

**BUILDING MOVING PERMIT**  
*City of Humboldt*

**Applicant Name:** \_\_\_\_\_

**Applicant Address:** \_\_\_\_\_

\_\_\_\_\_

**Proposed moving date:** \_\_\_\_\_

**Current Building Location:** \_\_\_\_\_

**Future Site of Building:** \_\_\_\_\_

**OTHER REQUIRED DOCUMENTATION:**

- Routing Plan** – Must be approved by Police Administrator, Street Superintendent, and public utility officials
- Bond Required** – Penal bond for a minimum of \$1,000 for a building 20 feet or less in width; \$5,000 for a building exceeding 20 feet in width...must be issued by a surety company authorized to issue such bonds in the State of Iowa
- Insurance Required** – A certificate of liability insurance with a minimum of \$50,000 per person, \$100,000 per accident Bodily Injury; and \$50,000 Property Damage
- Permit Fee** – \$5.00 for buildings 20 feet wide or less; \$100.00 for buildings exceeding 20 feet in width
- Tax Certificate** – A tax certificate from the Humboldt County Treasurer is required to prove that the property taxes are current for the property being moved
- Oversize Permit** – An Oversize Permit from the State DOT Office of Motor Vehicles is required for any load over the legal limit for state highways – contact the DOT at 515-237-3264

**Approved:** \_\_\_\_\_ , **City Clerk**

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

*PROVISIONS OF PERMIT (City Code Chapter 123):*

**HOUSE MOVERS**

123.01 House Mover Defined  
123.02 Permit Required  
123.03 Application  
123.04 Bond Required  
123.05 Insurance Required  
123.06 Permit Fee

123.07 Permit Issued  
123.08 Public Safety  
123.09 Time Limit  
123.10 Removal by City  
123.11 Protect Pavement  
123.12 Overhead Wires

**123.01 HOUSE MOVER DEFINED.** A “house mover” means any person who undertakes to move a building or similar structure upon, over or across public streets or property when the building or structure is of such size that it requires the use of skids, jacks, dollies or any other specialized moving equipment.

**123.02 PERMIT REQUIRED.** It is unlawful for any person to engage in the activity of house mover as herein defined without a valid permit from the City for each house, building or similar structure to be moved.

**123.03 APPLICATION.** Application for a house mover’s permit shall be made in writing to the Clerk. The application shall include:

1. Name and Address. The applicant’s full name and address and if a corporation the names and addresses of its principal officers.
2. Building Location. An accurate description of the present location and future site of the building or similar structure to be moved.
3. Routing Plan. A routing plan approved by the Police Chief, street superintendent, and public utility officials. The route approved shall be the shortest route compatible with the greatest public convenience and safety.

**123.04 BOND REQUIRED.** The applicant shall post with the Clerk a penal bond in the minimum sum of one thousand dollars (\$1,000.00) if the building sought to be moved is twenty (20) feet or less in width or five thousand dollars (\$5,000.00) if the building exceeds 20 feet in width. Such bond shall be issued by a surety company authorized to issue such bonds in the State. The bond shall guarantee the permittee’s payment for any damage done to the City or to public property, and payment of all costs incurred by the City in the course of moving the building or structure.

**123.05 INSURANCE REQUIRED.** Each applicant shall also file a certificate of insurance indicating that the applicant is carrying public liability insurance in effect for the duration of the permit covering the applicant and all agents and employees for the following minimum amounts:

1. Bodily Injury – \$50,000 per person; \$100,000 per accident.
2. Property Damage – \$50,000 per accident.

**123.06 PERMIT FEE.** A permit fee of five dollars (\$5.00) for buildings 20 feet or less in width or one hundred dollars (\$100.00) for building in excess of 20 feet in width shall be payable at the time of filing the application with the Clerk. A separate permit shall be required for each house, building or similar structure to be moved.

**123.07 PERMIT ISSUED.** Upon approval of the application, filing of bond and insurance certificate, and payment of the required fee, the Clerk shall issue a permit.

**123.08 PUBLIC SAFETY.** At all times when a building or similar structure is in motion upon any street, alley, sidewalk or public property, the permittee shall maintain flagmen at the closest intersections or other possible channels of traffic to the sides, behind and ahead of the building or structure. At all times when the building or structure is at rest upon any street, alley, sidewalk or public property the permittee shall maintain adequate warning signs or lights at the intersections or channels of traffic to the sides, behind and ahead of the building or structure.

**123.09 TIME LIMIT.** No house mover shall permit or allow a building or similar structure to remain upon any street or other public way for a period of more than twelve (12) hours without having first secured the written approval of the City.

**123.10 REMOVAL BY CITY.** In the event any building or similar structure is found to be in violation of Section 123.09 the City is authorized to remove such building or structure and assess the costs thereof against the permit holder and the surety on the permit holder's bond.

**123.11 PROTECT PAVEMENT.** It is unlawful to move any house or building of any kind over any pavement, unless the wheels or rollers upon which the house or building is moved are at least one (1) inch in width for each one thousand (1,000) pounds of weight of such building. If there is any question as to the weight of a house or building, the estimate of the City as to such weight shall be final.

**123.12 OVERHEAD WIRES.** The holder of any permit to move a building shall see that all telephone, cable television and electric wires and poles are removed when necessary and replaced in good order, and shall be liable for the costs of the same. The holder of the permit for moving a building shall give twenty-four (24) hours notice to the owner of any overhead wires to remove such wires and the owner of such wires may either remove or direct the removal and replacing of such wires and the holder of the permit shall pay the reasonable costs thereof.