

16. Yangon City Development Committee

1. Procedure of the application for building permit and building completion permit

1.1 Low Risk Building

1.1.1 Building Permit with D-Map

Necessary documents submitted by applicant	<ul style="list-style-type: none">a) Application form for building permit (online fill-up)b) Power of Attorney (if needed)c) Declaration of Responsibility of the Applicantd) Declaration of Responsibility signed by the Certified Professional In-Charge of the Architectural Design and Constructione) The scanned original National Registration Card of the applicant (NRC)f) The scanned original Demarcation Map (D-Map) issued by respective department within 3 years and grant or Evidence of Land Ownershipg) Recommendation letter of the Engineering Department (Roads & Bridges) (if needed)h) Architectural Drawingsi) Photo Report of the existing environment of the projected buildingj) Suggestion letter of the Fire Services Department (if building concerned by the section 17 of Myanmar Fire Force Law)k) Recommendation letter signed by (10) neighboring plots of land (if needed)
Procedures	<ul style="list-style-type: none">a) The building permit together with the necessary documents and Building Design which is recommended by the certified professional Engineer or architecture shall be submitted on the YBPS website.

	<p>b) The Development Area Permit Section scrutinizes the building design and necessary documents</p> <p>c) If the file is complete, the applicant is informed that 100% Scrutinization Fees is paid through the system. If some elements are missing in the application file, the applicant is informed to modify its application.</p> <p>d) The applicant pays fees through the system.</p> <p>e) Once the payment has been made, the Development Area Inspection Team conducts site inspection.</p> <p>f) The Development Area Inspection Team sends the site inspection report to the Development Area Permit Section.</p> <p>g) In accordance with the rules, regulations and specifications, the Development Area Permit Section scrutinizes the site inspection report, the projected building design and documents.</p> <p>h) After having the instruction to approve, the building permit is sent to the applicant through the system.</p>
Service Fee	See the Table of Service Fees.
Time	15 working days
Place for Submission	www.ybps.ycdc.gov.mm
The Signing Status/ Rank	Deputy Director (Assistant Chief Engineer)
Remarks	Checklists of Development Area Permit Section and the Inspection Team, Building Categorization Matrix, necessary documents, Declaration Forms, Procedures, Mapping Procedures, Service Fees are uploaded on www.ybps.ycdc.gov.mm website to easily download by public and the original documents are needed to scan and submit.

1.1.2 Building Permit Without D-Map

<p>Necessary documents submitted by applicant</p>	<ul style="list-style-type: none"> a) Application form for building permit (online fill-up) b) Declaration of Responsibility of the Applicant c) Declaration of Responsibility signed by the Certified Professional In-Charge of Architectural Design and Construction d) The scanned original National Registration Card of the applicant (NRC) e) Land Ownership document agreement f) Clearance Letter from ward office on no disputes of tenant and Landlord g) Consent Letter from adjacement land owners h) Architectural Drawings i) Recommendation letter of the Engineering Department (Roads & Bridges) (if needed) j) Photo Report of the existing environment of the projected building k) Suggestion letter of the Fire Services Department (if building concerned by the section 17 of Myanmar Fire Force Law)
<p>Procedures</p>	<ul style="list-style-type: none"> a) The bulding permit together with the necessary documents and Building Design which is recommended by the certified professional engineer or architecture shall be submitted on the YBPS website. b) The Development Area Permit Section will scrutinize the building design and necessary documents. c) If the file is complete, asked for the payment of the Land Registry verification fees and site inspection fees to Urban Land Administration Department (ULAD) through the system. If the

	<p>Urban Land Administration Department (ULAD) replies, the applicant is electronically informed to pay 100% Scrutinization fees, Land Registry verification fees and site inspection fee. (If some elements are missing in the application file, the applicants is informed to modify its application)</p> <p>d) The applicant pays fees through the system.</p> <p>e) Once the payment has been made, the Development Area Inspection Team conducts site inspection.</p> <p>f) The inspection team sends the inspection report to the Development Area Permit Section.</p> <p>g) In accordance with the rules, regulations and specifications, if the plot is kind of which can be permitted, it is posted in the newspapers whether there is any objection. If the plot is kind of which cannot be permitted, the applicant is informed through the system that the application is cancelled.</p> <p>h) If there is any other objection within the deadline, the application is instructed to approved and the Building Permit is sent to the applicant through the system.</p>
Service Fee	See the Table of Service Fees.
Time	15 working days (It counts from when the press release date is over.)
Place for Submission	www.ybps.ycdc.gov.mm
The Signing Status/ Rank	Deputy Director (Assistant Chief Engineer)
Remarks	Checklists of Development Area Permit Section and the Inspection Team, Building Categorization Matrix, necessary documents,

