

Summary of Procedures Concerning Construction Permits in Daugavpils

| Permission type | Agency | Application consideration period | Price |
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| Obtain topographic survey of the land plot | <p><i>Agency</i> : Private licensed company – price and term depends on the area and conditions of the land unit <i>and</i> <i>Agency</i>: Daugavpils Planning and construction department – (Daugavpils pilsētas domes 2013.gada 10.oktobra saistošie noteikumi Nr.33)</p> | <p>10 working days</p> <p>The on-site work will usually be done within 1-2 days. The preliminary information will be made available within two weeks, based on which the architect can begin to develop the project. The rest of the time is allocated to allow all the involved institutions to provide their input (depending on which communications might be present at a particular site). Next, the Daugavpils Planning and construction department approves the topographic survey.</p> | EUR 14,00-121,00 |
| Obtain geo-technical study of the land - price and term depends on the area and conditions of the land unit | <p><i>Agency</i> : Private licensed company</p> <p>For the warehouse, as described in the case study, the minimum requirement would be approximately 6 points of testing the soil and at least 1 drill of at least 5 meters deep. In addition the company charges for interpreting the results. The geo-technical survey is carried out using the information presented in the topographic survey.</p> | 21 working days | various |
| Request and obtain a building permit | <p><i>Agency</i> : Daugavpils Planning and construction department</p> <p>From October 1st, 2014 a new Construction Law was enforced. According to the new Law, BuildCo applies for a construction permit by submitting only the Outline of the building that shows the exact location of the building, the architecture of facades , building construction volume and the intended usage of the building. After that the Building Board reviews the outline and if it is in accordance with the local planning and zoning rules, issues the Building permit with architectural planning conditions.</p> <p>According to Construction law, Section 12 , the Building permit should be either issued or declined within 30 days. After obtaining the building permit with architectural conditions specified, BuildCo has to start developing the Technical Project which will require obtaining the mandatory technical conditions from the relevant agencies (environment protection agency, water and sewage company, etc.).</p> | 3 - 30 days | 50% of EUR 10 — 170 Eur (Daugavpils pilsētas domes 2013.gada 14.novembra saistošie noteikumi Nr.55) |

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| Obtain technical requirements from the State Environmental Service of the Republic of Latvia | After obtaining the building permit, BuildCo can begin obtaining all the technical conditions. | 30 days | 50 EUR (Ministru kabineta 2015.gada 27.janvāra noteikumi Nr.30 Kārtība, kādā Valsts vides dienests izdod tehniskos noteikumus paredzētajai darbībai) |
| Obtain technical requirements from water and sewage company, etc engineering network holders | <p>Agency : Daugavpils Water Company (Daugavpils Ūdens), PAS Daugavpils siltumtīkli,, SIA Tet, Latvijas Valsts ceļi, SIA "BITE Latvija", SIA "Tele2", SIA "Ūdensnesējs Serviss", AS "Daugavpils satiksme", PSIA "Sadzīves pakalpojumu kombināts", DPPI "Komunālās saimniecības pārvalde", VAS "Latvijas Valsts radio un televīzijas centrs", VAS "Latvijas dzelzceļš", Dabas aizsardzības pārvalde, Nacionālā kultūras mantojuma pārvalde, Veselības inspekcija, SIA "GASO", AS "Latvijas Propāna gāze" AS Sadales tīkls",</p> <p>According to the Regulation No 500 of the Cabinet of Ministers the General Construction Regulations from August 19, 2014 (Paragraph 17) the technical requirements should be issued within 20 days. It takes on average 3 weeks in practice.</p> | 20 days | various price |
| Obtain design clearance from water and sewage company, etc engineering network holders – various term | <p>Agency : Daugavpils Water Company (Daugavpils Ūdens), PAS Daugavpils siltumtīkli,, SIA Tet, Latvijas Valsts ceļi, SIA "BITE Latvija", SIA "Tele2", SIA "Ūdensnesējs Serviss", AS "Daugavpils satiksme", PSIA "Sadzīves pakalpojumu kombināts", DPPI "Komunālās saimniecības pārvalde", VAS "Latvijas Valsts radio un televīzijas centrs", VAS "Latvijas dzelzceļš", Dabas aizsardzības pārvalde, Nacionālā kultūras mantojuma pārvalde, Veselības inspekcija, SIA "GASO", AS "Latvijas Propāna gāze" AS Sadales tīkls",</p> <p>The applicant must obtain approval of the project design from the network holder company after having first obtained the technical requirements.</p> | till 30 days | various payment |
| Obtain a note in the construction permit regarding execution of the design conditions | <p>Agency : Municipal Building Board</p> <p>According to the Construction law Section 12, the building authority shall make a note in the construction permit regarding execution of the design conditions included therein within 15 working days from the day when documents certifying execution of all the relevant conditions were</p> | 15 working days | no charge |

