

REPUBLIC OF THE PHILIPPINES PROVINCE OF ILOCOS NORTE MUNICIPALITY OF MARCOS OFFICE OF THE BUILDING OFFICIAI

# **Building permit requirements**

### Filled-up Unified Application form (4 copies)

Original Certificate of Title (OCT) / Transfer of Title or Deed of Absolute Sale/ Locational Plan from LRA (if lessee, Contract of Lease) – Show Original

- Special Power of Attorney (if application is to be processed by a representative) 2 copies
- Family Tree (if applicant is not the lot owner where the building is/will be constructed) 1 copy Permit for Construction/Civil Works - 4 copies

Barangay Clearance - 1 original

Community Tax Certificate (Cedula) - 1 original

Certified True Copy of Latest Tax Declaration (Land) from Assessor's Office - 1 original

Certified True Copy of Lot Section Map/Vicinity Map from Assessor's Office - 1 original

Certified True Copy of Latest Tax Receipt or Certificate of Non-Tax Delinquency from Treasurer's Office - show original

Affidavit of Consent from Lot Owners - 4 copies

DPWH Clearance - 1 original

Five (5) sets of Survey Plans, design plans and other documents to be FULLY ACCOMPLISHED by APPLICANT or the ENGINEER as follows:

Architectural Documents

**Civil/Structural Documents** 

**Electrical Documents** 

Mechanical Documents

Sanitary Documents

**Plumbing Documents** 

**Electronics Documents** 

**Geodetic Documents** 

Fire Protection Plan (if applicable)

Bill of Materials (Signed & Sealed) - 5 copies

Construction Specifications (Signed & Sealed) - 5 copies Structural Design Analysis (for 2-storey above) - 2 copies Electrical Design Analysis (for 2-storey above) - 2 copies (23 kVA and above)

Soil Analysis (for 3-storey above) - 2 copies

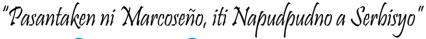
Photocopy of PRC License & PTR Receipts of Professionals - 1 copy

Latest Picture of Site/Area taken on 4 sides - 1 copy

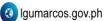
Zoning Clearance - show original

BFP Clearance - show original

<u>NOTE: THE HIGHLIGHTED PARTS ARE MOSTLY APPLICABLE FOR ONE-STOREY RESIDENTIAL/COMMERCIAL</u> <u>BUILDING ONLY. IF THERE ARE 2 OR MORE STOREYS, MORE REQUIREMENTS ARE NEEDED.</u>



0917 138 9181 O Poblacion, Brgy. Lydia, 2907 Marcos, Ilocos Norte





REPUBLIC OF THE PHILIPPINES PROVINCE OF ILOCOS NORTE MUNICIPALITY OF MARCOS OFFICE OF THE BUILDING OFFICIAL

## PRO-POOR REQUIREMENTS

## **Electrical Permit**

### **Certificate of Final Electrical Inspection**

Electrical Documents (Electrical Plan. signed and sealed)

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engineeringmarcos@gmail.com