	Declaration Forms, Procedures, Mapping Procedures, Service Fees are uploaded on www.ybps.ycdc.gov.mm website to easily download by public and the original documents are needed to scan and submit.
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1.1.3 Building Completion Certificate (BCC)

<p>Necessary documents submitted by applicant</p>	<p>Low Risk</p> <ul style="list-style-type: none"> a) As-built Architectural and Structural Drawing b) Declaration of Responsibility of Certified Professional In-charge of Structural and Construction (if any) c) Fire Safety Certificate (if any) d) If the elevator is installed in the building, Elevator/ Escalator Usage Certificate of the Directorate of Industry Supervision and Inspection (the Electricity Inspection Department) e) Photos of the building taken from front/ back/ left/ right
<p>Procedures</p>	<ul style="list-style-type: none"> a) After building completion, the Development Area Inspection Team comments to apply for Building Completion Certificate (BCC) by submitting necessary documents in E Log Book, and informs the certified professional in charge of design and construction to apply for BCC. b) The Building Completion Certificate (BCC) together with the necessary documents shall be submitted on the YBPS website. c) The Development Area Inspection Team conducts site inspection whether the submitted documents are complete or not.

	<p>d) If it is complete, the applicant is informed through the system to pay 25% of scrutinizing fee.</p> <p>e) The scrutinizing fee is electronically paid by the applicant through the system.</p> <p>f) After getting instruction to approve, the Building Completion Certificate is sent to the applicant through the system.</p>
Service Fee	25% of scrutinizing fee (within the permit period)
Time	7 working days
Place for Submission	www.ybps.ycdc.gov.mm
The Signing Status/ Rank	Assistant Director (Executive Engineer)
Remarks	Checklists of Development Area Permit Section and the Inspection Team, necessary documents, Declaration Forms, Procedures, Mapping Procedures, Service Fees are uploaded on www.ybps.ycdc.gov.mm website to easily download by public and the original documents are needed to submit by scanning.

1.2 Medium Risk Building

1.2.1 Building Permit

Necessary documents submitted by applicant	<p>Approval in Principle</p> <p>a) Application form for building permit (online fill-up)</p> <p>b) Power of the Attorney (if needed)</p> <p>c) Declaration of Responsibility of the Applicant</p> <p>d) Declaration of Responsibility signed by the Certified Professional in-charge of Architectural Design</p>
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- e) The scanned original National Registration Card of the applicant (NRC)
- f) The scanned original Demarcation Map (D-Map) issued by respective department within 3 years and grant or Evidence of Land Ownership
- g) Suggestion letter of the Engineering Department (Roads & Bridges) (if needed)
- h) Architectural Drawings
- i) Photo Report of the Existing Environment of the projected building
- j) Traffic Impact Assessment Report (if needed)
- k) Environmental Compliance Certificate (if needed)
- l) Theodolite Reading of the adjacent buildings (if the adjacent building is above 3 storey)
- m) Recommendation letter signed by (10) neighboring plots of land (if needed)

Final Building Permit

- n) Declaration of Responsibility signed by the Certified Professional In-charge of the Structural Design
- o) Declaration of Responsibility signed by the Certified Professional In-charge of the Construction
- p) Declaration of Responsibility signed by the Certified Professional In-charge of the Water Supply and Sanitation
- q) Declaration of Responsibility signed by the Certified Professional In-charge of the Deep Excavation Design (if needed)

	<ul style="list-style-type: none"> r) Declaration of Responsibility signed by the Piling Company (if needed) s) Updated Drawings (Architecture and Structure) t) Structural Calculation and Soil Investigation Report u) Water connection and sanitation designs v) Suggestion letter of the Fire Services Department w) Approved Drawings from the Fire Services Department x) Persons with Reduced Mobility (PRM) study (if needed by the chapter 2.7 of the MNBC)
<p>Procedures</p>	<p>Approval in Principle</p> <ul style="list-style-type: none"> a) The approval in principle together with the necessary documents and Building Design which is recommended by the certified professional engineer or architecture shall be submitted on the YBPS website. b) The Development Area Permit Section will scrutinize the building design and necessary documents. c) If the file is complete, the applicant is informed that 10% Scrutinization Fees to be paid through the system. If some elements are missing in the application, the applicant is informed to submit missing facts. d) The applicant pays fees through the system. e) Once the payment has been made, the Development Area Inspection Team conducts site inspection. f) The inspection team sends the inspection report to the Development Area Project Section through the system

- g) In accordance with the rules, the regulations and specifications, the Development Area Permit Section scrutinizes the site inspection report, the projected building design and documents.
- h) If the file is complete, approval in principle is sent to the applicant through the system.

