

ATHENS-CLARKE COUNTY
BUILDING RELOCATION PERMIT APPLICATION

PERMIT FEE: \$100.00 PERMIT NO: _____ DATE: _____

PLANNING APPROVAL _____ DATE: _____

TAX MAP: _____ BLOCK _____ LOT: _____ ZONE: _____

CURRENT YEAR'S TAXES PAID: _____ (ATTACH COPY OF PAID RECEIPT)

THIS BUILDING RELOCATION PERMIT IS APPROVED ___ DISAPPROVED ___

APPROVED BY: _____ DATE: _____

ATHENS-CLARKE COUNTY IS INDEMNIFIED BY: (COPY ATTACHED)

BOND AMOUNT: _____ BONDING COMPANY: _____

DATES COVERED: _____

INSURANCE AMOUNT: _____ INSURANCE COMPANY: _____

INSURANCE POLICY NO. _____ DATES COVERED: _____

MOVER: _____ PHONE: _____

MOVING DATE: _____ MOVING TIME: _____

MOVING ROUTE: _____

STATE PERMIT NUMBER (IF APPLICABLE): _____

OWNER: _____

ADDRESS: _____

PHONE: _____

IF THE PRESENT AND PROPOSED LOCATIONS ARE IN ATHENS-CLARKE COUNTY, COMPLETE THE FOLLOWING PAGES:

IF THE PRESENT LOCATION IS IN ATHENS-CLARKE COUNTY, AND THE PROPOSED LOCATION IS NOT, COMPLETE PAGE 2.

IF THE PRESENT LOCATION IS NOT IN ATHENS-CLARKE COUNTY, AND THE PROPOSED LOCATION IS, COMPLETE PAGE 3.

PRESENT LOCATION: _____

PROPOSED LOCATION: _____

NOTIFIED BY MOVER:

ELECTRIC CO. _____ CABLE CO. _____

GAS CO. _____ SEWER DEPT. _____

PHONE CO. _____ POLICE DEPT. _____

WATER DEPT. _____ FIRE DEPT. _____

_____, WILL BE RESPONSIBLE FOR
THE REMOVAL OF ALL TRASH, RUBBLE, AND LITTER FROM THE PREMISES;
ALSO ANY HOLES, WELLS, EXCAVATION, AND ANY GROUND DEPRESSIONS
THAT WILL HOLD WATER, WILL BE FILLED IN A SAFE AND SANITARY
MANNER.

SIGNED _____
OWNER/MOVER/CONTRACTOR

PRINT NAME

PRESENT LOCATION: _____

PROPOSED LOCATION: _____

LOT SIZE: _____ ZONE: _____
SEWAGE: CITY: _____ SEPTIC TANK: _____
WATER: CITY: _____ WELL: _____

STRUCTURE BEING MOVED:

PREVIOUS OCCUPANCY: _____
PRESENT OCCUPANCY: _____
PROPOSED OCCUPANCY: _____
TYPE CONSTRUCTION: _____
SIZE OF STRUCTURE: _____
EXTREME DIMENSIONS: LENGTH _____ WIDTH _____ HEIGHT _____
EST. ORIGINAL VALUE: \$ _____
EST. PRESENT VALUE: \$ _____
EST. PROPOSED VALUE: \$ _____

PROPOSED STRUCTURAL CHANGES: _____

SECURITY FOR RENOVATION:

90 DAY COMPLETION DATE: _____
SECURITY BONDING COMPANY: _____
BOND AMOUNT: \$ _____ DATE: _____
CASH DEPOSITED AMOUNT: \$ _____
DEPOSITED WITH: _____
ESCROW AGREEMENT FILED: _____
LETTER OF CREDIT FROM: _____
GUARANTEED AMOUNT: \$ _____ DATE: _____

THIS BUILDING, WHEN RELOCATED, WILL BE BROUGHT INTO COMPLIANCE WITH ALL CODES, ORDINANCES, AND REGULATIONS CURRENTLY BEING ENFORCED WITHIN THIS JURISDICTION IN WHICH IT IS BEING PLACED.

SIGNATURE OF OWNER/CONTRACTOR

BEING A STATE OF GEORGIA ARCHITECT OR CIVIL ENGINEER (OR INSPECTOR), AND AFTER INSPECTING TILE STRUCTURE TO BE MOVED, IT IS MY OPINION THAT SAID STRUCTURE CAN *BE* BROUGHT INTO COMPLIANCE WITH THE STANDARD BUILDING CODE, NATIONAL ELECTRICAL CODE, AND GEORGIA MECHANICAL CODE AT ITS NEW LOCATION FOR TEE OCCUPANCY STATED, AND AT A COST OF NO MORE THAN 50% OF ITS CURRENT ESTIMATED VALUE.

