

What is the Building Relocation process?

Building relocation is the moving of a building from one site to another site within the City of San Jose. The Building Relocation Process requires that you have your proposal reviewed and approved by the following City departments:

Planning Division. A Development Permit approval will be required from the Planning Divisions of the Department of Planning, Building and Code Enforcement (PBCE). A Development Permit application, including environmental review, will address both sites involved in the building relocation. The public hearing will also be noticed for both sites. **No other permits can be issued until the Development Permit is approved.**

Building Division. After your Development Permit is approved by the Planning Divisions of the Department of PBCE, the relocation of the building will require building, electrical, and plumbing permits. A plumbing permit is required to cap the sewer connection in order to leave the vacated site in safe condition. A Bay Area Air Quality Management District (BAAQMD) permit is required in conjunction with any building demolition to guard against the presence of asbestos. The BAAQMD Permit application form is provided by the Building Division. P.G. & E. and the appropriate water company must be contacted to disconnect gas, electric, and water services.

Streets and Traffic Department. Moving a building over public streets requires a Building Removal Permit from the Department of Streets

and Traffic. The building mover is responsible for both selecting a feasible route and contacting all utility companies to determine if any utility lines must be moved or raised. Streets and Traffic will confirm the Development Permit approval for the building relocation, and verify the information provided by the building mover. A Building Removal Permit will be conditioned to be time and route specific. In addition, a police escort may be necessary to safely move the building over public streets.

What should I know before beginning?

First, you should consult a licensed building mover from San Jose for an estimate of moving costs. Second, if you are purchasing a building and a lot, it is wise to make the sale contingent upon the issuance of the Development Permit for building relocation. Third, you should allow adequate time to insure that all necessary permits can be obtained.

How do I begin the Development Review Process?

You should consult the Planning Divisions of the Department of Planning, Building and Code Enforcement for the appropriate applications. You will need the Assessor's Parcel Numbers (APN) for both sites involved in the building relocation.

The APN may be obtained from the County Assessor's Office by calling (408) 299-5500. Photographs of both sites and the building proposed for relocation are very important for the preliminary review of your proposal. A preliminary site plan drawn to scale is necessary to show where your building will be located on the new site.

What will the staff consider when reviewing my preliminary plan?

Planning staff will consider the proposal's consistency with the Zoning Code with regard to building height, setbacks, and parking. Staff will also review the criteria set forth in the Zoning Code to insure that (1) the proposal will not have a detrimental effect on the neighborhood from which the building is removed, and (2) the building will fit into the neighborhood where it is being relocated.

Where can we be reached?

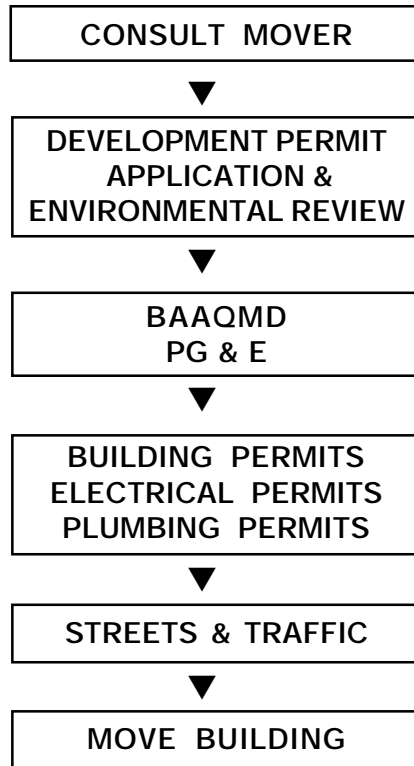
**Planning Divisions
Department of Planning, Building and Code Enforcement**
200 East Santa Clara St.
San Jose, CA 95113
(408)535-3555

**Building Division
Department of Planning, Building and Code Enforcement**
200 East Santa Clara St.
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(408)535-3555

Department of Streets & Traffic
200 East Santa Clara St.
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(408)535-3555

Bay Area Air Quality Management District
939 Ellis Street
San Francisco, CA 94109
(415)771-6000

STEPS TO MOVE A BUILDING



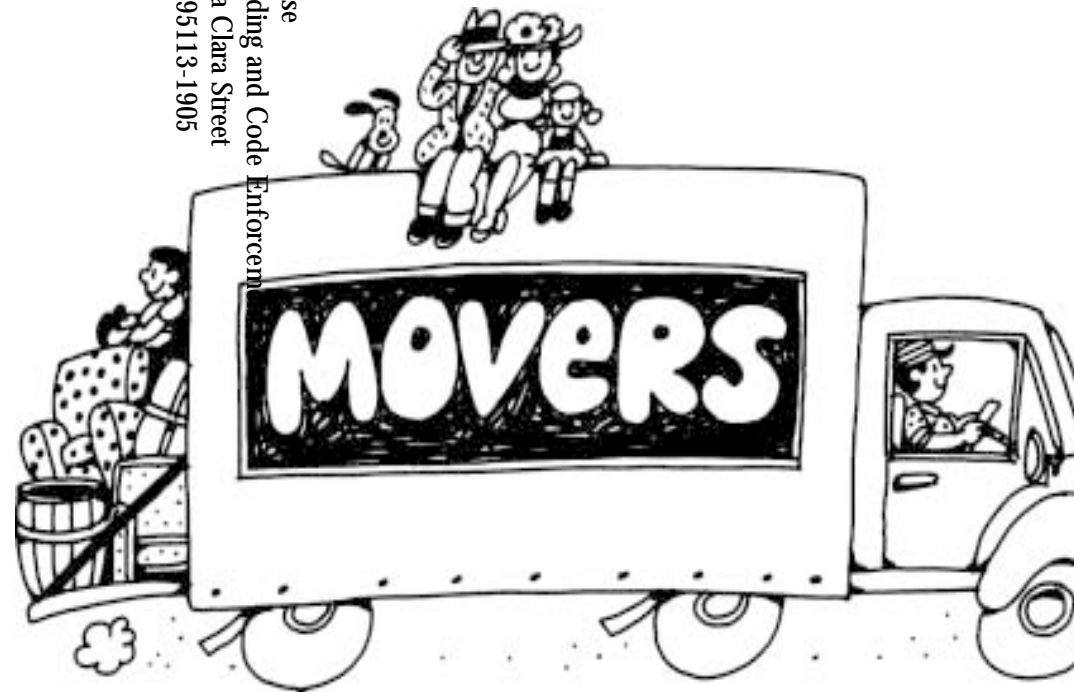
Para mas informacion,
por favor llame (408) 535-3555

For more information
call (408) 535-3555



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Planning, Building and Code Enforcement
200 East Santa Clara Street
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City of San Jose
Dept. of Planning, Building and Code Enforcement
www.sanjoseca.gov/planning