



Proposed Storage Container Guidelines – Street Occupation

Instructions

To place a storage container temporarily in the public right-of-way, a permit **MUST** be obtained from the Engineering Division of the Public Works Department. The permit application that begins the process can be obtained at the Engineering Services Section public counter at 175 N Garfield Ave.

General Information

A storage container must have reflectorization in accordance with City standards which may include the placement of type 2 barricades with flashers. Caution must be taken to safeguard the traveling public. Applicant will be held responsible for any accidents resulting from the location of this equipment, as well as for damage to public streets, curbs, sidewalks and other public property.

Rules and Regulations of Storage Container

- 1) Each application shall require:
 - a) The name and address of the applicant, showing legal identity (individual, partnership, or corporation, etc.) as applicable. The applicant must be the person residing in the home or the person operating the business in front of which the storage container is to be placed;
 - b) The purpose in requesting the permit.
 - c) The business location and owner of the storage container;
 - d) The duration the storage container would be stored on public right-of-way (10 day maximum);
 - e) All other information reasonably required by the City Engineer to fulfill the intent of the application;
 - f) As a part of the application, the applicant agrees to absolve the City of any claims or any liabilities in connection with the placing of storage container.
- 2) The City Engineer, or designee, may inspect the site to ascertain a possible alternative to placing the storage container on the street.
- 3) If no such alternative exists, the City Engineer, or designee, may inspect the proposed street location to determine if a traffic hazard, community inconvenience, or nuisance will be created.
- 4) If storage container must be placed in the public street, the City Engineer, or designee, may approve the location by pre-inspection where the proposed storage container is to be placed, taking into consideration such factors as distance from intersection, proximity of neighboring driveways, visibility offered to drivers, etc.

- 5) The City Engineer, or designee, shall determine the maximum length of time the bin shall be allowed to remain on the City street, (NOT more than ten (10) days except in extraordinary circumstances at the sole discretion of the City Engineer or designee).
- 6) The completed application and recommendation shall be considered by the City Engineer, or designee, for approval/disapproval.
- 7) The applicant shall be notified of approval/disapproval.
- 8) If approved, the applicant shall furnish the necessary insurance and pay the associated fees based per city fee schedule based on duration of described permit.

Fee Payment

Storage Containers – Estimate for Public Works Street Occupancy Permit

Per City Fee Schedule (FY17)	1-3 Days	4-10 Days
Processing Fee	\$43.02	\$43.02
Inspection per week	\$90.70	\$90.70
Rental	\$48.72	\$88.45
Total	\$182.44	\$222.17

Fees are based on 500 square feet or less

Contact information as follows:

Department of Public Works
 Engineering Services Section
 175 N. Garfield Avenue
 Pasadena, CA 91101
 Phone (626) 744-4195
 Email: pw-permits@cityofpasadena.net