Neighborhood and Business Development City Hall Room 121B, 30 Church Street Rochester, New York 14614-1290 www.cityofrochester.gov

(Oct 2024)

# SELF-SERVE PERMITTING INSTRUCTIONS UNLICENSED VEHICLE STORAGE PERMIT

### **HELPFUL INFORMATION:**

- Not more than one vehicle per property is permitted and must be a passenger vehicle
- No permit shall be issued if there is an off-street parking deficiency
- ➤ Vehicle cannot be stored in any required parking space or block maneuvering space
- ➤ Vehicle must be owner by a resident of the property and proof provided
- ➤VIN # is required
- ➤ Vehicle must be covered with a commercial fitted car tarpaulin
- ➤ Permit is valid for 6 months and renewable with a new permit

### MINIMUM SUBMISSION REQUIREMENTS:

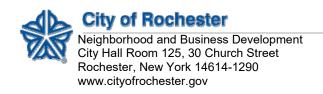
- √ Completed application (attached)
- ✓ Instrument survey map showing proposed storage location (example attached)
- ✓\$25 fee (checks or money orders only made payable to "City Treasurer")

### **HOW TO SUBMIT:**

- Email: zoning@cityofrochester.gov.
- In person Monday, Wednesday, Friday 9am 4pm
- Closed to walk-ins Tuesdays and Thursdays
- Drop box: located in the lobby of the A Building at City Hall (check or money order)
- Mail: The Bureau of Zoning & Permitting (included check or money order 30 Church Street, Room 121B Rochester, NY 14614

If you have any questions, email: <u>zoning@cityofrochester.gov</u> or call (585) 428-7043. **Incomplete applications will be returned.** Thank you.

Phone: 585.428.7043 EMAIL: zoning@cityofrochester.gov EEO/ADA Employer



## **UNLICENSED VEHICLE STORAGE**

(All applicable sections must be completed before submitting this form)

General property information:		
ADDRESS OF YOUR REQUEST:		
PROPERTY OWNER OR AGENT'S PHONE NUMBER:		
Applicant information:		
YOUR NAME:YOUR PHONE NUMBER:		_
YOUR MAILING ADDRESS:		
CITY:STATE:ZIP:		_
YOUR EMAIL ADDRESS:		_
YOU MUST HAVE THE FOLLOWING FOR SUBMISSION:		
Did you provide the instrument survey showing proposed location?YESNO Will the vehicle be covered with a fitted car tarpaulin?YESNO		
Did you provide proof of your residency at the location will the vehicle will be stored?		NO
Provide Vehicle Description (make, model, year):  Provide VIN # :	_ _	
YOUR SIGNATURE:DATE:		_Phone: