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The Executive Committee of Ivano-Frankivsk City Council

INFORMATION CARD

Permission for the drafting of land plot development project (including the land plot the purpose of which is changing)

Original: Authorized Representative for QMS Matters

copies: according to the register of mailing

Created by:	Checked by:	Approved by:
Head of Department of Land Relations of Executive Committee of the City Council _____ Obladan K. "___"_____ 2014p.	Authorized Representative for QMS Matters _____ Lys A. "___"_____ 2014 p.	Mayor _____ Anushkevychus V. "___"_____ 2014 p.

1	Body providing the service	Department of Land Relations of Executive Committee of Ivano-Frankivsk City Council
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	<u>Permission for the drafting of land plot development project</u> <u>(including the land plot the purpose of which is changing)</u> 1. Petition (application) to the Mayor (if authorized person is applying, a copy of power of attorney is added). 2. Copies of constituent documents of a legal entity, individual entrepreneur; passport data (pages 1, 2, 11), the identification numbers - for citizens. 3. Graphical documents on which the desired location of the land plot is indicated. 4. Approval of land user (in case of withdrawal of land plot that is in the use of others) 5. Documents certifying the ownership of real property located on the land. 6. Certificate from urban cadastre (if available).
4	The procedure and method of submitting documents	Personally or by procurance (notarized)
5	Payment	Free
6	Term	30 days

The Executive Committee of Ivano-Frankivsk City Council
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7	Service result	Excerpt from the decision of City Council Executive Committee
8	Method of obtaining response (output)	Personally or by procurance (notarized)
9	Legislative and regulatory basis	<ol style="list-style-type: none"> 1. The Land Code of Ukraine, "On Local Self-Government in Ukraine", "On Land Lease", "The Land Management." 2. Decision of the 35th session of Ivano-Frankivsk city council of sixth democratic convocation of May 14, 2013 № 1063-35 "On approving the new version of the Directorate of Land Relations of Ivano-Frankivsk City Council." 3. Decision of the 18th session of Ivano-Frankivsk city council calling from the sixth year of sixth democratic convocation of December 30, 2011 № 555-18 "On Approval the new edition of the Regulation on land lease in Ivano-Frankivsk and the procedure for calculating the rent for the land."