


Form No BP-001	REPUBLIC OF THE UNION OF MYANMAR Yangon Regional Government Yangon City Development Committee Building Control Authority	
BUILDING PERMIT APPLICATION FORM (For low, medium and high risk projects)		
1. Application Number (to be filled by YCDC)		
<hr/>		
2. Site		
Address: _____	Ward: _____	
Township: _____	Postal code: _____	
Site area in acre: _____	Block No: _____	Lot No: _____
3. Applicant / Land owner's details		
Name: _____	Address: _____	
Ward: _____	Postal code: _____	Township: _____
Phone No: _____	Email: _____ @ _____	
Is there an representative person acting on behalf of the applicant? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Name: _____	Address: _____	
Ward: _____	Postal code: _____	Township: _____
Phone No: _____	Email: _____ @ _____	
Registration number of the general or special power: _____	Date of issue: _____	
4. Certified professional in charge of the architectural design		
Name: _____	Address: _____	
Ward: _____	Postal code: _____	Township: _____
Phone No: _____	Email: _____ @ _____	
Rank: _____	Registration No: _____	Discipline: <input type="checkbox"/> Architect <input type="checkbox"/> Civil Engineer in construction
5. Project's details		
5.1. General description		
The object of the project is:		
<input type="checkbox"/> New building (which even includes a demolition)	<input type="checkbox"/> Regularization of an existing structure	
<input type="checkbox"/> Extention or renovation		
5.1.1. If the project is a new building (including a demolition), an extention, a renovation or a regularization of an existing building		
Description of the proposal and future use of the building:		
<div style="text-align: center; font-size: 48px; opacity: 0.3; pointer-events: none;"> Draft </div>		
Category of risk (see matrix in annexes 01 and 02): <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3		
Type of structure: <input type="checkbox"/> RC <input type="checkbox"/> Steel <input type="checkbox"/> Brick <input type="checkbox"/> Other		
Number of storeys: _____ Total built-up gross area in sq.f: _____		
Is the project be considered by the Section 42(b) of the Environmental Conservation Law <input type="checkbox"/> Yes <input type="checkbox"/> No		
Is the project intended to be build in an industrial area (see map BP-001 / 1 of 4) <input type="checkbox"/> Yes <input type="checkbox"/> No		

5.1.2. If the project requires any demolition

Description of the intended works of demolition and safety measures to be taken:

Total gross area of the demolition in sq.f: _____ Total gross volume of the demolition in cb.f: _____ I: Yes No
 the project be considered by the Section 42(b) of the Environmental Conservation Law Number of storeys to demolished: _____

Type of structure to be demolished:

Load bearing masonry Wood Mixed: _____
 Reinforced Concrete _____
 framed Steel Other: _____

Description of the intended works of demolition and safety measures to be taken:

5.2. Vehicle parking (for new buildings, enlargement or alteration) based on YCDC By-laws

The land owner will have to provide the sufficient number of car park depending on the use of the building based on YCDC standards

Type of vehicles	Existing number	Total proposed (including spaces retained)	Difference in spaces
Cars			
Light goods vehicles or public carriers vehicles			
Motorcycles			
Persons with disability spaces			
Cycle spaces			
Other:			

5.3. Materials

Describe the proposed material and finishes for the following items:

(A legend of the external used materials and colors shall be added in the drawings)

Type of structure	<input type="checkbox"/> Reinforced concrete <input type="checkbox"/> Metal	<input type="checkbox"/> Wood <input type="checkbox"/> Mixed:	<input type="checkbox"/> Load bearing masonry Other:
External walls	<input type="checkbox"/> Reinforced concrete <input type="checkbox"/> Masonry Tile	<input type="checkbox"/> Wood <input type="checkbox"/> Metal <input type="checkbox"/> Stucco	<input type="checkbox"/> Fiber cement Glass: <input type="checkbox"/> Other:
Roof	<input type="checkbox"/> Tile <input type="checkbox"/> Green roof	<input type="checkbox"/> Metal <input type="checkbox"/> Reinforced concrete	<input type="checkbox"/> Other:
Windows	<input type="checkbox"/> PVC <input type="checkbox"/> Aluminium <input type="checkbox"/> Wood Other:		
Type of fence	<input type="checkbox"/> Bricks wall <input type="checkbox"/> Iron fencing	<input type="checkbox"/> Concrete <input type="checkbox"/> Timber fencing	<input type="checkbox"/> No fencing required Other:
Vehicle access and Parkings	<input type="checkbox"/> Permeable <input type="checkbox"/> Impermeable		
Others			

5.4. Access (for new buildings, extension or renovation)

Methods of existing or proposed means of access to and from an adjoining road:

- Access exists and it is not to be altered New or improved pedestrian access proposed
 New or improved vehicle access proposed (all access, to be shown on the submitted plans)

5.5. Water supply (for new buildings, extension or renovation)

Is the water supply into the building will be satisfied by:

- Public pipes into the building Public pipes to standpipes within the site
 Other source, specified as: _____
 Water supply is already provided (in case of an enlargement or alteration of an existing building)

5.6. Electricity supply (for new buildings, extension or renovation)

Is the electricity supply into the building will be satisfied by:

- New connection into the building No connection will be made at present time
 Connection is already provided (in case of an enlargement or alteration of an existing building)

5.7. Sewage System (for new buildings, extension or renovation)

The sewage system will be directed:

- to the mains which exist to a wastewater treatment plant
 into a septic tank other mean specified as: _____

5.8. Licensed Contractor

Shall the project be undertaken by a licensed contractor ?

