



CITY OF MANTECA

DEVELOPMENT SERVICES DEPARTMENT

STORAGE CONTAINER PERMIT APPLICATION CHECKLIST AND PROCEDURES MMC Chapter 17.10.210 Project Prefix: STP

BACKGROUND:

The Storage Container Permit provides a process for Development Services Director review and decisions related to requests for storage, cargo, or shipping containers. The intent is to allow the integration of a storage container with the design of the structures to achieve a unified architectural statement and to encourage design flexibility without circumventing the intent of this Code.

A Storage Container Permit shall be required for storage, cargo, or shipping containers in accordance with Section 17.40.040 (Development Standards for Accessory Structures). Approval may be granted for temporary or permanent storage container use. Temporary storage container use would not exceed 90 consecutive calendar days, or 180 consecutive calendar days when used in conjunction for work being performed under a valid building permit.

Storage containers may not occupy any required landscaping, open space, parking spaces, loading/unloading areas, circulation aisle/lane, fire access lane, public utility easement or public right-of-way, including streets and sidewalks and parkstrips or impact access to the site or an adjacent site or otherwise create a nuisance or interfere with the peaceful use of neighboring properties. No storage container may be placed on the public right-of-way at any time unless the required encroachment permit has been previously obtained and a copy of the permit attached to the unit. Any such container found on the public right-of-way without having the required encroachment permit may be subject to immediate removal at the owner's expense. All storage containers shall be operated in a safe manner, and be structurally sound, stable and in good repair. The container shall not contain any holes, peeling paint, rust, damage or structural modifications.

The designated Approving Authority for a Storage Container Permit is the Development Services Director. No public hearing is required.

The Approving Authority may impose conditions on the Storage Container Permit to ensure compliance with this Section and other applicable provisions of this Title and to prevent adverse or detrimental impact to the surrounding neighborhood.

Time limits for Storage Container Permits are subject to the provisions set forth in Section 17.08.120 (Time Limits and Extensions)

All submittal information shall be provided to the Development Services Department, including the Storage Container Permit Application, related fees, and any additional information required by the Development Services Department before the application can be accepted as complete. After review of the submitted application, additional information may be

required. The Zoning Ordinance, Title 17, is available on the Planning Division's website which lists all development standards.

Some of the following requirements may be adjusted or waived according to the relevancy of the information to the application under review. Planning Staff will assist in making this determination. Call (209) 456-8500 or email planning@manteca.gov for further assistance.

SUBMITTAL REQUIREMENTS CHECKLIST:

- Completed and signed Development Services Storage Container Permit Application Form, including property owner's signature, name, and information
- Electronic copy (PDF) of a Site Plan exhibit illustrating all parcels involved and adjacent parcels. The exhibit shall be drawn to scale and should show the following, or other information sufficient to properly evaluate the proposed project:
 - The owner(s) name(s), address(es), and Assessor Parcel Numbers of the lots or parcels involved.
 - The Site Plan exhibit shall clearly show the parcels':
 - Lot boundary Lines
 - Location of the proposed storage container(s), related to the property line(s) and any existing structures on the site, with dimensions
 - Any parking, driveway, and loading areas
- Illustration(s), text(s), and photo(s) of proposed storage container(s), with dimensions
- Application Fee: Refer to current fee schedule at <https://www.manteca.gov/departments/development-services/planning/planning-fee-schedule>

PROCESSING PROCEDURES:

1. Application is made via the City's permitting portal website, Accela: <https://aca-prod.accela.com/MANTECA/Default.aspx>
2. Upload completed Application Form, Site Plan Exhibit and other exhibits and documents to Accela.
3. Planning staff will conduct a preliminary review of the the application and uploaded documents, verify and invoice fees, and contact the applicant.
4. Pay application fee.
5. Applicant will be informed by Development Services in writing within thirty calendar days of receipt of the application whether the application is complete or if additional information is needed.
6. Upon determination that the application is complete, the Development Services Division staff will process the project application, and may route it for review to various City and external agencies for review, comment, and conditions, if necessary. The review phase

may inform project revisions to the project, to address concerns or minimize project impacts.

7. When the Director has considered whether the Storage Container Permit is approved, the decision of the Approving Authority notifying the determination shall be mailed to the applicant within five working days after the date of the decision.

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