



## **HOUSEMOVING PROCEDURE**

- 1) A **REPAIR PERMIT** must be secured before obtaining a **HOUSEMOVING** permit if the structure is to be relocated to an address located inside the City of Dothan.
- 2) Applicant obtains permit application from Building Official's office, Room #315 Roy Driggers Municipal Building. The permit must contain **E-911 address** of the property onto which the house to be moved or otherwise accurately identify the location of the property onto which the house is to be moved.
- 3) Applicant obtains **approval of Zoning Office**. If zoning is not appropriate, moving applications is stopped until proper zoning is received. The Zoning Office needs the following information before signing the permit application:
  - a) Survey, deed, or other information clearly demonstrating that the property onto which the house is to be moved meets the minimum standards of the Zoning District in which the property is located. Any easements on the property are to be shown by the applicant.
  - b) A site plan showing that the house will comply with all applicable setbacks for the Zoning Districts in which it will be located.
  - c) The living area of the house, expressed in square footage, showing that the house will meet the minimum size requirements for the Zoning District in which it will be located.
- 4) Applicant sets structure on moving equipment, obtains any required permits and pays required fees, locates and plugs sewer lateral. See Item # 12 below.
- 5) Applicant obtains Building Inspector's signoff that the items in No. 4 have been done. Building Inspector measures width and rolling height of structure and marks on permit application.
- 6) Applicant designates moving time, date and route on application and contacts the Police Department, Traffic Engineer, Electric Department (Alabama Power Co., REA applicable), Verizon, Cable TV companies and railroads as applicable for review and approval. Any changes to the date, time or route will require process to start over with the Police Department. Applicant (mover) shall have inspected proposed route and identified any known conflicts before contacting authorities for review.
- 7) Applicant obtains required **Alabama Highway Department permits**.
- 8) Building Inspector reviews application for compliance and issues permit upon satisfactory completion by applicant. Building rolling height greater than 18 feet and wider than 32 feet will require approval of City Engineer
- 9) Building Inspector will be the coordinator for the move.
- 10) After securing the permit, the applicant (house mover) submits a copy of the permit and the information required in item # 3 above to the Zoning Office for records.
- 11) After moving the building the applicant cleans the lot and gets inspected.
- 12) The sewer lateral, at the location where the house being moved from, must be cut, securely capped or plugged with concrete, and inspected by the plumbing

inspector prior to coverage. The lateral should be plugged immediately behind the curb or sidewalk. An "L" should be chiseled into the curb at the spot of the lateral.

- 13) The approximate distance from the nearest street manhole should be shown on this sheet, along with acceptance by the plumbing and the building inspectors.
- 14) If the building is on an individual sewage or septic tank system, the tank must be pumped of contents; the bottom must be broken and completely back filled with sand or soil. The plumbing inspector prior to coverage should inspect the tank.

**Before a release is given, you are required to return this copy, with proper approvals given and signed below by the inspectors.**

The numbers to call for inspections are (334) 615-4450.

Aslam Rana, Building Official

---

---

\_\_\_\_\_  
Address (Building Moved From)

\_\_\_\_\_  
Date of Completion

\_\_\_\_\_  
Plumbing Inspector/Date

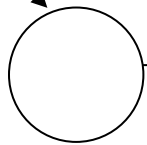
\_\_\_\_\_  
Building Inspector/Date

---

---

Nearest Manhole

Location of "L" at the concrete curb



Distance in Feet

**Note:** Print Vicinity Map, highlight the route and attach with this application.

FEE AMOUNT \$ \_\_\_\_\_  
 CHECK No. \_\_\_\_\_ CASH ( )



DATE: \_\_\_\_\_  
 PERMIT NO. \_\_\_\_\_  
 ISSUED BY \_\_\_\_\_

CITY OF DOTHAN, ALABAMA  
 PLANNING AND DEVELOPMENT DEPARTMENT  
**MOVING A BUILDING  
 PERMIT APPLICATION**

**FROM:** \_\_\_\_\_ **TO:** \_\_\_\_\_  
 ADDRESS ADDRESS

**OWNER:** \_\_\_\_\_ **MOVER:** \_\_\_\_\_  
 (PRINT) APPLICANT (PRINT)

**REVIEW & APPROVALS:**

**ZONING:** \_\_\_\_\_  
 SIGNATURE DATE

**COMMENTS:** \_\_\_\_\_

**LAT INSPECTION  
 AFTER MOVING:** \_\_\_\_\_ **START DATE:** \_\_\_\_\_ **START TIME:** \_\_\_\_\_  
 SIGNATURE DATE

**TRAFFIC ENGINEER:** \_\_\_\_\_ **POLICE:** \_\_\_\_\_  
 SIGNATURE DATE SIGNATURE DATE

**ELECTRIC DEPARTMENT:** \_\_\_\_\_  
 SIGNATURE DATE

**A. P. C. O.:** \_\_\_\_\_ **REA:** \_\_\_\_\_  
 SIGNATURE DATE SIGNATURE DATE

**VERIZON:** \_\_\_\_\_ **COMCAST:** \_\_\_\_\_  
 SIGNATURE DATE SIGNATURE DATE

**TIME WARNER:** \_\_\_\_\_ **KNOLOGY:** \_\_\_\_\_  
 SIGNATURE DATE SIGNATURE DATE

**RAILROAD:** \_\_\_\_\_ **AL. DEPT. OF:** \_\_\_\_\_  
 SIGNATURE DATE TRANSPORTATION SIGNATURE DATE

**ROLLING DIMENSIONS:** LENGTH: \_\_\_\_\_ WIDTH \_\_\_\_\_ HT. \_\_\_\_\_

**BLDG. INSP.:** BEFORE THE HOUSE IS MOVED: \_\_\_\_\_ AFTER THE HOUSE IS MOVED: \_\_\_\_\_  
 SIGNATURE DATE SIGNATURE DATE

**CITY ENGINEER:** \_\_\_\_\_  
 SIGNATURE DATE

- NOTE:**
1. City Engineer's signatures required only for buildings over 18 Ft. high or 32 Ft. wide on City streets.
  2. Buildings higher than 16.5 Ft. or wider than 28 Ft. feet cannot be moved on or across State & Federal controlled highways.

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_