

FOR V.R.O.M.I. USE ONLY	
Admin. No.	Date

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Philipsburg, Sint Maarten

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✉ vromi-permits@sintmaartengov.org



Ministerie van Volkshuisvesting, Ruimtelijke Ordening, Milieu en Infrastructuur.
Ministry of Public Housing, Spatial Planning, Environment and Infrastructure.

Request for obtaining a **Building Permit** in accordance with building code publication sheet 1935 no. 64

1 Applicant Information (Authorized person)

1a Name (Last, First) : Mr. Ms. Mrs.

(Last, First) :

1b Company name :

N.V. B.V. Ltd. Foundation Other, Please specify.....

1c Local Address :

1d Crib Number :

1e Telephone :

1f E-mail :

1g Is the Contact person the same as above: No, if not fill out **1h.** Yes, continue to part **2**

1h Other Contact info : (print name)

Telephone : E-Mail:

2 Permit Information (General information)

2a What is the request for? Construction Renovation Extension

2b Has a previous building permit been requested for this parcel of land? Yes
 No, if not continue to part **3**

2c What is the administration number of the pervious Permit : BP #.....

2d The pervious request was Cancelled Denied Issued

3 Kadaster Information & Location of parcel of land

3a Location of parcel of land:

Street Name :

District :

3b What is the Certificate of Admeasurement number? :...../..... (no./yyyy)

3c The applicant has this parcel of land in Ownership Long Lease Rent

3d What is the square meters of the parcel of land? :.....m²

3e Is there a subdivision Plan for this parcel of land? : Yes No

If yes, please submit a copy of subdivision plan.

4 Design and Cost of Construction

4a What will be the usage of the building?

Residential : Dwelling Apartments Guest house Hotel/Condo

Commercial

Public Function

Other, please specify:

4b The Building will be constructed of:

Concrete Blocks Reinforced Concrete Wood Steel

Other, please specify:

4c What is the estimated square meters of the foot print? :.....m²

4d What is the estimated construction cost? :NAf.....

5 Architect Information

5a This work was designed by :.....(print name)

5b :..... (print company)

5b Architect signature :.....

6 Additional Information

6a For the requested building activity, do you need any other permits?

- No Yes, if yes go to **6b**

6b Which of the following other permits do you need?

- Hindrance
 Monument
 Infrastructure
 Demolition

7 Signature

- I/We hereby acknowledge to be aware of the (possible) additional building conditions as outlined in the deed of the property which also need to be complied with.

Date :(dd/mm/yyyy)

Signature of Applicant (on the date of submitting) :

Signature of Land Owner :

* *To avoid unnecessary delays, please verify that all necessary documentation is provided, by checking off the checklist on the next page.*

* *Please note that based on Article 22 sub 1 of the 'Legesverordening', a processing fee of NAf 200,- is applicable to this request. Please email proof of payment to: Vromi-Permits@sintmaartengov.org*

* *Incomplete applications will not accepted for processing.*

Based on Article 20 of the Building Ordinance:

Please submit all requests for Building Permits accompanied by the following documentation:

Documents	Number required	Commercial	Check
Application forms properly filled out	1x		
Government issued receipt stamps (3 x NAf 5,-)	NAf 15,- in total		
Copy of Identification of (all) signatory/signatories	1x		
Stamped copy of crib number from the Tax Department	1x		
Proof of land ownership or permission to develop the land - <u>Long Lease Land (Government)</u> Copy of Notarized Deed and the Decree - <u>Private Land</u> Copy of Notarial Deed or Title Search	1x		
Construction plans: (metric system, scale 1:100) printed on minimum A3 size paper, folded to A4-format, consisting of:			
Pictures/Artists Impressions	1x		
Location plan	3x		
Site plan	3x		
Foundation plan	3x		
Floor plan(s)	3x		
Roof plan	3x		
Cross sections(s)	3x		
Elevations	3x		
Structural details (steel reinforcement plan(s) and details)	3x		
Sewage disposal (plumbing plan, septic details, etc.)	3x		
Electrical layout plan	3x		
Fire safety plan	3x	*	
Structural calculations	3x	*	
Soil test	3x	*	
Addition Information:			
Completed address request form	1x		
Letter of authorization by land owner (if applicable)	1x		

** Additional required information for commercial buildings and other structures that based on evaluation will require an advice of the Fire Department or other Government Department.*

If any of the following conditions apply, please also supply the following documentation **Based on Article 20 of the Building Ordinance:**

When Applicant is a Company, Foundation, Non-Profit Organization or Non-for Profit Organization:

Document(s)	Number required	Check	Not applicable
Business License (updated)	1x		
Managing Director	1x		

Applicant leases the property:

Document(s)	Number required	Check	Not applicable
Lease agreement signed by landowner	1x		

Applicant represents the owner or lessee of the property:

Document(s)	Number required	Check	Not applicable
Power of attorney	1x		

Property is situated in a zoning plan:

Document(s)	Number required	Check	Not applicable
Planning Permit	1x		
Monument Permit	1x		