Moved Building Permit Procedure

Apply for a Moved Building Permit. Submit 2 sets of plans for the building including site plans that includes all properties within 500’ of the property line of the (new) proposed property. An additional site plan and floor plan are also required for the Assessor. Pay the plan check and zone check fee based on the size of the building being moved. Pay the $347.55 posting and initial inspection fee.

The Permit Application to Move a Building includes a request for inspection of the building to be moved to the (new) proposed location. Prior to Building Inspection proceeding with posting and inspection, the permittee must perform the following items:

1. Owner to provide adequate backing for a minimum of two signs on both properties meeting the following requirements:
   a. 13 inches wide by 19 inches high, attached to a 2 x 4 stake driven into the ground that will project 4 feet in height. These signs are to be within the front and rear of the proposed new location
   b. Corner lots require additional signs.

2. Owner to provide street address numbers on the front sign for identification. The numbers must match those assigned on the permit application.

3. Make arrangements for entry and inspection of the building to be moved and both properties during normal working hours.

When the above items have been completed, notify Building Inspection that you are ready for posting and inspection. Failure to respond to these items, which are required by Sacramento County Code Section 16.40, will cancel our ten day inspection requirement. The permit application will then be held in a pending file for 60 days after which it will be voided.

Properties will be posted for 10 days allowing for public comment and appeal prior to approval of the plan for permit issuance. Appeals are to be forwarded to the Clerk of the Board of Supervisors for payment after which a hearing will be scheduled. This hearing request will delay the issuance of the permit to move the building.

Inspection of the building will result in a check list of conditions that will be required to be met prior to the completion of the project. The applicant will be notified of these conditions. The applicant will be responsible to have permit (conditions) holds from other departments cleared prior to the issuance of the permit. These will consist of Planning, Fire District, School District and sewer and other similar departments. Additional departmental fees may be assessed by them. Technical Resources will also require evidence of the moving companies transportation permit. Evidence of a sealed sewer or demolition of the septic system will be required prior to the issuance of the permit.

A surety bond, a bank CD bond or a cash deposit of $10,000 will be collected at the issuance of the permit in addition to all other unpaid fees. Checks for cash deposits will be cashed and retained until a successful final inspection.
A bond/deposit statement shall be required by the applicant similar to the following:

“I, ___________________, the applicant and property owner, hereby promise to comply with the conditions imposed on the building permit No. ________________________. By way of guarantee that this work will be done, I/we herewith deposit with the County a cash deposit, certificate of deposit, or surety bond in the sum of $10,000 and agree that in the event these conditions are not fulfilled within one hundred eighty (180) days hereafter, the County may use said cash deposit, certificate of deposit, or forfeit the surety bond and apply the proceeds either to cause said conditions to be fulfilled or to demolish and remove the building which was under the authority of said building permit. I/we further understand that if County mitigation efforts (including costs of administrative and enforcement processes) exceed $10,000 the applicant will be responsible to reimburse to the County its total costs. ”

Additional permits will be required for any additions to the moved building and/or other structures built on the new property. Demolition permits will be required for structures required to be removed from the prior property, if located within Sacramento County. Street frontage and site improvements may be required as a condition of completing the project. After the Moved Building Permit is issued, progress inspections will be required. Since it is impossible to foresee all problems or conditions, additional requirements may be imposed by the field inspector, and will be considered as part of the conditions imposed for our approval.

This permit is valid for 180 days. A separate temporary utility pole, panel and circuit may be allowed with a separate permit. The temporary pole shall be removed upon final approval and tagging of permanent utilities. Permanent utility connection to the building will not be allowed until the building is set on its permanent foundation. A utility deposit will be required for permanent connection if desired prior to final inspection.

At the successful final inspection and approval to occupy, the $10000 bond will be returned or the cash deposit will be processed for reimbursement.

If there are any questions concerning the procedure or requirements regarding Moved Buildings, Please call the Building Inspection permit section at 875-5296.
Notice of Posting for a Moved Building

_______________________
Date

This is to advise you (applicant/owner) that an inspection was made of the building presently located at:

___________________________________________________ __________________________________________
(Address)

is intended to be moved to:

___________________________________________________ __________________________________________
(Address)

Both the building and the proposed location have been posted (by Building Inspection) with “Notice of Intention to Move” signs, which must be maintained and verified for ten (10) working days.

By this action the Chief Building Official has granted a tentative approval of that application, subject to the conditions imposed by Sacramento County Code 16.40, this letter and report, and any conditions to be imposed at the time of building permit issuance.

However, if an appeal of that decision is filed with the Board of Supervisors within the required posting period, this approval will automatically be nullified. You will be notified of any appeal, along with the time, date and place of a hearing before the Board of Supervisors who will hear the protest and make a final decision.

You may, at your own risk and discretion, obtain your Surety Bond in the amount of $10,000.00. The Surety Bond or Cash Bond must be presented before the Building and/or Moving Permit is issued.

