



MOVING/STORAGE CONTAINERS AND RESIDENTIAL DUMPSTERS

Last Revised 12/5/17

BACKGROUND

Within Seattle, portable containers for **moving** and **storage** and **dumpsters** placed in the public right of way (ROW) require a Street Use permit before they're delivered and placed. This Client Assistance Memo (CAM) outlines the process for permitting these items for **residential use**. Containers and dumpsters used for construction projects require a different type of permit.

Examples of residential use include:

- **Storing** - a homeowner storing furniture during a remodel
- **Moving** - a tenant using a portable container to facilitate a move
- **Improving** - a homeowner staging a dumpster to contain debris while cleaning/remodeling

Street Use permits are not needed for **moving trucks**. If your moving truck will be in a restricted parking area, you may need to establish a Temporary No Parking Zone and/or obtain a Hooded Meter Truck Permit through the Seattle Department of Transportation (SDOT) Transportation Operations division. If you have a **trailer and hitch** parked in the ROW, it must be attached to a vehicle. We've outlined additional information on Temporary No Parking Zones in this document and you can learn more at www.seattle.gov/transportation/permits-and-services/permits/parking-permits/temporary-no-parking-permits.

REQUIREMENTS FOR APPLICATION

To apply for a portable moving/storage container or dumpster, you will need to submit a:

- completed permit application
- Right of Way Impact Site Plan (also known as a "site plan")

These forms are **online** and **attached** at the end of this CAM.

FEES

Containers and residential dumpsters staged in the right of way incur a base permit fee. Additional fees (known as "use fees") may also be charged, depending on street placement (arterial versus non-arterial street), square footage, and duration of occupation. Please consult with permit staff and the current fee schedule at www.seattle.gov/Documents/Departments/SDOT/Services/Permits/SDOT_Street_Use_Permit_Fee_Schedule.pdf to determine exact fees.

HOW TO MEET REQUIREMENTS

You'll need the following information to complete the application and site plan:

- **Reason** - Why do you need the container?
- **Start date** - When do you want to place the container in the right of way?
- **Duration** - How many days will you need the container?
- **Square footage** - What are the dimensions of the container(s)? For example: 8-feet wide by 16-feet long
- **Number of containers** - How many containers will you use?

LEGAL DISCLAIMER: This Client Assistance Memo (CAM) should not be used as a substitute for codes and regulations. The applicant is responsible for compliance with all code and rule requirements, whether or not described in this CAM.

Here are a few things to keep in mind when you're completing the application:

- Containers are typically approved for placement in legal parking spaces and must be free-standing
- To maintain safe lines of sight, place the container at least 30 feet away from intersections and 10 feet away from driveways and hydrants
- The container company may need specific clearances for delivery. Before delivery, make sure to confirm the space needed for delivery with the container company. Additionally, consult with permit staff to discuss overall placement and overhead clearance for trolley lines, power lines, or trees.
- Permit staff will generally approve containers for placement in the parking lane in front of *your property*. If the only space available is in front of a property *that is not yours*, you must notify all potentially affected property owners prior to container placement.
- If no other space is available, permit staff will determine whether container(s) may be placed in a loading zone. You may need written permission from the business that established the loading zone.
- Reserving parking:
 - In **restricted parking zones (RPZs)** and **unregulated parking areas**, you can park a **personal vehicle** in a legal parking space to reserve space for the container
 - Otherwise, if you would like to officially reserve a parking space for your container, you will need to establish a **Temporary No Parking Zone**
 - If your container will be located in an **on-street paid parking area (such as in Pay-to-Park or metered parking)**, you must establish a Temporary No Parking Zone

To establish a Temporary No Parking Zone, you will need to

- 1) rent "no-parking" easels from a traffic control vendor
- 2) attach a confirmation form to your easels
 - a. For non-metered parking areas, attach a [Self-Verification of Temporary No Parking Zone confirmation form](#)
 - b. For metered parking areas, you will need to visit SDOT's Traffic Permits Counter in person on the 37th floor of the Seattle Municipal Tower

- 3) Place easels **72 hours in advance** of the no-parking period

Temporary No Parking Zones are enforced by Seattle Police Department's Parking Enforcement at (206) 386-9012. Without providing adequate advance placement of no-parking easels, Parking Enforcement may not be able to enforce your no-parking zone.

