



**GUIDE THROUGH PROCEDURE FOR OBTAINING
CONDITIONS FOR CONSTRUCTION AND USE OF
FACILITIES**



1. THE URBAN-TECHNICAL CONDITIONS

- The application for issuance of the urban-technical conditions shall be submitted, on prescribed form, to the Secretariat for Spatial Planning. The application shall be accompanied by proof of payment of the fee for issuing urban-technical conditions in the amount of 50,00 €, to account of the budget of the Municipality Bijelo Polje no. 550-7016777-13.
- The deadline for issuing urban technical conditions is 20 days from date of receipt the Request.
- You can get a Request form at the Register office of the Civil Bureau in municipality building.





2. After making of technical documentation, in accordance with issued Urban-technical conditions, other projects - the Study's depending on the type and purpose of facility and performed revision of main design, Investor will submit the Application for building a facility to the Ministry of Sustainable Development and Tourism - Urban Planning and Construction Inspection - Podgorica within 15 days before the start of construction.

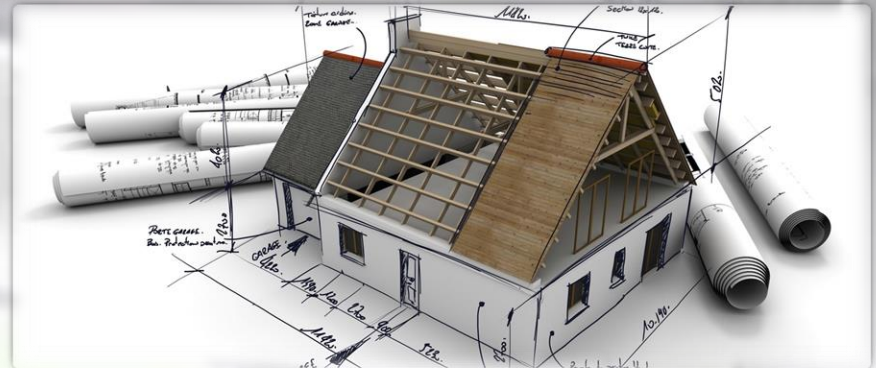
Following documentation must be submitted with the Application:

- Revised main design;
- Report on the main design revision;
- Proof of payment of the fee for communal equipping of construction land;
- Proof of liability insurance of the designer who made it, i.e. the auditor who audited the main design;
- Engagement Contract with contractor;
- Engagement Contract with professional supervisor;
- Proof of property rights on land, i.e. other right to build on land or proof of property right on the facility, i.e. other right to construction, in case of reconstruction of the facility;
- The Consent of the main state or city Architect given to the preliminary design.





- The decision on the communal equipping of construction land on the basis of which the compensation can be determined can be downloaded [here](#) as well as the Application form for building a facility. You can download the Application form on the website of the Ministry of Sustainable Development and Tourism - www.mrt.gov.me.
- The investor is obliged to complete construction of the facility within five years from the date of the application for building a facility.





3. The use of the facility (built on basis of the application) is not allowed prior to registration in the real estate Cadaster. Investor is obliged to submit a request for registration in the real estate Cadaster within 15 days from the date of receipt of the final report of the professional supervision. With request investor, in addition to other evidence prescribed by the law regulating the registration of the right to real estate, submits professional supervision final report.





HOW TO OBTAIN USE PERMIT

For a building that is under construction i.e. is built on the basis of a building permit, issued until the date of entry into force of the Law on Spatial Planning and Construction of Facilities (on October 14, 2017) for issuance of the Use permit, provisions of the law that were in force at time of issuing construction permits will be implemented.

The following documentation shall be submitted with Application for issuance of the Use permit:

- Statement of the contractor;
- Statement of the supervising engineer;
- Statement of the leading designer;
- Revised main design if building permit is issued on basis of the preliminary design;
- The Elaborate on derived state from original site data.

For facilities for which a building permit has been issued in accordance with the regulations that were in force from 29 August 2008 to 29 July 2010 with the Application for the issuance of the Use permit, proof of payment of the fee for communal equipping of construction land need to be submitted also .

You can download Application form for issuance of the Use permit [here](#).





**SECRETARIAT FOR SPATIAL PLANNING
MUNICIPALITY OF BIJELO POLJE**