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.
Building Relocation Permit Application

Permit No: ______________

23340 Cree Street
St. Francis, MN 55070
Phone: 763-753-2630

(Minimum of 2 Days’ Notice Required for Inspections)

BUILDING RELOCATION PERMIT APPLICATION

Site Address: ____________________________________________________________

Property Identification Number: ___________________________ Year Built: __________

Owner Name: ___________________________ Contractor Company: ___________________________

Address: ___________________________ Address: ___________________________

City/State: ___________________________ City/State: ___________________________

Phone: ___________________________ Phone: ___________________________

Homeowner email: ___________________________ Applicant email: ___________________________

License #: ___________________________ Exp. Date: __________

License Type: __________

Contact: ___________________________ Phone: ___________________________ Fax: ___________________________

Structure 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 trunk highway?

_______ No

_______ Yes, Permit # from MN Department of Transportation (MNDOT)

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
Has the City approved a permit for the new location? ______ Yes ______ No

Estimated time required for movement on City Streets? _____________________________________________________________

Date of Movement: ______________________________ to ______________________________

Utility Information: All applicable must be signed prior to permit issuance

<table>
<thead>
<tr>
<th>Utility</th>
<th>Signature</th>
<th>Print Name</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sewer</td>
<td></td>
<td>St. Francis Public Works Department</td>
<td>(763)-233-5200</td>
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<tr>
<td>Water, Water Meter Removal</td>
<td></td>
<td>St. Francis Public Works Department</td>
<td>(763)-233-5200</td>
</tr>
<tr>
<td>Natural Gas Company</td>
<td></td>
<td>CenterPoint Energy</td>
<td>(612)-342-5123</td>
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<tr>
<td>Electrical Company</td>
<td></td>
<td>Connexus Energy</td>
<td>(763)-323-2650</td>
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<tr>
<td>Septic</td>
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<tr>
<td>Well Sealing</td>
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<tr>
<td>Underground Storage Tanks</td>
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Required Attachments

- Map of the proposed Route
- Certificate of survey or an accurate, dimensioned site plan showing location of structure

Streets

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

____________________________________________________________________________________________________________
____________________________________________________________________________________________________________

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.

_________________________ ____________________________ ____________
Signature of Applicant or Authorized Agent Print Name of Applicant Date

Notice: This is an application only. Permit will be issued after City approval and payment of fees.

Work is not authorized to begin prior to issuance.
Signatures Required: | Signature/ Date | Fees
---|---|---
Zoning: | | Fee: $110
Police: | | Performance Security Fee: $ ___________
Building Official: | |