Read about Temporary No Parking Zones

www.seattle.gov/transportation/permits-and-services/permits/parking-permits/temporary-no-parking-permits

Fill out a Self-Verification of Temporary No Parking Zone confirmation form (for non-metered parking only)

web6.seattle.gov/sdot/nopark/

Learn more about Temporary No Parking Signs and Easels

www.seattle.gov/Documents/Departments/SDOT/CAMs/CAM2114.pdf

SUBMIT YOUR APPLICATION

- To SDOTPermits@seattle.gov
- Or in person at our Street Use Permit Services Counter
700 5th Ave, Suite 2300
Seattle, WA 98104

Counter hours of service:

- Monday, Wednesday, and Friday 8 AM - 5 PM
- Tuesday and Thursday 10:30 AM - 5 PM

No payments accepted after 4:30 PM

ATTACHMENTS

- Appendix A – How to draw a Right of Way Impact Site Plan for residential moving/storage containers and dumpsters
- Moving/Storage and Residential Dumpster Permit Application
- Site plan template

APPENDIX A – HOW TO DRAW A RIGHT OF WAY IMPACT SITE PLAN FOR RESIDENTIAL MOVING/ STORAGE CONTAINERS AND DUMPSTERS

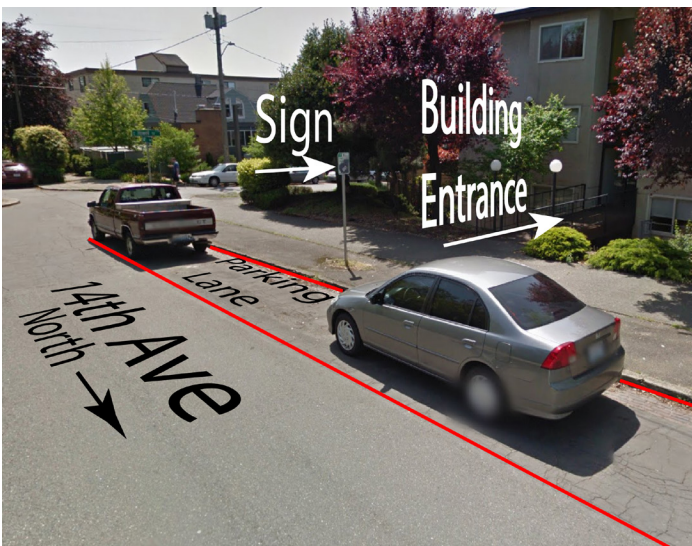
Street Use requires a Right of Way Impact Site Plan (or “site plan”) for nearly every permit issued. Small impacts, even for moving containers and storage containers, still require an approved site plan prior to permit issuance. Below is the recommended process for drafting a Right of Way Impact Site Plan to place a moving container in the parking lane.

1. **Identify where you intend to place your container in the ROW.** Note: We encourage visiting your site in-person before drafting your site plan.



Street view of site from online map service

2. **Take note of any existing conditions and street features:**



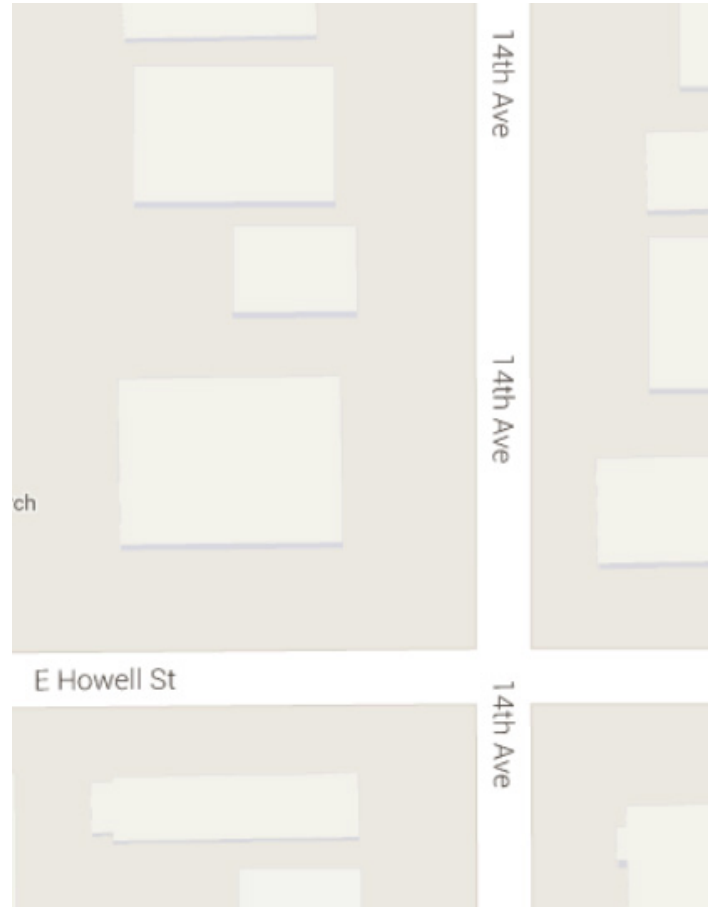
3. **Identify the impacts of your container with respect to existing features:**



