

New/Used Storage Unit

Information needed to prepare permit:

1. Fill out permit application
2. If the storage unit requires power, HVAC and/or water you will need to have
 - a. Contractor's license number (copy)
 - b. Business license (copy)
 - c. Liability Insurance (copy)
3. Project E-911 address (Map and Parcel # of property)
4. Name, address and phone number of property owner
5. Name, address and phone number and license # of contractor
6. You will need to mark the area where you want the unit.
7. Code enforcement will need to come and look at the spot to make sure it meets the requirements for distance from the property lines.
8. If the storage unit meets requirements, payment will be taken and a permit will be issued.
9. Cost is \$50.00 (cash, check, or money order)

All above items must be received in the permitting office (each and every permit must have these items). Once all information is received by the clerk it can take up to 5 business days for a permit to be issued.

NO WORK CAN BEGIN UNTIL PERMIT IS ISSUED AND POSTED BY THE PROPERTY OWNER AND OR CONTRACTOR...

Thank you,
Lou Beck
Permitting Clerk
UGOCCC