

Republic of the Philippines
CITY OF MANDALUYONG
CITY PLANNING and DEVELOPMENT DEPARTMENT
ZONING DIVISION

APPLICATION FORM WITH CHECKLIST OF REQUIREMENTS

Application for: Locational Clearance Zoning Certificate Certificate of Non-Conformance

Nature of Application:

- New Construction Renovation /Extension/Additional Floor
- New Business Transfer of Business Location Others _____

I. REQUIREMENTS: To be ticked by the CPDD Personnel pursuant to Section 1 of City Ordinance No.756, S-2020.

- 1. Condominium Certificate of Title / Transfer Certificate of Title
- 2. Tax Declaration (for Land/ Improvement)
- 3. Survey plan of the lot(s) as described in TCT with location map
- 4. Barangay Clearance
- 5. Consent from immediate neighbors residing within the fifty (50) meters radius (For application located in R2, R3A, R3B & MD1 zones)
- 6. Clearance from Homeowners Association duly registered with HLURB (For application located in R1 zone)
- 7. Duly Notarized Contract of Lease or certification from the property owner with specified area
- 8. Environmental Compliance Certificate (ECC) or its equivalent
- 9. Height Clearance from CAAP
- 10. DOH Clearance
- 11. Sangguniang Panlungsod Resolution (for Cellsite)
- 12. Green Building Pre-Compliance Certificate
- 13. Six (6) sets of architectural plans duly signed and sealed by licensed Architect/Engineer
 - Site Development Plan/Vicinity Map/Perspective
 - Floor Plans
 - Elevations
- 14. Six (6) sets of subdivision plan duly signed and sealed by a licensed Environmental Planner
- 15. Previous Certificate of Non-Conformance
- 16. Business Permit from year 2017 to present
- 17. Colored picture of proposed project site/business location (inside and outside views).
- 18. Authorization Letter/Special Power of Attorney/Secretary's Certificate
- 19. Others: _____

Issued by : _____ Application Received by : _____
 Date / Time Issued : _____ Date / Time Received : _____
 Reference No. _____ Noted by: _____

II. INFORMATION: To be filled-up by the owner/ applicant. Print legibly.

- 1. Name of Owner/Pres./Gen.Manager: _____
- 2. Home Address: _____
- 3. Name of Firm/Corp./Co.: _____
- 4. Location of Project/Establishment: _____
- 5. Title of the Project/Type of Activity: _____
- 6. Project/Business Description: _____
 - 6.1 Floor Area to be/being utilized : _____ square meters
 - 6.2 Total Floor Area of building : _____ square meters
 - 6.3 Gross Floor Area of building : _____ square meters
 - 6.4 Project Cost : _____
 - 6.5 Lot No.: _____
 - 6.6 Block No.: _____
 - 6.7 TCT No.: _____
- 7. Products to be Stored : _____
- 8. Is there any pending litigation, criminal/administrative and other cases pertinent to the subject activity/project?
 _____ If yes, state the nature of the case (in separate sheet).
- 9. Authorized Representative: _____ Phone No. _____

I HEREBY DECLARE UNDER THE PENALTIES OF PERJURY THAT THE ABOVE INFORMATION HAS BEEN FURNISHED IN GOOD FAITH, VERIFIED BY ME, AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, IS TRUE AND CORRECT.

Signature of Owner/Applicant over Printed Name

ACKNOWLEDGEMENT

Republic of the Philippines) S.S.
 _____)
 SUBSCRIBED AND SWORN to before me in the city/municipality of _____ this _____ day of _____ 20____, with Community Tax Receipt No. _____ issued at _____ on _____, 20____.

Doc. No. _____;
 Page No. _____;
 Book No. _____;
 Series of _____.

NOTARY PUBLIC

