



## MOVING A BUILDING INFORMATION SHEET

### Building Inspection Division

3400 Plymouth Blvd.

Plymouth, MN 55447

(763) 509-5430

[inspections@plymouthmn.gov](mailto:inspections@plymouthmn.gov)

### PRIOR TO ISSUANCE OF A MOVING PERMIT

- A Conditional Use Permit is required for any new or existing building moved into or within the city limits.

#### Exceptions:

- Buildings moved out of, or through the city.
- The relocation of structures within the same lot.
- The moving of an accessory building having a gross floor area of 200 square feet or less.
  - A pre-application inspection and approval is required for all buildings proposed to be moved into or within the city limits (excludes buildings being moved out of, or through Plymouth).
  - Submittal of a current Certified Land Survey from a registered land surveyor showing location, setback and drainage of proposed building, including all other information required by Section 400.13 of the Plymouth City Code.

### APPLYING FOR A MOVING PERMIT

- An application for a moving permit shall be made after City Council approval of any required conditional use permit, and at least 30 days prior to the proposed moving date.
- Verification that all requirements of the conditional use permit have been satisfied.
- Digital submission of building plans detailing the proposed foundation construction and how the structure will be secured to the foundation. *(A separate building permit be submitted digitally along with the moving permit application.)*
- A digital copy of a Certified Land Survey (as previously described).

- A copy of current building mover's license from the State of Minnesota.
- A copy of all necessary State and County permits, together with a copy of permissions granted to cross over any private properties within the City (if applicable).
- Evidence such as a bill of sale, showing that the applicant is entitled to move the building.
- Evidence that the buildings and lot from which it is to be removed are free from mortgages, liens, or other encumbrances and that all taxes and other charges against the lots from which, and to which, the building is to be moved are currently paid.
- If the building to be moved is located within the City of Plymouth, separate foundation demolition and sewer/water disconnect permit applications shall accompany the moving permit application.
- Evidence that any wells or septic systems have been properly abandoned for properties located within the City of Plymouth.

### CONTACTS

#### MN Department of Transportation

Freight and Commercial Vehicle Operations

(Building Mover's License) 651-366-3680

Oversize and overweight permit office 651-296-6000

Oversize and overweight permit office

(Buildings over 20 ft. in width) 651-355-0246

#### Hennepin County Department of Transportation

Permit Office 612-596-0339

Taxpayer Services Department 612-348-3011

**Gopher State One** (Call Before You Dig) 651-454-0002

#### City of Plymouth

Planning Division 763-509-5450

Building and Inspection Division 763-509-5430

Police Department 763-509-5160