

## 營業場所土地使用分區管制與建築管理規定查詢表

### 壹、基本資料

年 月 日

公司(商業)名稱		案號	
登記地址	<input type="checkbox"/> _____ 區 _____ 路(街) _____ 段 _____ 巷 _____ 弄 _____ 號 _____ 樓(之) _____ (室) <input type="checkbox"/> 屬 _____ 國宅		
實際營業場所	<input type="checkbox"/> 同登記地址 <input type="checkbox"/> _____ 區 _____ 路(街) _____ 段 _____ 巷 _____ 弄 _____ 號 _____ 樓(之) _____ (室) <input type="checkbox"/> 屬 _____ 國宅 <input type="checkbox"/> 申請人無提供實際營業場所地址		

備註:

公司(商業)之實際營業場所應由申請人提供,若申請人無意願或無法提供,將改以公司(商業)之登記地址查詢。

### 貳、營業場所使用用途(必填)

營業場所使用用途	申請人填列		查詢單位填列			
	主行業營業項目代碼及文字	現場用途	都計		建管	
1		<input type="checkbox"/> 限辦公室使用				
2		<input type="checkbox"/> 限辦公室使用				
3		<input type="checkbox"/> 限辦公室使用				
4		<input type="checkbox"/> 限辦公室使用				
5		<input type="checkbox"/> 限辦公室使用				

備註:營業場所現場用途限作辦公室使用者,不得專為貯藏、展示或作為製造、加工、批發、零售場所使用,且現場不得貯存機具。

### 參、營業場所資訊(請完整填列,以加速查詢)

本市地籍套繪都市計畫使用分區圖線上查核網址: [www.zonemap.taipei.gov.tw/showmapMain.aspx](http://www.zonemap.taipei.gov.tw/showmapMain.aspx)

使用執照存根查詢網址: <http://163.29.37.131/main.jsp?QType=1>

營業場所坐落地號	臺北市 _____ 區 _____ 段 _____ 小段		土地使用分區	
	_____ 地號等 _____ 筆土地(如土地登記謄本)		道路寬度	
營業場所使用執照號碼	營業場所使用面積	_____ 平方公尺 (建物權狀登記面積)	使用執照原核准類組	

<填表說明>

- 一、本表「壹、基本資料」、「貳、營業場所使用用途」、「參、營業場所資訊」欄位由申請人自行填寫。
- 二、本表係就申請人所填列或檢具提供之資料予以查復供參,如營業場所之使用涉及區域計畫法、都市計畫法或建築法等規定事項,其相關手續仍請依表列各該項法令規定辦理。

申請人不同意至「營業場所協助查詢服務櫃檯」查詢，並已詳閱下列文字。

取得公司(商業)登記後，營業場所仍應符合都市計畫、建築管理等相關規定，請貴公司(商業)向本府都市發展局及本市建築管理工程處查詢，倘查詢結果不符合土地使用分區管制及建築法等相關規定，請另擇其他合法營業場所營業，以免受罰。

負責人親簽：\_\_\_\_\_

※上開同意事項由公司/商業負責人親自簽署，如偽冒簽名或變造等情事時，行為人應負一切法律責任。

申請人同意至「營業場所協助查詢服務櫃檯」查詢，並已詳閱下列文字。

貴公司(商業)營業場所及填載查詢之主要登記營業項目，如經「營業場所協助查詢服務櫃檯」查詢，是否符合土地使用分區管制與建築管理相關規定，將於核准函告知查詢結果，查詢結果如不符合土地使用分區管制與建築管理相關規定，為避免因違規使用遭致裁處，另於宣導函告知請勿於該址營業，以免受罰，並請另擇其他合法營業場所營業。

負責人親簽：\_\_\_\_\_

※上開同意事項由公司/商業負責人親自簽署，如偽冒簽名或變造等情事時，行為人應負一切法律責任。

### 查詢結果

查詢單位	查詢結果	查詢單位	查詢結果
都市發展局	<input type="checkbox"/> _____ 符合規定 <input type="checkbox"/> 現場僅限辦公室使用	建築管理工程處	<input type="checkbox"/> 未領有使用執照，未涉建築法違規使用之規定
	<input type="checkbox"/> 有條件符合規定 <input type="checkbox"/> 現場僅限辦公室使用 <input type="checkbox"/> _____ 須符合同層及同層以下非住宅使用 <input type="checkbox"/> _____ 須辦理回饋後始得設置 <input type="checkbox"/> _____ 其他 _____		<input type="checkbox"/> 依「臺北市一定規模以下建築物免辦理變更使用執照管理辦法」，免辦理變更建物使用執照。
	<input type="checkbox"/> _____ 不符合規定		<input type="checkbox"/> _____ 符合規定 <input type="checkbox"/> _____ 不符合規定 <input type="checkbox"/> 應辦理變更建物使用執照
	<input type="checkbox"/> 其他 <input type="checkbox"/> 請洽產業發展局釐清 (文德段5小段、西湖段4小段之科技工業區) <input type="checkbox"/> 請洽公園路燈工程管理處釐清 <input type="checkbox"/> 非屬計畫道路，請釐清道路寬度 <input type="checkbox"/> _____ 請釐清營業態樣 <input type="checkbox"/> _____		<input type="checkbox"/> 同都市發展局意見辦理。

科技產業服務中心(2799-6898) 公園路燈工程管理處(2381-5132) 其他單位\_\_\_\_\_

查詢結果：

# Business Location Enquiry Form for Land Use Zoning Control and Construction Management Requirements

## 1. Basic Profile

Date: \_\_\_\_\_

Company/ Business Name		Case No.	
Registered Address	<input type="checkbox"/> (Rm.) _____, _____ F, No. _____, Aly. _____, Ln. _____ Sec. _____, _____ Rd. (St.), _____ Dist. <input type="checkbox"/> In the _____ Public Housing Community		
Actual Business Location	<input type="checkbox"/> Same as the Registered Address <input type="checkbox"/> (Rm.) _____, _____ F, No. _____, Aly. _____, Ln. _____, Sec. _____, _____ Rd. (St.), _____ Dist. <input type="checkbox"/> In the _____ Public Housing Community <input type="checkbox"/> The Applicant did not provide the address of actual business location		

**Remarks:**

The Applicant shall provide the actual business location of the company/business. If the Applicant has no intention or is unable to provide this, the registered address of the company/business will be used for inquiry.

