

## APPLICATION FOR BUILDING RELOCATION PERMIT

### Requirements, Process and Application Packet CITY CODE CHAPTER 4-1-4 and 10-17-10

A Building Relocation permit is required for the relocation of any building or structure out of/within/into City limits and shall require a permit subject to the following conditions:

1. Upon relocation, the building shall comply with the applicable requirement of this Ordinance, the City Code and the Uniform Building Code.
2. The relocated structure shall be ready for occupancy within six (6) months from the date of location on the site.
3. A performance security fee shall be provided in an amount determined by the Building Official to ensure timely completion of the project and to protect against damage to public facilities during the building relocation.

Buildings that are **exempt** from the Building Relocation Permit Application include:

1. Relocations which occur solely within the confines of a single lot or parcel.
2. Manufactured homes within manufactured home parks.
3. Prefabricated and industrialized/modular buildings as defined by the State Building Code being relocated to their first permanent building site.

Before any building is moved from one location to another within the City, or from a point of origin outside the City to a destination within the City, regardless of the route of movement, it shall be inspected and a building permit shall have been issued. This Building Relocation Permit Application is solely for the purpose of the structural movement and does not meet the requirements as required by the Building Official for a Building Permit.

Any damage that occurs as a result of the building relocation of public streets or infrastructure is the responsibility of the permit applicant.

Application Date:	
Fee: <b>\$125</b>	Performance Security Fee:

## BUILDING RELOCATION PERMIT APPLICATION

PROPERTY INFORMATION	PARCEL ID #:		
	SITE ADDRESS:		
PROPERTY OWNER	NAME:		
	ADDRESS:		
	CITY:	STATE:	ZIP:
	PHONE:	EMAIL:	
MOVING CONTRACTOR	COMPANY:		CONTACT PERSON:
	ADDRESS:		PHONE:
	CITY:		EMAIL:
	STATE:	ZIP:	LICENSE #:
			LICENSE TYPE:      EXP. DATE:
PROJECT INFORMATION	TYPE:      DWELLING      GARAGE/ACCESSORY STRUCTURE      OTHER: _____		
	ADDRESS MOVING FROM:		
	ADDRESS MOVING TO:		
	OVERALL LENGTH:		OVERALL WIDTH:
	LOADED HEIGHT:		GROSS WEIGHT:
	WILL YOU BE MOVING THIS STRUCTURE ON A STATE TRUCK HIGHWAY? NO YES, PERMIT # FROM MN DEPARTMENT OF TRANSPORTATION: _____		

	WILL YOU BE MOVING THIS STRUCTURE ON A COUNTY ROAD?: NO YES, PERMIT # FROM ANOKA COUNTY HIGHWAY DEPARTMENT: _____		
	IS THE FINAL DESTINATION OF THIS STRUCTURE IN THE CITY OF ST. FRANCIS?: NO YES If yes, has the city approved a permit for the new location?      YES      NO		
	ESTIMATED TIME REQUIRED FOR MOVEMENT ON CITY STREETS?		
	PARKING DATE:	FROM: _____ AM / PM	TO: _____ AM / PM
	DATE OF MOVEMENT:	FROM: _____ AM / PM	TO: _____ AM / PM

**UTILITY INFORMATION: All applicable must be signed prior to permit issuance.**

<b>SEWER</b>	ST FRANCIS PUBLIC WORKS DEPT	763-233-5200
Signature: _____	Print Name: _____	Date: _____

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<b>WATER, WATER METER REMOVAL</b>	ST FRANCIS PUBLIC WORKS DEPT	763-233-5200
Signature: _____	Print Name: _____	Date: _____

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<b>NATURAL GAS COMPANY</b>	CENTERPOINT ENERGY	612-342-5123
Signature: _____	Print Name: _____	Date: _____

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<b>ELECTRIC COMPANY</b>	CONNEXUS ENERGY	763-323-2650
Signature: _____	Print Name: _____	Date: _____

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<b>SEPTIC</b>	_____	_____
Signature: _____	Print Name: _____	Date: _____

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<b>WELL SEALING</b>	_____	_____
Signature: _____	Print Name: _____	Date: _____

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<b>UNDERGROUND STORAGE TANKS</b>	_____	_____
Signature: _____	Print Name: _____	Date: _____

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**REQUIRED ATTACHMENTS**

- *Map of proposed route*

**STREETS**

*Are there any street alterations or repairs that will be required? Explain:*

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*I hereby apply for a moving permit and I acknowledge that the information above is complete and accurate; that the work will be in conformance with the ordinances and codes of the City of St. Francis and with the requirements of the State of Minnesota; that I understand this is not a permit but only an application for a permit and work is not to start without a permit; that the work will be in accordance with the approved plan in the case of all work which requires review and approval of plans; any damage to city streets or infrastructure will be the responsibility of the applicant to complete all and any necessary repairs.*

\_\_\_\_\_  
Print Name

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner (if different than Applicant)

\_\_\_\_\_  
Date

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APPROVALS:

Public Works: \_\_\_\_\_

Date: \_\_\_\_\_

Police Chief: \_\_\_\_\_

Date: \_\_\_\_\_

Building Official: \_\_\_\_\_

Date: \_\_\_\_\_