Final Building Permit

Final Building permit is applied for within 6 months after having approval in principle.

- i) The certified professional engineer or architecture submits building design in accordance with Approval in Principle attached with required Documents including Guarantee Deposit Receipt on the YBPS website
- j) The Development Area Permit Section scrutinizes the building design and necessary documents.
- k) If the file is complete, Development Area Permit Section scrutinizes the structural calculation and send to Engineering Department (Water & Sanitation) through the system.
- l) After receiving the comments and reviews, the Development Area Permit Section scrutinizes necessary documents in accordance with the rules, regulations and specifications. If there are any requirements, the applicant is informed through the system.
- m) If the file is complete, the applicant is informed to pay 90% Scrutinization Fees through the system.
- n) The applicant pays fees through the system.

	(o) Once the payment has been made, the Building Permit is sent to the applicant through the system.
Service Fee	See the Table of Service Fees.
Time	Approval in Principle - 15 working days Final Building Permit - 15 working days
Place for Submission	www.ybps.ycdc.gov.mm
The Signing Status/ Rank	Deputy Director General (Chief Engineer)
Remarks	Checklists of Development Area Permit Section and the Inspection Team, Building Categorization Matrix, necessary documents, Declaration Forms, Procedures, Mapping Procedures, Service Fees are uploaded on www.ybps.ycdc.gov.mm website to easily download by public and the original documents are needed to scan and submit.

1.2.2 Building Completion Certificate (BCC)

Necessary documents submitted by applicant	<p>Medium Risk</p> <ul style="list-style-type: none"> a) As-built Architectural and Structural Drawing b) Water and Sanitation Design Drawings c) Elevator/Escalator Usage Certificate of the Directorate of Industry Supervision and Inspection (the Electricity Inspection Department) if the elevator is installed in the building d) Recommendation letter of Yangon Electricity Supply Corporation if transformers are needed to be installed e) Fire Safety Certificate of Fire Services Department (if any)
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	<ul style="list-style-type: none"> f) Theodolite reading g) Recommendation letter of the Internal Revenue Department, claiming that tax matter are done h) Photos of the building taken from front/ back/ left/ right and photos of meter, water motor, sewage lake i) Outside the façade of the building to install 2 digital CCTV camera of outdoor type with night vision, of 2 mega pixel and memory storage for up to 30 days and of UPS or Battery Back Up that can continue to use cameras and DVRs for 1 hour when electricity goes off. Proof of availability for public use to cover the road in front of the building for security
<p>Procedures</p>	<ul style="list-style-type: none"> a) After building completion, the Development Area Inspection Team comments to apply for Building Completion Certificate (BCC) by submitting necessary documents in E Log Book, and informs the certified professional Engineer or Architecture to apply for BCC. b) Building Completion Certificate (BCC) together with the necessary documents which is recommended by the certified professional engineer or architecture shall be submitted on the YBPS website. c) After scrutinizing whether the submitted documents are complete or not, the Development Area Inspection Team conducts site inspection cooperated with Engineering Department (Water & Sanitation), Engineering Department (Water Flow Management), Engineering Department (Roads & Bridges). d) If the inspection report is resent, the Development Area Inspection Team scrutinizes it in accordance with regulations and specifications and if there is any requirements, the applicant is informed through the system.

	<p>e) If the application is complete and the instruction to approve is got, the applicant is informed through the system to pay 25% of scrutinizing fee for the Building Completion Certificate.</p> <p>f) The applicant makes payment electrically.</p> <p>g) Once the payment has been made, the Building Completion Certificate is sent to the applicant through the system.</p>
Service Fee	25 % of Scrutinizing Fee (during the permit period)
Time	7 working days
Place for Submission	www.ybps.ycdc.gov.mm
The Signing Status/ Rank	Assistant Director (Executive Engineer)
Remarks	Checklists of Development Area Permit Section and the Inspection Team, necessary documents, Declaration Forms, Procedures, Mapping Procedures, Service Fees are uploaded on www.ybps.ycdc.gov.mm website to easily download by public.

