**What is Urban permit?**

Urban permit is an administrative act that defines the planning and technical conditions for designing, constructing and performing other interventions in space, where there is a detailed planning document for that area. Urban planning consent is one of the necessary documents and a precondition for obtaining building permits.

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### Applying

The form for filing a request for an Urban Permit, you can get the information point of the Centre to provide services to citizens and on the website of the City of Bihac (www.bihac.org), and in addition it is necessary to submit:

- Project Facility - Preliminary design (provided by a project office which must be a legal entity registered for performing design)
- A copy of the cadastral plan (must be obtained at the City Administration - Department of Geodetic and Cadastral Affairs)
- Transcript of title deed (provided in the City Administration - Department of Geodetic and Cadastral Affairs)
- Approval for building or belief that the subject is not illegally built - if the applicant seeks extension or upgrade of the facility (to be obtained at the City Administration - Department of Urban Planning and Construction)
- Proof of payment of administrative fees amounting to:
  - for housing, 150 KM
  - for residential and commercial buildings 200 KM
  - for collective housing 400 KM
  - for office buildings 250 KM
  - for petrol pumps 400 KM
  - for production facilities 100 KM
  - for agricultural facilities 60 KM
  - for the substation, base station and antenna poles 350 KM
  - for cable and overhead electrical and telephone wiring 500 KM
  - for plumbing drains, roads, bridges and other infrastructure facilities 300 KM
  - for auxiliary facilities 65 KM
  - weekend objects 180 KM
  - the exterior 65 KM

If there is no need for other actions in the administrative procedure, the competent authority shall issue an urban permit within 20 days. Signed solution is delivered to the protocol and mailed to the applicant.

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### Extension of urban permit

The application shall be accompanied by:

- a final decision on the approval of building permits,
- proof of payment of administrative fees in the amount of 15.00 KM

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.

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**URBAN PERMIT**
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 services 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 of 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. Odobrene 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.

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