## 2. Intended Use of Business Location (Required)

Intended Use of Business Location	To be completed by the Applicant		To be completed by the Enquiry Authority			
	Business Category Codes and Description of Main Business	On-Site Purpose	Urban Planning		Construction Management	
	<u>1</u>		<input type="checkbox"/> for Office Use Only			
<u>2</u>		<input type="checkbox"/> for Office Use Only				
<u>3</u>		<input type="checkbox"/> for Office Use Only				
<u>4</u>		<input type="checkbox"/> for Office Use Only				
<u>5</u>		<input type="checkbox"/> for Office Use Only				

**Remarks:** For business location that can only be used as an office, it shall not be used for storing, displaying, manufacturing, processing, wholesaling, or retailing purposes. Machineries shall not be stored on-site.

## 3. Information of Business Location (Please complete in full to accelerate the enquiry process)

City Land Use Urban Planning Zone Map: [www.zonemap.taipei.gov.tw/showmapMain.aspx](http://www.zonemap.taipei.gov.tw/showmapMain.aspx)

Usage Permit Online Enquiry Website : <http://163.29.37.131/main.jsp?QType=1>

Land No. of Business Location	Land No. _____, Sub-Section _____, Section _____, _____ Dist., Taipei City.	Land Use Zoning	
	Total: _____ parcel(s) of land (as the Land Registration Transcript)	Width of Road	
Usage Permit No. of Business Location	Usage Area of Business Location	_____ Square Meters (as the Registered Area of Building Ownership Certificate)	Original Classification Approved in Use Permit

<Explanatory Notes>

1. "1. Basic Profile", "2. Intended Use of Business Location" and "3. Information of Business Location" shall be completed by the Applicant.
2. This Form is enquired and responded to on the basis of the information completed or provided by the Applicant. If the usage of the business location involves matters provided in the Regional Plan Act, Urban Planning Law or Building Act, the application processes shall be conducted according to such laws and regulations listed above.

**The Applicant disagrees to enquire at the Service Counter of Business Location Enquiry and has carefully read the following:**

After obtaining the Company/Business Registration, the business location shall still be in compliance with the requirements of the urban planning and building administration; thus, please enquire in regard to usage legality with the Department of Urban Development of Taipei City Government and the Construction Management Office of this City. If the enquiry result is not in compliance with the requirements of the Land Use Zoning Control and Building Act, please choose another legal business location for business operation to avoid being punished.

\_\_\_\_\_  
Signed in person by the Representative

*※The Representative of the Company/Business shall personally sign here when agreeing with the above regulation.  
In the event of a forged signature, the violator will be liable to all legal responsibilities.*

**The Applicant agrees to enquire at the Service Counter of Business Location Enquiry and has carefully read the following:**

If the business location and main registered business items completed for enquiry of your Company Business has been reviewed for the compliance of the applicable requirements of land use zoning control and construction management, the Authority will notify the enquiry result by an approval letter. If the review result is not in compliance with the requirements of the urban planning and building administration, for avoidance of being punished due to illegal usage, the Authority will further inform the Applicant of prohibition of business operation at such address, and request the Applicant to choose another legal business location for business operation.

\_\_\_\_\_  
Signed in person by the Representative

*※The Representative of the Company/Business shall personally sign here when agreeing with the above regulation.  
In the event of a forged signature, the violator will be liable to all legal responsibilities.*

### Enquiry Result

Enquiry Unit	Enquiry Result	Enquiry Unit	Enquiry Result
<p>The Department of Urban Development</p>	<input type="checkbox"/> _____ Qualified <input type="checkbox"/> For office use only <input type="checkbox"/> Conditionally Qualified <input type="checkbox"/> For office use only <input type="checkbox"/> Subject to the same floor and the floors below are for non-residential use <input type="checkbox"/> _____ only allowed after exaction <input type="checkbox"/> Others <input type="checkbox"/> _____ Unqualified <input type="checkbox"/> Others <input type="checkbox"/> Please contact the Department of Economic Development (2799-6898) for clarification (Technology Industrial Park on Subsection 5 of Wende Section and Subsection 4 of Xihu Section) <input type="checkbox"/> Please contact the Parks and Street Lights Office for clarification. <input type="checkbox"/> It is not on a planned road; please clarify the width of the road. <input type="checkbox"/> _____ Please clarify the business type. <input type="checkbox"/> _____	<p>The Construction Management Office</p>	<input type="checkbox"/> Without a use permit, not violating the use provided in the Building Act <input type="checkbox"/> Exempt from filing usage alteration license for buildings <input type="checkbox"/> _____ Qualified <input type="checkbox"/> _____ Unqualified <input type="checkbox"/> Shall conduct an alteration of the building usage license <input type="checkbox"/> Follow the result of the Department of Urban Development
<input type="checkbox"/> Hi-tech promotion center(2799-6898) <input type="checkbox"/> Parks and street lights office(2381-5132) <input type="checkbox"/> Others			
<p>Enquiry Result :</p>			