


BF FEDERATION OF HOMEOWNER ASSOCIATIONS, INC.

37 Pular Banzon Street, BF Homes, Parañaque City. Telephone number 8.807.5084

REF NO. _____

CONSTRUCTION CLEARANCE APPLICATION

NAME OF OWNER: _____ SCOPE OF WORK: _____

ADDRESS OF CONSTRUCTION: _____ CONTRACTOR: _____

As per BF Federation of Homeowner Associations, Inc. [BFFHAI] policies, rules and regulations being implemented and enforced on building, zoning and signage, the following are the list of requirements prior to any construction that shall be submitted by the applicant owner/contractor and hereby abides thereto:

DOCUMENT	APPLICATION REQUIREMENTS		
	NEW RENOVATION	MINOR DEMOLITION	REPAIR
1) TCT/Deed of Sale-----	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2) Lot/Location Plan [Vicinity Map]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3) Floor Plan, Perspective & Site Development Plan-----	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4) Four Elevations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5) Two Sections	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6) Foundation Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7) Floor Framing Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8) Details of Footing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9) Roof Framing Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10) Details of Trusses & Rafters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10) Plumbing Layout	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11) Electrical Layout	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12) Bill of Materials-----	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13) Notarized Undertaking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14) Neighbors' Consent	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15) Endorsement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16) Picture of existing & immediate neighbors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18) Letter of intent for Commercial purposes-----	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19) Processing Fee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20) Workers uniform	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21) Site Inspection report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22) As built-plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23) Conference	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Required

Construction Bond shall be refunded after verification of project completion. Violation/s shall be deducted from said Bond. Unclaimed Bond within a period of five [5] years from date of O.R. issued shall be assumed abandoned and forfeited.

Printed name and signature of Applicant

Construction Clearance issued shall be effective from the date of its approval.

Verified by:

Maristine M. Tanyag
Zoning Officer

REMARKS: _____

NEIGHBORS' AND/OR ASSOCIATIONS' [ORGANIZATIONS'] CONSENT / ENDORSEMENT

As required by BFFHAI, the undersigned would like to request your kind permission for the proposed project prior to the issuance of Construction Clearance . That, as per plans submitted, setbacks are as follows:

Left side: _____ meters. Right Side: _____ Rear: _____ meters.

Kind regards,

 Printed name and signature of Applicant

 Project address

NEIGHBORS: Printed name, signature and address:

Left side: _____ Right side: _____

Rear: _____

ASSOCIATION PRESIDENT, printed name and signature: _____

NAME OF ASSOCIATION: _____

con·struc·tion - KNOW BEFORE YOU PLAN
BF HOMES IS A PRIVATE SUBDIVISION UNDER THE CARE OF
BF FEDERATION OF HOMEOWNER ASSOCIATIONS, INC. [BFFHAI]

I - CLASSIFICATIONS OF CONSTRUCTION

Commercial, Residential and other use of property:

- a) New Construction, 75% to 100%*
- b) Renovation / Repair:
- c) Minor Renovation - less than 25%
- d) Major Renovation - 25% & over*

* Total Floor Area

USE AND OCCUPANCY

II - RESIDENTIAL LOTS ON DESIGNATED RESIDENTIAL ZONES

- 1) Minimum lot size of 204 square meters for one [1] single detached one [1] family dwelling unit.
- 2) Lots over 204 or two [2] or more lots can be consolidated.
- 3) Townhouses are allowed only on the perimeters of the subdivision with a minimum total floor area of 100 square meters and a lot area of 175 square meters.

III - COMMERCIAL LOTS AND BUILDINGS ON DESIGNATED SPECIAL COMMERCIAL DISTRICTS [SCD] C-2

- 1) C-2 District - Aguirre Avenue from Main Gate on the east to Elysium on the northwest.
- 2) C-2 District - El Grande Avenue from Lopez Gate on the north to Kirishima on the west.
- 3) All existing commercial usage on properties in a residential zone are considered non-conforming as to its zoning classifications.
- 4) Commercial establishments that emits noise and air pollution:
 - a) Noise pollution over 70 decibels – an unwanted or excessive sound that can have deleterious effects on human health and environmental quality.
 - b) Air, water & soil pollution - means such alteration of the physical, chemical and/or biological properties of any water or atmospheric air. Example: Debris on drainage.