SIGNATURE OF ARCHITECT, ENGINEER, OR INSPECTOR

EXAMPLE

Date of Issuance: _____

Unified Government of Athens-Clarke County, Georgia
Building Inspections & Permits
120 W. Dougherty Street
Athens, Georgia 30601

RE: Irrevocable Bank Letter of Credit for Building Relocation Permit

Dear Athens-Clarke County:

This letter is to inform you that _____ (Financial Institution),
hereinafter referred to as "Bank" has placed a hold on the amount of \$ _____
Dollars in account # _____ in the name of _____
hereinafter referred to as "Permit Holder."

In accordance with § 9-15-17 of the Code of Ordinances of Athens-Clarke County, Bank
does hereby guarantee payment of the amount of \$ _____ Dollars in the event
that Permit Holder fails to complete the structure described in Building Relocation Permit No.
_____ in accordance with the plans and specifications within 90 days of the issuance of
such permit. In the event of such failure of completion, Bank shall pay to Athens-Clarke
County, immediately and without further action, such funds as are necessary to finance the
completion of the structure up to the amount specified herein.

This letter shall serve as an Irrevocable Bank Letter of Credit and shall remain in effect
for 120 days following the issuance of the above-referenced Building Relocation Permit.

Sincerely,

[Signature of Authorized Bank Officer]

SURETY BOND

Athens-Clarke County
State of Georgia

KNOW ALL MEN BY THESE PRESENTS:

That we, _____
as principal, and _____
as surety are held firmly bound unto Athens-Clarke County, Georgia,
in the sum of \$ _____, lawful money of the United States,
for payment of which we bind ourselves, our heirs, executors,
successors, and assigns jointly and severally, firmly by these
presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT:

Whereas said principal has applied with Athens-Clarke County
for a building relocation permit to relocate a structure presently
located at

Therefore said principal shall perform the following
obligations and conditions:

1. The relocation of the building must be accomplished with all reasonable speed;
2. The building shall be renovated and/or completed in accordance with the plans and specifications approved by the Athens-Clarke County Building Inspection Department no later than 90 days following the date of issuance of the building relocation permit;
3. Principal does hereby indemnify Athens-Clarke County from any damage to streets, sidewalks, or other Athens-Clarke County property and for any costs of collecting said damages from principal, if any.

Therefore, if the principal shall fully and faithfully perform all work specified to be performed within the time prescribed and in accordance with the planned specifications and provisions for which reference is hereby made, then this obligation shall be void; otherwise it is to remain in full force and effect in law.

It is expressly understood and agreed that the liability of the surety for any and all claims hereunder shall in no event exceed the penalty amount of this obligation as herein stated. It is hereby expressly understood that AthensClarke County may declare the bond forfeited if the conditions herein have not been fully complied with in every respect and that AthensClarke County may then complete the relocation, restoration, or renovation of said building and pay for that activity out of the forfeited bond funds.

The surety hereby stipulates and agrees that no modifications, omissions or additions in or to the plans for specifications or any extension of time shall in any way affect the obligation of said surety on its bond.

In witness whereof we have hereunto set our hand and seal.

This the _____ day of _____, 20 _____

Principal

Surety

REQUIREMENTS FOR BUILDING RELOCATION/MOVING PERMIT (HOUSES OR OTHER BUILDINGS)

HOUSES/BUILDINGS RELOCATING INSIDE ATHENS-CLARKE COUNTY

- 1) Zoning permit from Planning Department (Also, Site plan showing how house will be located on property).
- 2) Need certified inspector or building contractor to inspect house and write letter stating that structure is sound and is safe to be relocated to purposed site.
If a certified inspector is used, we will need a copy of the inspector's certification.

The owner or builder handling the renovation of the house will need to provide an estimated cost to bring the house to current building code standards.

- 3) Letter of credit from a bank or financial institution for the amount to renovate house plus cost to move the house. (See Attached Example)
- 4) Building permit for renovation of house on final site.
- 5) Need copy of tax receipt showing that current year's taxes have been paid.
- 6) Septic tank permit from Environmental Health (706) 583-2658 located at 189 Paradise Blvd (If Applicable).
- 7) Driveway Permit from Public Works (If Applicable)
- 8) Need copy of mover's state permit or application for DOT permit for moving structure.

*NOTE: Relocation/Moving permit and Building Permit for renovation must be issued together.

HOUSES/BUILDINGS MOVING OUTSIDE OF
ATHENS-CLARKE COUNTY

- 1) Zoning Permit from Planning Department
- 2) Need copy of tax receipt showing that current year's taxes have been paid.
- 3) Need copy of mover's state permit or application for DOT permit for moving structure.