

THE VILLAGE OF  
**FRANKLIN PARK**

9500 Belmont Avenue · Franklin Park, Illinois 60131 (847) 671-8245, FAX # (847) 671-8790—[inspections@vofp.com](mailto:inspections@vofp.com)

**PERMIT APPLICATION  
FOR TEMPORARY PLACEMENT  
OF A PORTABLE STORAGE UNIT (POD)**

25-POD- \_\_\_\_\_

Property Address: \_\_\_\_\_

Property Owner Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Requesting Party: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

24 Hour Emergency No: \_\_\_\_\_

Reason for Request: \_\_\_\_\_

Date/Time for Requested Use: \_\_\_\_\_

**\*\*\* Please note** that a Portable Storage Unit or Pod can remain at location for a maximum of 5 consecutive days. Please see Portable Storage Unit guidelines. Non-permitted units will be removed by the village at the property owner's expense. A permit sticker will be provided which the applicant will apply to the specific unit.

Basic Permit Fee For a Portable Storage Unit (POD) : \$ 25.00

5 Days Maximum-

Total Amount Paid = \$ \_\_\_\_\_

Approved By: \_\_\_\_\_ Date : \_\_\_\_\_

Please contact the Franklin Park Department of Inspectional Services at 847-671-8245 with any questions.

## PORTABLE STORAGE UNIT (POD) GUIDELINES

(A) **Portable Storage Unit** shall mean any container designed for the outdoor storage of personal property which is typically rented to owners or occupants of residential property for their temporary use on the exterior of the property and which is delivered to the property and removed by vehicle.

(B) **Site** shall mean a tract, or plot of residential real estate occupied or that may be occupied.

(C) **User** shall mean the owner or occupant of residential real estate entering into an agreement with a Portable Storage Unit company for the placement of a Portable Storage Unit on a residential site located in the Village of Franklin Park.

### 4-6D-2. Location of Portable Storage Units:

(A) Portable Storage Units may be temporarily located in single-family or multi-family zoning districts provided the Portable Storage Unit shall be placed only in a private driveway that does not obstruct vehicular or pedestrian traffic. Portable Storage Units shall not be placed in a right-of-way or public parkway.

(B) Portable Storage Units may be allowed in multi-family zoning districts only upon the applicant demonstrating, to the satisfaction of the Code Enforcement Officer, that the specific location and site has sufficient space to place a Portable Storage Unit and the location continues to provide adequate parking, public safety access and complies with all health, safety and welfare concerns.

4-6D-3. Size of Portable Storage Units: The Portable Storage Unit shall be no larger than one hundred and thirty (130) square feet in area and no higher than ten (10) feet from grade.

### 4-6D-4. Condition Usage and Maintenance of Portable Storage Units:

(A) The exterior of the Portable Storage Unit shall be constructed  
Of weather proofing material.

(B) A Portable Storage Unit shall have no signage other than the name, address and telephone number of the person or firm engaged in the business of renting or otherwise placing the Portable Storage Unit and the signage must be permanently adhered to, or painted on, the Portable Storage Unit.

(C) The User shall, at all times while the Portable Storage Unit is located at the site, be responsible for ensuring that the Portable Storage Unit is maintained in good condition, free from evidence of deterioration, weathering,

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discoloration, graffiti, rust, ripping, tearing or other holes or breaks. When not in immediate use all storage units shall be locked.

(D) No Portable Storage Unit shall be used to store solid waste, construction debris, demolition debris, recyclable materials, business inventory, commercial goods, goods or property other than at the residential property where the Portable Storage Unit is located or any other illegal or hazardous material. Upon reasonable notice to the user and upon reasonable cause to believe the Portable Storage Unit is being used in violation of the provisions of this section, the Village may inspect the contents of any Portable Storage Unit at any reasonable time.

(E) A Portable Storage Unit may remain at a site for a period not to exceed five (5) consecutive days.

(F) Users are limited to a maximum of four (4) site permits per calendar year and for each such five (5) day period of use; a new site permit shall be obtained from the Village.

4-7D-5. Permit Required: It shall be unlawful for any person, corporation or other entity to use, have or cause a Portable Storage Unit delivered to any residential property within the Village without having first secured a site permit from the Village therefore in accordance with the requirements of this section.

(A) The site permit application shall contain the name, address, phone number and emergency contact person of the entity providing the Portable Storage Unit, the name and address of the applicant to whom the Portable Storage Unit is supplied, whether the person owns, rents, occupies, or controls the property, the address at which the Portable Storage Unit will be placed, the delivery date, removal date, active building permit number, if applicable, and a sketch depicting the location and the placement of the Portable Storage Unit.

(B) No site permit shall be issued for any multi-family location or townhouse or condominium site unless the Property Owner or Association Board of Directors consents in writing to the placement of the Portable Storage Unit on the site.

4-7D-6. Any person violating the provisions of this Ordinance shall, upon conviction, be fined in an amount not less than \$25.00 nor more than \$750.00 per violation. Each day that a violation continues shall constitute a separate offense.