IV - INSTITUTIONAL AND OTHER TYPES OF LAND USES*

- All applications subject to the approval by the Board of BFFHAI based on its thorough research, impact assessment study and evaluation, and with proper endorsement and Resolution. Paramount is the preservation of the character and environment of BF Homes Subdivision as a whole while being a self-contained predominantly residential community.
- * Such as but not limited to bars, schools, place of worship, condominiums, townhouses, tenement housing, shopping center and those land use activities that would alter the population density, vehicular traffic and height restrictions, among others.

V - MEASUREMENTS ON PLANNING AN IMPROVEMENT ON A LOT

1) BUILDING HEIGHTS:

- Residential structures - 9.0 meters from natural ground level (normally 0.30 M from sidewalk) to the apex of the roof.
- Commercial - 12.0 meters from natural ground level (normally 0.30 M from sidewalk) to the apex of the roof.

2) SETBACKS: From the property line to the outermost part of the wall to be constructed. Free from any obstruction

- Residential structures - front 3.0 meters, left and right sides and rear 2.0 meters.
- Residential corner lots - 3.0 meters fronting the street.
- Commercial - Special Commercial Districts [SCD] or C-2, 5.0 meters on front excluding sidewalk and 2.0 meters on sides and rear. Abutment on side or rear may be allowed provided that there will be no window or door opening.
- Commercial corner lots - 5.0 meters on front of major road and 3.0 meters on side fronting minor road.

3) FACIA / EAVES / PARAPETS:

- Minimum distance of 0.75 from the property line.

4) FIREWALL:

- A vertical wall with a minimum of 1.0 meter in height over the roofline constructed continuously from wall inside the main structure, built with reinforce concrete, columns and beams with no opening.
- For single abutment, total length should not exceed sixty [60%] percent of the depth of the lot.

VI - DENSITY REQUIREMENT

BF Homes Subdivision is predominantly classified and zoned as low density residential with a maximum density of 30 lots per hectare.

VII - COMMERCIAL

- 1) Only those that are classified under the Special Commercial District [SCD] or C-2 shall be allowed.
- 2) Plans for signage must be approved by BFFHAI prior to any order of installation.
- 3) No signage shall be installed on any trees, posts, fences, sidewalks, overhead or abutting along streets and other places that do not conform to the plans as approved by BFFHAI.
- 4) Strictly, adequate parking spaces must be provided within the premises or lot.
- 5) Conversion of empty lots and streets into public use terminal as well as delivery trucks and equipment are not allowed.
- 6) Restaurants, bars, music lounge and other similar establishments shall end its operation at 1:00 a.m. No 24-hour operation.
- 7) Pertinent conditions, rules and regulations under "residential" shall likewise apply and vice-versa.

VIII - ENDORSEMENT

The owner/contractor is required to secure the necessary endorsement from the respective enclave association in the case of residential or the organization representing Aguirre Ave for commercial before applying for BFFHAI Business Clearance.

IX - BUILDING AND ARCHITECTURE

1) STRUCTURE:

- ◆ Must be either or a combination of: concrete, wood or steel.
- ◆ No flammable materials such as nipa or any dried leaves.

2) ARCHITECTURAL DESIGN / AESTHETICS:

- ◆ The design and aesthetics should blend and in harmony to the surrounding homes and landscape in the vicinity.

X - DELIVERY OF CONSTRUCTION MATERIALS & EQUIPMENT

- Deliveries of construction materials, supplies and equipment are not allowed before 9:00 a.m. & after 4:00 p.m. No deliveries on Sundays and holidays.