Specific conditions imposed by Sacramento County Code 16.40 are as follows:

1. All conditions imposed on the issuance of the Building Permit for a moved building shall be met within 180 days.
2. No relocation building shall be used, occupied or have the utility services connected until all conditions have been met and the Building Permit finalized.
3. All moved structures shall be brought up to existing regulations of the Building, Plumbing, Mechanical and Electrical Codes, unless otherwise waived by the Chief Building Official.
4. Non-compliance with all the conditions imposed within 180 days shall give cause to forfeit Surety Bond or Cash Bond for the completion of the conditions or for demolition of the structure and, if necessary, abate a public nuisance.

Attached is the inspector’s report with the general conditions and specific requirements pertaining to the relocation of the building. Since it is impossible to foresee all problems or conditions, additional requirements will be handled by the field inspector, and be considered as part of the conditions imposed by our approval.

If you would like any further information regarding posting, the conditions imposed, or the corrections to the building, please feel free to call (916) 875-5296.

Respectfully,

Supervising Building Inspector
Permit Application to Move a Building

BID Staff Initials: ____________________ Case Number: ____________

A. Building Project Identification: New Assessors Parcel No. (APN) ______________________ Lot No. _________

New Location Address: _________________________ Zip Code: ____________

Nearest Cross Street: ____________________________ Locality: ____________________________ City/ZIP: ____________________________

Owner Address: ____________________________ City: ____________________________ Zip: ____________ Owner Phone ____________________________

Owner: ___________________________________________

Building to be moved from:

Address: ____________________________ Nearest Cross Street: ____________________________ Locality: ____________________________ City/ZIP: ____________________________

Contractor Name: ____________________________ City: ____________________________ Zip: ____________ Contractor Phone: ____________________________

Building License No: ____________________________ Contractor Phone: ____________________________

B. Check Appropriate Items: This is a: ____________________________ Commercial ____________________________ Residential ____________________________ Permit for: ____________________________ Building ____________________________ Mechanical ____________________________ Electrical ____________________________ Plumbing ____________________________ Other ____________________________

C. Nature of Work: ____________________________ Nature of Work: ____________________________ Nature of Work: ____________________________

Addition ____________________________ Change of Contractor ____________________________ Inspection/Posting ____________________________ Permit Renewal ____________________________

Alteration/Remodel ____________________________ Change in Use ____________________________ Moved Building ____________________________ Plan Change ____________________________

Describe Scope of Work: ____________________________

D. Description of Building: Proposed use:

Dwelling Sq. Ft: ____________________________ Garage Sq. Ft: ____________________________ Other Sq. Ft: ____________________________ Occupancy ________ Type ________ Stories ________

Fire Sprinklers: Yes No ____________________________ Roof Covering Ext. Wall Covering ____________________________

Previous use:

Dwelling Sq. Ft: ____________________________ Garage Sq. Ft: ____________________________ Other Sq. Ft: ____________________________ Occupancy ________ Type ________ Stories ________

Fire Sprinklers: Yes No ____________________________ Roof Covering Ext. Wall Covering ____________________________

E. New Location Legal Description: (Provide a separate, scaled plot plan for the building at its new location. Minimum size is 11" x 17")

APN #: ____________________________ Lot No.: ____________________________ No. of Families: ____________________________

F. Licensed Contractors Declaration: hereby affirm that I am licensed under provisions of Chapter 9 (completing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.

Builder's Signature: ____________________________ License No: ____________________________

G. Workers Compensation Declaration: I hereby affirm under penalty of perjury one of the following declarations:

☐ I have and will maintain a certificate of consent to self-insure for workers compensation, as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

☐ I have and will maintain worker's compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

☐ I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the Workers Compensation Laws of California, and agree that if I should become subject to the workers compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions. In the event I do not comply with the Workers Compensation law, this permit shall be revoked.

Date: ____________________________ Signature: ____________________________

H. Construction Lending Agency: I hereby affirm that there is a construction lending agency for the performance of the work for which this permit is issued (Sec. 3097, Civil Code).

Lender's Name: ____________________________

Lender's Address: ____________________________

I. Applicant Name: ____________________________ Address: ____________________________

City: ____________________________ State: ____________________________ Zip Code: ____________________________ Phone No: ____________________________ Fax No: ____________________________

Email Address: ____________________________

I hereby certify that I have read this application and state that the above information is correct and that I am the owner or the duly authorized agent of the owner. I agree to comply with all county and state laws relating to building construction. I hereby authorize representatives of the County of Sacramento to enter upon the above-mentioned property for inspection purposes.

