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I. Objectives

1. Objectives

- (1) The Japan Association for the 2005 World Exposition (“the Organizer”) will provide EXPO 2005 official participants (“Participants”) with modular buildings for which building permits/licenses have been granted in the category of “exhibition facilities.”

Accordingly, in principle, Participants are not required to follow any procedures relevant to building permits/licenses, so long as they display exhibits without remodeling/modifying the modular buildings provided. However, if Participants wish to remodel/modify such buildings (including change in use and layout of such buildings), they are required to apply to competent authorities for building permits/licenses separately, and follow necessary procedures according to the competent authorities’ instructions.

The Guidelines on “Procedures for Building Permits for Modular Buildings of Official Participants” describe necessary building permit/license procedures for Participants planning to remodel/modify modular buildings provided by the Organizer.

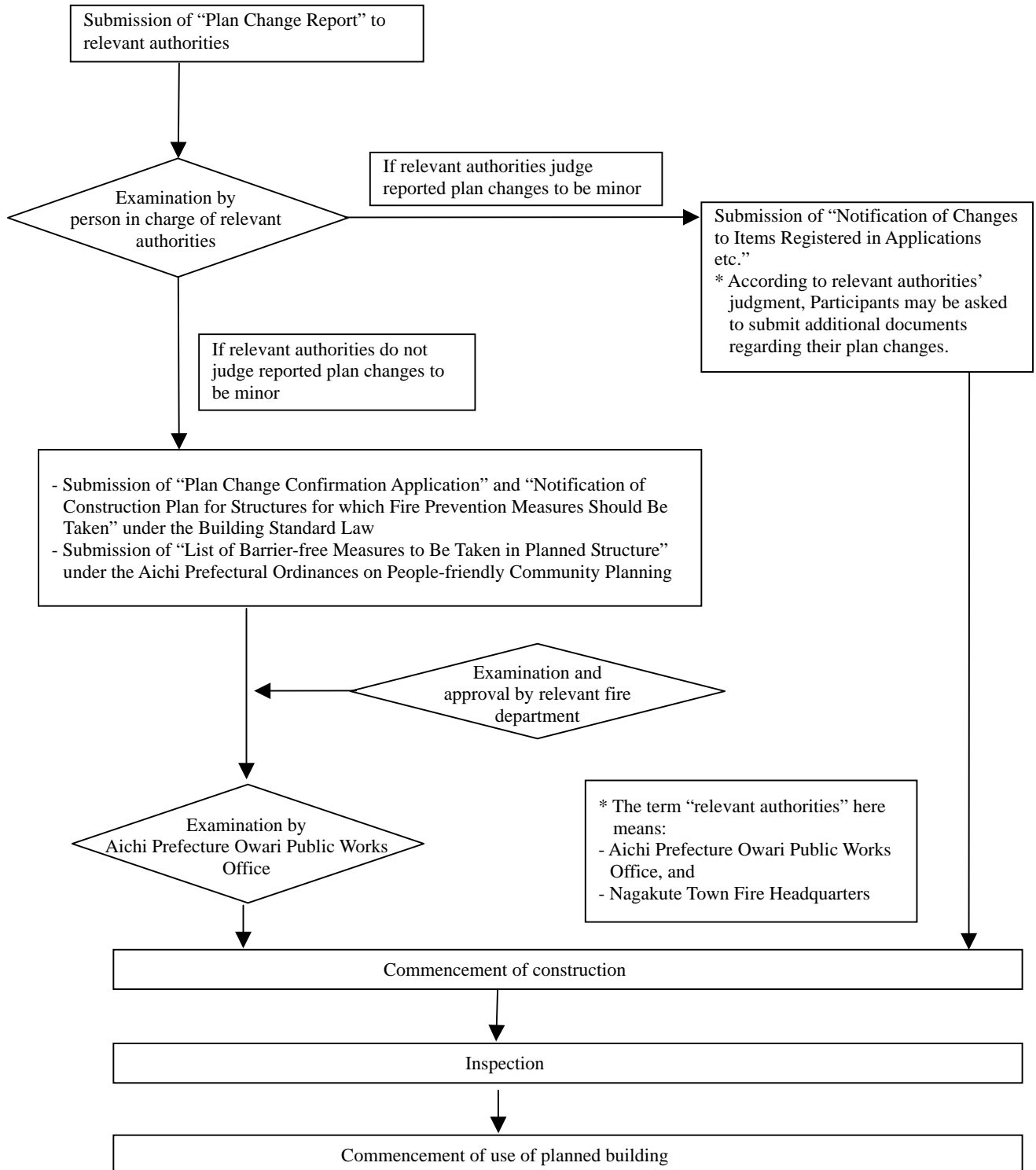
Please note that the Organizer, after consulting with competent authorities in reference to exhibition plans proposed by Participants, will inform individual Participants whether they must apply for a building permit/license.