- Yes No

6. TAIS (Technical Administrative Information Sheet) (for new buildings, extension and renovation)

Has a TAIS been sought from the local authority concerning this application? Yes No

If Yes, please provide the following information: Reference number: _____ Date of issue: _____

7. Site accessibility

Is the site accessible from a public road, public footpath or other public land ? Yes No

8. Previous Building Permit issued

Is there any valid building permit that has been issued within the past 24 months ? Yes No

The previous building permit will be automatically cancelled from the moment the new building permit is issued.

8. Check-list of documents to be submitted

If the project is a Cat. 1 project	<input type="checkbox"/>
For the Building Permit	<input type="checkbox"/>
- Application Form	
- Power of attorney in the case there is an agent acting on behalf of the applicant / land owner	
- Declaration of responsibility of the applicant	
- Declaration of responsibility of the certified professional in charge of the architectural design of the project	
- Copy of the National Registration Card of the applicant	
- Copy of the D-Map and Grant or evidence of land ownership	
- Suggestion letter of the SBTF (if needed)	
- Architectural drawings	
- Photo report of the existing environment of the projected building	
- Suggestion letter of the Fire Services Department (if needed)	
If the project is a Cat. 2 project	<input type="checkbox"/>
For the Approval in Principle	<input type="checkbox"/>
- Application Form	
- Power of attorney in the case there is an agent acting on behalf of the applicant / land owner	
- Declaration of responsibility of the applicant	
- Declaration of responsibility of the certified professional in charge of the architectural design of the project	
- Copy of the National Registration Card of the applicant	
- Copy of the D-Map and Grant or evidence of land ownership	
- Suggestion letter of the SBTF (if necessary)	
- Architectural drawings	
- Photo report of the existing environment of the projected building	
- Traffic Impact Assessment (if needed)	
- Environment Compliance Certificate including the DNI (if needed)	
For the Building Permit	<input type="checkbox"/>
- Declaration of Responsibility of the certified professional in charge of the structural design	
- Declaration of responsibility of the certified professional in charge of the construction	
- Declaration of Responsibility of the certified professional in charge of the water supply and sanitation	
- Declaration of Responsibility of the certified professional in charge of the deep excavation design (if needed)	
- Declaration of Responsibility of the pilling company (if needed)	
- Theodolite reading of adjacent building (if the adjacent building(s) is (are) above 3 storeys)	
- Updated drawings (architecture and structure)	
- Structural calculations and soil test	
- Water connection and sanitation designs	
- Suggestion letter of the Fire Services Department	
- Approved drawings from the Fire Services Department	
- Persons with Reduced Mobility Study (if needed by the chapt. 2.7. of the MNBC)	
If the project is a Cat. 3 project	<input type="checkbox"/>
For the Approval in Principle	<input type="checkbox"/>
- Application Form	
- Power of attorney in the case there is an agent acting on behalf of the applicant / land owner	
- Declaration of responsibility of the applicant	
- Declaration of responsibility of the certified professional in charge of the architectural design of the project	
- Copy of the National Registration Card of the applicant	
- Copy of the D-Map and Grant or evidence of land ownership	
- Suggestion letter of the SBTF (if needed)	
- Architectural drawings signed by the applicant and the certified professional	
- Photo report of the existing environment of the projected building	
- Traffic Impact Assessment (if needed)	
- Environment Compliance Certificate including the DNI (if needed)	
For the Building Permit	<input type="checkbox"/>
- Declaration of Responsibility of the certified professional in charge of the structural design	
- Declaration of responsibility of the certified professional in charge of the construction	
- Declaration of Responsibility of the certified professional in charge of the electrical study	
- Declaration of Responsibility of the certified professional in charge of the mechanical study (if needed)	
- Declaration of Responsibility of the certified professional in charge of the water supply and sanitation	
- Declaration of Responsibility of the certified professional in charge of the Air Conditioning and Mechanical Ventilation (ACMV) study	
- Declaration of Responsibility of the certified professional in charge of the deep excavation design (if needed)	
- Declaration of Responsibility of the pilling company (if needed)	
- Theodolite reading of adjacent building (if the adjacent building(s) is (are) above 3 storeys)	
- Updated drawings (architecture and structure)	
- Structural calculations and soil test	
- Mechanical drawings (if needed)	
- Electrical drawings	
- Water supply and sanitation drawings	
- ACMV drawings	
- Suggestion letter of the Fire Services Department	
- Approved drawings by the Fire Service Department	
- Persons with Reduced Mobility (PRM) Study (if needed by the chapt. 2.7. of the MNBC)	

9. Declaration and Signature of the applicant / Land owner

I hereby apply for a building permit as described in this form and the accompanying plans/drawings and additional information. I confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

Name of the applicant / land owner	Signature	Date