Date: ____________________________

Signature: ____________________________

Cashier Validation ____________________________ Posting Information (Office Fill In) ____________________________

Permit Fee ____________________________ By: ____________________________

(work at new site)

Building Address: ____________________________

Locality: ____________________________

Cross Street: ____________________________

Name of Permitee: ____________________________

I hereby acknowledge that I have read this application and state that the information given is correct. I agree to comply with all County ordinances and State Laws regulating the moving of buildings within Sacramento County.

Signature of Requestor or Authorized Agent: ____________________________

Municipal Services Agency
Building Inspection
General Information: (916) 875-5296
www.bldginspection.org

4101 Branch Center Rd
Sacramento 95827
Fax 916-854-9228

5229 Hazel Ave Suite B
Fair Oaks 95628
Fax (916) 854-9034

827 7th St Room 102
Sacramento 95814
Fax (916) 854-9229

6015 Watt Ave Suite 4
North Highlands 95660
Fax (916) 874-2632

4/22/2015 Page 1 of 1
Important Notices & Instructions to the Applicant

California State law requires that every permit applicant provide specific information and declarations regarding the proposed work. Please read the information below and follow the directions pertaining to your particular permit application. All applicants must provide the information requested on Permit Application A and B. If you are unsure about any item, counter staff will assist you.

EXPIRATION OF PERMIT - CA BUILDING CODE ‘CBC’ Section 105.5 (as amended by Sacramento County Code ‘SCC’ 16.02.160):

Every permit issued by the Building Official under the provisions of the technical codes shall expire by limitation and become null and void if the building or work authorized by such permit is not commenced within 180 days from the date of such permit or if the building or work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of 180 days. Before such work can be recommenced, the permit shall be renewed. The fee for renewal shall be one-half the amount required for a new permit for such work, provided no changes have been made or will be made in the original plans and specifications for such work; and provided further that such suspension or abandonment has not exceeded one year. In order to renew action on a permit after the building or work has been suspended or abandoned or the permit has been expired for a period exceeding one year, the permittee shall pay a new full permit fee. Permits deemed to have been expired shall be subject to all permit related fee increases and new fees in effect at the time of permit renewal as applicable subject to the discretion of the Building Official. The Building Official shall have discretion to adjust permit renewal fees when extenuating circumstances exist.

Permits will be deemed to have expired if there has been no inspection of work within a 180-day period.

When the work is not ready for a required inspection within 180 days of the last inspection, the permittee must request a progress inspection to keep the permit active. Any applicant holding an unexpired permit may apply for an extension of the time within which work may commence under that permit when the applicant is unable to commence work within the time required by this section for good and satisfactory reasons. The Building Official may extend the time for action by the applicant showing that circumstances beyond the control of the applicant have prevented action from being taken. No permit shall be extended more than once. All building permits shall expire two years after the issuance date. The permit may be extended beyond this period if the work authorized by the permit is being diligently pursued but only upon written request by the applicant. Review of the request and granting of an approved time extension beyond two years shall be made by the Building Official.

REFUND OF FEES - CBC Appendix Chapter 1, Section 108.6 (as amended by SCC 16.02.160):

The Building Official may authorize the refunding of any fee paid hereunder that was erroneously paid or collected. The Building Official may authorize the refunding of not more than 40 percent of the total permit fee paid when no work has been done under a permit issued in accordance with this Code. Where no plan review fee was required, the Building Official may authorize the refunding of not more than 80 percent of the total permit fee paid when no work has been done under a permit issued in accordance with this Code. The Building Official may authorize the refunding of not more than 80 percent of the plan review fee paid when an application for a permit for which a plan review has been paid is withdrawn or canceled before any plan reviewing is done. The Building Official shall not authorize the refunding of any fee paid except upon written application filed by the original applicant not later than 180 days after the date of fee payment. (Use Refund Request Form #FE-10)

Applicants Initials
RE-INSPECTION FEES - SCC16.02.160 Section109.7

A re-inspection fee may be assessed for each inspection or re-inspection when such portion of work for which inspection is called is not completely ready or when previous written corrections have not been made, when the job address is not clearly posted and visible from the street or the front of the building, where the inspector has no access to the work to be inspected, when the approved plans are not readily available to the inspector, when Permit Application A and B, the permit, or a copy, and/or any previous correction notice(s) are not in the building permit job folder and for deviating from the approved plans requiring the approval of the Building Official.

This section is not to be interpreted as requiring re-inspection fees the first time a job is rejected for failure to comply with the requirements of this code, but as controlling the practice of calling for inspections before the job is completely ready for such inspection or when plans and/or permit documents are not available to the inspector at the site where the inspection is to be performed. To obtain a re-inspection, the applicant shall file an application therefore in writing on a form furnished for that purpose and pay the re-inspection fee in accordance with Chapter 16.90 of the Sacramento County Code. In instances where re-inspection fees have been assessed, no additional inspection of the work will be performed until the required fees have been paid.