4. **Locate your container area on a map:** (You may want to use an online map or mapping application. Such tools are typically free, easy to use, and accurate.)



Aerial photo using online map service



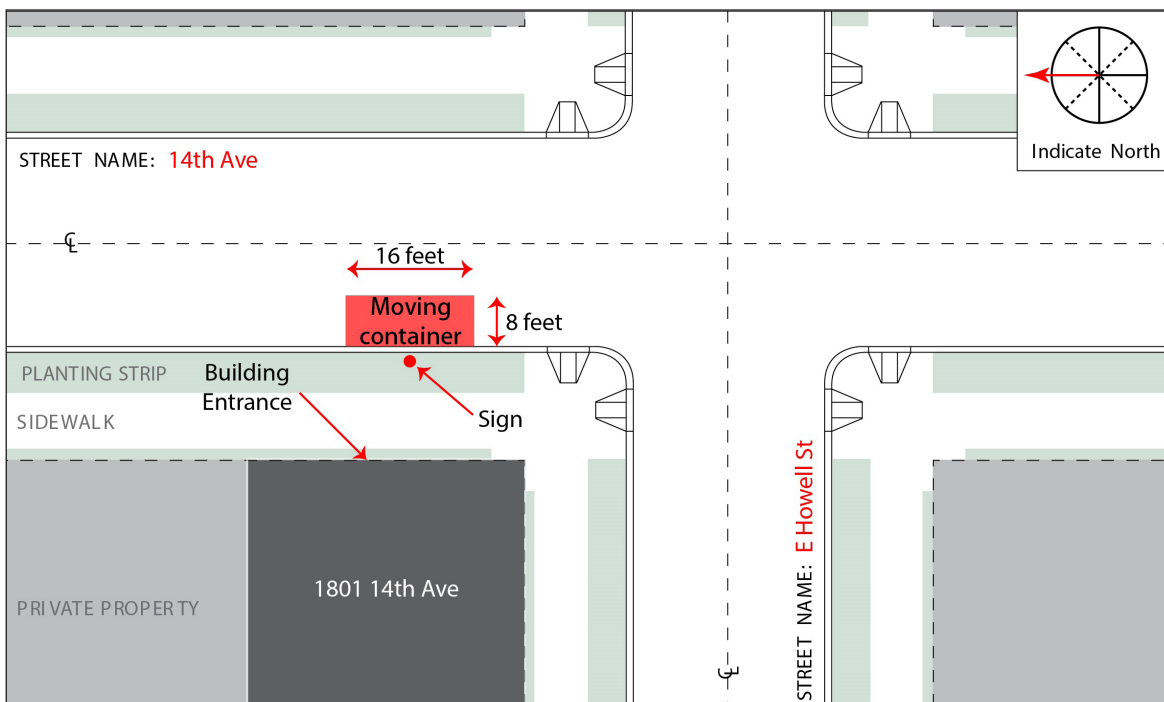
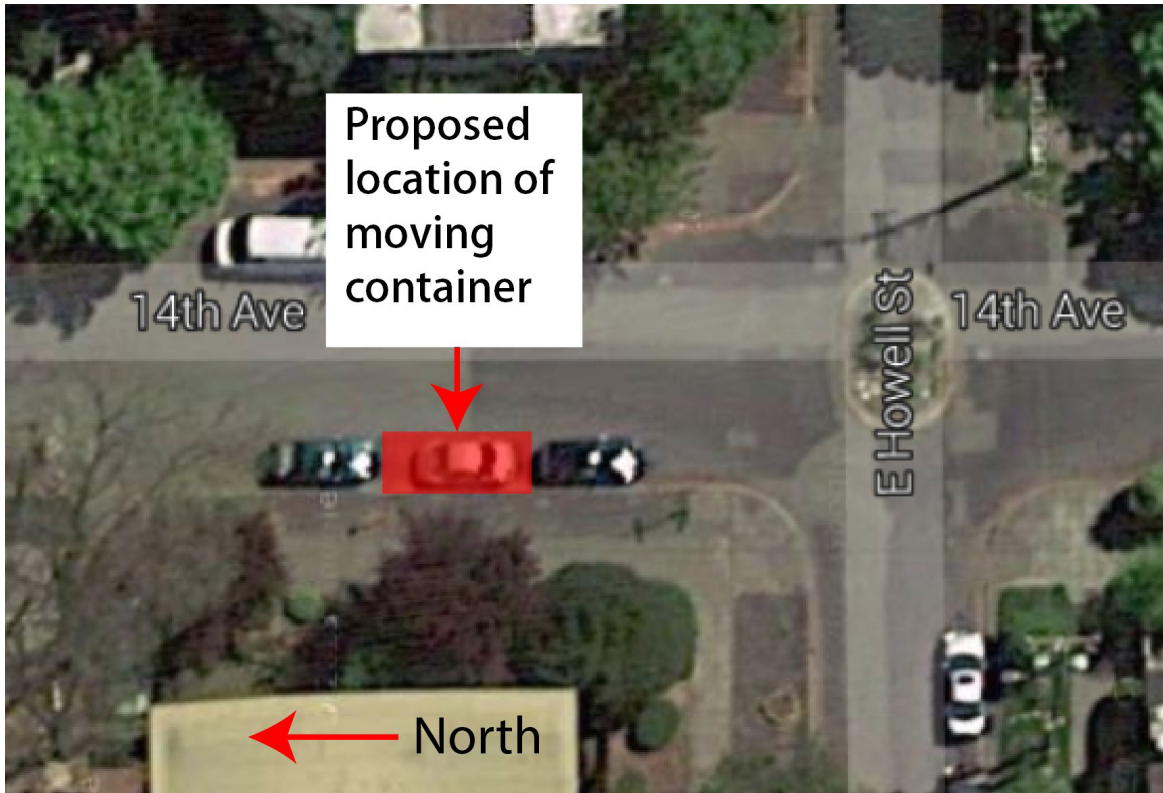
Map view using online map service

