

**CITY OF MEDFORD**  
**Moving Permit**

APPLICANT \_\_\_\_\_ E-MAIL \_\_\_\_\_

PHONE \_\_\_\_\_ (H) \_\_\_\_\_ (W) \_\_\_\_\_ (FAX)

ADDRESS \_\_\_\_\_

Dwelling or building must be in safe and sound physical condition and must be visually inspected by the Building Inspector/Zoning Inspector and brought up to the then current electrical and plumbing as set forth in the state building code.

No such structure shall be moved by other than a licensed and bonded mover with the exception of accessory buildings of 625 square feet or less, and less than 15 feet in height.

If the City Council approves the special permit, the applicant shall deposit at the City Hall a check payable to the City of Medford in an amount equal to 20% of the estimate of all costs of relocation, improvement of structure, and improvements to the proposed site and restoration of the original site. Ten percent of the original amount deposits shall be forfeited for each day the project remains incomplete beyond the agreed upon completion date.

There is a \$10 fee to move a structure over any public right of way.

The City Hall must also have on file a certificate of public liability insurance approved by the City Attorney in the sum of at least \$1,000,000 for each person injured, no less than \$500,000 in case of injury of 2 or more persons, and not less than \$500,000 for damage of property.

Please fill in the following information:

Date(s) the building is to be moved: \_\_\_\_\_

**REQUIRED SUBMITTALS:**

- Moving Plan
- Deposit
- Fee to move over public right of way
- Certificate of Liability Insurance

**SIGNATURE OF APPLICANT** \_\_\_\_\_ **DATE** \_\_\_\_\_

**SIGNATURE OF CITY OFFICIAL** \_\_\_\_\_ **DATE** \_\_\_\_\_