

## MOVING PERMIT

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**Apply to:** City Clerk

A moving permit is required to move any building or structure not on wheels as part of its original equipment.

- Submit application with proof of insurance to City Clerk for review and final approval by the City Council.
- Approval reviews and signatures required include:
  - Police Chief
  - Building Official
  - City Engineer
  - Sheriff (if outside of City)
  - Adjacent property owners of the new site where building is to be moved.

This guide is designed to serve as a reference for development and permit procedures for residents, builders, contractors, developers and other individuals interested in Marshalltown. The requirements of the City Code and other regulations have been summarized in order to provide basic information. Specific questions and requests regarding the information provided should be directed to the appropriate department.

The City will not be financially liable for mistakes made in the development/construction process. City employees perform only limited roles in these matters and do not work directly for the developer, owner, lender, or contractor. Be certain to obtain competent expert advice from consulting engineers, planners, lawyers, and surveyors.