In this connection, under the provision of Article 10 of Special Rules No. 4, the Organizer will establish the Technical Office to help Participants with necessary procedures for obtaining various permits/licenses. If there are any questions, please contact the Office.

II. Building and other permit/license application procedures for official participants

1. Participants required to obtain a building permit etc. should follow the procedures shown below.

Please note that necessary documents differ in different cases.



III. Matters relevant to permit/license application in relation to facility construction in the EXPO 2005 venue

1. Submission of “Plan Change Report”

Participants planning to remodel/modify modular buildings provided by the Organizer are required to submit a Plan Change Report to relevant authorities.

(1) Necessary procedures

	Applicant (Participants)	Authorities to which documents are submitted (Building and Housing Division of the Aichi Prefecture Owari Public Works Office and Nagakute Town Fire Headquarters)
1	Submission of necessary documents, shown below	
2		Instruction regarding necessary subsequent procedures, depending on extent of changes

(2) Necessary documents

- Plan Change Report
- Changed plans that clarify how changes are proposed in the original plan

(3) Application fee

- Free

2. Submission of “Plan Change Confirmation Application” (under Article 6-1 of the Building Standard Law)

Participants must submit Plan Change Confirmation Applications, if so instructed by relevant authorities after submission of Plan Change Reports.

(1) Necessary procedures

	Applicant (Participants)	Authorities to which documents are submitted (Nagakute Town Urban Development Division)	Relevant fire department (Nagakute Town Fire Headquarters)	Examination organization (Building and Housing Division of the Aichi Prefecture Owari Public Works Office)
1	Submission of necessary documents shown below			
2		Examination of submitted documents, and their forwarding to fire prevention-related organization		
3			Examination of forwarded documents, and their approval if there are no problems	
4		Forwarding of submitted documents to examination organization after approval by Nagakute Town and Nagakute Town Fire Headquarters of said applications		
5				Examination of forwarded documents, issuance of “Certificate of Plan Change Confirmation” if there are no problems

(2) Necessary documents

- Written Plan Change Confirmation Application form
- Temporary structure approval standards Checklist<Form 1-1>
- Building Standard Law Provisions checklist <Form 1-2>
- Partial plan (on a scale of 1:1,000 or larger) clarifying location, shape and surrounding environment of planned building
- Building area and mensuration tables
- Plain view
- Elevations (two or more)
- Sections (two or more)
- Documents outlining structural calculation process and system for planned building (if extension is planned)
- Other documents relevant examination organization considers necessary

(3) Application fee

- Application fees vary depending on changes.

3. Submission of “Notification of Construction Plan for Structures for which Fire Prevention Measures Should Be Taken” (for relevant fire department’s approval) (under Article 93 of Building Standard Law)
Participants submitting a Plan Change Confirmation Application are also required to submit a Notification of Construction Plan for Structures for which Fire Prevention Measures Should Be Taken, for relevant fire department’s approval.

(1) Necessary procedures

Same as when submitting “Plan Change Confirmation Application” shown in 2 above.

