



City of Kuna Moving Buildings Application

P.O. Box 13
Kuna, Idaho 83634
208.922.5274
Fax: 208.922.5989
Website: www.kunacity.id.gov

OFFICE USE ONLY	
Date Received: _____	Date Accepted: _____
Property owners within 300' notification date: _____	Received by: _____
Date Surety Bond received: _____	Amount: _____
Date move is completed: _____	Bond released: _____

Name: _____ Phone: _____
 Address: _____
 Moving Company's Name: _____ Phone: _____
 Moving Company's Address: _____
 Type of Building: *(House, manufactured home, etc.)* _____
 Address moved FROM: _____
 Address moved TO: _____

Guidelines

- Existing structures on the subject site shall be removed or demolished according to code *(if property is eligible)*. A demolition permit is required.
- When property is determined eligible for moving building: the **Applicant** shall initiate the "Moving Building Application" with the items below.
- Upon accepting the application and deeming complete, Planning Staff will verify the bid amount with the City Building Inspector. If a surety bond is required, amount will be determined by the City Building Inspector. Staff will provide an official letter indicating any bond amount and proof of liability insurance required.
- Once Insurance Contract and Surety Bond *(if required)* are received, Staff will notice the surrounding properties within 300-feet of the destination parcel (with vicinity map). The 300-foot properties have 15 days to respond with comments or concerns.
- After thirty (30) days, from which the notice was sent, the structure may be moved to the property.
- A foundation permit is required. Foundation permitting may occur at any time.
- Applicant must notify proper authorities about moving the building. *(Police, Fire Department, etc.)*
- Building must be inspected by the City Building Inspector **BEFORE** it is placed on the foundation.

Application Submittal Requirements

Applicant Use		Staff Use
<input type="checkbox"/>	\$40 inspection fee <i>(additional inspection fees may be required prior to final inspection)</i>	<input type="checkbox"/>
<input type="checkbox"/>	Proof of Ownership or valid Option Holder: A copy of the deed or option agreement should be attached. Affidavit of Legal Interest for all parties involved.	<input type="checkbox"/>
<input type="checkbox"/>	Bids for the foundation, utilities connections, excavation, demo <i>(if applicable)</i> sewer and water connections, electrical connections, etc.)	<input type="checkbox"/>
<input type="checkbox"/>	Plans: Site Plan and floor plan <i>(8 1/2"x 11" is acceptable)</i>	<input type="checkbox"/>

Applicant's Signature: _____ Date: _____

Note: Signing this application confirms you have read through the information and understand the process; any inaccurate/misleading information or missed deadlines will void the application at the expense of the applicant. No refunds or credits will be given.