



**City of Rochester**  
Department of Neighborhood  
and Business Development  
**City of Rochester Permit Office**  
City Hall, Room 121B  
30 Church Street  
Rochester, New York 14614



**City of Rochester, New York**

Department of Neighborhood and  
Business Development

# Obtaining a **Vehicle Storage** Permit

How to  
**Make the  
Process Go  
Smoothly.**

**The City's Permit Office** is here to help ensure that your project goes smoothly. This brochure is intended to give you a general overview of what you need to obtain a permit. Some applications may require more in-depth analysis. You can come in and talk to our City Planning and Zoning staff during business hours at **City Hall, 30 Church St., Room 121B**, or reach them at **585-428-6526**.

### **1 Apply for a Permit:**

- Provide the name, address and phone number of the property owner, and the permit applicant.
- Provide the vehicle's Vehicle Identification Number (VIN).

### **2 Follow Through with Application Requirements:**

- Ensure that the vehicle remains covered with a fitted car tarp.
- Ensure that an inspection by your area Neighborhood Service Center (NCS) is performed.

### **3 Pay the Required Fees:**

The fee for your permit is **\$25.00**.

### **Helpful Information:**

- The vehicle must be owned by a resident of the property where vehicle is stored.
- The vehicle must be stored in the rear yard.
- Only One (1) unlicensed vehicle can be stored on the property.
- Unlicensed vehicle cannot be located in required parking space.
- Permits are valid for a six (6) month period.
- Call **428-6526** with any questions.
- The City's TTY number is **428-7600**.
- Metered parking is available on N. Fitzhugh St. adjacent to the building. Other parking is available in the Sister Cities Garage across the street from City Hall.

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**Monday–Friday, 9:00 am to 4:00 pm**

**Questions? Call 311**

**[www.cityofrochester.gov](http://www.cityofrochester.gov)**