



# DUMPSTER/PORTABLE STORAGE REQUEST

**PERMIT NO.** \_\_\_\_\_

This form is to request permissions to place a dumpster, portable storage system or other impediment in the parking lane of a road or on other City-owned property. Please fill out the information below. The fee is \$100.00, allowing placement for 14 days from date of issuance. You may apply to extend an approved permit for one (1) additional 30-day period at no cost.

**Applicant:**

Name			E-Mail Address		
Address			Phone Number		
City	State	Zip Code	Preferred contact when permit is ready: <input type="checkbox"/> E-Mail <input type="checkbox"/> Telephone		

**Placement Information:**

Address where Dumpster/POD will be placed:	
<b>APPLICANT MUST COMPLETE DIAGRAM ON REVERSE</b>	
Item type: <input type="checkbox"/> Dumpster <input type="checkbox"/> Portable Storage (PODS or equivalent) <input type="checkbox"/> Other: _____	
<input type="checkbox"/> Initial request for placement <input type="checkbox"/> Request for 30-day extension of placement <i>(only 1 extension is allowable under this permit)</i>	Size: W _____ (MAX 8') x L _____ x H _____
Dates item will be placed: <b>Initial Placement:</b> _____ <b>Removal:</b> _____	

I hereby certify the information given in this application is correct to the best of my knowledge.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

Please submit the completed form to:

Department of Development Services Counter  
 300 Park Avenue, Suite 300W  
 Falls Church, VA 22046

Phone: 703-248-5080  
 Fax: 703-248-5214  
 E-mail: [permits@fallschurchva.gov](mailto:permits@fallschurchva.gov)

When you are notified the permit is approved and ready to be issued, you may pick it up and pay for it at the same location (DDS Counter). The City accepts cash, checks, credit cards and debit cards as payment.

All items must be placed at least 25 feet from any driveway entrance or street intersection and shall not block any fire hydrants, nor cover any manholes or storm drains.

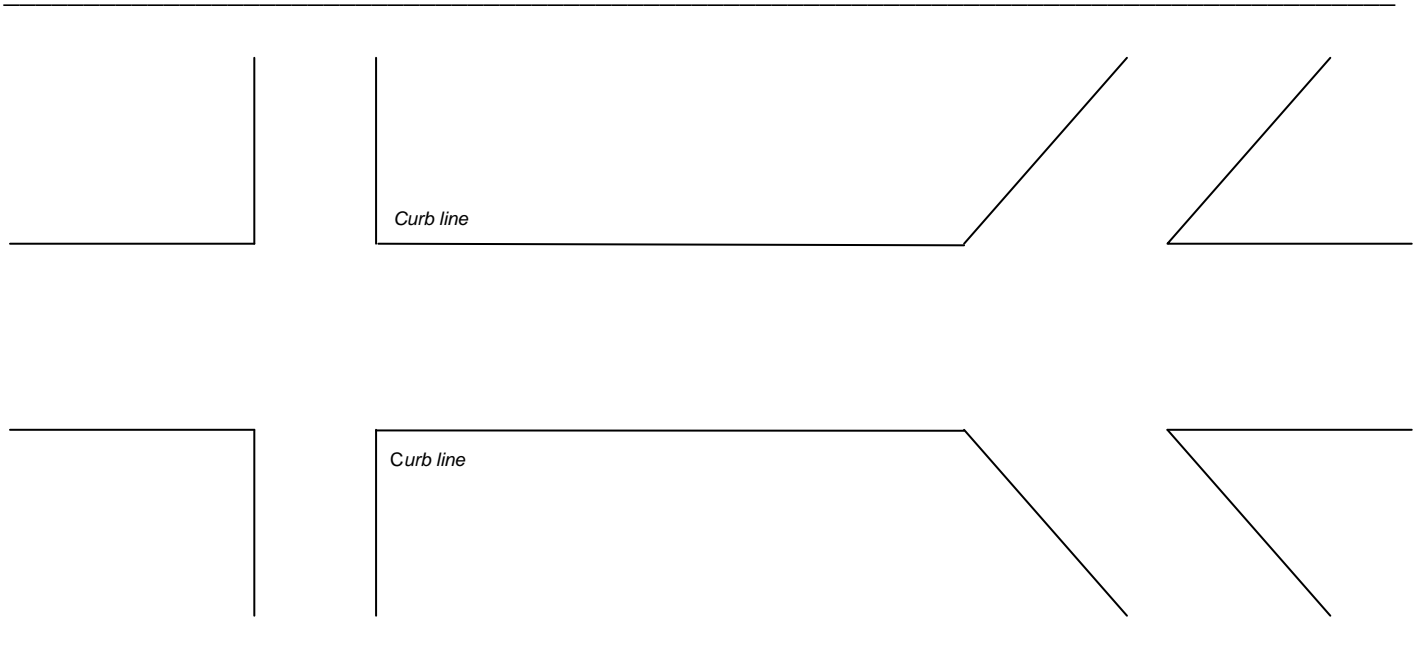
The City of Falls Church is committed to the letter and spirit of the Americans with Disabilities Act. This document will be made available in alternate format upon request. Call 703 248-5080 (TTY 711).

**OFFICIAL USE ONLY**

	<b>APPROVED BY DPW:</b>	
_____ Engineer, Department of Public Works	<input type="checkbox"/> YES <input type="checkbox"/> NO	_____ Engineer to specify Start Date, if other than at Permit issuance:
Date		Permit Start Date

DPW: <input type="checkbox"/> DPW Operations notified via email <input type="checkbox"/> DPU Operations notified via email	DDS COUNTER: <input type="checkbox"/> Permit issued, applicant notified Date: _____ Entered by: _____ <i>Permit Technician</i>
---	---

**PROPOSED DUMPSTER/POD LOCATION  
DIAGRAM**



**APPLICANT:** Please diagram and label the following in the above box:

- Street Address & Number**
- Street Names & Intersections\***
- Driveways**
- Sidewalks**
- Significant Trees**
- Placement of Dumpster/POD**
- Fire Hydrant(s)**
- Storm Drain(s)**
- Manhole Cover(s)**

*\* All items must be placed at least 25 feet from any driveway entrance or street intersection and shall not block any fire hydrants, nor cover any manholes or storm drains.*