(2) Necessary documents

- Notification of Construction Plan for Structures for which Fire Prevention Measures Should Be Taken
- Copy of written Plan Change Confirmation Application form
- Partial plan (on a scale of 1:1,000 or larger)
- Checklist for Fire Fighting and Prevention Facilities etc. <Form 2-1>
- Checklist for Windowless Floor Calculation (consisting with door and window schedule submitted at same time) <Form 2-2>
- Area table, graphic mensuration table
- Finish schedule
- Plain view
- Elevation
- Section, detailed section of main part of building
- Door and window schedule and layout
- System diagram, calculation list and layout plan of major fire fighting and prevention facilities
 - Outdoor and indoor fire hydrants
 - Automatic fire alarm equipment (receiver, sensor, combination panel)
 - Public address equipment (amplifier, remote microphone, speaker)
- Others that relevant fire department considers necessary

(3) Application fee

- Free

4. Submission of “List of Barrier-free Measures to Be Taken in Planned Structure” under the Aichi Prefectural Ordinances on People-friendly Community Planning
In addition to submission of Plan Change Confirmation Application, Participants are required to have their plans undergo examinations as to whether planned buildings conform with the Aichi Prefectural Ordinances on People-friendly Community Planning.

(1) Necessary procedures

	Applicant (Participants)	Authorities to which documents are submitted (Nagakute Town Urban Development Division)	Examination organization (Building and Housing Division of Aichi Prefecture Owari Public Works Office)
1	Submission of necessary documents shown below, along with Plan Change Confirmation Application		
2		Forwarding of submitted documents along with Plan Change Confirmation Application to examination organization	
3			Examination of forwarded documents and issuance of instructions for correction of applied plan if necessary

(2) Necessary documents

- List of Barrier-free Measures to Be Taken in Planned Structure
 - Partial plan
 - Plain view
 - Detail plan of sections to be changed
- } These documents can be omitted if attached documents to Plan Change Confirmation Application submitted can also serve as attached documents to List of Barrier-free Measures to Be Taken in Planned Structure.

(3) Application fee

- Free

IV. Inspections relevant to permits/licenses

After the planned structures have been completed, Participants must have such structures undergo inspection by relevant authorities, at the final stages of the procedures for obtaining permits/licenses shown in III above. The following are procedures for taking such examinations.

1. Inspections relevant to Plan Change Confirmation Application

(1) Necessary procedures

	Applicant (Participants and Organizer)	Authorities to which documents are submitted (Nagakute Town Urban Development Division)	Inspection Organization (Building and Housing Division of Aichi Prefecture Owari Public Works Office)
1	Submission of necessary documents shown below		
2		Examination of submitted documents, their forwarding to relevant inspection organization	
3			On-site inspection and examination of forwarded and other related documents; issuance of “Certified Examination Guarantee” if there are no problems

(2) Necessary documents

- Written Completion Inspection Application form (Form 19, Building Standard Law Enforcement Regulations)
- Other documents that relevant inspection organization considers necessary

(3) Inspection fee

- Inspection fees will be charged to applicants according to floor area.

2. Inspections relevant to fire fighting and prevention facilities etc.

(1) Necessary procedures

	Applicant (Participants and Organizer)	Authorities to which documents are submitted/Inspection organization (Nagakute Town Fire Headquarters)
1	Submission of necessary documents shown below	
2		On-site inspection, examination of forwarded and other related documents; issuance of “Certified Examination Guarantee” if there are no problems

(2) Necessary documents

- Notification of Installation of Fire Fighting and Prevention Facilities etc.

(3) Inspection fee

- Free

3. Inspections relevant to Aichi Prefectural Ordinances on People-friendly Community Planning

(1) Necessary procedures

	Applicant (Participants and Organizer)	Authorities to which documents are submitted (Nagakute Town Urban Development Division)	Inspection organization (Building and Housing Division of Aichi Prefecture Owari Public Works Office)
1	Submission of necessary documents shown below		
2		Examination of submitted documents, their forwarding to relevant inspection organization	
3			On-site inspection and examination of forwarded and other related documents; issuance of “Certificate of Conformance” if there are no problems

(2) Necessary documents

- Written Application Form for Issuance of Certificate of Conformance (Form 5, Aichi Prefectural Ordinances on People-friendly Community Planning)

(3) Examination Fee

- Free