5. **Select the appropriate Right of Way Impact Site Plan template and fill out all sections.** Tip: Site plan templates are available for download on the "[Applications, Forms & Templates page](#)" of the [Street Use website](#). Use the template that matches your site conditions and the configuration of streets in your area; the Corner Frontage template (attached in this CAM) is the most common template and it works for many projects.

Access to Information

Client Assistance Memos are available online at: www.seattle.gov/transportation/document-library/client-assistance-memos. Paper copies of these documents are available at our Permit Services Counter located on the 23rd floor of the Seattle Municipal Tower at 700 5th Avenue in downtown Seattle; phone number (206) 684-5253.

6. **Orient the map view to match the template and mark the following items on the site plan.** (Refer to #5 on the Site Plan template for a comprehensive list of items to be shown.)
- North
 - Street names
 - Property boundaries
 - Existing features
 - Your ROW impacts (with labels and dimensions)



7. **Submit:** With project information entered, relevant existing features shown, and ROW uses drawn, your site plan is ready for submission.



Seattle Department of Transportation
Street Use & Urban Forestry Division
700 Fifth Avenue, Suite 2300 | P.O. Box 34996
Seattle, Washington 98124-4996
(206) 684-5253 | SDOTPermits@seattle.gov

SDOT Permit Number(s)

(Official Use Only)

SITE PLAN - CORNER FRONTAGE

September 2014

| | |
|-------------------------------------|---------------------------------------|
| 24 Hour Contact: John Doe | Project Address: 1801 14th Ave |
| Phone Number: (206) 555-1234 | Email: john@example.com |

INSTRUCTIONS - see CAM 2116 for further guidance

1. **Label** all street names.
2. Clearly **outline** area(s) proposed for use.
3. Show all **dimensions** for work areas. Include setback distances from curbs, centerlines, driveways, right of way width, etc.
4. **List** affected street frontages in the table below.

