

Application Case No.:	Receiving Date:
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Note:

Please fill in the number of documents for every project in the following review form, bind all documents and place them into an envelope:

(I) Major document forms

Document Submission List	Number of pages	Column of receiving center Receipt confirmation
I. Building Permit application information:		
1-1 Building permit application form		
1-2 Builder name list (two or more)		
1-3 Designer name list (two or more)		
1-4 Land number list		
1-5 Building summary list		
1-6 Miscellaneous works summary list		
1-7 Building permit notes table		
1-8 Site green facility list		
1-9 Building permit and demolition permit data tables		
1-10 Power of attorney for appointment of architect by the builder		
1-11 Building permit and miscellaneous permits qualification checklist		
II. Architect and professional technician's sign-off list:		
2-1 Architect's sign-off list		
2-2 Structural information list		
2-3 Air conditioning equipment information list		
2-4 Copy of professional technician's sign-off report and membership card (ground surveys, air conditioning, structure)		
2-5 Structural safety review on the remains after partial demolition of building		
2-6 Demolition supervision report (not required if demolition has been completed in advance)		
2-7 Photo of current site condition		
III. Land and building property rights certification		
3-1 Letter of consent for property occupation rights		
3-2 Common wall use agreement		
3-3 Copy of land ownership certificate (land registration transcript (valid for three months))		
3-4 Copy of building ownership certificate (building registration transcript (valid for three months))		
3-5 Letter of consent for demolition (including letter of consent for setting up a mortgage, without property right registration affidavit)		

Document Submission List	Number of pages	Column of receiving center
		Receipt confirmation
3-6 Cadastral plan transcript (valid for three months)		
3-7 Land resurvey map		
3-8 Building survey map transcript		
3-9 Building line indicating (specifying) diagram (valid for eight months)		
3-10 Taipei City building computerized cadastral drawing		
IV. Comprehensive management form, affidavit and manual		
4-1 Taipei City urban planning manual		
4-2 Aerial benchmark point certificate		
4-3 Affidavit for legal floor height and construction of mezzanine level atrium		
4-4 Taipei City building floor height and mezzanine atrium design comprehensive management form		
4-5 Affidavit for the absence of protected trees at the site		
V. Application drawings and reports		
5-1 Construction drawings (area calculation form, location map, current state drawing, configuration diagram, floor plan, elevation drawing, sectional drawing etc...)		
5-2 Structural drawings, structural computation statement (including structural computation report)		
5-3 Interior decoration drawing		
5-4 Equipment drawing (mechanical parking, air-conditioning etc...)		
5-5 Green building professional special chapter review report: landscaping, water conservation, building envelope energy consumption etc...		
5-6 Building foundation survey report		
Documents of responsible units:		
1. Bureau of High Speed Rail, Ministry of Transportation (review for whether or not in the vicinity of the high speed rail):		
2. Department of Rapid Transit Systems, Taipei City Government (rapid transit line review):		
3. Traffic Engineering Office, Taipei City Government (lane crevasse and opening design):		
4. Parking Management and Development Office, Taipei City Government (traffic impact assessment):		
5. Fire Department, Taipei City Government (fire protection review):		
6. Application form review, Bureau of Cultural Affairs, Taipei City Government (historical site, historical building)		
7. Environmental Protection Agency, Taipei City Government (environmental impact assessment, air pollution, waste)		
8. Urban Development Bureau, Taipei City Government (building line)		
9. New Construction Office, Public Works Department, Taipei City Government (self-carved road):		
10. Hydraulic Engineering Department, Public Works Department, Taipei City Government (downtown drainage and drainage in adjacent slope land region):		

Document Submission List		Number of pages	Column of receiving center
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11. Sewerage Systems Office, Public Works Department, Taipei City Government:			
12. Parks and Street Lights Office, Public Works Department, Taipei City Government (street lights, roadside tree relocation):			
13. Land Office, Taipei City Government (land resurvey map, building survey map):			
14. Taipei Water Department (water supply):			
15. Taiwan Power Co., Ltd. (power supply, switchyard location)			

Contact information:

Builder	
Contact person	
Address	
Contact number (including cellphone)	
Fax	
E-mail	

Submitter's signature/seal	Receipt seal of the One-Stop Center for Warehouse Permits

Date: Month Day Year