

**BUILDING DEPARTMENT**  
**VILLAGE OF RYE BROOK**  
938 KING STREET RYE BROOK, NY 10573  
(914) 939-0668  
[www.ryebrook.org](http://www.ryebrook.org)



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**FOR OFFICE USE ONLY:**

**Approval Date:** \_\_\_\_\_ **Permit #:** \_\_\_\_\_ **B.P. # if Applicable:** \_\_\_\_\_

**Approval Signature:** \_\_\_\_\_ **Permit Fee \$150/unit:** \_\_\_\_\_

**Disapproved:** \_\_\_\_\_ **Other:** \_\_\_\_\_

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**PORTABLE STORAGE UNIT PERMIT APPLICATION**

Application dated: \_\_\_\_\_ is hereby made to the Building Inspector of the Village of Rye Brook NY for the issuance of a Permit to place a Portable Storage Unit(s) at the property listed below in conformance with §181 of the Code of the Village of Rye Brook.

1. Address: \_\_\_\_\_
2. Parcel I.D. #: \_\_\_\_\_ Property Use: \_\_\_\_\_ Zone: \_\_\_\_\_
3. Number of Units: \_\_\_\_\_ Unit Size(s): \_\_\_\_\_
4. Proposed Location(s) on Property (provide details): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. Unit Delivery Date: \_\_\_\_\_ Unit Pick-Up Date: \_\_\_\_\_
5. Property Owner: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone # \_\_\_\_\_ Cell # \_\_\_\_\_ Fax # \_\_\_\_\_
6. Applicant: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone # \_\_\_\_\_ Cell # \_\_\_\_\_ Fax # \_\_\_\_\_
7. Storage Unit Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone # \_\_\_\_\_ Cell # \_\_\_\_\_ Fax # \_\_\_\_\_

.....

**This application must be properly completed in its entirety and must include the notarized signature(s) of the legal owner(s) of the subject property and the applicant of record in the spaces provided on the next page. Any application not properly completed in its entirety and/or not properly signed shall be deemed null and void and will be returned to the applicant. Please note that application & permit fees are non-refundable.**

STATE OF NEW YORK, COUNTY OF WESTCHESTER ) as:

\_\_\_\_\_, being duly sworn, deposes and states that he/she is the applicant above named,  
(print name of individual signing as the applicant)  
and further states that (s)he is the legal owner of the property to which this application pertains, or that (s)he is the,  
\_\_\_\_\_ for the legal owner and is duly authorized to make and file this application.  
(indicate architect, contractor, agent, attorney, etc.)

That all statements contained herein are true to the best of his/her knowledge and belief, and that any work performed, or use conducted at the above captioned property will be in conformance with the details as set forth and contained in this application and in any accompanying approved plans and specifications, as well as in accordance with the New York State Uniform Fire Prevention & Building Code, the Code of the Village of Rye Brook and all other applicable laws, ordinances and regulations.

Sworn to before me this \_\_\_\_\_  
day of \_\_\_\_\_, 20\_\_\_\_\_

Sworn to before me this \_\_\_\_\_  
day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Print Name of Property Owner

\_\_\_\_\_  
Print Name of Applicant

## **Chapter 181**

### **PORTABLE STORAGE UNITS**

#### **§ 181-1. Purpose.**

The purpose of this chapter is to promote and enhance the health, fire protection, comfort, aesthetics, prosperity and overall positive quality growth of the Village by providing uniform regulation of the use of portable storage units.

#### **§ 181-2. Definitions.**

For the purposes of this chapter, the following definitions shall apply:

**PORTABLE STORAGE UNIT** — Any container designed for the outdoor storage of personal property which is typically provided to owners or occupants of property for their temporary use and which is delivered and removed by vehicle. (No portable storage unit shall have dimensions greater than 20 feet in length, eight feet in width or height.)