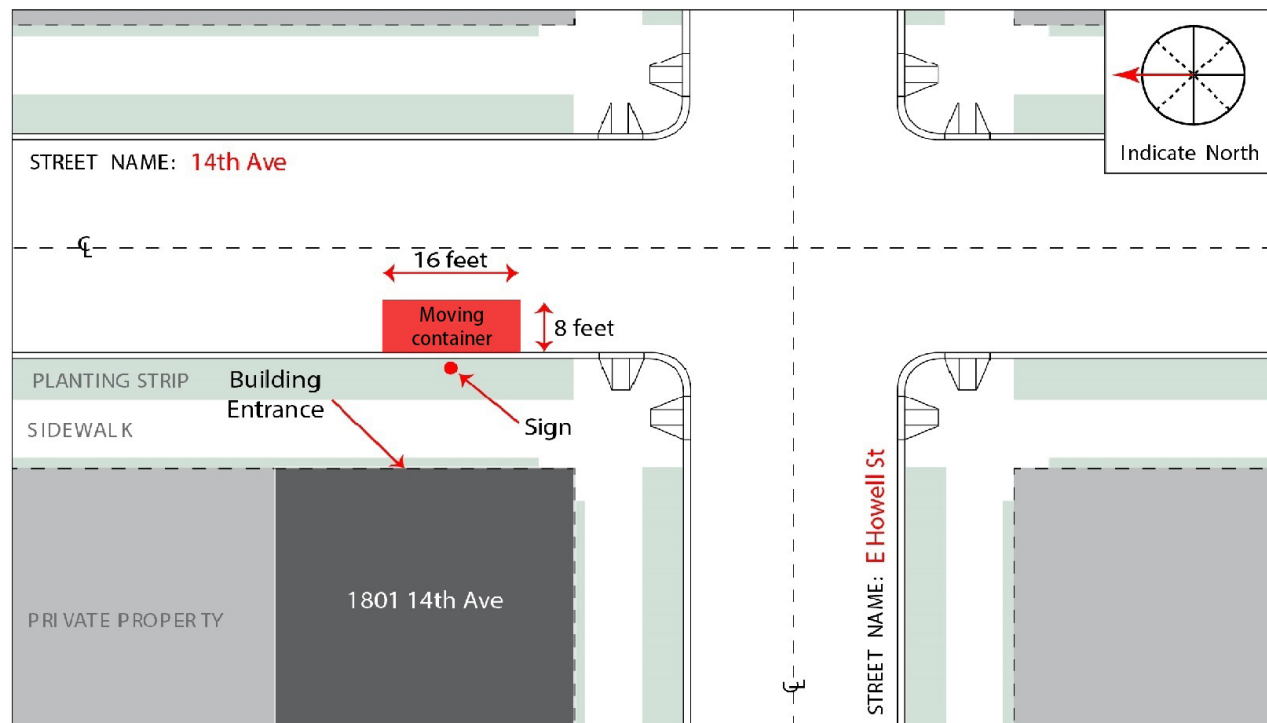
5. **Draw** existing features on the site plan below.

- Trees, tree pits, drip lines
- Power poles, cabinets, pay-to-park kiosks
- Fire hydrants
- Street fixtures (bike racks, fixed trash containers, etc.)
- Vaults/meter boxes
- Areaways
- Storm drain grates/manhole covers
- Parking: metered/disabled
- Loading zones
- Transit or bus zones
- Trolley lines/tracks
- Near curb ramp(s)
- Marked surfaces

| Frontages | Work Area (sq. ft.) | Right of Way Impacts | | | | | |
|------------|---------------------|----------------------|----------------|--------------|-----------|-------------|-------------------------|
| | | Sidewalk | Planting Strip | Parking Lane | Bike Lane | Travel Lane | Unimproved Right of Way |
| Nw 65th St | 30' x 10' | | | X | X | | |
| 14th Ave | 16x8 | | | X | | | |

Notes/Inspector Comments:

SITE PLAN





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MOVING/STORAGE CONTAINER RESIDENTIAL DUMPSTER PERMIT APPLICATION

Seattle Municipal Code (SMC) 15.04

1 APPLICATION DATE

(mo/day/year)

2 ADDRESS OR NEAREST LOCATION

Address Number

Street Name (include NE, SW, Ave, St, Blvd, etc.)

3 BACKGROUND

Applied By Email: ☐

INSPECTOR WARNING

☐ Verbal ☐ Written

Note: Failure to notify Street Use of Inspector Warning could cause delays in permit processing and may lead to additional fees or fines.

4 REASON FOR CONTAINER/DUMPSTER

EXAMPLES:

- We need to place a dumpster on the street in front of our house to collect debris from a kitchen remodel project.
- I am moving out of state and would like to place 2 moving containers in the parking spaces in front of my apartment building for 5 days.
- I am moving within Seattle, from Ballard to Rainier Valley, and need to place a moving container for 1 day at each location.