INSPECTION REQUESTS - CBC Appendix Chapter 1, Section 109.5

It shall be the duty of the holder of the building permit or their duly authorized agent to notify the building official when work is ready for inspection. It shall be the duty of the permit holder to provide access to and means for inspections of such work that are required by this code. Requests for inspections shall be filed at least one working day before such inspection is desired. Such request may be made by the automated telephone system (916) 875-5296 or electronically on line at www.bldginspections.org/. To schedule an inspection on line you must first register per the instructions found on the website. Scheduled inspections may be delayed (rolled to the next day) when a day's inspection requests are beyond the capability of our staff to complete them.

For detailed information on how to request an inspection, consult forms:
FI-1 Residential Codes VoicePermits™ Interactive Voice Response System or
FI-17 Commercial Codes VoicePermits™ Interactive Voice Response System

Applicants Initials
REQUIRED DECLARATIONS

Fill in All Information Completely and Legibly, Include Zip Codes:
Application Part A1 may be filled in by anyone. The application Part A and Part B are not the permit. A valid permit results when Part A and B are approved, permit fees paid in full, receipt acknowledged and issued by the Chief Building Official, or a Deputy of the Chief Building Official.

LICENSED CONTRACTOR’S DECLARATION

This statement may be signed by the contractor or a corporate officer of a construction company, including President, Vice President, Secretary, Treasurer, Trustee, Chairman of the Board, or Responsible Managing Employee (RME). An agent for the contractor may sign only if the Building Inspection Division has received a letter from the contractor authorizing the agent to sign. The person signing must list his/her title.

I hereby affirm under penalty of perjury that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.

License No. ______________ License Class ______ Contractor Signature:____________________Date:____________

OWNER-BUILDER DECLARATION

This statement may be signed by the owner, tenant, lessee, architect, engineer, or an agent of any of these. One of the three boxes must be checked. The owner must also complete and sign the Worker’s Compensation Declaration.

I hereby affirm under penalty of perjury that I am exempt from the Contractors’ State License Law for the reason(s) indicated below by the checkmark(s) I have placed next to the applicable item(s) (Section 7031.5, Business and Professions Code: Any city or county that requires a permit to construct, alter, improve, demolish, or repair any structure, prior to its issuance, also requires the applicant for the permit to file a signed statement that he or she is licensed pursuant to the provisions of the Contractors’ State License Law (Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code) or that he or she is exempt from licensure and the basis for the alleged exemption. Any violation of Section 7031.5 by any applicant for a permit subjects the applicant to a civil penalty of not more than five hundred dollars ($500).):

□ I, as owner of the property, or my employees with wages as their sole compensation, will do □ all of or □ portions of the work, and the structure is not intended or offered for sale (Section 7044, Business and Professions Code: The Contractors’ State License Law does not apply to an owner of property who, through employees’ or personal effort, builds or improves the property, provided that the improvements are not intended or offered for sale. If, however, the building or improvement is sold within one year of completion, the Owner-Builder will have the burden of proving that it was not built or improved for the purpose of sale.).

□ I, as owner of the property, am exclusively contracting with licensed Contractors to construct the project (Section 7044, Business and Professions Code: The Contractors’ State License Law does not apply to an owner of property who builds or improves thereon, and who contracts for the projects with a licensed Contractor pursuant to the Contractors’ State License Law.).

□ I am exempt from licensure under the Contractors’ State License Law for the following reason:

___________________________________________________  _________________________________________

By my signature below I acknowledge that, except for my personal residence in which I must have resided for at least one year prior to completion of the improvements covered by this permit, I cannot legally sell a structure that I have built as an owner-builder if it has not been constructed in its entirety by licensed contractors.
I understand that a copy of the applicable law, Section 7044 of the Business and Professions Code, is available upon request when this application is submitted or at the following Web site: http://www.leginfo.ca.gov/calaw.html.

_____________________________    _____________________
Signature of Property Owner or Authorized Agent                          Date
WORKERS' COMPENSATION DECLARATION

WARNING: FAILURE TO SECURE WORKERS' COMPENSATION COVERAGE IS UNLAWFUL, AND SHALL SUBJECT AN EMPLOYER TO CRIMINAL PENALTIES AND CIVIL FINES UP TO ONE HUNDRED THOUSAND DOLLARS ($100,000), IN ADDITION TO THE COST OF COMPENSATION, DAMAGES AS PROVIDED FOR IN SECTION 3706 OF THE LABOR CODE, INTEREST, AND ATTORNEY'S FEES.

This statement must be signed by the contractor, owner, tenant, lessee, or an agent of these.

