

House Moving Permit:

Section 5

1. First find out if they are moving from County through City to County, County to City, within City limits, or City to County.
2. If house is moved within City Limits, must be inspected by the Building Inspector to ensure it fits proper zone.
3. A letter is issued from the Building Dept. stating whether the house can be moved.
4. County through City to County should go to Courthouse Building Dept. for permit.
5. The applicant then goes to the Planning Dept. to ensure move conforms to applicable zoning laws.
6. The applicant then must go to the Police Dept, Lt. Britt. Once he determines the proper route and has Building Dept's approval, he will issue an escort permit in the amount of \$25 to the applicant.
7. The applicant will take this escort permit to The Engineering Dept. There the applicant will be issued a House Moving Permit in the amount of \$25 provided there is evidence of approval from the Building Inspector and the Police Dept. (Capt. Britt or representative).
8. Engineering will set a bond amount \$5,000 & instruct the applicant to post a cash/insurance bond or cashier's check in the Revenue Office. Do not accept Personal Checks.
9. The applicant will go back to the Building Dept and if the house is moved within the City, the Building Dept will inspect the foundation & footing. If approved, the Building Dept will issue a \$50 permit, but before the applicant can get this permit, they must submit the House Moving Permit from the Engineering Dept.
10. Once house/structure is moved, Police Dept. will inspect for damage and fax Engineering their permit marked with date complete and write "No damage" or state if there is damage to determine if bond should be released back to the mover.

**Only if House is moved on property within City of Jackson. Do not move house thru Jackson Bldg Dept not involved. Per Tom Winkler on 11/6/12*