



City of Kuna Moving Buildings Application

P.O. Box 13
Kuna, Idaho 83634
208.922.5274
Fax: 208.922.5989
Website: www.cityofkuna.com

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

1. If existing dwelling is on property, it must be removed or demolished according to code if property is eligible. A demolition permit is required.
2. When property is determined eligible for moving building: the **Applicant** shall initiate the "Moving Building Application" with the listed items below.
3. Upon accepting the application and deeming complete, Planning Staff will verify the bid amount with the City Building Inspector, then the bid is multiplied by 110% to determine surety bond amount. Staff will send an official letter indicating bond amount and proof of liability insurance required.
4. Once Insurance Contract and Surety Bond are received, Staff will notice the surrounding properties within 300-feet of the destination parcel (to include vicinity map). The 300-foot properties have 15 days to respond with comments or concerns.
5. After thirty (30) days, from which the notice was sent, the structure may be moved to the property.
6. A foundation permit is required and can be done at any time.
7. It is up to the Applicant to notify proper authorities about moving the building. *(Police, Fire Department, etc.)*
8. Building must be inspected by the City Building Inspector **BEFORE** it is placed on the foundation.

Application Submittal Requirements

Applicant
Use

Staff
Use

\$35 inspection fee and \$50.00 deposit.

Proof of Ownership or valid Option Holder: A copy of your deed or option agreement should be attached. Affidavit of Legal Interest for all parties involved.

Bids for the foundation, connections to utilities *(excavation, demo (if applicable) sewer and water connections, electrical connections, etc.)*

Plans: Site Plan and floor plan *(8 1/2"x 11" is acceptable)*

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.***