CITY OF LONG BEACH

Community Development Department
Building and Safety Bureau
411 W. Ocean Boulevard, 2nd Floor, Long Beach, CA 90802
562.570.PMIT (7648) | longbeach.gov/lbcd

APP-010

Building Moving Permit Application

PLEASE COMPLETE THOROUGHLY AND PRINT CLEARLY		**FOR DEPARTMENT USE ONLY**		
PROJECT ADDRESSES		PROJECT NO.: **BMSC**	DATE:	REVIEWED BY:
FROM:		CITY-STATE:		ZIP:
TO:		CITY-STATE:		ZIP:
APPLICANT LAST NAME-FIRST NAME:		PLEASE CHECK: ☐ OWNER/AGENT ☐ CONTRACTOR		
APPLICANT MAILING ADDRESS:		E-MAIL ADDRESS:		
CITY-STATE:	ZIP:	PHONE:	FAX:	
CONTRACTOR LAST NAME-FIRST NAME:		STATE LICENSE NO. & TYPE:		
CONTRACTOR MAILING ADDRESS:		E-MAIL ADDRESS:		
CITY-STATE:	ZIP:	PHONE:	FAX:	

ROUTE AND TIME (attach additional sheet if more room is required): START TIME: : AM PM MONTH DAY YEAR		**FOR CITY USE ONLY** (Signature/Documentation Required)
STARTING POINT:	TO:	PLANNING DATE
ALONG:	TO:	BUILDING & SAFETY DATE
ALONG:	TO:	POSTED DATE/INITIAL DATE
ALONG:	TO:	NOTIFICATION DATE/INITIALS DATE
ALONG:	TO:	LA CITY PW – TRANSPORTATION PERMIT (Attached approved Transportation Permit.)
ALONG:	TO:	GAS & OIL DATE
ALONG:	TO:	PARKS, RECREATION & MARINE DATE
OCCUPANCY GROUP:	TYPE OF CONSTRUCTION:	POLICE DATE
TOTAL SQ FT OF BUILDING:	NO OF STORIES:	WATER DATE

I HEREBY CERTIFY THAT THE INFORMATION ON THIS APPLICATION IS TRUE AND CORRECT AND THAT PLACING THE BUILDING OR STRUCTURE IN ITS NEW LOCATION SHALL NOT BE IN VIOLATION OF ANY PROVISIONS OF TITLE 18 AND/OR TITLE 21 OF THE LONG BEACH MUNICIPAL CODE OR OTHER LAW OR ORDINANCE APPLICABLE TO SUCH BUILDING OR STRUCTURE.

SIGNATURE: DATE:

DIRECTIONS TO APPLY FOR A STRUCTURE MOVING PERMIT

1. Provide a complete Plot Plan of the existing and proposed locations.

2. Meet with Planning Bureau staff to determine if the new location will require any entitlements or environmental impact reviews.

3. Meet with Building and Safety staff to determine if the new location will impact any fire and/or life safety requirements.

4. Pay Posting and Permit Fees.

   Please note that any property owner and/or tenant within a radius of 300 (three hundred) feet may file a written protest with the Building Official within seven (7) days after the posting of the moving notice. In the event of such protest, the Board of Examiners, Appeals, and Condemnation will set a date to approve the move or sustain the protest. (LBMC §18.60.050)

5. You will be contacted should the Building Moving Permit be approved in concept. At that time, please provide the Long Beach Development Permit Center with pictures of the building and contact information so that the building can be accessed and inspected. The Building Official shall then notify the applicant whether the permit is granted under certain specified terms and conditions or has been denied.

6. After notification from the Building Official, please contact the following agencies for their approval and/or appropriate documentation (LBMC §18.60.210):

   a. County of Los Angeles,
   Department of Public Works, at Traffic Permitting Process - LA County Public Works Permits.
   Apply on-line for a Transportation Permit and attach the approved Permit to this application.

   Los Angeles County Department of Public Works (LA DPW)
   900 South Fremont Ave.
   Alhambra, CA 91803
   (626) 458-5100

   b. City of Long Beach Agencies:

   - Long Beach Energy & Environmental Services Department, 2400 East Spring Street, Long Beach, CA, (562)570-2000.
   - Parks, Recreation & Marine, Maintenance Operations Bureau, 2760 Studebaker Road, Long Beach, CA, (562) 570-3100.
   - Police Department, Chief of Staff, 400 West Broadway, Long Beach, CA, (562) 570-6424.
   - Long Beach Utilities, 1800 East Wardlow Road, Long Beach, CA, (562) 570-2419

7. Return a completed Building Moving Permit and Transportation Permit.

8. Building Moving Permits shall expire and become null and void at the expiration of ninety (90) days from the date of filing the application and sixty (60) days from the date of permit issuance. (LBMC §18.60.190)

NOTE – SEPARATE PERMITS ARE REQUIRED TO REMOVE EXISTING FOUNDATION, CAP THE SEWER AT THE ORIGINAL LOCATION, ETC. ALSO, SEPARATE PERMITS WILL BE REQUIRED FOR FOUNDATION AND REPAIRS AT THE NEW LOCATION.

To request this information in an alternative format or to request a reasonable accommodation, please contact the Community Development Department at longbeach.gov/lbcd and 562.570.3807. A minimum of three business days is requested to ensure availability; attempts will be made to accommodate requests with shorter notice.