

How to Obtain a Traffic Control Permit for a Storage Container

INFORMATION BULLETIN
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IN THIS BULLETIN:

- [When Is a Permit Required](#)
- [Permit Application](#)
- [Traffic Control Plans](#)
- [Submittal Instructions](#)
- [Permit Fees](#)
- [Payment Information](#)
- [Posting No Parking Signs](#)
- [Permit Duration](#)
- [Inspections](#)

This information bulletin explains how to obtain a Traffic Control Permit for a storage container.

I. When Is a Permit Required?

A Traffic Control Permit for a temporary storage container (TSC) is required for containers that encroach into the public right of way, including the sidewalk area [San Diego Municipal Code \(SDMC\) §129.0702](#).

II. Permit Application

Complete a Traffic Control Permit for Traffic Control Form [DS-269](#) and submit a traffic control plan. This form is available on the [Development Services Department \(DSD\)](#) webpage. See "Components of a Typical Storage Container Plan" below.

III. Traffic Control Plans

Traffic control plans shall conform to the 2014 California Manual on Uniform Traffic Control Devices (MUTCD) and Standard Specifications for Public Works construction, including Regional Supplemental Amendments and City of San Diego Supplemental Amendments. Information needed before permit issuance is listed below:

- Work start/end dates (at least three working days' notice required before placing storage container).
- Name of the street where the storage container is to be placed.
- Nearest cross street names.
- Owner's name, address, phone number and email address.
- A plan view drawing clearly identifying where the storage container is to be placed, which includes the following:
 1. The street segment/intersection containing the location of the placement of the storage container.
 2. Dimension to the nearest driveway on either side of the storage container.
 3. A north arrow.
 4. Location of parking meter(s). Note: Identify each metered parking space with the associated parking meter number stenciled on the pole or meter head.
 5. The location, dimensions and identification of all special curb zones, such as red, yellow, white, green and blue. Also, show and add dimensions to any bus stop zones and driveway openings.
 6. Existing dimensions for the following:
 - a. Street widths.
 - b. Parking lane width.
 - c. Storage container width, length and height.

Additional items may be required depending on the location of the storage container. For more information, call the Traffic Control Information line at 619-446-5150.

IV. Submittal Instructions

All forms, documents and applications are now submitted electronically. Visit the DSD website at [sandiego.gov/DSD](#) to create an account and begin the submittal process. A detailed [User Guide](#) is also available.

V. Permit Fees

The Public Right-of-Way Permit for Traffic Control fee is charged to recover City costs for office and field review of traffic control plans and placement of storage containers. The fees for each placement are charged based on the following guidelines:

- a. Traffic Control Plan Check
Maximum Seven Days..... \$109.20
- b. Parking Meters: Fees are required for parking meters that cannot be used due to the location of the storage container.
Meter deactivated (per meter, per day)..... \$6

VI. Payment Information

DSD offers [online payments](#). See the [user manual](#) referenced in Section IV for more information. Once the application is processed, detailed instructions on making payment are sent from noreply@sandiego.gov.

Customers can drop check payments into the payment drop-off safe located on the first-floor lobby of the downtown Development Services Center [during business hours](#). All payments must be made out to the "City Treasurer." Customers can also [request an appointment](#) to make credit card or check payments.

VII. Posting No Parking Signs

The permit holder shall post Tow-Away/No Parking signs 72 hours before placing the storage container and deactivating parking meters (where applicable).