1.3 High Risk Building

1.3.1 Building Permit

Necessary documents submitted by applicant	<p>Approval in Principle</p> <p>a) Application form for building permit (online fill-up)</p> <p>b) Power of the Attorney (if needed)</p> <p>c) Declaration of Responsibility of the Applicant</p> <p>d) Declaration of Responsibility signed by the Certified Professional in-charge of Architectural Design</p> <p>e) The scanned original National Registration Card of the applicant (NRC)</p>
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- f) The scanned original Demarcation Map (D-Map) issued by relevant department within 3 years and grant or Evidence of Land Ownership
- g) Recommendation letter of Engineering Department (Road & Bridges) (if needed)
- h) Architectural Drawings
- i) Photo Report of the existing environment of the projected building
- j) Traffic Impact Assessment Report (if needed)
- k) Environment Compliance Certificate (if needed)
- l) Theodolite Reading of the adjacent buildings (if the adjacent building is above 3 storey)
- m) Recommendation letter signed by (10) neighboring plots of land (if needed)

Final Building Permit

- n) Declaration of Responsibility signed by the Certified Professional in-charge of the Structural Design
- o) Declaration of Responsibility signed by the Certified Professional in-charge of the Construction
- p) Declaration of Responsibility signed by the Certified Professional in-charge of the Electrical Study
- q) Declaration of Responsibility signed by the Certified Professional in-charge of the Mechanical Study (if needed)
- r) Declaration of Responsibility signed by the Certified Professional in-charge of the Water Supply and Sanitation
- s) Declaration of Responsibility signed by the Certified Professional in-charge of the Air-conditioning and Mechanical Ventilation (ACMV) Study (if needed)

	<ul style="list-style-type: none"> t) Declaration of Responsibility signed by the Certified Professional in-charge of the Deep Excavation Design (if needed) u) Declaration of Responsibility signed by the Piling Company (if needed) v) Architectural and Structural Drawings w) Structural calculations and soil investigation report x) Mechanical Drawings (if needed) y) Electrical Drawings and calculation report z) The Water and Sanitation Designs and Calculations aa) ACMV Drawings bb) The Suggestion letter of the Fire Services Department cc) The approved designs by the Fire Services Department dd) A Person with Reduced Mobility (PRM) study if the building is concerned by the list of buildings contained in the chapter 2.7. of the MNBC)
<p>Procedures</p>	<p>Approval in Principle</p> <ul style="list-style-type: none"> a) The approval in principle together with the necessary documents and Building Design which is recommended by the certified professional Engineer or architecture shall be submitted on the YBPS website. b) The Development Area Permit Section will scrutinize the building design and necessary documents. c) If the file is complete, the applicant is informed that 10% Scrutinization Fees to be paid through the system. If some elements are missing in the application, the applicant is informed to submit missing facts. d) The applicant pays fees through the system.

- e) Once the payment has been made, the Development Area Inspection Team, Engineering Department (Water Flow Management), Engineering Department (Water & Sanitation), Engineering Department (Roads & Bridges) and Urban Land Administration Department make inspection on the construction site.
- f) In accordance with the rules, regulations and specifications, the Development Area Permit Section scrutinizes the site inspection report, the projected building design and documents.
- g) If the file is complete, it will be necessary to submit to the YCDC Committee Members' Meeting to get approval in principle for the buildings from 9 storey to 12 storey. The Yangon Regional Cabinet Meeting is reported to get approval in principle for commercial buildings, which will be built within the restricted area of the Shwedagon Pagoda and are not more than 190 feet above the mean sea level, and for above 12 storey buildings.
- h) After receiving the approval from the respective meetings, Approval in Principle is sent to the applicant through the system.

Final Building Permit

After getting the approval in principle, final building permit is applied through the system.

- i) The certified professional engineer or architecture submits building design in accordance with Approval in Principle attached with required Documents including Gurantee Deposit Receipt on the YBPS website

	<p>j) The Development Area Permit Section will scrutinize the building design and necessary documents.</p> <p>k) If the file is complete, the Development Area Permit Section scrutinizes the design of the buildings having from 9 storey to 12 storey. If the buildings are above 12 Storey, the design of the building are sent to HPBC and scrutinized by the High-Rise and Public Building Projects Committee (HPBC).</p> <p>l) If the project is satisfactory, the applicant is informed that 90% Scrutinizing Fee to be paid through the system.</p> <p>m) The applicant pays fees through the system.</p> <p>n) Once the payment has been made, the Building Permit is issued through the system.</p>
Service Fee	See the Table of Service Fees.
Time	<p>From 9 to 12 storey,</p> <p>Approval in Principle - 21 working days</p> <p>Final Building Permit - 21 working days</p> <p>Above 12 storey,</p> <p>Approval in Principle - 21 working days</p> <p>Final Building Permit - 28 working days</p>
Place for Submission	www.ybps.ycdc.gov.mm

