

## Procedures Carried Out in Community Architects

Category: Procedures for Community Architects

Created: Tuesday, 24 May 2016 16:08 - Last Updated: Thursday, 18 June 2020 17:19

Hits: 777

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The services provided to the population are divided into two groups: Projects and Procedures.

### Projects:

Why do I need it?

Every work needs a technical documentation (project) carried out by qualified personnel to obtain the desired results. This documentation is the reflection of your needs taken to execution plans by a professional, who, in addition, contributes his knowledge so that your project is unique and at the same time is integrated adequately to the environment that surrounds it.

The project is essential to obtain the construction license which in turn is necessary for the legalization of all new works or modifications to buildings.

### Application for new construction projects

Documents to be submitted:

- Ownership of land (Perpetual Right of Surface or Assignment of Roof as appropriate).
- Certificate of Land Use, Regulations and Numbering.

Price list:

Low: 180.00

Average: 240.00

High: 300.00

### Application for project for extension, remodeling, rehabilitation and reconstruction of housing

Documents to be submitted:

- Ownership of the housing (copy).
- Certificate of Land Use, Regulations and Numbering.

Price list:

Low: 170.00

Average: 240.00

High: 315.00

### Project application for second and third level extension

Documents to be submitted:

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- Ownership of the housing (copy).
- Certificate of Land Use, Regulations and Numbering.
- Structural Technical Opinion.

Price list:

Low: 170.00

Average: 240.00

High: 315.00

Project application for division and unification of dwellings

### **Documents to be submitted:**

- Ownership of the dwelling. (copy)
- Certificate of Land Use, Regulations and Numbering.
- Structural Technical Opinion.

Tarifa de precios:

Baja: 170.00

Media: 240.00

Alta: 315.00

Price list:

Low: 170.00

Average: 240.00

High: 315.00

Note: in both cases the Structural Opinion to be presented will be requested from the Community Architect prior to the project application, since the feasibility of the project depends on the project. This report is an independent service with a value of \$110.00.

### **Procedures:**

**Request for technical documentation for the update of ownership of housing (the applicant has title to the property, but this is not updated)**

### **Documents to be submitted:**

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- Ownership of the dwelling (copy).

Price list:

Low: 140.00

Average: 180.00

High: 220.00

Croquis: 30,00 (each)

Request for technical documentation for the legalisation of the dwelling (the applicant does not have a property title).

In this case are the houses by New Work and the Expiration, the New Work is a house built from a construction license for which it has no Title while the Expiration are houses built before 1985 that do not have property.

### New Construction

Documents to be submitted:

- Construction License (copy).
- Habitable (copy).
- Land Resolution.

Price list:

Low: 140.00

Average: 180.00

High: 220.00

Croquis: 30,00 (each)

### Expiration

Price list:

Low: 140.00

Average: 180.00

High: 220.00

Croquis: 30,00 (each)

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### **Request for an opinion on the division of housing.**

Documents to be submitted:

- Ownership of the dwelling (copy).

For the division of houses is necessary a legal opinion and appraisals (one for each house resulting from the division) so the total amount of the service will depend on the sum of the values so you can not give a fixed value because there can be several combinations.

Legal opinion. \$70.00, \$ 90,00 or \$ 110,00.

Appraisal. (Minimum three)

Price list:

Low: 40.00

Average: 60.00

High: 80.00

Croquis: 30,00 each.

### **Request for an opinion on the unification of dwellings**

Documents to be submitted:

- Ownership of dwellings (copy).

Legal opinion. \$70.00, \$ 90,00 or \$ 110,00.

Appraisal. (Minimum three)

Price list:

Low: 40.00

Average: 60.00

High: 80.00

Croquis: 30,00 each.

### **Request for a structural opinion for roof assignment**

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Documents to be submitted:

- Ownership of dwellings (copy).

Fee: \$140.00

Request for technical documentation service by legal entities

Documents to be submitted:

- Application or Technical Task of the actions to be carried out.
- Certificate of Land Use, Regulations and Numbering issued by the Municipal Physical Planning Directorate.
- Micro-location study of the Municipal Physical Planning Directorate as appropriate.
- Legal Documentation of the Entity or Certification.
- Contract.

### Explanatory note:

1.- In the case of Rehabilitations, remodeling and Divisions the complexity depends on:

Low: Construction or demolition of walls up to 6 ml, extensions up to 10 m<sup>2</sup>.

Medium: Construction or demolition of walls up to 12 ml, extensions up to 15 m<sup>2</sup>.

High: Construction or demolition of walls more than 12 ml, enlargements more than 15 m<sup>2</sup>.

2.- In all other cases, the complexity and tariffs must be corresponding:

Low: Up to 60 m<sup>2</sup>

Average: Between 60 and 80 m<sup>2</sup>

High: more than 80 m<sup>2</sup>

3.- In the case that a feasibility study is not carried out, NO charge is made.

### Contact details of the Architects of the Community:

Contact details of the offices of Community Architects:

Address: Céspedes Avenue, No. 619, Between Calzada and Velázquez, Cárdenas, Matanzas, Cuba.

Telephone number: 4 5 5 2 8 5 0 7.

Name: Marianela Hernández González.

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Position: Director of the UEB –CARDENAS of the E.P.S.T.A.C. from Matanzas.

Attention to the population: from Monday to Friday.

Office hours: 8:00 a.m. to 12:00 p.m. - 1:00 p.m. to 4:30 p.m.

All the staff of our entity is trained to serve the population, receive any concerns and give a timely response depending on their procedure or query, if necessary.