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View construction files

Heruntergeladen am 24.06.2025

<https://fimportal.de/xzufi-services/6005681/L100009>

Modul	Sachverhalt
Leistungsschlüssel	99143002000000
Leistungsbezeichnung I	View construction files
Leistungsbezeichnung II	View construction files
Typisierung	10 - Verwaltungsinterne Leistung
Quellredaktion	Sachsen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	
Leistungsgruppierung	
Verrichtungskennung	
SDG-Informationsbereich	
Lagen Portalverbund	
Einheitlicher Ansprechpartner	
Fachlich freigegeben am	

Modul	Sachverhalt
Fachlich freigegeben durch	
Handlungsgrundlage	• § 29 Verwaltungsverfahrensgesetz (VwVfG) – Akteneinsicht durch Beteiligte • Verwaltungskostensatzung des Landkreises / der Stadt
Teaser	Building files from ongoing building supervisory procedures or completed (archived) procedural files can be inspected by persons authorised to receive information.
Volltext	Building files from ongoing building supervisory procedures or completed (archived) procedural files can be inspected by persons authorised to receive information. A building file includes all documents and drawings (in particular the building permit, the approved building plans, area calculations, building description, structural calculations and other documents) that have been created in connection with a building project. Parties involved in the building supervisory procedure can inspect these construction files. These are in particular the building owners. However, owners of neighbouring properties can also be parties involved. The inspection includes, in particular, licences granted and construction plans of existing buildings. It can also be carried out by authorised representatives.
Erforderliche Unterlagen	• identity card • Proof of ownership (e.g. extract from the land register, purchase contract, property tax assessment notice) If applicable: • Power of attorney from the property owner • Authorisation from the property management company or the owners' association
Voraussetzungen	In order to obtain access to the building files held in safekeeping, you must demonstrate a legitimate interest. This can be, for example

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	• Owners • Authorised representatives • property managers
Kosten	• Procedural fee according to the fee schedule • Expenses, if applicable for copies
Verfahrensablauf	You can apply for access to files in writing or, depending on what the authority offers, online via Amt24 (see -> Online application). • In the application, you must state what your legitimate interest in inspecting the files is. This does not apply if you obviously have such an interest, for example as the owner of the property. • The files can be inspected either on the authority's premises or by sending a copy.
Bearbeitungsdauer	
Frist	none
weiterführende Informationen	
Hinweise	local specialities: none
Rechtsbehelf	Appeal (details on the procedure in the official notification)
Kurztext	
Ansprechpunkt	
Zuständige Stelle	
Formulare	
Ursprungsportal	