



**APPLICATION FOR FINAL APPROVAL/DEVELOPMENT PERMIT
(MEMORIAL PARK/CEMETERY PLAN)**

_____ Date

THE HON. ESTER A. HAMOR
City Mayor
City Government of Sorsogon
Cabid-an, Sorsogon City

Madam:

In accordance with Article IV Sections 5(c) of Executive Order No. 648 promulgated by the Housing and Land Use Regulatory Board and its Implementing Rules and Regulations and P.D. 856 (Sanitation Code), I am applying for Final Approval for Development of a Memorial Park/Cemetery Project of _____ located at _____ having an area of _____ square meters, containing _____ plots.

Attached hereto are:

1. All requirements for application for preliminary subdivision development plan
2. Five (5) sets of Final Memorial Park/Cemetery/Columbarium Plan consisting of the site development plan at any of the following scales: 1:200 or 1:1,000 or any scale not exceeding 1:2,000 indicating the following duly signed and sealed by a licensed environmental planner:
 - a. Layout of roads right-of-way width and gradient, easements and similar data for alleys, if any;
 - b. Plot boundaries, numbers, total land area and block numbers; (verified survey returns of mother title, sections and blocks including number of lots per block in each section and technical descriptions of road lots, open spaces, facilities and amenities.
 - c. Site data, total land area, number of saleable plots, typical plot size, areas allocated for roads and pathways, and other facilities and amenities.
3. Five (5) sets of Engineering plans duly signed and sealed by a licensed civil engineer based on applicable Engineering Code and Design Criteria in accordance with the following:
 - a. Profile derived from existing topographic map duly signed and sealed by a geodetic engineer showing the vertical control, designed grade, curb elements and all information needed for construction.
 - b. Typical roadway sections showing relative dimensions and slopes of pavement, gutters, sidewalks, shoulders, benching and others.
 - c. Details of roadway showing the required thickness of pavements, sub-grade treatment and sub-base on the design analysis.
4. Five (5) sets of Storm drainage plans duly signed and sealed by a licensed sanitary engineer or civil engineer.
 - a. Profile showing the hydraulic gradients and properties of sanitary storm drainage lines including structures in relation with the road grade line.
 - b. Details of sanitary and storm drainage lines and miscellaneous structures such as various types of manholes, catch basins, inlets (curb, gutter, and drop), culverts and channel linings.
5. Five (5) sets of centralized or combined storm and sewer system layout duly signed and sealed by a licensed sanitary engineer
6. Five (5) sets of Site grading plan duly signed and sealed by a licensed civil engineer
(Plans with the finished contour lines superimposed on the existing ground the limits of earthwork embankment, slopes, cut slopes, surface drainage, drainage outfalls and others.)
7. Five (5) sets of Electric Plan and specifications duly signed and sealed by a licensed professional electrical engineer and duly approved by the city electrical engineer.
8. Five (5) sets of landscaping plan indicating plant/tree species and other natural/man-made landscaping features e.g. lagoon, garden, benches, etc. duly signed and sealed by a licensed landscape architect.
9. Summary of Project Study indicating market, source/s of fund, statement of income, cash flow and work program.
10. Certified true copy of Title or other evidence of Ownership or intent to sell and authority to develop signed by the owner, Tax Declaration and current real estate tax receipt.

11. Clearance/Permit/Certification from Other Agencies applicable to Project
 - a. ECC/CNC
 - b. Conversion Order (DAR)
 - c. PNR
 - d. TRANSCO
 - e. NWRB
 - Clearance stating that the memorial park/cemetery is not located on ground where the water table is not higher than 4.50 meters below the ground surface
 - Water permit whenever a well within the project site shall be dug.
 - Permit to operate the well
 - f. SCWD
 - g. SORECO II
 - h. DPWH (when necessary)
 - i. DOH (Initial and operational clearances)
12. Joint affidavit of owner/developer and licensed environmental planner that the memorial park/cemetery/columbarium plan conforms to the standards and requirements set by HLURB and Comprehensive Zoning Ordinance and that development thereof shall be made in accordance with the program submitted to this office
13. List of names of duly licensed professionals who signed the plans and other similar documents in connection with application filed.
14. SP Resolution stating the necessity of the project in relation to the needs of the locality.
15. Brgy. Council Resolution Interposing No Objection on the Project
16. Duly Notarized Affidavit of Non-Objection of Nearby and Affected Residents and Establishments

Very truly yours,

Applicant _____
 Address _____

Republic of the Philippines)
 City of Sorsogon) S.S.

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 2020 in the City of Sorsogon; Province of Sorsogon. Affiant exhibited to me his/her Competent Proof of Identity. _____ issued at _____ on _____ 2020.

Doc. No. _____
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 Series of _____

NOTARY PUBLIC