I hereby affirm under penalty of perjury ONE of the following declarations:

☐ I have and will maintain a certificate of consent to self-insure for workers' compensation, issued by the Director of Industrial Relations as provided for by section 3700 of the Labor Code, for the performance of the work for which this permit is issued. Policy Number: ___________________________

☐ I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are:

  Carrier: ______________________________________  Policy Number: __________________________

  Expiration Date: __________  Name of Agent: __________________________  Phone #: __________________________

☐ I certify that, in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and agree that, if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

____________________________________    ____________ __________
Signature of Applicant             Date

DECLARATION REGARDING CONSTRUCTION LENDING AGENCY

This section must be completed and available for public inspection during the regular business hours of the Authority. This is required so contact information is available for a claimant to give preliminary notice prior to filing a mechanics lien.

☐ I hereby affirm under penalty of perjury that THERE IS a construction lending agency for the performance of the work for which this permit is issued (Section 3097, Civil Code).

  Lender's Name: ________________________  Lender's Address: _______________________________________

☐ I hereby affirm under penalty of perjury that THERE IS NOT a construction lending agency for the performance of the work for which this permit is issued (Section 3097, Civil Code).

By my signature below, I certify to each of the following:

✔ I am the property owner or authorized to act on the property owner's behalf.
✔ I have read this four (4) page Application Part B and the information I have provided is correct.
✔ I agree to comply with all applicable city and county ordinances and state laws relating to building construction.
✔ I authorize representatives of this city or county to enter the above identified property for inspection purposes.

________________________________________            ____________
Signature of Property Owner or Authorized Agent             Date

________________________________________
Print Name                                                                 Applicants Initials

Applicants Initials
MOVED BUILDING ENERGY REQUIREMENTS

Purpose:
To Clarify the application of energy requirements to single family dwellings when they are to be moved.

Background:
With respect to the new energy regulations, a moved building is an existing building. SCC Section 16.40.100(c) requires moved buildings to be brought up to Building, Electrical, Plumbing, and Mechanical codes, but does not specifically address energy regulations. The section also states that the Chief Building Inspector may waive a specific requirement when the requirement meets the Sacramento County Building Code in effect at the time it was built and does not cause a health or safety hazard.

Note: Subsection 104.2.8.3 of SCC Section 16.02.160 clarifies when the scope of work for R-3 and U Occupancies involves the removal or replacement of fifty (50) percent or greater of the linear length of the walls of the building (exterior plus interior) within a one-year period, the project shall be considered new construction; and the entire building shall comply with all current codes.

Policy:
Moved buildings are not to be subjected to the new energy requirements. However, any addition will be subject to the energy requirements as required for “Room Additions”. For an existing building, R-38 ceiling insulation is the minimum in all accessible attic space over conditioned areas. If the wall finish is to be removed, then R-19 will be required for walls.
SACRAMENTO COUNTY CODE
Chapter 16.40 - Moving Buildings

16.40.010 Permit Required.

No person shall move or cause to be relocated any building or structure across any public street or highway, or from one property to another, or from one location to another in the County, or from any city or county outside of the unincorporated area of Sacramento County, without first obtaining a moving permit through the procedures provided in this chapter. (SCC 48 § 2 (part), 1971.)

16.40.020 Building Relocation Application.

Application for building relocation shall be filed with the building official.

1. Contents of Application. The application shall specify the existing location, size and character of the building to be relocated, the proposed improvements or changes to proposed location of the relocated building, if any, the proposed location of the relocated building, the name and address of the owner of the building to be relocated, the name and address of the owner of the proposed location, the intended use of the relocated building, and three complete sets of plans as required for the building permit with a completed building permit application and completed cost estimate sheet. The plot plan for the proposed location shall show location of the relocated building indicating proposed setbacks of the building and size, location, and use of all existing buildings at the proposed location, and site developments. On commercial, industrial, or multi-family developments, the building official may accept preliminary plans. The application shall also include:

   a. A map, drawn to scale, showing the property for which the permit is requested, the property lines for the properties within five hundred (500) feet of the exterior boundary lines of the subject property and an approval stamp from the Planning Department.

   b. A clear indication of the names of all the streets and of the Assessor’s parcel numbers of each parcel shown on said map.

   c. The names and mailing addresses, as listed on the latest assessment roll, of the owners of each parcel shown on the map.

2. Entry and Site Identification. The applicant shall arrange for entry of the building(s) proposed to be relocated by the building official. The applicant shall provide a stake (minimum 2" x 4") driven in the ground, protruding four feet above grade at the front and rear of the proposed location for posting and attached house numbers as provided by Section 16.40.050. (SCC 1344 § 1, 2006: SCC 562 § 1, 1983: SCC 48 § 2 (part), 1971.)

16.40.030 Inspections.

Within ten (10) working days of being notified by the applicant, the building inspector shall cause the inspection of the building to be relocated. (SCC 1344 § 2, 2006: SCC 562 § 2, 1983: SCC 48 § 2 (part), 1971.)

