

CITY OF DELRAY BEACH

MOVING PERMIT

This permit is to "remove" a structure from a lot. The Lot will be empty, or the foundation may remain for a future structure. This permit is only to remove a structure.

Note: Structures being moved ***into*** Delray Beach from ***outside*** the city limits, do not require a permit from Delray Beach. A permit needs to be obtained from Palm Beach County, or from the city where the structure is presently sitting.

MOVING PERMIT FEE: Flat fee is \$317.60

ONLY CONTRACTORS MAY APPLY FOR PERMIT.

1. Requires an engineer to confirm structure integrity for moving of the structure.
2. Need a "Property Change Form", notarized by property owner where structure is sitting.
3. Verify if structure is in the "Historic District". If so, the application must be signed off by the Historic Preservation representative in Planning & Zoning.
4. Notice of Commencement is required if the estimated cost is over \$2500.00 BEFORE the permit is issued (**NOT BEFORE THE FIRST INSPECTION**). This is an exception.

FOUNDATION PERMIT

The application type is "FOUN". The foundation is for the structure to be moved onto this lot (residential or commercial). The permit fee schedule is the "Bldg" permit schedule (**NOT** a Blanket Permit). The application must include the address where the structure was removed.

PLANS REQUIRED:

1. Foundation Plan
2. Soil Boring/ Compaction Report
3. Survey (showing location of structure)

APPLICATIONS:

1. Building Application

FEE:

1. Building (not a Blanket Fee)

Note: Notice of Commencement is required before the first inspection

ROUTE PLANS TO:

1. Planning & Zoning (if commercial) (or in PRD)
2. Fire Dept. (if commercial)
3. Historic District (if applicable)
4. Plan Review for structural

NEW STRUCTURE OVER EXISTING FOUNDATION

A new structure built over an existing foundation is considered a "new" structure, and will have the application type of a new Residence (example: SFCM or DUPC), or a new Commercial (example: COMB).

In the comment section of the permit, a statement will be typed in to explain that the foundation was existing, and that the prior structure was either demolished or moved to another lot.

PLANS REQUIRED:

Two (2) sets of complete plans are required, with the same requirements as other applications for new structures.

APPLICATIONS:

1. Building App.
2. Plumbing App.
3. Electric App.
4. Mechanical App.
5. Roof App.
6. Irrigation App.
7. Paving App.
8. Shutter App.

FEES:

1. Blanket Fee Schedule
2. Paving
3. Irrigation
4. \$500.00 SFR City Park & Rec Fee unless original house was built After 3-11-92, when fees began. (No fee if commercial)

NOTE: Water /Sewer is existing.

NOTE: Palm Beach County Impact Fees will be assessed if no fees were ever collected for this lot. Additional Impact Fees may be assessed if the floor area increases over the Square Footage of the original structure.

ROUTE PLANS TO:

1. Engineering
2. Planning & Zoning (if commercial or in PRD)
3. Historic District (if applicable)
4. Fire Dept. (if commercial or multi-family)
5. Utilities (if size of service increases or is relocated)
6. Electric, plumbing, mechanical, irrigation/landscaping
7. Plan Review for structural

NOTE: A Notice of Commencement is required before the first inspection.