5 USE DESCRIPTION (Check boxes that apply and fill in table)

☐ Moving/Storage Container ☐ Residential Dumpster

| Requested Start Date | Requested Duration | Length (feet) | Width (feet) | Number of Containers |
|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

6 LOCATION

☐ Parking Lane ☐ Other

Note: Container/dumpster must be placed a minimum of 10 feet from all driveways, 10 feet from hydrants, and 30 feet from intersections. If you cannot meet these requirements, please consult with permit review staff.

- A. I propose to locate container/dumpster **in front of my property** ☐ Yes ☐ No
(If no, you are required to notify potentially affected property owners)
- B. I propose to locate container/dumpster in a **Pay-to-Park or metered** parking zone ☐ Yes ☐ No
(Transportation Operations must be reimbursed for lost parking revenue)
- C. I propose to locate container/dumpster in a 30-minute, 3-minute or other type of **loading zone** ☐ Yes ☐ No
(Property owner adjacent to load-zone parking must consent to this use)

7 APPLICANT

| | |
|---|-------------------------------------|
| Name: | SDOT Customer ID Number (if known): |
| Company: | SDOT Company ID Number (if known): |
| Mailing Address (include city, state, zip): | Office/Home Phone Number: |
| | Mobile Phone Number: |
| | Email Address: |

8 FINANCIALLY RESPONSIBLE PARTY (Permittee)

Is **Applicant** the Financially Responsible Party? ☐ Yes - skip this section, proceed to **9**

Is **Applicant applying on behalf** of the Financially Responsible Party? ☐ Yes - **Letter of Authorization (LOA)** required

| | |
|---|---------------------------|
| Name: | SDOT Customer ID Number: |
| Company: | SDOT Company ID Number: |
| Mailing Address (include city, state, zip): | Office/Home Phone Number: |
| | Mobile Phone Number: |
| | Email Address: |

9 24-HOUR CONTACT

Is **Applicant** the 24-Hour Contact? ☐ Yes - skip this section, proceed to **10**

Is **Financially Responsible Party** the 24-Hour Contact? ☐ Yes - skip this section, proceed to **10**

| | |
|---|---------------------------|
| Name: | SDOT Customer ID Number: |
| Company: | SDOT Company ID Number: |
| Mailing Address (include city, state, zip): | Office/Home Phone Number: |
| | Mobile Phone Number: |
| | Email Address: |

10 TERMS AND CONDITIONS

Indemnification: The Permittee agrees to defend, indemnify, and hold harmless the City of Seattle, its officials, officers, employees, and agents against: (1) any liability, claims, causes of action, judgments, or expenses, including reasonable attorney fees, resulting directly or indirectly from any act or omission of the Permittee, its subcontractors, anyone directly or indirectly employed by them, and anyone for whose acts or omissions they may be liable, arising out of the Permittee's use or occupancy of the public right of way; and (2) all loss by the failure of the Permittee to fully or adequately perform, in any respect, all authorizations or obligations under the Permit.

Acceptance of terms, conditions, and requirements: Permittee shall accept the terms, conditions, and requirements of the permit and agree to comply with them to the satisfaction of the Seattle Department of Transportation, Street Use

Division. Permittee further agrees to comply with all applicable city ordinances, including but not limited to Title 15 SMC, and all applicable requirements of state and federal law. Work shall begin within six months from the date of approval unless other arrangements are made, otherwise the application shall be void.

Applicant/Permittee or Authorized Agent Statement: I declare under penalty of perjury under the laws of the State of Washington that: I am the Applicant/Permittee OR the authorized agent of the Applicant/Permittee; that the information provided is correct and complete; and that I have the authority to bind the Applicant/Permittee to this application.

Deposits, Charges, and Future Billings: The Permittee is responsible for all permit charges. If a deposit was made for estimated future Street Use services, any unused portion of the deposit will be refunded to the Applicant/Permittee. Any charges in excess of the deposit will be billed to the Applicant/Permittee.

APPLICANT SIGNATURE

DATE



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| | | | | | | | |
| | | | | | | | |

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Notes/Inspector Comments:

SITE PLAN

| | | |
|---|-------------------------------|-----------------------|
| <p>STREET NAME:</p> <p>CL</p> <p>PLANTING STRIP</p> <p>SIDEWALK</p> <p>PRIVATE PROPERTY</p> | <p>CL</p> <p>STREET NAME:</p> | <p>Indicate North</p> |
|---|-------------------------------|-----------------------|