



Please note that the application MUST be received at least 2 weeks prior to the anticipated move. Failure to allow for this time, may result in a postponement of the move.

1. Application Requirements

- a) The completed application form attached to this brochure;
- b) Proof of liability insurance;
- c) Engineering certification as required;
- d) Map of route of structure moving, scale of map within Village must be legible. If the building is moving through another municipality approval from that municipality is required;
- e) If the move is to site a building within the Village, a Building Permit must be approved for the end location in conjunction with the Moving Permit.

2. Applicable Fees and Charges

Moving Buildings with a GFA of:		Permit Processing (non-refundable)	Permit	Damage Deposit	Extension of Permit	Revision Amendment of Permit
i)	Equal to or less than 50.0m ²	\$100 ^{1,2}	\$100 ^{3,4}	\$2,500	\$75	\$100
ii)	More than 50.0m ² but less than 100m ²	\$150 ^{1,2}	\$200 ^{3,4}	\$5,000	\$100	\$125
iii)	Equal to or more than 100.0m ²	\$250 ^{1,2}	\$300 ^{3,4}	\$10,000	\$125	\$150

- 1 Application fees shall include Title searches but do not include other documents such as covenants, ROW's, etc. The cost of retrieving these additional documents shall be borne by the Owner.
- 2 The Permit processing fee is doubled for carrying on work without a valid Permit.
- 3 If a Stop Work Order is issued and remains outstanding for 30days, an additional charge equal to 25% of the Permit fee will be charged.
- 4 **Plus** a fee to reimburse the Village (at cost) for retrieval of existing titles, SRW, RW, covenants and easements, etc. will be required.

Performance Security

A performance security in a form acceptable to the Village, in an amount equal to 120% the estimated cost of the architectural and structural changes required to make the building or structure conform to the standards required in the BCBC and this Bylaw.

3. Engineering Requirements

- a) When an existing building or structure is moved or relocated, the building or structure shall be certified, prior to placement on the site, as complying with sections 9.4 and 9.23 of Part 9 or Part 4 of the BC Building Code.
- b) When a building that includes, or will include, a residential occupancy, is moved or relocated, the building shall conform to the Building Bylaw and to sections 9.8, 9.9, 9.10, 9.31, 9.32.4.1 (5) – (7), 9.33.5.2 (1)(b), and 9.34.1.1 of Part 9 of the BC Building Code.

4. Moving Requirements

- a) All moves are restricted to 12:00am - 6:00am Monday to Friday, excluding holidays, unless the Village permits a variance in exceptional circumstances.
- b) For each move three pilot cars are required.
- c) Pilot cars must comply with Division 8 of the *Commercial Transport Act* Regulations except one of the pilot cars may be an alternative tow vehicle and weigh more than 5,500kg.
- d) Two way radio communication is required between pilot cars and towing vehicles.

- e) Safety lighting must include:
 - i) four flashing amber lights, two at front extremities and two at rear extremities of the structure being moved;
 - ii) clear or white lights completely around the structure's perimeter (at least 40 watts per 3.0metres of structure); and
 - iii) flood lights front and rear.
- f) Steerable house moving dollies are required and no major support member of the transportation platform (beams, bolsters, bunks, etc.) may be of wooden construction.
- g) Any structure in excess of 4.7metres (15.5feet) in loaded height must use a Skid Board System to allow safe passage under utility and low voltage power lines.
- h) An external guide to assist the driver, (an officer or employee of the applicant company) must be in charge of all moves to ensure safe movement of vehicle and load and that all obstacles are cleared horizontally and vertically.
- i) The mover must possess (and provide proof) at least \$3,000,000 liability insurance specifying coverage for structural moving of buildings, and naming the Village as third party insured.
- j) This permit is valid only on streets within the Village, when traveling on Provincial and arterial Highways and roads, the applicant must obtain a permit from the Ministry of Transportation.
- k) The permit is invalid when atmospheric conditions make persons or vehicles on a street not discernible at a distance of 100.0metres.