XI - CONSTRUCTION WORKERS / STAFF

- 1) All construction workers/staff are required to secure worker's pass exclusively issued by BFFHAI prior to any undertaking.
- 2) No roaming or loitering on any street in the vicinity and observe curfew hours.
- 3) Allowed only 2 registered workers with BFFHAI for a stay-in.
- 4) The owner or contractor shall provide toilet & bathing facilities.
- 5) Strictly no consumption of any alcoholic beverages.

XII - CONSTRUCTION WORK

- 1) Schedule of construction work: from 8:00 a.m. to 5:00 p.m.
- 2) Strictly, sidewalk, street and alleys should be free from any construction debris, materials, rubbish, trash, garbage, other wastes and equipment.
- 3) Temporary "fence" built with strong material with a door for workers' entrance and exit must be installed by the property line and NOT covering any part of the sidewalk.
- 4) Perimeter permanent wall/fence - subject to Title Restrictions, the property shall be fenced of strong material with a height of no more than 2.0 meters from finished grade line. No opening shall be allowed on any portion of the perimeter wall/fence.

XIII - UTILITIES / STORM DRAIN

- 1) The owner has the responsibility to secure all the necessary permits & clearances prior to tapping on any lines for utility.
- 2) Strictly, no boring of concrete/asphalt street, curbs and gutters for the installation of drainage line outside the property shall be allowed without written approval from BFFHAI and/or the respective enclave association.

XIV - RESTRICTIONS

All policies, restrictions and conditions imposed shall subsist as a limitation on the ownership of the property. Observance of the same, being founded on the contractual obligation of the Owner shall not be impaired by any permit or authorization which may be secured from the local or other public entities.

XV - CLEANLINESS AND SANITATION

- 1) The owner/contractor shall provide garbage/waste bins or receptacles to be kept inside the property and be placed outside during garbage pick-up by the city.
- 2) Strictly, no dumping of any kind of debris, rubbish, trash, garbage on sidewalks, streets or adjacent lots, lots across or empty lots within the vicinity.
- 3) Any violations from above items would be charged and deducted from the bond money posted and/or be charged for expenses incurred by BFFHAI for manpower and hauling for its proper disposal.

XVI - ENVIRONMENTAL CONSERVATION AND DEVELOPMENT

In response to global warming and self-preservation

- 1) Trees and shrubs - to encourage the owner to plant rooted trees and shrubs on available un-occupied open spaces.
- 2) Sidewalk and setbacks - shall be free from being cemented to replenish our ground water reservoir.
- 3) Plant rooted trees on setbacks and sidewalk for every 25 square meters of lot area covered by the structure.
- 4) The owner shall be responsible for the trimming and upkeep of planted trees and shrubs.

XVII - INTERPRETATION OF RESTRICTIONS

Where there appears to be in conflict in the interpretation of policies, restrictions and conditions, the most stringent interpretation versus the lot owner or resident shall be adopted.

XVIII - IMPLEMENTATION AND ENFORCEMENT

Full compliance with the herein restrictions, policies and conditions may be enforced by the court or other proper action by BFFHAI and/or the respective enclave association, their respective successors and assigns or by any member in good standing of the Association.

XIX - NEIGHBORS'/ASSOCIATIONS' CONSENT

The owner/contractor may be required to secure the neighbor/s consent and/or the associations' endorsement for the proposed project.

XX - RATES FOR NEW CONSTRUCTION & RENOVATION

[In square meters]

COMMERCIAL

NEW-valid for 6-months:

300 sqm and below	P 7,000
301 sqm to 500 sqm	12,500
501 sqm and above	25,000
Demolition Permit	5,000
Signage Tarpaulin Fee	1,000
Workers I.D. per worker	100
O/T Fee [With Approval]	1,000/day
Construction Bond -	P 1,000/sqm of flr. area.

