



Grand Haven Department of Public Safety
 Building and Code Division
 525 Washington Avenue, Grand Haven, MI 49417
 Phone: (616) 842-3460 Website: www.grandhaven.org

APPLICATION FOR MOVING OF A BUILDING

Moving Company Name: _____

Company Owners Name: _____

Address: _____

City/State/Zip: _____ Phone: _____

Building Owners Name : _____

Address: _____

City/State/Zip: _____ Phone: _____

Present Location of Building: _____ Moving to Address: _____

Is Applicant Licensed as required with the City of Grand Haven for Moving structures: Yes _____ No _____

Insurance Carrier: _____

(Attached Certificate - P/L 50,000/100,000 - PD \$25,000)

Surety Bond Carrier for Moving: _____

(Attach Copy of Surety Bond for Grand Haven)

Height above the road of the building when being moved? At the peak _____ At the outer eave _____

Widest point of the house when being moved _____ Will trees need to be trimmed? _____ See 2nd page.

Route you will be moving the house: _____

Alternate Route if the above is not approved: _____

Provide map of exact route.

Date of proposed move: _____ Alternate date for moving: _____ -See 2nd page.

Before a Moving Permit will be issued, written approval must be submitted from Charter Communications and Ameritech that they have been contacted and have approved the route. Further proof must be submitted that arrangements have been made to assist on the day of the move if phone or cable lines need to be moved. All information must be complete and accurate. If information is not complete, your permit will not be approved. Copies of insurance must be supplied for each permit requested.

Signature of Applicant: _____ Date _____

Print Signature and title: _____

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Public Works Approval _____ Date _____

Public Safety Approval _____ Date _____

BLP Approval _____ Date _____

City Manager Approval _____ Date _____

Permit Approved by Inspector _____ Date _____

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APPLICATION FOR PERMIT TO MOVE A BUILDING
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Fees are determined by City Council

Moving Permit:

Building under 500 sq. ft. and/or under 17 feet in height \$ 35.00
Building over 500 sq. ft. and/or over 17 feet in height \$100.00

Hourly fees may also be charged separately by the Department of Public Works, the Department of Public Safety and the Grand Haven Board of Light and Power.

Moving dates

Moving dates cannot be changed without the approval from the City Manager. If bad weather requires a date change, the contractor must contact the building inspector's office and request the alternate date or request a new date when they wish to make the move. The building inspector will contact the City of Grand Haven departments that are involved for their approval before a new date can be approved.

Water Service and Sewer Line

The contractor shall contact the City of Grand Haven Water Department at (616) 847-4895 and request the water be turned off. Additionally all water department equipment will have to be removed before the house is moved. The contractor shall cap the water and sewer line where it enters the building. Sewer and water lines must be inspected after being capped but before covering. Contact the Department of Public Works at (616) 847-3493 to schedule this inspection.

Tree Trimming

Any tree trimming within the City of Grand Haven must be approved and performed by the Department of Public Works. Call (616) 847-3493 to make arrangements to have any trees trimmed prior to moving the building. If there is a question that limbs may need to be cut during the move or if limbs do need to be cut during the move, the Department of Public Works must be called and arrangements made to be on site during the move. All cost of labor and equipment associated with tree trimming will be the contractor's responsibility.

Removal of refuse and debris and filling of excavation.

Every building that is moved shall within 7 days after the removal of the building remove or cause to be removed all equipment and clean all refuse, debris, and waste of any kind or description, including the foundation or cement floors and all walks on the property from the land or premises from which the building or structure is moved and shall within the period of time fill or cause to be filled any excavation left upon the land or premises after the removal of the building or structure unless such excavation shall be used for the erection of a new building or structure within 30 days of the moving of the old building or structure. Any excavation required to be filled hereunder shall be filled even with the grade of such land or premises with earth, clay, sand, or other solid filler. Until any excavation shall be filled or used for the erection of a new building in accordance with this section, any person who shall move any building or structure under a permit issued pursuant to this permit shall erect or cause to be erected substantial barricades at least three (3) feet in height around any such excavation.

Police Escort

A police escort by the City of Grand Haven Department of Public Safety may be required. All cost incurred for such service shall be the responsibility of the moving contractor. Please contact the Lt. of Operations at (616) 842-3460.

City License for House Movers

Contact the City Clerk's office at (616) 842-3210 for application and fee information.