



As required by ISO 9001
Effective date - _____ 2014

IC-31/14
Version 01
Changed pages 00/02

The Executive Committee of Ivano-Frankivsk City Council

INFORMATION CARD

Providing with the information reference on compliance the intentions regarding the location of temporary structures

Original: Authorized Representative for QMS Matters

copies: according to the register of mailing

Created by:	Checked by:	Approved by:
Acting Director of the Department of City Planning and Architecture _____ Gaydar V. "___"_____ 2014p.	Authorized Representative for QMS Matters _____ Lys A. "___"_____ 2014 p.	Mayor _____ Anushkevychus V. "___"_____ 2014 p.

1	Body providing the service	Department of City Planning and Architecture
2	Place of application and getting results of service	Center of Administrative Services Delivery Nezalezhnosti Str, 9 Phone/fax : 75-01-19, 75-21-41 e-mail: cnap@mvk.if.ua , web-site: www.cnap.if.ua Working hours: Monday, Thursday: 9.00 - 20.00 Tuesday, Wednesday, Friday, Saturday: 9.00 - 16.00
3	The documents required for obtaining administrative services	<ol style="list-style-type: none">1. Application addressed to the Head of the Department of City Planning and Architecture, telephone number, address.2. Certificate of registration of a business entity of Ukraine (certified copy).3. Graphical materials indicating the desired location of the temporary structure, made on topographic and geodesic basis in 1:500 scale with drawings of circuits of temporary structures, linked to the area.
4	The procedure and method of submitting documents	Personally by the customer or by procurance (notarized)
5	Payment	Free
6	Term	10 days
7	Service result	The information reference on compliance the intentions regarding the location of temporary structures
8	Method of obtaining response (output)	Personally by the customer or by procurance (notarized)

The Executive Committee of Ivano-Frankivsk City Council
Grushevskogo Str, 21, Ivano-Frankivsk, 76004, phone. 556515, 552038, e-mail:mvk@il.if.ua, www.mvk.if.ua
Department of City Planning and Architecture
Nezalezhnosti Str. 9, Ivano-Frankivsk, 76000, Tel. 2-39-28, 50-26-80 dma.if.mvk @ gmail.com, www.dma.if.ua

INFORMATION CARD (IC-31/14)

Providing with the information reference on compliance the intentions regarding the location of temporary structures

9	Legislative and regulatory basis	<p>1. The Law of Ukraine "On regulation of urban development", Art. 28.</p> <p>2. Decree of the Ministry of Regional Development, Construction and Housing and Communal Services of Ukraine of October 21, 2011, № 244 "On approval of the procedure of the placement of temporary structures for conducting business activities."</p> <p>3. Resolution of the Ivano-Frankivsk City Council of October 18, 2013, the № 1240-38 «On approval of procedure of placement of temporary structures for conducting business activities in Ivano-Frankivsk."</p>
---	---	---