

David VanLuven
Town Supervisor

Robert Leslie, AICP
Director of Planning

TOWN OF BETHLEHEM
Albany County - New York
ECONOMIC DEVELOPMENT AND PLANNING
445 DELAWARE AVENUE
DELMAR, NEW YORK 12054
(518) 439-4955 x1157
Fax: (518) 439-5808
Email: rleslie@townofbethlehem.org



TOBACCO RETAIL LICENSE for 2022

Frequently Asked Questions

1. *What is the license?*

[Bethlehem Town Code Chapter 114 Tobacco and Vapor Product Sales](#) added to Town Code in 2020 – requires NYS registered tobacco and vapor retailers to get a tobacco retail license in the Town in order to sell “covered products”. Here is a [link](#) to the License law.

2. *What businesses are required to get the license?*

NYS registered tobacco and vapor retailers that were registered in the Town in 2020. There are 15 registered retailers in the Town in 2020.

3. *When does it take effect?*

January 1, 2021

4. *What products are covered by the license?*

A “covered product” is defined in the law as a Tobacco Product, Electronic Aerosol Delivery System, or another product regulated by section 1399-cc of the public health law.

5. *Are there any restrictions?*

Yes, there are restrictions to selling vapor products (Electronic Aerosol Delivery Systems as defined in the law) within 1000 feet of schools.

6. *How do I get a license?*

An application was sent to all businesses in the Town registered as NYS tobacco retailers in 2022 and is also available on the Town website.

7. *When is the application due?*

An application for 2022 is due November 22, 2021

8. *How much is the fee?*

An application fee is \$130 and the License issuance fee is \$140

9. *Who do I make the check payable to?*

Town of Bethlehem

10. *How long is the license good for?*

1 year (January 2022-December 2022). An application to the Town needs to be submitted annually.

11. *Do I have to display something?*

Yes, a certificate will be issued to you for display.

12. *Can I transfer my license from one store to another location?*

No, the license is nontransferable and non-assignable and valid only for the applicant and the specific address indicated on the Tobacco Retail License. A separate license is required for each address where a covered product is sold. A change in business ownership or business address requires a New Tobacco Retail License.

13. *Who do I contact with questions?*

Leslie Lombardo, Senior Planner, Department of Economic Development & Planning llombardo@townofbethlehem.org

14. *How do I get a license for a new store I want to open?*

In order for 1 new business to get a license to sell covered products it must apply for a New Tobacco Retail License for 2022 and a license could only be issued to a new location if 2 existing businesses do not renew their license from 2021. If there are 2 or more new businesses that apply for a new license then a priority list applies (see Bethlehem Town Code Chapter 114 Tobacco and Vapor Product Sales, Section 9D).

(Note: In the future, if the 15 existing retailers in town don't all renew their licenses and new businesses don't pick up the available numbers then the cap on the number available will drop from 15 to whatever number of licenses were given the previous year. At no time will the cap drop below 7 licenses).