

239-F PERMIT

COUNTY OF MONROE
DEPARTMENT OF TRANSPORTATION
6100 CITY PLACE
50 WEST MAIN STREET
ROCHESTER, NEW YORK 14614-1231
585-753-7710

To the County of Monroe Department of Transportation:

136 Permit #

Section 239-F of the General Municipal Law encourages cooperation between the County, Towns and Villages. Specifically, the law provides that municipalities shall not issue or approve building permits when proposed buildings have frontage on, access to or be otherwise directly related to any existing or proposed right-of-way or site shown on the County official map unless an approval is given by the County Superintendent of Highways. The County Superintendent of Highways has 10 working days to respond with approval or disapproval.

Before a municipality approves a subdivision, they must notify the County Planning Board and the County Superintendent of Highways. In this case the County Superintendent of Highways has 30 working days to respond with approval or disapproval.

APPLICANT PLEASE TYPE OR PRINT:

Village or Town of:	Road:	Road #:
Subdivision Name:	Subdivision Lot Number:	
Tax Account Number:	House Number:	
Applicant:	Owner of Record:	
Applicant's Address:	Phone Number:	
Owner's Address:	Phone Number:	
Type of Building Use:	New/Addition:	

A 239-F Permit must be submitted by the owner when a building permit will be issued by a town or village for a project that has frontage on a County highway. A town or village official must fill out and sign this permit. If the town or village does not sign off on the 239-F Permit, no 136 Highway Permit will be issued for the project. Therefore, the 239-F Permit must accompany all 136 Highway Permits involving new buildings. No fees are charged for a 239-F Permit.

If a 136 Highway Permit is required, then the applicant shall submit one signed copy along with the 136 applications to Monroe County Department of Transportation for approval. If a 136 Highway Permit is not required but property has frontage on a County highway then only a 239-F Permit is required.

For projects requiring 136 Highway Permits, Monroe County Department of Transportation will send a Building Consent Request with the 136 Highway Permit once the site plan has been approved.

MCDOT PROJECT APPROVAL DATE:

Date:

Town Official:

Title: