

**SECTION 17 - MOVING OF BUILDINGS**

17.1 No building shall be moved into the City, nor from one property in the City to another, or from one location to another location on the same piece of land or real Property, unless such building in its intended location shall comply with the provisions of all relevant bylaws of the City.

17.2 No person shall move any building or portion of any building into the City, or from one location to another location in the City, without first:

17.2.1 obtaining from a Building Official:

17.2.1.1 a building permit; and,

17.2.1.2 a moving permit;

17.2.2 depositing a certified cheque or bond equal to the total costs of the upgrading estimated by the owner to the satisfaction of a Building Official with a minimum amount of \$500.00 as security to ensure that the building is upgraded and that the exterior of the building will be completed within ninety (90) days from the date of the issuance of the Building Permit and that the building substantially complies with this Bylaw and complies with all bylaws of the City within one year from the date on which the building permit was issued;

17.2.3 providing a building official with assurances from a Registered Professional that the building to be moved is capable of being moved and is in compliance with the Building Code.

BYLAW NUMBER 4900

17.3 Every application for a moving permit shall:

17.3.1 designate the existing site of the building;

17.3.2 the proposed site to which it is to be moved, including street address and legal description of the lot to which it is proposed the building be moved (together with a site plan of the lot); and,

17.3.3 the name and street address of the owner of the lot to which the building is to be moved and the name and address of the owner of the building .

17.4 No permit to move a building shall be issued by a Building Official until the time and route of the move have been approved by the Inspector, RCMP, the Fire Chief and the Municipal Engineer.

17.5 Notwithstanding anything in this Section otherwise contained, no building shall be moved into a commercial zone from any other zone.

17.6 Notwithstanding anything in this Section, a Building Official may carry out an on-site inspection of the building and following the inspection and giving due consideration to the age and general appearance of the building and the probability that the building when moved will conform to generally the same standard of building in the area where the building is to be moved may issue a moving permit.

17.7 Where an applicant has been refused a residential moving permit by a building official, the applicant may appeal the decision of the Building Official to City Council.



**CORPORATION OF THE CITY OF VERNON**  
 3400 – 30<sup>th</sup> Street, Vernon, B.C., V1T 5E6  
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 www.vernon.ca

# MOVING PERMIT APPLICATION

DATE OF APPLICATION: \_\_\_\_\_

Permit Number: \_\_\_\_\_

Roll Number : \_\_\_\_\_

FEE : **\$250.00 (+\$500.00 Bond)**

Section 8.3 of Bylaw #4900 states an application for a moving permit to move a building shall be made in the form established and prescribed by the City and shall contain sufficient information to satisfy a building official that the proposed work will comply with the requirements of section 17 of this bylaw.

<b>NAME OF APPLICANT</b>	<b>PHONE:</b>
<b>ADDRESS OF APPLICANT</b>	
<b>NAME OF OWNER(S)</b> <i>(if different from applicant)</i>	<b>PHONE:</b>
<b>ADDRESS OF OWNER</b>	
<b>AUTHORIZATION</b>	<b>SCHEDULE 3:                      OR                      LETTER OF AUTHORIZATION:</b>
<b>BUILDING TYPE</b>	<b>RESIDENTIAL: ____ COMMERCIAL: ____ OTHER: ____ AGE: _____ HEIGHT: _____</b>
<b>MUNICIPAL WORKS</b>	<b>SIGNATURE ON ATTACHED DOCUMENT</b>
<b>MOVING FROM</b>	
<b>LEGAL DESCRIPTION</b>	
<b>MOVING TO</b>	
<b>LEGAL DESCRIPTION</b>	
<b>DATE OF MOVE</b>	
<b>DETAILS</b>	<b>TO BE MOVED IN                      PIECE(S)                      HEIGHT CLEARANCE REQUIRED:</b>
<b>CERTIFICATES OF TITLE</b>	<b>SUBJECT PROPERTY:                      NEW BUILDING LOCATION:</b>
<b>SITE PLAN</b>	<b>SHOWING LOCATION OF BUILDING ON NEW PROPERTY</b>
	<p><b>I/WE PROPOSE TO MOVE THE SUBJECT BUILDING ON _____, BETWEEN THE HOURS OF _____ AM/PM AND _____ AM/PM. I/WE HAVE ATTACHED A MAP SHOWING THE ROUTE UPON WHICH THE MOVE WILL TAKE PLACE, AND HAVE PRESENTED A BOND IN THE AMOUNT OF \$500.00 TO COVER ALL COSTS INCURRED BY THE CITY OF VERNON AS A RESULT OF THE RELOCATION OF THE SUBJECT BUILDING. I/WE ACCEPT FULL RESPONSIBILITY FOR ANY AND ALL LIABILITY AND/OR DAMAGE WHICH MAY RESULT DIRECTLY OR INDIRECTLY FROM THE RELOCATION OF THE SUBJECT BUILDING.</b></p> <p>_____</p> <p><b>APPLICANT SIGNATURE                      DATE</b></p>
	<b>SEE PAGE TWO FOR APPROVALS</b>

