



# HOUSE MOVING PERMIT APPLICATION

Department of Community & Economic Development

321 E. 5th Street, Port Angeles, WA 98362  
 360.417.4817 | [www.cityofpa.us](http://www.cityofpa.us) | [permits@cityofpa.us](mailto:permits@cityofpa.us)

CITY USE ONLY

App. #: \_\_\_\_\_

Received: \_\_\_\_\_

## MOVING INFORMATION

Single-Family Residential  Multi-Family Residential  Commercial  Industrial  Public  Accessory

Proposed Moving Date(s) and time: \_\_\_\_\_

Primary Contact: \_\_\_\_\_ (Property Owner:  Yes  No)

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## BEGINNING PROPERTY INFORMATION

Project Address: \_\_\_\_\_ ( Outside of Port Angeles)

Legal Description: \_\_\_\_\_

Tax Parcel No.: \_\_\_\_\_ Zoning: \_\_\_\_\_

Owner Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Email: \_\_\_\_\_

## ENDING PROPERTY INFORMATION

Project Address: \_\_\_\_\_ ( Outside of Port Angeles)

Legal Description: \_\_\_\_\_

Tax Parcel No.: \_\_\_\_\_ Zoning: \_\_\_\_\_

Owner Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Email: \_\_\_\_\_

## CONTRACTOR INFORMATION

Company Name: \_\_\_\_\_ License: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

## INSURANCE INFORMATION

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Email: \_\_\_\_\_

I hereby acknowledge that I am responsible for injuries, damages, and any expenses incurred by the City or other agencies during the moving of this structure and that the structure is to be restored to minimum Building Code requirements at its new location and ready for use within one (1) year from the date of moving the structure. In consideration of the granting of this permit, it is further agreed by the applicant that the City of Port Angeles and any of its officers or employees shall be saved harmless to the applicant from any liability or responsibility for any accident, loss or damage to persons or property, happening or occurring as the proximate result of any work undertaken under the terms of this application and the permit or permits which may be granted in response thereto, and that all of said liabilities are hereby assumed by the applicant.

\_\_\_\_\_  
 Date Print Name Signature ( Owner  Contractor  Representative)



# HOUSE MOVING PERMIT APPLICATION

Department of Community & Economic Development

321 E. 5th Street, Port Angeles, WA 98362  
 360.417.4817 | [www.cityofpa.us](http://www.cityofpa.us) | [permits@cityofpa.us](mailto:permits@cityofpa.us)

CITY USE ONLY

App. #: \_\_\_\_\_

Received: \_\_\_\_\_

1. City ordinance requires that the applicant advise all Public Utilities and any other interested agencies of the date, route, and other particulars of the proposed move at least one week in advance of moving the house. Arrangements with the Port Angeles Police Department for escort, overload permits, and posting, as necessary, the route for "No Parking" are also required, at least 24 hours in advance of the move. Prior to moving, a "PreMove" meeting will be held with all Agencies listed on the House Moving Application and Permit form.
2. A certificate of comprehensive liability insurance naming the City of Port Angeles as the indemnity, with a company acceptable to the City's Risk Manager, in the amount of \$ 1,000,000 per occurrence ( property and/ or bodily injury ) is required. (per section 14.32.070-A.3, and is to be submitted prior to issuance of the permit.)
3. In addition to a house move permit, a building permit must be obtained ensuring that the structure(s) meet current International Residential Code and other city requirements at the new site. A plan and site review must be completed to approve the structure, zoning and utility needs.

## REQUIRED APPLICATION MATERIALS CHECKLIST

- House Moving Permit Application:** Complete this form and have an authorized agent sign
- Route Map:** A detailed map of proposed transportation route
- BP<sup>GEN</sup>:** Building Permit Application or confirmation of obtained Building Permit for foundation
- Right-of-way Permit Application:** A right-ofway permit application if applicable
- Structure Photos:**
- Insurance Certificate:** Certificate of comprehensive liability insurance. See item 2 above.

## HOUSE MOVING CHECKLIST

Item	Completed	Date	Contact
Notify Utilities			
City Light			
Telecable			
Telephone			
Traffic Signals			
Water / Sewer			
Notify Police Dep.			
Obtain Cert. of Insurance			

## FEES

- Relocate a structure on the same lot or parcel (without use of public-right-of-way)      \$ 30.00
- Move structure from inside City limits to outside City limits      \$ 115.00
- Move structure from one City lot to another City lot (using City right-of-way)      \$ 115.00
- Move structure from outside City limits to inside City limits.      \$ 230.00
- Building inspection fee      \$ 50.00/ per hr.
- Disconnection of Power & Water, Capping of Sewer      Varies
- Right of Way Use Permit-Temporary Road Closure      Varies