of Consumer and Worker Protection (“DCWP” or “Department”) is proposing to amend rules relating to car wash license renewal applications in order to make the license renewal process simpler for reapplicants and reduce redundancy in paperwork.

**When and where is the hearing?** DCWP will hold a public hearing on the proposed rule. The public hearing will take place at 11:00 AM on January 28, 2026. The public hearing will be accessible by phone and videoconference.

- To participate in the public hearing via phone, please dial +1 646-893-7101
  - Phone Conference ID: 801 989 710#
- To participate in the public hearing via videoconference, please follow the online link:
  - Meeting Link: <https://tinyurl.com/35e2kr8k>
  - Meeting ID: 247 886 388 098 08
  - Passcode: nb7oj37F

**How do I comment on the proposed rules?** Anyone can comment on the proposed rules by:

- **Website.** You can submit comments to DCWP through the NYC rules website at <http://rules.cityofnewyork.us>.
- **Email.** You can email comments to [Rulecomments@dcwp.nyc.gov](mailto:Rulecomments@dcwp.nyc.gov).
- **By speaking at the hearing.** Anyone who wants to comment on the proposed rule at the public hearing must sign up to speak. You can sign up before the hearing by emailing [Rulecomments@dcwp.nyc.gov](mailto:Rulecomments@dcwp.nyc.gov). You can also sign up on the phone or videoconference before the hearing begins at 11:00 AM on January 28, 2026. You can speak for up to three minutes. Please note that the hearing is for accepting oral testimony only and is not held in a “Question and Answer” format.

**Is there a deadline to submit comments?** Yes. You must submit any comments to the proposed rule on or before January 28, 2026.

**Can I review the comments made on the proposed rules?** You can review the comments made online on the proposed rules by going to the website at <http://rules.cityofnewyork.us/>. A few days after the hearing, all comments received by DCWP on the proposed rule will be made available to the public online at <http://www1.nyc.gov/site/dca/about/public-hearings-comments.page>.

**What if I need assistance to participate in the hearing?** You must tell DCWP’s External Affairs division if you need a reasonable accommodation of a disability at the hearing. You must tell us if you need a sign language interpreter. You may tell us by email at [Rulecomments@dcwp.nyc.gov](mailto:Rulecomments@dcwp.nyc.gov). Advance notice is requested to allow sufficient time to arrange the accommodation. Please tell us by January 21, 2026.

**What authorizes DCWP to make this rule?** sections 1043 and 2203(c) and (f) of the New York City Charter and 20-104(b)(4) of the New York City Administrative Code authorize DCWP to make these proposed rules.

**Where can I find DCWP's rules?** The Department's rules are in title 6 of the Rules of the City of New York.

**What laws govern the rulemaking process?** DCWP must meet the requirements of section 1043 of the City Charter when creating or changing rules. Therefore this notice is made according to the requirements of section 1043 of the City Charter.

### **Statement of Basis and Purpose of Proposed Rules**

DCWP is proposing to amend section 2-433 of subchapter HH of chapter 2 of title 6 of the Rules of the City of New York ("Rules") by removing the requirement that car wash licensees submit certain documents when applying for a renewal license.

The Rules currently require licensed car wash businesses to maintain electronic records, documents and photographs related to any complaints of damage to vehicles. As currently written, section 2-433(d)(4) requires a car wash licensee to produce these records when submitting a renewal application for their license. This is not necessary, since licensees must maintain records of complaints of damage to vehicles on an ongoing basis, and under sections 2-443(d)(2) and (3) licensees must produce these records to DCWP upon request.

Submission of these documents upon renewal application for a license is inefficient and creates unnecessary paperwork. The proposed amendment to the Rules repeals this requirement, thereby streamlining the renewal process for licensees.

Sections 1043 and 2203(c) and (f) of the New York City Charter and section 20-104(b)(4) of the New York City Administrative Code authorize DCWP to make this proposed amendment to the Rules.

New material is underlined.

[Deleted material is in brackets.]

"Shall" and "must" denote mandatory requirements and may be used interchangeably in the rules of this department, unless otherwise specified or unless the context clearly indicates otherwise.

Section 1. Subdivision d of section 2-433 of subchapter HH of chapter 2 of title 6 of the Rules of the City of New York is amended to read as follows:

(d) Format, preservation and production of records.

(1) Electronic records must be maintained in a manner designed to ensure their security and preservation, including by creation of back-up copies.

(2) Upon request by the Department, a licensee must produce electronic records to the Department in the format in which the licensee maintains the electronic files.

(3) Upon request by the Department, a licensee must produce all documents and photographs required to be maintained to the Department.

[ (4) The licensee shall produce the electronic records, documents and photographs to the Department with its renewal application.]

**NEW YORK CITY LAW DEPARTMENT  
DIVISION OF LEGAL COUNSEL  
100 CHURCH STREET  
NEW YORK, NY 10007  
212-356-4028**

**CERTIFICATION PURSUANT TO  
CHARTER §1043(d)**

**RULE TITLE:** Amendment of Rules Related to Car Wash Records

**REFERENCE NUMBER:** 2025 RG 098

**RULEMAKING AGENCY:** Department of Consumer and Worker Protection

I certify that this office has reviewed the above-referenced proposed rule as required by section 1043(d) of the New York City Charter, and that the above-referenced proposed rule:

- (i) is drafted so as to accomplish the purpose of the authorizing provisions of law;
- (ii) is not in conflict with other applicable rules;
- (iii) to the extent practicable and appropriate, is narrowly drawn to achieve its stated purpose; and
- (iv) to the extent practicable and appropriate, contains a statement of basis and purpose that provides a clear explanation of the rule and the requirements imposed by the rule.

/s/ STEVEN GOULDEN  
Senior Counsel

Date: December 17, 2025

**NEW YORK CITY MAYOR'S OFFICE OF OPERATIONS  
253 BROADWAY, 10<sup>th</sup> FLOOR  
NEW YORK, NY 10007  
212-788-1400**

**CERTIFICATION / ANALYSIS  
PURSUANT TO CHARTER SECTION 1043(d)**

**RULE TITLE:** Amendment of Rules Related to Car Wash Records

**REFERENCE NUMBER:** DCWP-66

**RULEMAKING AGENCY:** Department of Consumer and Worker Protection

I certify that this office has analyzed the proposed rule referenced above as required by Section 1043(d) of the New York City Charter, and that the proposed rule referenced above:

- (i) Is understandable and written in plain language for the discrete regulated community or communities;
- (ii) Minimizes compliance costs for the discrete regulated community or communities consistent with achieving the stated purpose of the rule; and
- (iii) Does not provide a cure period because it does not establish a violation, modification of a violation, or modification of the penalties associated with a violation.

/s/ Francisco X. Navarro  
Mayor's Office of Operations

December 17, 2025  
Date