PERMIT NUMBER: \_\_\_\_\_

**AS A CONDITION OF THIS PERMIT, THE APPLICANT IS RESPONSIBLE FOR OBTAINING APPROVAL OF THE FOLLOWING AGENCIES AND RETURNING SAME TO CITY OF VERNON:**

	APPROVED BY	DATE
• CITY OF VERNON-UTILITIES (250) 549-6757	_____	_____
• CITY OF VERNON-ROADS (250) 549-6757	_____	_____
• VERNON WEIGH SCALE (250) 549-4728	_____	_____
• TERASEN GAS 1-888-224-2710	_____	_____
• BC HYDRO (250) 549-8614 OR (250) 306-2949 WAYNE	_____	_____
• TELUS 1-800-663-3330	_____	_____
• SHAW CABLE 260-4660 WALLY	_____	_____
• RCMP	_____	_____
• FIRE DEPT.	_____	_____
• AMBULANCE	_____	_____

**COMMENTS:**

**ISSUE DATE:** \_\_\_\_\_

**APPROVED BY  
BUILDING MANAGER:** \_\_\_\_\_



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## **DAMAGE TO MUNICIPAL WORKS**

### **NOTICE TO CONTRACTORS/OWNERS**

**PROJECT ADDRESS:**

**LEGAL DESCRIPTION:**

#### **SECTION 14.2 OF BYLAW NO. 4900 REQUIRES**

**“Every owner to whom a permit is issued shall be responsible for the cost of repair of any damage to municipal works that occurs in the course of work authorized by the permit, and shall commit to this prior to issuance of the permit by signing the form prescribed by the City. Unpaid costs that have been assessed against an owner to repair damage to municipal works shall be applied to property taxes at the end of the year.”**

Prior to the issuance of the building permit, the City requires that permit applicants conduct a detailed inspection of the Municipal works immediately adjacent to the property (eg sidewalks, curb and gutter, etc.) and provide this information to the City. This information can be in the form of detailed drawings showing location and extent of damage, pictures, digital information, etc.

Upon completion of the work and prior to the issuance of the occupancy permit, the City will conduct an inspection of the property. If there is damage to Municipal works, the owner must make arrangements with the City to repair the damage or pay the estimated cost of the repair before an occupancy permit will be issued.

#### **SKETCH PLAN OR ATTACH PLAN**

I hereby acknowledge that I personally inspected the Municipal works immediately adjacent to the above noted property and have accurately stated the damage to Municipal works.

Dated in Vernon, B.C. this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_\_\_.

\_\_\_\_\_  
Signature of Owner or Authorized Agent

**B008-Mar-04**



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**SCHEDULE “3”**  
**OWNERS APPOINTMENT OF AN AGENT**  
**(BYLAW NUMBER 4900)**

**PLEASE PRINT CLEARLY**

<b>PROPERTY ADDRESS:</b>
<b>LEGAL DESCRIPTION:</b>

<b>OWNER</b>	<b>NAME:</b>	<b>PHONE:</b>
	<b>ADDRESS:</b>	<b>FAX:</b>
	<b>POSTAL CODE:</b>	<b>E-MAIL:</b>
<b>OWNER'S AGENT</b>	<b>NAME:</b>	<b>PHONE:</b>
	<b>ADDRESS:</b>	<b>FAX:</b>
	<b>POSTAL CODE:</b>	<b>E-MAIL:</b>

*I am the owner of the above referenced property and hereby authorize the above noted agent to represent me in an application for the following:*

PLEASE CHECK WHERE APPLICABLE	
<input type="checkbox"/>	Building Permit - Application #
<input type="checkbox"/>	Demolition Permit - Application #
<input type="checkbox"/>	Plumbing Permit - Application #
<input type="checkbox"/>	Development Permit Application - Application #
<input type="checkbox"/>	Development Variance Permit - Application #
<input type="checkbox"/>	Sub Division Application - Application #
<input type="checkbox"/>	Rezoning Application - Application #
<input type="checkbox"/>	OCP Amendment Application - Application #
<input type="checkbox"/>	Board of Variance Application - Application #
<input type="checkbox"/>	Sign Permit - Application #

*I hereby authorize the above noted agent to:*

PLEASE CHECK WHERE APPLICABLE	
<input type="checkbox"/>	View or Receive Copies of Correspondence and/or Permits
<input type="checkbox"/>	View or Receive Copies of Permit Plans
<input type="checkbox"/>	Receive a Building Permit as the Owner of the Subject Property Prior to Transfer of Title

Date: \_\_\_\_\_ Owner's Signature: \_\_\_\_\_