16.40.040 Application Approval.

After reviewing the application for building relocation, inspection of the building, proposed location, and construction of any required street frontage and site improvements, the building official shall give his/her approval in writing and so notify the property owner and applicant of the requirements imposed on his approval. Upon said approval, the building official shall cause the building and the proposed location to be posted with an “Intent to Move” sign as provided in Section 16.40.050 and the building official shall also mail the notice to affected property owners as required by that Section. (SCC 1344 § 3, 2006: SCC 48 § 2 (part), 1971.)

16.40.045 Approval Limitation on Building Relocation Application.

Approval of building relocation application shall be limited to sixty (60) days from completion of posting period when no appeal is filed. (SCC 48 § 2 (part), 1971.)
16.40.050 Posting Notice of Intention to Move.

When the building has been approved for relocation to a new site, the building official shall cause a “Notice of Intention to Move” sign to be posted, on stakes, for ten (10) working days from date of posting, with assigned house number, provided by the applicant, at the front and rear of the proposed site and on the front of the building proposed to be moved; such notice shall not be less than thirteen (13) inches by nineteen (19) inches in size and shall set forth the character of the building to be moved, the present and proposed site of the building, and the date of posting. The “Notice of Intention to Move” shall also be mailed to owners of property within five hundred (500) feet of the proposed location.

1. The building shall not be moved from the location shown on the application for the duration of ten (10) working days from the date of posting/mailing, by first class post, of the notice required by this section. The posting date and the post marked date shall be the same date.

2. No building shall be temporarily relocated on present or other property for temporary storage purposes, except legal contractors' storage yards, without having written approval of the administrative authority having jurisdiction of the property used for this temporary storage. The administrative authority may require a surety bond, cash bond, or other means to insure the removal of the building and may set a time limit as deemed necessary to protect the public and the County of Sacramento.

3. No moving permit shall be issued nor shall the building be moved from the existing location, until the required posting and appeal period have elapsed.

4. Exemption from “Posting.” A building being relocated on existing property, when approved by the building official, may be exempted from the posting requirements. (SCC 1344 § 4, 2006: SCC 48 § 2 (part), 1971.)

16.40.060 Denial of Building Permit.

The application for a building permit shall be denied when:

1. Any unlawful, dangerous, or defective condition of a building proposed to be moved is such that remedy or correction cannot effectively be made;

2. The relocation of the building to the proposed site would cause appreciable damage to or be materially detrimental to the property or improvements in the immediate vicinity of the proposed new location;

3. The structure is of a type prohibited at the proposed location by law or regulation of the County; or

4. The building official determines that the design, style or appearance of the structure is incompatible with the surrounding properties within five hundred (500) feet of the proposed location.

The building official, or his/her assistants, shall inform the applicant of the denial in writing within ten (10) working days of the filing of the application. The denial shall set forth the reasons therefore and shall designate the applicable provisions of the law or regulations upon which the denial is predicated. (SCC 1344 § 5, 2006: SCC 48 § 2 (part), 1971.)

16.40.070 Appeals—Forms and Filing of Appeal.

Any person who is dissatisfied with the decision of the building official may appeal to the Board of Zoning Appeals. No special form of appeal is required except that the appeal must contain the name and address of the applicant, state the reasons or grounds therefor, and be signed by the appellant.

Appeals shall be filed with the Clerk of the Board of Supervisors who shall arrange for a hearing at the next convenient meeting of the Board of Zoning Appeals. A fee, in the amount shown on the current Sacramento County Planning and Community Development Department’s Consolidated Planning Application Fee Schedule table for an appeal of the building official’s decision, shall be paid to the Clerk of the Board of Supervisors by the appellant to defray the cost of hearing the appeal. (SCC 1344 § 6, 2006: SCC 48 § 2 (part), 1971.)

16.40.075 Appeal by Applicant—Notice.

In the case of an appeal by the applicant for the permit, the appeal must be filed within ten (10) work days after the mailing of the notice of denial by the building official. Upon notice of appeal by the applicant, the Clerk of the Board of Supervisors shall advise the applicant and the building official of the time and place of the hearing and shall cause a notice to be posted on stakes at the front and rear of the proposed location and on the front of the building proposed to be moved. Such notice shall be not less than thirteen (13) inches by nineteen (19) inches in size and shall set forth the character of the building, and the date and place of the hearing of the appeal before the Board of Supervisors. Such notice shall be posted at least ten (10) work days prior to the scheduled hearing and shall
also be mailed to owners of properties located within five hundred (500) feet of the proposed location. (SCC 1344 § 7, 2006: SCC 48 § 2 (part), 1971.)

16.40.080 Appeal by Person Other Than Applicant—Notice.

In the case of an appeal by any person other than the applicant, the appeal must be filed within ten (10) working days of the date of posting and mailing of the “Notice of Intention to Move” notice by the building official. A fee, in the amount shown on the current Sacramento County Planning and Community Development Department’s Consolidated Planning Application Fee Schedule table for an appeal of the building official’s decision, shall be paid to the Clerk of the Board of Supervisors by the appellant to defray the cost of hearing the appeal.