RESIDENTIAL

NEW-valid for 6-months

200 sqm	P 5,000
201 sqm	7,000
301 sqm	10,000
500 sqm & up	12,000
Demolition Permit	2,000
Signage Tarpaulin Fee	300
O/T [With Approval]	500/day
Construction Bond P	300/sqm of flr. Area

Minor Repair * valid 1-mo.

Processing/Construction Fee	P 4,000
Construction Bond	15,000
Signage Tarpaulin Fee	1,000

Renovation * valid 3-mos.

P 10,000
30,000
1,000

* Strictly, one time renewal only. Thereafter, a new application must be filed for the same project location.

XXI - REPAIR / RE-PAINTING / FENCING [Valid for 1-mo.] * Above restrictions

- ◆ Replacement of more than 75% of roof - P 1,500
- ◆ Repainting, and other minor repairs, improvement- 600
- ◆ Fencing - 1,500

XXII - EXTENSIONS

COMMERCIAL WITH TEMP. SIGNAGE

P 2,500-valid for 1-mo.
P 4,500-valid for 3-mos.

RESIDENTIAL WITH TEMP. SIGNAGE

P 1,300 -valid for 1-mo.
P 2,300 -valid for 3-mos

VEHICLE TYPE	LIPAT BAHAY (PERSONAL ITEM)	XXIII - ENTRY FEES WITH CLEARANCE	INTENDED FOR ONE-TIME DELIVERY ONLY
Motorcycle	-	P 40	P 100
4-Wheeler	P 25	50	200
6-Wheeler	50	100	300
Forward	100	200	500
10-Wheeler/Dump Truck	1,000	2,000	5,000
Mini Backhoe	-	1,000	2,000
Backhoe/Pumpcrete	-	2,000	4,000
Mixer	-	2,500	5,000

Delivery Schedule, Monday to Saturday: 9:00 a.m. to 4:00 p.m. and 9:00 p.m. to 4:00 a.m. All deliveries beyond 10:00 p.m. during regular working days, Sundays and holidays must have ADVANCE PAYMENT OF GATE FEE. No Payment, No Entry.

XXIV - FINES AND PENALTIES

DESCRIPTION	OFFENSE [k=thousand]	PENALTIES
1) Stockpiling on street/sidewalk	1st-P3k, 2nd-P6k, 3rd-P9k	1st & 2nd-Confiscate Foreman's I.D. 3rd-Stop const. ban to enter & forfeiture of bond
2) Stockpiling on vacant lots without permission from asso. & BFFHAI	1st-P10k, 2nd-P13.5k, 3rd-P18k	1st & 2nd-Confiscate workers 3rd-Stop construction, ban to enter & forfeiture of bond
3) Clogging of sewer/ Drain Utility lines	1st-P7.5k, 2nd-P10.5k, 3rd-P13.5k	1st & 2nd-Confiscate workers I.D. 3rd-Stop-construction, ban to enter & forfeiture of bond
4) Overtime work without permit	1st-P3k, 2nd-P4.5k, 3rd-P4.5k/const. site	1st-Confiscate I.D., 1-week ban 2nd-Confiscate I.D., 1-mo. ban, 3rd-Confiscate I.D./ban to enter/stop construction/forfeiture of bond
5) Unauthorized use of I.D. [False Identity / Worker no I.D.	1st-P 1.5k, 2nd-P2.5k / person	Confiscation of I.D., 1-week ban Ban to enter
6) Disregard of curfew hours/gambling Intoxication/illegal entry/indecent Indecent exposure/unauthorized Loitering in any part of the subdivision	1st-P1.5k, 2nd-P2.5k, 3rd-P3750.	1st-!-week ban, 2nd-1-month ban, 3rd-Confiscation of I.D./ban to enter/stop construction and forfeiture of bond.
7) Use of street in mixing concrete/ Concrete aggregate coarse	1st-P4.5k, 2nd-P7.5k, 3rd-P10.5k	
8) Erection of temp bunk house/office Without permits/clearance	1st-P10.5k, 2nd-P13.5k, 3rd-18k	
9) Use of vacant lot without permission	1st-P4.5k, 2nd-P9k, 3rd-P13.5k	
10) Improper sanitation/no portlets Bathing area not concealed	1st-P6k, 2nd-P12k, 3rd-P18k	
11) Non-compliance or deviation from Approved building plans, restrictions	Penalty will be imposed depending on the gravity/extent of violations	Stop construction/forfeiture of entire bond.
12) Canteen operation at site without BFFHAI consent to enter.	1st-P1.5k & 2nd	1st-Confiscate I.D for 1-week/2 nd Ban
13) Constructing without /Expired BFFHAI permit	P 15,000	Stop construction.
14) Non-Display of BFFHAI NOTICE	P 5,000	