The Signing Status/ Rank	Deputy Director General (Chief Engineer)
Remarks	Checklists of Development Area Permit Section and the Inspection Team, necessary documents, Declaration Forms, Procedures, Mapping Procedures, Service Fees are uploaded on www.ybps.ycdc.gov.mm website to easily download by public.

1.3.2 Building Completion Certificate (BCC)

Necessary documents submitted by applicant	<p>High Risk</p> <ul style="list-style-type: none"> a) As-built Architectural and Structural Drawing b) Water and Sanitation Design Drawings c) Electrical Design Drawings d) Mechanical Design Drawings e) Air-conditioning and Mechanical Ventilation (ACMV) Design Drawings f) If the elevator is installed in the building, Elevator/ Escalator Usage Certificate of the Directorate of Industry Supervision and Inspection (the Electricity Inspection Department) g) Recommendation letter of Yangon Electricity Supply Corporation if transformers are needed to be installed. h) Recommendation letter of Fire Service Department i) Theodolite Reading j) Recommendation letter of the Internal Revenue Department, claiming that tax matter are done k) Photos of the building taken from front/ back/ left/ right and photos of meter, water motor, sewage lake
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	<p>l) Outside the façade of the building to install 2 digital CCTV camera of outdoor type with night vision, of 2 mega pixel and memory storage for up to 30 days and of UPS or Battery Back Up that can continue to use cameras and DVRs for 1 hour when electricity goes off. Proof of availability for public use to cover the road in front of the building for security</p>
<p>Procedures</p>	<p>a) After building completion, the Development Area Inspection Team comments to apply for Building Completion Certificate (BCC) by submitting necessary documents in E Log Book, and informs the certified professional in charge of design and construction to apply for BCC.</p> <p>b) The certified professional in charge of design and construction applies for the BCC attached with necessary documents on YBPS website.</p> <p>c) After scrutinizing whether the submitted documents are complete or not, the Development Area Inspection Team conducts site inspection cooperated with Engineering Department (Water & Sanitation), Engineering Department (Water Flow Management), Engineering Department (Roads & Bridges), Pollution Control & Cleansing Department.</p> <p>d) If the inspection report is resent, the Development Area Inspection Team scrutinizes it in accordance with regulations and specifications and if there is any requirements, the applicant is informed through the system.</p> <p>e) If the application is complete and the instruction to approve is got, the applicant is informed through the system to pay 25% of scrutinizing fee for the Building Completion Certificate.</p>

	<p>f) The applicant makes payment electrically.</p> <p>g) Once the payment has been made, the Building Completion Certificate is sent to the applicant through the system.</p>
Service Fee	25 % of Scrutinizing Fee (during the permit period)
Time	7 working days
Place for Submission	www.ybps.ycdc.gov.mm
The Signing Status/ Rank	Assistant Director (Executive Engineer)
Remarks	Checklists of Development Area Permit Section and the Inspection Team, necessary documents, Declaration Forms, Procedures, Mapping Procedures, Service Fees are uploaded on www.ybps.ycdc.gov.mm website to easily download by public.

2. Minor Building Works and Temporary Structural

Necessary documents submitted by applicant	<p>a) Building Permit Application Form (online fill-up)</p> <p>b) Power of Attorney (if needed)</p> <p>c) Declaration of Responsibility of Applicant</p> <p>d) Declaration of Responsibility signed by the Certified Professional in-charge of Architectural Design and Construction</p> <p>e) The scanned original National Registration Card of the applicant (NRC)</p> <p>f) Evidence of Land Ownership (D-Map is needed for fencing)</p> <p>g) Architectural Drawings (To paint red on the parts to be renovated)</p>
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	h) Photo Report of the existing environment of the projected building
Procedures	<p>a) The bulding permit together with the necessary documents and Building Design which is recommended by the certified professional engineer or architecture shall be submitted on the YBPS website.</p> <p>b) The Development Area Permit Section scrutinizes the building design and necessary documents.</p> <p>c) If the file is complete, the applicant is informed that 100% Scrutinization Fees to be paid through the system. If some elements are missing in the application file, the applicant is informed to modify its application.</p> <p>d) The applicant pays fees through the system.</p> <p>e) Once the payment has been made, the Development Area Inspection Team carries out site inspection.</p> <p>f) The Development Area Inspection Team sends the site inspection report to the Development Area Permit Section.</p> <p>g) The Development Area Permit Section scrutinizes the inspection report as well as the submitted design and documents with respect to rules, regulations and specification.</p> <p>h) If the application complete, the Minor Building Works and Temporary Structural Permit is sent to the applicant through the system.</p>
Service Fee	See the Table of Service Fees.
Time	7 working days
Place for Submission	www.ybps.ycdc.gov.mm