The Clerk of the Board of Supervisors shall notify the building official, the appellant, and the applicant of the time and place of hearing at least ten (10) work days prior thereto. (SCC 1344 § 8, 2006: SCC 48 § 2 (part), 1971.)

16.40.090 Hearing by Board of Zoning Appeals.

Appeals to the Board of Zoning Appeals shall be heard at the next convenient meeting after the completion of any required period of giving notice. The Board of Zoning Appeals shall announce its decision denying the permit or directing its issuance subject to such conditions it deems appropriate within twenty (20) days after the close of the hearing. The Clerk of the Board of Supervisors shall mail notice of the decision to the appellant, the building official, and any other persons making written request for same. The notice shall be mailed within three (3) work days after the decision is announced, as aforesaid. (SCC 1344 § 9, 2006: SCC 48 § 2 (part), 1971.)

16.40.100 Issuance of Building Permit.

1. If a building permit is granted, it shall be granted under conditions which shall require the owner, or agent of the owner, of any building to be moved to comply with the provisions of all applicable state laws and local ordinances, to make such changes or repairs as may be necessary to comply therewith or to fill remaining basements or other subsequent openings on the property.

2. No building relocated in accordance with the provisions of this chapter shall be used or occupied or have utility services connected thereto until said necessary changes or repairs have been completed.

3. Any building relocated in another location shall be brought up to current regulations of the Building, Plumbing, Mechanical, and Electric Codes. The building official may waive a specific requirement when the requirement met the Sacramento County Building Code in effect at the time it was built and does not cause a health or safety hazard.

4. Prior to the issuance of any building permit, the applicant for the moving permit must produce evidence indicating:

a. That he/she has sealed the sewer line at the site from which the building is being moved in a manner prescribed by the political subdivision having jurisdiction thereof; or

b. That he/she has properly destroyed the septic tank system, if any, in accordance with the County’s Environmental Management Department requirements.

5. The building official shall require the owner or agent to deposit a certificate of deposit or a surety bond with the County to insure compliance with the conditions imposed on the building permit. The surety bond must be issued by a corporate surety authorized to do business in the State of California and shall be filed in the form prescribed by the building official and subject to his/her approval. The amount of the bond shall be set at the discretion of the building official. At the time of filing the certificate of deposit, or surety bond with the County, the property owner must also execute and file a statement in substantially the following language:

"I, ______________________, the applicant and property owner, hereby promise to comply with the conditions imposed on the building permit No. __________. By way of guarantee that this work will be done, I/we herewith deposit with the County a (certificate of deposit, or surety bond) in the sum of $____________ and agree that in the event these conditions are not fulfilled within one hundred eighty (180) days hereafter, the County may use said certificate of deposit, or forfeit the surety bond and apply the proceeds either to cause said conditions to be fulfilled or to demolish the building which was under the authority of said building permit."

6. The condition(s) imposed upon the issuance of the building permit for a moved building shall be met within one hundred eighty (180) days. Noncompliance of this requirement shall give cause to forfeit the certificate of deposit or surety bond and to abate the building as a public nuisance as prescribed in Chapter 16.18 of the Sacramento County Code.

7. Building Relocation Application Fee. The applicant shall pay a relocation application fee for each application at the time of issuance. The fee for each permit shall be that fee prescribed in Chapter 16.90 of the Sacramento County Code.
8. **Fee Refund.** No refund shall be made where an inspection is made as required by Section 16.40.030. The building official may authorize the refunding of not more than 80 percent of the application fee when no inspection was made as required by Section 16.40.030. The building official shall not authorize the refunding of any fee paid except upon written application filed by the original permittee not later than one hundred eighty (180) days from the date of fee payment.

9. **Exemption from Building Relocation Application Fee:**

   a. Buildings that are being moved within Sacramento County or cities within the County to locations outside the unincorporated area of Sacramento County.

   b. Buildings or portions of buildings being moved to or through the County that are State approved manufactured buildings.

   c. Incidental accessory structures of one hundred twenty five (125) square feet or less which will not be used for human habitation.

   d. Buildings being moved to a storage yard approved by zoning Code of Sacramento County for storage purposes.

10. **No building relocated in accordance with the provisions of this chapter shall be used or occupied or have utility services connected thereto until any required street frontage and site improvements have been completed.** (SCC 1344 § 10, 2006: SCC 686 § 7, 1987; SCC 562 § 3, 1983: SCC 48 § 2 (part), 1971.)

### 16.40.110 Authority to Issue Building Permit.

In the event the decision of the building official to grant the building permit is not appealed within the ten (10) working day posting period specified in this chapter, and the building proposed to be moved will not come within the scope of the conditions prohibited by Section 16.40.060 of this chapter, and the applicant has complied with all other applicable requirements of this chapter, the building official shall issue the building permit.