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| | submitted to the building authority. This is done after having obtained all the technical requirements and getting the design clearance. | | |
| 8 Obtain a note in the construction permit regarding execution of the conditions for commencing construction work | <p><i>Agency</i> : Municipal Building Board</p> <p>According to the Construction law Section 12, the Building Authority shall make a note in the explanatory memorandum, certification card or construction permit regarding execution of the conditions for commencing construction work within five working days from the day when documents certifying execution of all the relevant conditions were submitted to the building authority. This can be done after having obtained a note in the construction permit regarding execution of the design conditions.</p> | 5 working days | 50% of EUR 10 — 170 Eur Takes place simultaneously with previous procedure if all the necessary documents have been submitted |
| Receive inspection by the State Environmental Service of the Republic of Latvia | <p><i>Agency</i> : Latvian Environment Agency</p> <p>A representative from the State Environmental Service conducts an on-site inspection.</p> | 1 day | No charge |
| Receive inspection by Fire Safety and Rescue Department | <p><i>Agency</i> : Fire Safety and Rescue Department</p> <p>A representative from the Fire Safety and Rescue department conducts an on-site inspection.</p> | 1 day | No charge |
| Obtain a measurement of engineering networks | <p><i>Agency</i> : Private licensed company – price and term depends on the engineering networks length <i>and</i> <i>Agency</i>: Daugavpils Planning and construction department – (Daugavpils pilsētas domes 2013.gada 10.oktobra saistošie noteikumi Nr.33)</p> | 10 working days | - EUR 11,00-121,00 |
| Obtain measurements from State Land Service | <p><i>Agency</i> : State Land Service</p> <p>Before placing the newly built or renovated building into operation, the State Land Service takes the measurements of the building and draws the plans of each floor. This is done within 27 days; however, in cases with very complicated buildings, this could take longer. The costs are calculated according to the technical parameters of the building.</p> | 27 days | various price |
| Obtain water and sewerage connection | <p><i>Agency</i> : Daugavpils Water Company (Daugavpils Ūdens)</p> <p>According to the Construction Regulations, a written application should be submitted to the relevant water and sewerage company (in Daugavpils, the company is Daugavpils Ūdens Ltd.).</p> | 20 days | various |

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| Receive on-site inspection and obtain the final handover certificate | <p><i>Daugavpils pilsētas domes 2017.gada 8.jūnija lēmums Nr.304 "Par Daugavpils pilsētas domes maksas pakalpojumu cenrādi"</i></p> <p>Agency : Municipal Building Board</p> <p>Use of the building may begin only after the final handover. Municipal Building Board inspects the completed project and issues the final handover certificate.</p> | 10 working days | EUR 15-60 |
| Register the building in the land book | <p>Agency : Land Registry</p> <p>After receiving of the handover certificate, the building can be registered in the land book. If the owner of the building is the same as the owner of the land, the building is registered in the same file as the land and is deemed an undivided property.</p> <p>If the owners are different for the building, a separate and independent file is opened and the building is considered a separate object of ownership only while the lease is in force. After that, the building is either removed or becomes the property of the land owner. The cost to complete the procedure is EUR 14.23 for adding the building into the folio + EUR 8.58 for notarized request to register the building.</p> | 20 days | EUR, various prices https://likumi.lv/doc.php?id=200087 – noteikumi paredz procentuālo valsts nodevu no īpašuma vērtības plus Kancelejas nodeva, kas noteikta Zemesgrāmatu likuma 107. pantā un vēl notāra atlīdzība |