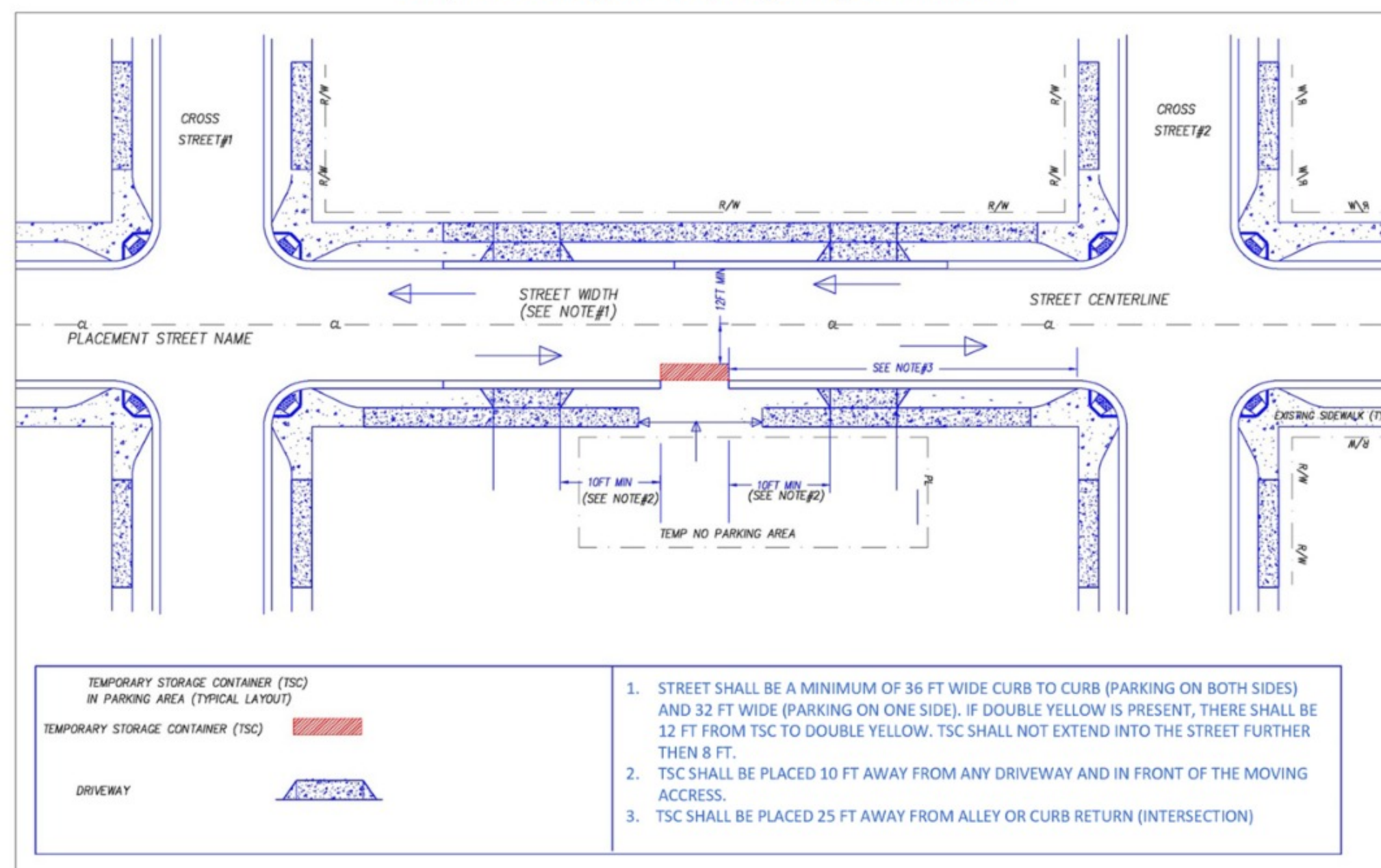
VIII. Permit Duration

The duration of the permit is a maximum of seven days. However, under certain circumstances, a permit may be extended. With approval by the City Engineer, this extension will be subject to additional permit fees. Extensions must be submitted a minimum of two working days before permit expiration. For more information, call the Traffic Control Information line at 619-446-5150.

IX. Inspections

All work sites are subject to inspection by City personnel without prior notification. The City Engineer reserves the right to observe the traffic control plans in operation and to make any changes as field conditions warrant. Any changes shall supersede the previously approved plans.

Components of a Typical Temporary Storage Container Plan



Reference Table

- [San Diego Municipal Code \(SDMC\)](#)
- [California Manual on Uniform Traffic Control Devices \(CAMUTCD\)](#)
- [Traffic Control Plan Permit \(DS-269\)](#)

San Diego Mayor **TODD GLORIA**

- Council Districts**
- Council President Joe LaCava (District 1)
 - Councilmember Jennifer Campbell (District 2)
 - Councilmember Stephen Whitburn (District 3)
 - Councilmember Henry Foster III (District 4)
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 - Councilmember Kent Lee (District 6)
 - Councilmember Raul Campillo (District 7)
 - Councilmember Vivian Moreno (District 8)
 - Councilmember Sean Elo-Rivera (District 9)

- City Officials & Independent Offices**
- Office of Mayor Todd Gloria
 - City Attorney Heather Ferbert
 - Ethics Commission
 - Office of the City Auditor
 - Office of the City Clerk
 - Office of the Independent Budget Analyst
 - Personnel Department

- Government Agencies**
- County of San Diego
 - State of California
 - Federal Government