Proposed Moving Date:	
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The building being moved is a	<input type="checkbox"/> Single Family Dwelling <input type="checkbox"/> Accessory Building <input type="checkbox"/> Other
With a Gross Floor Area of	metres ²

Is the building coming into the Village from another jurisdiction? No Yes

<i>If yes, where is it coming from and going to?</i>	Existing Location	New Location in Village
	Civic Address:	Civic Address:
	Municipality/RD:	
	Owner:	Owner:
	PID:	PID:

Is the building moving from the Village to another jurisdiction? No Yes

<i>If yes, where is it moving to and going to?</i>	Existing Location in Village	New Location
	Civic Address:	Civic Address:
		Municipality/RD:
	Owner:	Owner:
	PID:	PID:

Is the building moving within the Village? No Yes **Is the building staying on the same property?** Yes

<i>If yes, where is it coming from and going to?</i>	Existing Location in Village	New Location in Village
	Civic Address:	Civic Address:
	Owner:	Owner:
	PID:	PID:

Agent of Owner: (Contractor/Builder):

Moving Company:

Company Contact Name:

Date Received	Date Received
Building Permit #:	Proof of Liability Insurance:
Engineer's Report:	Business License: <input type="checkbox"/> VoC or <input type="checkbox"/> InterComm
Date of Move:	Route of Movement: <input type="checkbox"/> See attached map

Referrals & Approvals	Signature
VoC Public Works <input type="checkbox"/> Unaffected or <input type="checkbox"/> see attached concerns/conditions	
VoC Fire Chief <input type="checkbox"/> Unaffected or <input type="checkbox"/> see attached concerns/conditions	
MOTI <input type="checkbox"/> Unaffected or <input type="checkbox"/> see attached concerns/conditions	
RCMP/ICBC <input type="checkbox"/> Unaffected or <input type="checkbox"/> see attached concerns/conditions	
BC Hydro <input type="checkbox"/> Unaffected or <input type="checkbox"/> see attached concerns/conditions	
Shaw <input type="checkbox"/> Unaffected or <input type="checkbox"/> see attached concerns/conditions	
Telus <input type="checkbox"/> Unaffected or <input type="checkbox"/> see attached concerns/conditions	
Fortis <input type="checkbox"/> Unaffected or <input type="checkbox"/> see attached concerns/conditions	

Owner or Authorized Agent Signature	Application Date
Received by	Date Application Received
Permit Approved	Date of Approval

Paid By	Amount Paid
Permit Application Fee:	<input type="checkbox"/> Pd
Permit Fee:	<input type="checkbox"/> Pd
Damage Security:	<input type="checkbox"/> Pd
	<input type="checkbox"/> Pd
TOTAL PAYABLE	\$ <input type="checkbox"/>



Description of Works		Processing (non-refund)	Permit Fee	Damage Deposit	Extension	Revision/ Amendment
Moving Buildings & Structures with a GFA of:						
a)	≤ 50.0m ²	\$100 ^{1,2}	\$100 ^{3,4}	\$2,500	\$75	\$100
b)	> 50.0m ² ≤ 100m ²	\$150 ^{1,2}	\$200 ^{3,4}	\$5,000	\$100	\$125
c)	> 100.0m ²	\$250 ^{1,2}	\$300 ^{3,4}	\$10,000	\$125	\$150
Notes (may not be applicable to all Permits)						
1	Application fees shall include Title searches but do not include other documents such as covenants, ROW's, etc. The cost of retrieving these additional documents shall be borne by the Owner in accordance with Table 14.3.					
2	The permit processing fee is doubled for carrying on work without a valid permit					
3	If a Stop Work Order is issued and remains outstanding for 30 days, an additional charge equal to 25% of the Permit fee will be charged					
4	Plus a fee to reimburse the Village (at cost) for retrieval of existing titles, SRW, RW, covenants and easements, etc. will be required					
5	Plus Peer Review fee					