

PROJECT DOCUMENTATION



CONCEPT

- In the Russian Federation documentation, defining constructional, functional, architectural characteristics of the objects of capital construction or their parts shall be called project documentation.
- **Project documentation** is documentation, containing text materials or maps (schemes) and defining architectural, functional and technological, constructional and technical solutions to provide construction, reconstruction of the objects of capital construction, their parts, capital repairs, if while being carried out constructional and other safety and reliability characteristics of objects of capital construction are affected.
- Person executing the preparation of project documentation can be either a contractor or natural or legal person involved on the basis of the contract.
- Project documentation is required to obtain the permit for construction.

Preparation of project documentation shall be carried out on the basis of:

- task of the contractor or client (while preparing project documentation on the basis of the contract);
- results of engineering research;
- town- planning project of the ground area or in case of preparation of project documentation for a linear object on the basis of the territory planning project or territory land surveying project in accordance with the rules of technical regulations and technical conditions;
- permission for the deviation from the capacity of the allowed construction, reconstruction of the objects of capital construction.

Project documentation of the objects of the capital construction **consists** of the following:

- explanatory note with initial data, including results of the engineering research, technical conditions;
- scheme of the planning area, done in accordance with the town-planning project of the area;
- architectural decisions;
- constructional and space-planning decisions;
- data on engineering equipment, systems of engineering support, list of engineering actions, content of technological decisions;
- project of organization of construction of the objects of capital construction;
- project of the procedures concerning demolition or dismantle of the objects of capital construction, their parts (if necessary demolition or dismantle of the objects of capital construction , their parts for construction, reconstruction of other objects of capital construction);
- list of actions on environmental protection;
- list of actions on providing fire safety;
- list of actions on providing the access of disabled people to the objects of health care system, education, culture, leisure, sport and other objects of sociocultural and domestic purposes, objects of transport, trade, public catering, objects of business, administration, financial, religious purposes, objects of housing facilities (in case of preparation of respective project documentation);
- estimate on construction, reconstruction, capital repair of the objects of capital construction, financed at the expense of the appropriate budgets;
- list of actions providing observance of the rules for power effectiveness and equipment of buildings, constructions, facilities by metering devices for power resources used;
- other documentation in cases provided by federal laws.

Structure and demands to the content of sections of project documentation applied to different objects of capital construction, including linear objects, structure and demands to the content of sections of project documentation applied to certain stages of construction, reconstruction of the objects of capital construction, and structure and demands to the content of sections of project documentation presented for a state expert assessment of project documentation and to the bodies of state construction supervision are confirmed by the Government of the Russian Federation.

Construction Permit

Definition:

Construction permit is a document confirming the conformity of project documentation with the regulations of a town-planning project of a ground area and giving a contractor the right to carry out the construction, reconstruction of the objects of capital construction and their capital repairs.

Construction, reconstruction of the objects of capital construction and their capital repairs are carried out with the permission for the construction if any constructional or other characteristics of safety and reliability are affected.

Construction may be carried out on the ground area which is on the right of:

- constant use
- gratuitous urgent use
- lifelong inherited possession
- rent, sublease
- property.

The possibility (or lack of possibility) of carrying out a construction on a ground area is defined by:

- the category of the land;
- schemes of territory planning asserted on the federal, regional, local levels;
- rules of land use and building;
- town-planning regulations.

Confirmation of the project documentation

Project documentation is confirmed by a contractor or a client.

Project documentation is subject to state expert assessment.

Such appraisal is not carried out for a number of projects (for example, separate houses, or apartment buildings not higher than 3 floors, or objects which do not demand a construction permit)

Project documentation is confirmed by a contractor or a client given a positive expert assessment of project documentation.

PROCEDURE

Construction permit is issued by a local authority at the location of a ground area.

In case the land is located on forest zones, in ensembles and objects of cultural heritage, protected areas or special economic zones a construction permit is issued by federal executive authorities, regional executive authorities of the Russian Federation or local authorities in accordance with their competence.

The contractor shall send an application for a construction permit to the state body responsible for the issuance of such permits.

The application should be accompanied by:

- title documents to a ground area;
- urban development plan of a ground area or – in case of building permit issuance for construction of a linear object – projects of territory planning and land surveying;
- materials contained in project documentation;
- an explanatory note;
- planning scheme of a ground area with a designated location of capital construction, entrances and passages to it, boundaries of public easements areas and sites of archaeological heritage;

Procedure

- planning scheme of a ground area confirming the location of a linear object within the red lines, approved as part of the territory planning documentation with respect to linear objects;
- schemes showing architectural solutions;
- information on engineering equipment, common plan of engineering and technical support networks with designated connection points of a projected capital construction object to engineering and technical support networks;
- project of building process organization of a capital construction object;
- project of demolition or dismantling of a capital construction object or its parts;
- approval of project documentation made by the state expert assessment body;
- approval of project documentation made by the state expert ecological assessment body in the case of building, reconstruction, capital repair activities of objects based in the exclusive economic zone of the Russian Federation, on the continental shelf of the Russian Federation, in the internal maritime waters, territorial sea of the Russian Federation, on the lands of specially protected areas, as well as project documentation of objects associated with the placement and disposal of wastes from one till four classes of danger.
- permit for deviation of received building and reconstruction limiting parameters (if a contractor was granted such a work permit);
- the consent of all owners of a capital construction object in case of its reconstruction.

State bodies responsible for construction permits issuance within ten days from the moment of receiving an application for such a permit shall:

- check documents attached to the application;
- issue construction permit or refuse to issue it putting forward the reasons for refusal.

State bodies responsible for construction permits shall refuse to issue such permits:

- in the absence of necessary documents;
- in case of non-compliance of submitted documents with the requirements of city planning, as well as the requirements established to limit the deviation from the parameters of permitted building and reconstruction.

Issuance of a construction permit is not required in case of:

- building a garage on a ground area provided for individual ownership and purposes not related to business activities, or building on a ground area provided for the conduct of horticulture and cottage industry;
- building and reconstruction of non-capital construction objects (kiosks, canopies, etc.);
- building on a ground area occupied with buildings and structures of auxiliary use;
- changes in capital construction objects and (or) its parts, if such changes do not affect the structural and other characteristics of their safety and security and do not exceed the limits established by the city planning regulations for building, reconstruction and urban development;
- in accordance with the City Planning Code and the legislation on the city planning of the Russian Federation constituent entities when construction permit is not required.

Validity of a construction permit

Construction permit is issued for a period stipulated by the project of building process organization for the capital construction object. Permit for individual housing construction is issued for ten years.

Validity of a construction permit may be extended by the authorities, which issued it, according to the contractor's written request, filed not less than sixty days prior to the expiration of this permit. The extension of the construction permit should be denied if building, reconstruction and capital repair activities of objects are not commenced prior to the expiration of such request.

In case the change of a ground area and capital construction object owner happens, the validity of the construction permit remains.