The Signing Status/ Rank	Staff Officer (Assistant Engineer)
Remarks	Checklists of Development Area Permit Section and the Inspection Team, necessary documents, Declaration Forms, Procedures, Mapping Procedures, Service Fees are uploaded on www.ybps.ycdc.gov.mm website to easily download by public and the original documents are needed to scan and submit.

3. Technical Administrative Information Sheet (TAIS)

Necessary documents submitted by applicant	<ul style="list-style-type: none"> a) Application Form (online fill-up) b) Receipt of Scrutinization Fees For TAIS c) Power of Attorney (if needed) d) Location Map of the plot e) Evidence of Land Ownership f) The scanned original National Registration Card of the applicant (NRC) g) Brief about the Projected Development h) Documents related to the project
Procedures	<ul style="list-style-type: none"> a) The land owner or the certified professional in-charge of design submits TAIS together with necessary documents on the YBPS website. b) The Development Area Permit Section scrutinizes the building design and necessary documents. c) If the application is complete, the Development Area Inspection Team conducts site inspection and sends the application to the Urban Planning Department.

	<p>d) The Inspection Team sends the Report to the Development Area Permit Section through the system.</p> <p>e) The Development Area Permit Section scrutinizes the inspection report, comments of the Urban Planning Department, the projected design and documents in accordance with Rules, Regulations and Specifications and the applicant is informed the project information through the system.</p>
Service Fee	See the Table of Service Fees.
Time	10 working days
Place for Submission	www.ybps.ycdc.gov.mm
The Signing Status/ Rank	Deputy Director General (Chief Engineer)
Remarks	Checklists of Development Area Permit Section and the Inspection Team, necessary documents, Declaration Forms, Procedures, Mapping Procedures, Service Fees are uploaded on www.ybps.ycdc.gov.mm website to easily download by public and the original documents are needed to scan and submit.

4. Demolition Permit

Necessary documents submitted by applicant	<p>a) Application form (online fill-up)</p> <p>b) Power of Attorney (if needed)</p> <p>c) Grant or Evidence of Land Ownership</p> <p>d) The scanned original National Registration Card of the applicant (NRC)</p> <p>e) Photo Report of the existing environment of the building to be demolished</p>
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	<p>f) Declaration of Responsibility of the Certified Professional in-charge of supervising the demolition works</p> <p>g) Declaration of Responsibility of Applicant</p>
Procedures	<p>a) The bulding permit together with the necessary documents and Building Design which is recommended by the certified professional Engineer or architecture shall be submitted on the YBPS website.</p> <p>b) The Development Area Permit Section scrutinizes the building design and necessary documents.</p> <p>c) If the file is complete, the applicant is informed through the system to pay 100% Demolition Form Scrutinizing Fee. If it is incomplete, the applicant will be informed to resubmit the required documents.</p> <p>d) The applicant pays fees through the system.</p> <p>e) Once the payment has been made, the Development Area Inspection Team conducts the site inspection.</p> <p>f) The inspection report is sent to the Development Area Permit Section.</p> <p>g) The Development Area Permit Section scrutinizes the site inspection report and the submitted documents in accordance with rules, regulations and specifications.</p> <p>h) After getting instruction for approval, the Demolition Permit is informed to the applicant through the system.</p>
Service Fee	See the Table of Service Fees.
Time	10 working days
Place for Submission	www.ybps.ycdc.gov.mm

The Signing Status/ Rank	Deputy Director (Assistant Chief Engineer)
Remarks	Checklists of Development Area Permit Section and the Inspection Team, necessary documents, Declaration Forms, Procedures, Mapping Procedures, Service Fees are uploaded on www.ybps.ycdc.gov.mm website to easily download by public and the original documents are needed to scan and submit.