ITEMS 7, 8, 9, 10 and 14 - same penalties: 1st & 2nd, Confiscate foreman's I.D./3rd-Stop construction/ban to enter/forfeiture of bond.

NOTE: CONSTRUCTION BOND WILL COVER ALL DAMAGES AS WELL AS THE FINES AND PENALTIES IMPOSED.

XXV - CONFIRMATION OF PROJECT APPLICATION

Project address: _____ Contact No. _____

Nature of construction: [Check one] New construction _____ Renovation _____ Repair _____

Right to property: Owned [Since when] _____ Rented [How many years] _____ Lease [How many years] _____

Name of Contractor: _____ Contact No. _____

Address of Applicant: _____ Office Contact No. _____

Recommending approval / disapproval: _____ Noted by: _____

Maristine M. Tanyag
Zoning Officer

William O. Yu
Zoning Chairman

APPROVED / DISAPPROVED BY:

ATTY. ARTURO CARLOS O. ASTORGA II
President

KNOW ALL MEN BY THESE PRESENTS:

UNDERTAKING

I, the undersigned applicant, attest to the best of my knowledge, ability and belief that I have read and understand all that are written in this Construction Clearance Application composed of eight [8] pages including this page bearing my name and signature. Further, I understand that any misrepresentation and/or misleading statement on my part, both verbal and written and the supporting documents submitted, shall automatically cause for the cancellation of my Construction Clearance to be issued and forfeiture of the total Construction Bond as required and to be posted.

Printed name and signature

SUBSCRIBED AND SWORN before me, this _____ day of _____ 20 _____ at the City of Parañaque.
Affiant exhibiting his/her government issued I.D. [name of agency] _____ issued on: _____
and with expiry date on: _____.

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

Notary Public



SKETCH OF PROPOSED SITE / VICINITY
[Indicate nearest landmark]

PROJECT: _____

REF. NO. _____

REMARKS:

FOR BFFHAI OFFICIAL USE ONLY:

Checked and verified applicant's completeness of filled-up Application for Construction Form and has attached/submitted all the required supporting documents.

Name: _____ Date submitted: _____ Referred to: _____

ACTION TAKEN:

For ocular inspection by: _____ Date of inspection: _____ Forwarded to: _____

MONITORING

Monitoring as to compliance on applicable BFFHAI policies, rules, regulations and conditions imposed.

OCULAR INSPECTION/S:

1ST ocular inspection – Date: _____ by: _____ Violations: _____

2ND ocular inspection – Date: _____ by: _____ Violations: _____

3RD ocular inspection – Date: _____ by: _____ Violations: _____

NOTICE/S OF VIOLATION/S ISSUED:

1ST Notice - Issued Date: _____ by: _____ Kind: _____

2ND Notice - Issued Date: _____ by: _____ Kind: _____

3RD Notice - Issued Date: _____ by: _____ Kind: _____

RECOMMENDATION/S:

FOR ACTION WITH BARANGAY BF: _____

FOR ACTION WITH BUSINESS PERMIT AND LICENSING OFFICE [BPLO] _____

Maristine M. Tanyag
Zoning Officer

William O. Yu
Zoning Chairman

APPROVED / DISAPPROVED BY:

ATTY. ARTURO CARLOS O. ASTORGA II
President