#### **§ 181-3. Portable storage unit permit. [Amended 10-28-2014 by L.L. No. 9-2014]**

A portable storage unit permit is required for the placement of a portable storage unit at a site for any time period greater than 15 days, except where a valid building permit has been issued in connection with a construction or remodeling project, in which case a portable storage unit permit is required for any time period greater than 30 days. Application for the permit shall be made to the Village Building Inspector or his or her designee, on a form provided by the Village, and subject to applicable fees which can be found in the Schedule of Fees on file in the Village Clerk's office. All application materials shall be submitted in electronic file format acceptable to the Building Department in addition to at least one original signed application form and three paper copies of all plans and surveys, or such other format or amount as determined by the Building Department. The Building Department may waive the electronic submission requirement only in extraordinary cases of technical infeasibility. The Building Inspector or his or her designee shall have the authority to issue a portable storage unit permit. The permit shall be valid for a maximum time period of six months from the date of its issuance, at which time the applicant may apply for a renewal by the Building Inspector or his or her designee on a form provided by the Village as set forth in this section. Renewal of the portable storage unit may be granted by the Building Inspector upon good cause being shown.

- A. The exterior of the portable storage unit shall have a weatherproof clear pouch which must display the permit at all times.
- B. No more than one portable storage unit shall be placed on a site at any one time.

**§ 181-4. Removal.**

- A. Portable storage units shall be removed on the expiration of portable storage unit permit and any renewal thereof, or, if a permit is not required, upon the expiration of the fifteen- or thirty-day period set forth in § 181-3.
- B. Notwithstanding the above, if a portable storage unit is used in conjunction with a construction or remodeling project with a valid building permit, said portable storage unit must be removed from the property within 10 days following the issuance of a certificate of occupancy even if a valid portable storage unit permit is in effect.

**§ 181-5. Conditions and regulations.**

Portable storage units that are located outside of an enclosed building or structure shall be allowed only as specified in this section and subject to the following regulations:

- A. Portable storage units may be temporarily located in residential zoning districts so long as they shall be placed only in the driveway or immediately adjacent to the driveway on the driveway side farther from the nearest neighbor, are not located in the right-of-way and do not obstruct any sidewalk.
- B. Portable storage units shall be located in such a manner as to not impair a motor vehicle operator's view of motor vehicles, bicycles or pedestrians upon entering or exiting a right-of-way.
- C. Portable storage units shall be located in such a manner as to not obstruct the flow of pedestrian or vehicular traffic.
- D. Portable storage units are to be used for storage incidental to the principal use of the lot. Storage trailers shall not be used for retail sales or any other principal use.
- E. All portable storage units in use on a lot shall be in a condition free from rust, peeling paint and other visible forms of deterioration.
- F. Portable storage units shall not be permitted for use as a detached, permanent storage building, utility building, workshop, hobby shop or other similar purposes.

**§ 181-6. Exceptions.**

In the case of emergencies, such as floods, wind storms, fires, or other acts of God, and man-made disasters such as sewage backups, water leaks, electrical overloads and other such events that damage property, code enforcement officials may be allowed to relax enforcement of the provisions of this regulation and make reasonable allowance for the extension of all time periods, limits on numbers of containers, locations of containers on

the property and other appropriate waivers where necessary, to assist in recovery, restoration, mitigation of further damage and construction efforts.

**§ 181-7. Enforcement.**

- A. When the Building Inspector and/or Code Enforcement Officer finds an owner/occupant that is in violation of the provisions of this chapter, the Building Inspector may issue a notice of violation, and direct that those subject units be removed no later than 10 business days from the date of said notice. Each day the portable storage unit remains will constitute a separate additional violation.
- B. When the affected user fails to comply with a notice of violation and order to remove, the Building Inspector may seek injunctive relief and upon court order, remove the offending container to a location where it shall be held until further order of the court.

**§ 181-8. Penalties.**

An offense against the provisions of this chapter shall constitute a violation under the Penal Law and shall be punishable by a fine of not more than \$250. In addition to the above-provided penalties and punishment, the Village Board may also maintain an action or proceeding in the name of the Village in a court of competent jurisdiction to compel compliance with or to restrain by injunction the violation of such chapter.