The request is submitted at the reception desk No.6

The request is forwarded to the Department of physical planning, property-legal and geodetic issues

Checking the completeness of the application

After confirming that the application is not complete, sends the amendment requests

After amendment requests

Legal remedy: Against a decision taken on the request for a building permit, the dissatisfied client, within 15 days of receipt, can appeal to the Ministry of construction, urban planning and environmental protection of the Una-Sana Canton.

The appeal shall be submitted through the institution on the record, in writing or by mail

This authority checks whether the appeal is admissible, timely and submitted by an authorized person, and if so, the appeal together with all documents relating to the subject forward the aforementioned ministry and at the latest within 5 days of receipt of the appeal.

In addition to the appeal, the client shall submit evidence that it considers relevant to the abolition of the original decision, and can be delivered without attachments.

The second instance authority (Ministry stated) shall, within 30 days of receipt of the complaint, issue a decision on the appeal and also together with complete case file to the first instance

This authority must submit a second instance decision and the parties no later than 5 days from receipt. Against the decision issued by the Ministry in the issuance of urban consent can not be appealed, but an administrative procedure before the Cantonal court in Bihac within 30 days of receipt of the decision

Note: Urban permit does not entitle any construction.

Urban permit is not a permanent document and shall cease to have effect if, within one year from its issue does not apply for the issuance of building permits. The importance of urban permit can be extended for another year. The request for extension of the urban permit must be submitted before the expiry of the zoning approval.
What an investor needs to do if he wants to build the facility?

Insight into the spatial planning documents

The first and most important step that can be taken before submitting the request for an Urban Permit is to inquire into the Department of Planning, property-legal and geodetic activities such facilities may be built on a given plot, to make sure that the planned documents adopted by the relevant site. The Department of Urban Planning and Construction will provide you with insight into the current planning documents for obtaining information on the conditions of building and land use at the location. This will be an opportunity to ask questions and to be well informed in advance about the kind of projects you can engage in legally. For example, if you want to build a gas station in a particular location, and land use plans allow only construction residential buildings, it is a crucial piece of information you need to know in advance.

BASIC PROCESS

There are three basic solutions which must be obtained in order to build a facility that would be possible to use it:

1) Urban, and location information

The Urban Permit and location information down planning and technical conditions. Only solution zoning approval, and location information does not give the right to build the applicant, but it should be within a specified period of validity of the urban permit, contact the authority with a request for the issuance of building permits, and in accordance with specified conditions.

2) Approval for construction (building permit).

Approval for construction was issued on the basis of the location information of the final Urban Permit and authorizes work to begin and is based on detailed plans and other documentation describing the structure, materials, construction techniques, the different phases of construction and the appropriate documentation that is listed as a requirement in the decision zoning approval. Construction and reconstruction of buildings and performing other interventions in the area can only be accessed on the basis of a valid construction permit, except in the cases referred to in Article 107 of the Physical Planning and Construction - revised text ("Off. Gazette of USC," no. 12 / 13), indicating the interventions for which authorization is not required for construction. The investor is obliged that after the construction of the building plants this authority with a request for technical acceptance of the building and the issuance of the use permit.

3) Permission for use (use permit)

Permission for use is issued on the basis of a building permit, brings with it when the procedure that the building carried out in accordance with urban planning and technical conditions, approved the project documentation in the process of issuing building permits, and after issuance, the investor is required to addressed this body requesting the ground of the building - the building and posting the competent court in the land knjige. Odobrenje to use the act by which the building or part of a facility which represents a technical and technological and construction unit can be used.

Department of physical planning, property-legal and geodetic issues
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