

Building Relocation Application Description of Proposed Revisions

The Commercial Relocation and Residential Relocation applications were consolidated into a new “Building Relocation” Application. Below is description of proposed revisions:

Added requirements or information:

- A space for date submission stamp
- A space for fee paid
- A space to list the name of the historic district if applicable
- Requires current use of structure to be listed
- Requires the following building information to be listed:
 - square footage
 - building materials
 - foundation type
 - cost estimation of project
- Adds a note about the expiration of permits
- Adds a note about Historic Review for properties that are landmarks or are located within a national or local historic district

Information or requirements ~~deleted~~ from RESIDENTIAL Relocation Application:

- fax number for the applicant and the owner
- dollar amount of fee
- size requirements of site plans being submitted
- completed residential building application
- documentation indicating legal lot status if necessary
- documentation indicating approval of any variances granted from the Board of Adjustments
- tap receipts for water/wastewater
- foundation plans sealed by an architect or engineer
- note about contacting APD or AE if structure exceeds a certain size.

Information or requirements ~~deleted~~ from COMMERCIAL Demolition Application:

- fax number for the applicant and the owner
- dollar amount of fee
- size requirements of site plans being submitted
- note about contacting APD or AE if structure exceeds a certain size.