



Department of Community Development
777 Lynn Street
Herndon, Virginia 20170-4602

NOTIFICATION OF INTENT TO PLACE A PORTABLE STORAGE UNIT (PODS)
to be submitted to Community Development prior to placement of Portable Storage Unit

Submittal of this form with original signatures is required. PLEASE PRINT OR TYPE (Unless otherwise indicated.)

Address where Portable Storage Unit will be located:

Name and Title of Person Responsible for the Portable Storage Unit While it is at the above Address:

Mailing Address:

E-mail address Telephone # FAX #

Date Portable Storage Unit will be placed at address:

Approximate length of time Portage Storage Unit is anticipated to be used (Shall not exceed 16 days):

Please provide a survey of the property indicating the location and size of the Portable Storage Unit. No more than two such units shall be permitted at one time. Each Unit shall be no larger than eight feet by eight feet by sixteen feet.

I hereby affirm and certify that:

- The information provided on this form is true and correct to the best of my knowledge.
The requirements associated with this application have been read and are understood.

Signature of Person Responsible for the Portable Storage Unit While it is at the Address Date

Acknowledgement by the Zoning Administrator Date

Date Portable Storage Unit must be removed, if placed as described above:
Comments: Date

NOTIFICATION OF INTENT TO PLACE A PORTABLE STORAGE UNIT (PODS) - continued

For Office Use Only:

Notification Received by:	
Tax Map Reference:	
Associated Building Permit #:	

**No fee required for this application*

- Residential Single Family Detached
- Residential Duplex
- Residential Townhouse
- Residential Quadruplex
- Multifamily

Distribution after approval: Applicant Community Development Fire Department Finance
