



## MOVING PERMIT APPLICATION

APPLICANTS ARE REQUESTED TO PROVIDE A CURRENT DRIVERS LICENSE AS PROOF OF IDENTIFICATION AND A COPY OF THEIR BUILDING CONTRACTORS LICENSE (IF APPLICABLE.)

NAME OF CONTRACTOR \_\_\_\_\_

CONTRACTORS LICENSE NUMBER \_\_\_\_\_ TELEPHONE NO \_\_\_\_\_

LOCATION OF THE STRUCTURE TO BE MOVED \_\_\_\_\_

OWNER OF THE STRUCTURE TO BE MOVED \_\_\_\_\_

OWNERS ADDRESS \_\_\_\_\_ PHONE # \_\_\_\_\_

STRUCTURE WILL BE MOVED TO:

STREET ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_

SUBDIVISION \_\_\_\_\_ ZONING \_\_\_\_\_ LOT \_\_\_\_\_ BLOCK \_\_\_\_\_

**HEIGHT AND WIDTH** OF STRUCTURE: \_\_\_\_\_

PROPOSED USE OF THE BUILDING TO BE MOVED \_\_\_\_\_

*Please note: If the structure is to be relocated on a lot within the city limits, then the plot plan and foundation plan for the new location of the structure shall be reviewed by the Planning Department and the Building Inspection Division, and a Building Permit shall be issued before this moving permit may be issued.*

BUILDING PERMIT NUMBER \_\_\_\_\_ DATE ISSUED \_\_\_\_\_

MOVING PERMIT FEE: \$60.00

**DATE CONTRACTOR WILL MOVE STRUCTURE:** \_\_\_\_\_ **TIME** \_\_\_\_\_

THIS PERMIT IS VALID ONLY ON DATE AND TIME ABOVE. IF MOVE IS NOT COMPLETED ON THIS DATE AND TIME, THEN THIS PERMIT IS VOID AND A NEW PERMIT MUST BE OBTAINED.

*Please note: Moving of structures is not allowed between the hours of 7 AM – 9 AM and 4 PM – 6 PM*

THE FOLLOWING IS A DETAIL OF THE ROUTE TO BE TAKEN BY THE CONTRACTOR:

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CONTRACTORS SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

APPROVALS MUST BE OBTAINED IN THE FOLLOWING SEQUENCE:

TEXAS DOT: \_\_\_\_\_ TELEPHONE NO. \_\_\_\_\_

SMEU: \_\_\_\_\_ TELEPHONE NO. \_\_\_\_\_

TELEPHONE COMPANY: \_\_\_\_\_ TELEPHONE NO. \_\_\_\_\_

SAN MARCOS POLICE DEPT: \_\_\_\_\_ TELEPHONE NO. \_\_\_\_\_

\*\*\*POLICE ESCORT REQUIRED? YES \_\_\_\_\_ NO \_\_\_\_\_ SMPD SUPERVISOR INITIALS \_\_\_\_\_

BUILDING OFFICIAL: \_\_\_\_\_ TELEPHONE NO. \_\_\_\_\_

**\*\*\* IF A POLICE ESCORT IS REQUIRED, IT IS YOUR RESPONSIBILITY TO CONTRACT WITH AN OFF DUTY OFFICER(S) TO PROVIDE THE ESCORT. THIS REQUEST REQUIRES A 24 HOUR NOTICE. YOU MAY CALL 753-2191 FOR INFORMATION ON OFFICER AVAILABILITY.**