In the event an appeal has been filed, the building official shall issue or deny the permit, pursuant to the terms of the final decision of the Board of Supervisors and the other applicable provisions of this section. (SCC 1344 § 11, 2006: SCC 48 § 2 (part), 1971.)

### 16.40.120 Liability Insurance Required.

No moving permit shall be issued under the provisions of this chapter unless the permittee shall have first taken out and agreed to maintain at all times public liability insurance in an amount not less than one hundred thousand dollars ($100,000) for injuries, including wrongful death, to any one person, and subject to the limit for each person, in an amount not less than three hundred thousand ($300,000) dollars on account of one accident, and unless also he shall take out and agree to maintain at all times property damage insurance in an amount not less than five thousand ($5,000) dollars. Such insurance shall name the County as an additional insured, and a certificate of insurance shall be filed with the Municipal Services Agency. (SCC 1344 § 12, 2006: SCC 48 § 2 (part), 1971.)

### 16.40.130 House and Building Moving Requirements—Flags, Lights, Etc.

1. **Notice of Emergency Service.** Any person moving a building on any county road shall notify the County Municipal Services Agency, Department of Transportation and the Construction, Management and Inspection Division, immediately before and after the movement.

2. **Authorized Moving Hours.** Movement of buildings on any county road shall be prohibited between the hours of seven a.m. to nine a.m., and four p.m. to seven p.m.

3. **No building shall be moved into a fire district without first giving notice to the fire district into which the building is to be moved ten (10) working days prior to the move.** (SCC 1344 § 13, 2006: SCC 48 § 2 (part), 1971.)

### 16.40.140 Approval of House and Building Moving Equipment and Apparatus and Route by Municipal Services Agency—Bond Required.

The Administrator of the Municipal Services Agency, or his/her, authorized agents or designees may, in their discretion, inspect all rollers, trucks, wheels, dollies, tractors, or other apparatus proposed to be used in the moving operation, and shall restrict the
use of such apparatus to that which, in their judgment, will not cause injury to highways, bridges, or other property. The Administrator of the Municipal Services Agency and his/her authorized agents or designees may also require reasonable changes in the route proposed, even though the route required may be longer than the one proposed, and also require an applicant or his/her agent to file a surety bond issued by a corporate surety authorized to do business in the state of California, in such amount of five thousand dollars ($5,000.00) or a certificate of insurance in the amount of ten thousand dollars ($10,000.00) with an oversize, overweight endorsement to guarantee the restoration and repair of county roads damaged by moving equipment and apparatus, in accordance with applicable county standards. (SCC 1344 § 14, 2006: SCC 48 § 2 (part), 1971.)

16.40.150 Highway Moving Permit.

When a building permit has been granted by the building official and all provisions of this chapter and other regulations and/or requirements for issuing a building permit for the building have been fulfilled, the Director of County Engineering shall issue a highway moving permit. The applicant shall pay an additional fee for this permit. The permit fee shall be as listed in California Government Code, Title 21, Div. 2, Chapter 7, Section 1411.3.

Buildings that are being moved from outside the County, from cities within the County, or from within the County to terminate in a city or county other than Sacramento County that qualifies for exemption of building relocation application fee as provided by Section 16.40.100(i) and are required to use county roads or highways, shall be required to pay the fees as listed in California Government Code, Title 21, Div. 2, Chapter 7, Section 1411.3 for a moving permit.

1. Fee for Additional Buildings. The fee for additional buildings or portions of any severed buildings moved at the same time to the same locations as provided herein shall be as listed in California Government Code, Title 21, Div. 2, Chapter 7, Section 1411.3.

2. Exemption from Highway Moving Permit. The highway moving permit fee (and fee for additional buildings) shall not be required in the following instances:
   a. If the building is being moved from one location to another location and no public road is to be used;
   b. Buildings and/or sections of buildings being moved to or through the County that are approved manufactured buildings.


16.40.160 Highway Moving Permit Limitations—Time.

Permission to move any building under any moving permit shall expire sixty days after issuance, except that the Municipal Services Agency may extend the expiration time an additional sixty (60) days.

1. Transfer. Permits issued under this chapter shall not be transferred by the holder thereof to any other person. All movements of buildings authorized by the moving permit shall be made under the control and supervision of the grantee of the permit.

2. Refunds. No fees required by this chapter shall be refunded if the moving of a building authorized by the moving permit is not made. (SCC 1344 § 16, 2006: SCC 48 § 2 (part), 1971.)

16.40.170 Public Nuisance.

Any building moved contrary to any of the provisions of this chapter is unlawful and a public nuisance, and the building official shall commence action or proceedings for the abatement and removal and enjoinderment thereof in a manner provided in this chapter. The remedies provided herein shall be cumulative and not exclusive. (SCC 1344 § 17, 2006: SCC 48 § 2 (part), 1971.)