



CITY OF JENKS
City Streets
House Moving / Oversize Load
Permit Application

Name of Trucking Contractor: _____ Date: _____

Address: _____ Phone: _____

Billing Address: _____

State of Oklahoma Permit # or OCC Permit No.: _____

Specific Description of Load to be hauled: _____

Estimated Net Weight of the load: _____

Estimated Gross Weight of the load: _____

Extreme Dimensions: Length _____ Height _____ Width _____

Houses Separated into Additional Pieces - Provide Dimensions for Each Piece:

 Length _____ Height _____ Width _____

 Length _____ Height _____ Width _____

Present location of Freight/House: _____

Proposed New Location: _____

Proposed Route through the City of Jenks (include final destination if within the boundaries of the City): _____

Approximate Date/Time the Load will enter onto City Streets: _____

Projected Date/Time the moving operation is to be completed: _____

Applicant confirms all utilities have been disconnected and ready for inspection: _____
(Initial)

Moving Permits for oversized loads/house moving issued by the City of Jenks, Oklahoma shall include the following provisions which shall be considered as conditions precedent to the issuance of the Moving Permit and shall govern work completed under said Permit. Signing the application acknowledges receipt of a copy of these provisions, and Permittee's acceptance agreement to abide by the provisions as set forth herein.

1. Any damage to public facilities or public property will be promptly replaced at non-depreciated costs. All costs for damage and any other repair costs associated with such damage shall be paid in full within thirty (30) days of notification to the Permittee by the City of Jenks.
2. Bonding equal to State Regulations is required.
3. City of Jenks shall be identified as the insured on a certificate of insurance for a one million dollar policy.
4. A minimum of twenty-four (24) hours notice to Police Department at 918-299-6411, and the Jenks Public Works Field Operations Supervisor at 918-299-9511 is required prior to the time and date of moving through the corporate limits of the City of Jenks. (Applicant is to notify Police Department if no contact has been established with Public Works Operations).

5. If City of Jenks Off Duty Police Escorts are required, **additional cost will be paid equal to the overtime pay rate plus administration cost for those officers.**
6. Movement of structures before 7 a.m. and after 6:30 p.m. Monday through Friday, all day on Saturday and Sunday, and any City of Jenks recognized holidays shall require an **additional moving fee of \$100.00** to cover Public Works Personnel overtime.
7. A Moving Permit shall not be issued for a day(s) on which the Jenks City Council has authorized a community Special Event.
8. Movement during the months of June, July, August, and September of any year shall be prohibited unless approved in writing by the Jenks City Engineer and countersigned by the Jenks City Manager.
9. Overnight parking of structures or moving equipment is prohibited unless written permission of the property owner is presented and approved in writing by the Jenks City Planner. In no event shall structures or equipment be parked within the corporate limits more than forty-eight (48) hours.
10. Prior to issuance of Moving Permit, all utilities must be removed and closed in accordance with city standards, and ready for inspection. Inspection shall be performed upon issuance of Moving Permit.

Applicant's Signature: _____ **Date:** _____

FOR CITY USE ONLY	
Date Processed: _____	Contractors License No.: _____
State Permit No.: _____	Total Fee: _____
Permit No.: _____	
Special Conditions of Approval: _____	

House Moving Required Inspection:	
<input type="checkbox"/> Electric Service Removed	<input type="checkbox"/> Sewer Tap (Plugged)
<input type="checkbox"/> Water Meter Removed	<input type="checkbox"/> Gas Meter Removed
Approvals Required:	
_____	_____
Building Inspector	Chief of Police (If escorts are required.)
_____	_____
Public Works Director	City Manager or Designee

Distribution: Public Works Director
 Public Works Field Operations
 Chief of Police
 Police Dispatch
 Planning Director
 Admin Reception