

Motor Vehicle Division Informational Memo # 24-17

June 2024 Severe Weather & Flooding Proclamation –Driver’s License Services and Vehicle Services

DATE: June 27, 2024

FROM: Melissa Gillett, Director

TO: All Motor Vehicle Division staff; Iowa County Treasurers and County Treasurer Staff; Iowa Automobile Dealer’s Association; Iowa Independent Automobile Dealer’s Association

EFFECTIVE: June 26, 2024 through July 26, 2024 (unless extended)

SUBJECT

This informational memo is to inform counties and staff about the Governor’s Proclamation of Disaster Emergency issued June 26, 2024. The proclamation provides relief from regulatory provisions related to certificates of vehicle title, registration cards, license plates or pairs of plates, driver’s licenses and non-operator’s identification cards, and motor vehicle dealer, travel trailer dealer and vehicle recycler extension lots for the duration of this declared disaster in the following counties: Buena Vista, Cerro Gordo, Cherokee, Clay, Dickinson, Emmet, Floyd, Fremont, Hancock, Harrison, Humboldt, Kossuth, Lyon, Mills, Monona, O’Brien, Osceola, Palo Alto, Plymouth, Pocahontas, Pottawattamie, Sioux, Webster, Winnebago, Woodbury, Worth, Wright.

Additionally, due to the Clay County treasurer’s office being completely unable to operate for several days, the following extra relief is also available to Clay County vehicle registrants and applicants only: waiver of the expiration dates for vehicle registration, registration cards, and registration plates, waiver of the 30-day timeframe for a transferee of a new motor vehicle to apply for new registration and a certificate of title, and waiver of the 45-day timeframe to operate a vehicle with a temporary tag.

SUMMARY

On June 21, 2024, a storm system caused severe weather, including damaging winds, straight-line winds, tornadoes, heavy rains, thunderstorms, and record flash flooding which resulted in significant damages to public and private property, power outages from downed power lines and poles, and large debris piles.

The proclamation provides relief to all of the above-listed counties as follows:

1. The normal five-day waiting period for a customer to receive a replacement title when the original title was lost or destroyed is waived. The customer must note in writing that the customer’s original certificate of title was lost or destroyed due to the above-described severe weather and flooding.
2. The fee for a replacement title is waived when the original title was lost or destroyed. The customer must note in writing that the customer’s original certificate of title was lost or destroyed due to the above-described severe weather and flooding.

3. The fees for replacement plates and registration cards (including the sticker) are waived. The customer must note in writing that the customer's registration card, plate or pair of plates was lost or made illegible due to the above-described severe weather and flooding.
4. The fee for issuance of a duplicate (replacement) driver's license and non-operator's identification card (as applicable) is waived. The customer must note in writing that the customer's driver's license or non-operator's identification card was lost or destroyed due to the above-described severe weather and flooding.
5. The fee for any additional car lot established by an affected new or used motor vehicle dealer, and the requirement for such additional car lot to be in the city or town of the dealer's principal place of business, is waived if the extension lot is established to cope with the above-described severe weather and flooding. The additional car lot must remain within the same community as provided in Iowa Code chapter 322A and must remain in the same county or county adjacent to the principal place of business.
6. The fee for any additional travel trailer lot established by an affected travel trailer dealer, and the requirement for such additional travel trailer lot to be in the city or town of the dealer's principal place of business, is waived if the extension lot is established to cope with the above-described severe weather and flooding. The additional travel trailer lot must remain in the same county or county adjacent to the principal place of business.
7. The requirement for a vehicle recycler to obtain a separate license for each county in which an affected recycler conducts business is waived if the recycler has established an extension lot to cope with the above-described severe weather and flooding. The additional vehicle recycler lot must remain in the same county or county adjacent to the principal place of business.

In addition to the relief described above, the proclamation provides the following extra relief to Clay County only:

8. The expiration dates for vehicle registration, registration cards, and registration plates are waived for vehicle registrants in Clay County only whose registration, cards or plates expired within the 60 days prior to the issuance date of the Proclamation, during the Proclamation or any extension of the Proclamation. The waiver of this provision will end when the Proclamation (or any extension) ends.
9. The 30-day timeframe for a transferee of a new motor vehicle to apply for new registration and a certificate of title is waived for Clay County applicants only. The waiver of this provision will end when the Proclamation (or any extension) ends.
10. The 45-day timeframe to operate a vehicle with a temporary tag is waived for Clay County vehicle registrants only. The waiver of this provision will end when the Proclamation (or any extension) ends.

This regulatory relief in items 1 - 4 above apply to certificates of vehicle title, registration cards, license plates or pairs of plates driver's licenses and non-operator's identification cards issued in any of the counties of Iowa and

may be relied upon by the treasurers of any of the counties of Iowa, so long as the respective loss, destruction, or illegibility occurred in any one of the above-listed disaster counties and was because of the above-described severe weather and flooding.

PROCLAMATION LINK

[Proclamation](#)

QUESTIONS AND ANSWERS

WHAT ADJUSTMENT REASON IN ARTS SHOULD BE USED FOR FEE WAIVERS FOR REPLACEMENT TITLES, REGISTRATION CARDS AND PLATES?

The “Administrative Decision” reason code should be used. Using this reason code requires a text explanation and we request that a standard explanation of “June 2024 flood disaster” be used.

HOW DO I WAIVE THE FEE IF THE CUSTOMER IS REQUESTING A DUPLICATE (REPLACEMENT) DRIVER’S LICENSE OR NON-OPERATOR’S ID CARD?

Driver’s license staff should use the “no charge” option in ARTS to waive the fee for a duplicate driver’s license or ID card.

MUST THE WRITTEN STATEMENT FROM A CUSTOMER CLAIMING TO BE AFFECTED BY THE SEVERE WEATHER AND FLOODING BE IN A CERTAIN FORMAT?

No. We are not prescribing a specific form or format for the written statement. A single written statement may suffice for multiple applications. County and MVD staff retain the authority to determine the reasonableness and applicability of a customer’s written statement regarding severe weather impacts. The statement should be retained and stored in the county records system or ERMS (“miscellaneous doc”), as appropriate.

DOES THE PROCLAMATION WAIVE ANY OTHER REQUIREMENTS RELATING TO DRIVER’S LICENSE SERVICES OR VEHICLE SERVICES PROVISIONS?

No. Only the relief listed in items 1-10 in the summary above apply. The proclamation does not waive any other requirements related to driver’s license services or vehicle services. For example, a customer seeking a REAL ID must still provide all the required documents and the proclamation does not waive the fee for a regular or renewed driver’s license or identification card.

IS THERE ANY RELIEF FOR MOTOR CARRIERS BECAUSE OF THIS SEVERE WEATHER AND FLOODING?

Yes. The Governor issued a separate disaster proclamation for motor carriers responding to this severe weather and flooding event. More information on motor carrier provisions can be found in [IM 24-15](#).

WHEN DOES THE PROCLAMATION EXPIRE?

July 26, 2024 at 11:59 p.m. unless sooner terminated or extended by the Governor.

WHAT IS THE BEST WAY TO CONTACT DOT REGARDING QUESTIONS?

Please continue to go through your normal channels of communication for questions relating to driver's license services and vehicle services.