



INVESTPRNJAVOR

## SITE PERMIT

### BASIC INFORMATION

- If you have decided to build, first verify whether building is allowed on your site.
- If construction is permitted, it is necessary to obtain a site permit before creating the main project design and obtaining a building permit.
- The site permit is a technical expert document that sets the conditions for design and construction, which is made on the basis of the Law on Spatial Planning and Construction („Official Gazette of the Republic of Srpska“, 40/13, 106/15, 3/16 and 84 /19), separate laws and by-laws adopted on the basis thereof, as well as the spatial development documents.

### REQUEST FOR ISSUING THE SITE PERMIT

The site permit is issued by the Department for Spatial Planning. The request for issuing the site permit is submitted in the premises of the Prnjavor City Administration, public counters hall 1. Along with the request for issuing the site permit, the applicant must also attach the following:

- urban planning and technical requirements and expert opinion if there is no implementation document for spatial planning, which are submitted in three copies only if they are developed externally from the authority of the local self-government unit which is competent over spatial development work,
- copy of the cadastral plan (not older than 6 months) or an up-to-date geodesic base for the proposed routes of the infrastructural line utility buildings, certified by the body competent for survey and cadastre,
- approval for the location prescribed by the urban and technical requirements, if such approvals are not included in the latter,
- a decision on determining the obligation to carry out an environmental impact assessment and the extent of the impact assessment, if its implementation is mandatory in accordance with a special regulation and
- preliminary design and proof of ownership or the right of construction held over the land for buildings not requiring construction permit according to the provisions of the Law.

## ■ THE PROCEDURE OF ISSUING THE SITE PERMIT

- After submitting the request for a site permit (with all the abovementioned documentation), the officials of the Department visit the site and conduct an on-site inspection. It is the investor's obligation to attend this inspection.
- After the inspection, it is necessary to obtain the opinion of the utility and public companies whose infrastructure is necessary for the construction of the facility or affects the construction of the building (power distribution, water supply, etc.).
- Based on the obtained opinions, expert opinion and urban planning and technical requirements are drawn up as necessary, and the site permit is issued.

## ■ CREATION OF THE URBAN PLANNING AND TECHNICAL REQUIREMENTS

An expert opinion is not required for buildings that are built on locations that are covered by spatial planning implementation documents (regulatory plan, subdivision plan, etc.). For buildings that are built in locations where there are no implementation documents of spatial planning or there is no obligation to bring such documents, an expert opinion is obtained from a legal entity authorized to prepare spatial planning documentation.

Information about this possibility, as well as information about project design companies that meet the requirements for the preparation of urban planning and technical requirements and expert opinions, can be obtained from the Department of Spatial Planning.

## ■ COSTS OF THE PROCEDURE

The costs of issuing the site permit include:

1. **Preparation of the site permit – BAM 20.00**
2. **For the preparation of urban planning and technical requirements:**
  - **for the construction of residential and residential-commercial buildings:**

up to 50 m <sup>2</sup>	from 51 to 100 m <sup>2</sup>	from 101 to 200 m <sup>2</sup>	from 201 to 300 m <sup>2</sup>	from 301 to 400 m <sup>2</sup>
<b>BAM 30.00</b>	<b>BAM 50.00</b>	<b>BAM 80.00</b>	<b>BAM 180.00</b>	<b>BAM 240.00</b>

3. **for the construction of an ancillary building – BAM 30.00**
4. **for roof reconstruction – BAM 30.00,**
5. **for the reconstruction of the building, change of purpose, vertical or horizontal extension of the building – BAM 80.00,**
6. **for the fencing of residential and residential-business buildings the surface of which is up to 400m<sup>2</sup> – BAM 100.00,**
7. **for other purposes that are not mentioned above – BAM 50.00,**
8. **for the modification of the urban planning and technical requirements – BAM 30.00.**

If the preparation of the expert opinion and urban-technical conditions is carried out by legal entities authorized to produce spatial and urban planning documentation, the fee is paid according to the price list of that legal entity.

## ■ MORE INFORMATION

All information about the procedure for issuing the site permit can be obtained at the public counters hall 1 and the Department of Spatial Planning of the Prnjavor City Administration at Karađorđeva St, or via phone numbers 051/663-162 and 051/660-905.

You can also address us in written form via e-mail: [urbanizam@gradprnjavor.com](mailto:urbanizam@gradprnjavor.com)

