



COPY

REGENT SUKOHARJO  
PROVINCE OF CENTRAL JAVA  
SUKOHARJO REGENCY REGULATIONS  
NUMBER 33 OF 2020

ABOUT

LIVATABLE PERMIT FOR FLAT BUILDING

BY THE GRACE OF GOD ALMIGHTY

REGENT SUKOHARJO,

Considering: a. that apartment buildings, in order to provide safety, security and comfort for their residents, need to obtain a Habitability Permit;

b. that in accordance with the provisions of Article 35 of Government Regulation Number 4 of 1988 concerning Flats, every organizer of condominium construction is obliged to apply for a habitable permit after completing the construction;

c. that based on the considerations as intended in letters a and b, it is necessary to stipulate a Regent's Regulation concerning Livability Permits for Flat Buildings;

Remember  
:

1. Law Number 13 of 1950 concerning the Establishment of Regency Regions within the Province of Central Java;
2. Law Number 28 of 2002 concerning Buildings (State Gazette of the Republic of Indonesia of 2002 Number 134, Supplement to State Gazette of the Republic of Indonesia Number 4247);
3. Law Number 12 of 2011 concerning the Establishment of Legislative Regulations (State Gazette of the Republic of Indonesia of 2011 Number 82, Supplement to the State Gazette of the Republic of Indonesia Number 5234) as amended by Law Number 15 of 2019 concerning Amendments to the Law Number 12 of 2011 concerning the Formation of Legislation (State Gazette of the Republic of Indonesia of 2019 Number 183, Supplement to the State Gazette of the Republic of Indonesia Number 6398);
4. Law Number 20 of 2011 concerning Flats (State Gazette of the Republic of Indonesia of 2011 Number 108, Supplement to the State Gazette of the Republic of Indonesia Number 5252);

5. Law Number 23 of 2014 concerning Regional Government (State Gazette of the Republic of Indonesia of 2014 Number 244, Supplement to Indonesian Gazette Number 5587) as amended several times, most recently by Law Number 9 of 2015 concerning the Second Amendment to Law Number 23 of 2014 concerning Regional Government (State Gazette of the Republic of Indonesia of 2015 Number 58, Supplement to the State Gazette of the Republic of Indonesia Number 5679);
6. Law Number 30 of 2014 concerning Government Administration (State Gazette of the Republic of Indonesia of 2014 Number 292, Supplement to State Gazette of the Republic of Indonesia Number 5601);
7. Government Regulation Number 4 of 1988 concerning Flats (State Gazette of the Republic of Indonesia of 1988 Number 7, Supplement to State Gazette of the Republic of Indonesia Number 3372);
8. Government Regulation Number 36 of 2005 concerning Implementing Regulations of Law Number 28 of 2002 concerning Buildings (State Gazette of the Republic of Indonesia of 2005 Number 83, Supplement to the State Gazette of the Republic of Indonesia Number 4532);
9. Presidential Regulation Number 87 of 2014 concerning Implementing Regulations of Law Number 12 of 2011 concerning the Formation of Legislation (State Gazette of the Republic of Indonesia of 2014 Number 199);
10. Regulation of the Head of the National Land Agency Number 2 of 1989 concerning Form and Procedures for Filling Out and Registration of Deeds of Separation of Flats;
11. Regulation of the Minister of Home Affairs Number 80 of 2015 concerning the Formation of Regional Legal Products (State Gazette of the Republic of Indonesia of 2015 Number 2036) as amended by Regulation of the Minister of Home Affairs Number 120 of 2018 concerning Amendments to Regulation of the Minister of Home Affairs Number 80 of 2015 Formation of Products Regional Law (State Gazette of the Republic of Indonesia 2018 Number 157);
12. Sukoharjo Regency Regional Regulation Number 9 of 2010 concerning Buildings in Sukoharjo Regency (Sukoharjo Regency Regional Gazette of 2010 Number 9, Supplement to Sukoharjo Regency Regional Gazette Number 178);

13. Sukoharjo Regency Regional Regulation Number 14 of 2011 concerning Sukoharjo Regency Regional Spatial Planning for 2011-2031 (Sukoharjo Regency Regional Gazette 2011 Number 14, Supplement to Sukoharjo Regency Regional Gazette Number 192)

as amended by Sukoharjo Regency Regional Regulation Number 1 of 2018 concerning Amendments to Sukoharjo Regency Regional Regulation Number 14 of 2011 concerning Sukoharjo Regency Regional Spatial Plan for 2011-2031 (2018 Sukoharjo Regency Regional Gazette

Number 1, Sukoharjo Regency Regional Gazette Supplement Number 262);

14. Sukoharjo Regency Regional Regulation Number 2 of 2012 concerning Flats (Sukoharjo Regency Regional Gazette of 2012 Number 7, Supplement to Sukoharjo Regency Regional Gazette Number 199);

DECIDE:

Determine: REGENT'S REGULATION CONCERNING LIMITATION PERMITS FOR FLAT BUILDINGS.

PIG

GENERAL REQUIREMENTS

article 1

In this Regent's Regulation what is meant by:

1. The region is Sukoharjo Regency.
2. Regional Government is the Regent as the organizing element of the Regional Government which leads the implementation of government affairs which are the authority of the Autonomous Region.
3. The Regent is the Regent of Sukoharjo.
4. The One Stop Investment and Integrated Services Service, hereinafter referred to as the PM and PTSP Service, is the One Stop Investment and Integrated Services Service of Sukoharjo Regency.
5. The Housing and Settlement Area Service, hereinafter abbreviated to DPKP, is the Sukoharjo Regency Housing and Settlement Area Service.
6. Delegation is the delegation of Authority from a higher Government Agency and/or Government Official to a lower Government Agency and/or Official with responsibility and accountability shifting entirely to the recipient of the delegation.

7. A building is a physical form resulting from construction work that is integrated with its location, partly or wholly on and/or in the ground and/or water, which functions as a place for humans to carry out their activities, whether for housing or habitation, religious activities, business activities, social activities, culture and special activities.
8. Condominium Building Habitability Permit, hereinafter abbreviated to Condominium Building ILH, is a permit granted by the regional government regarding the habitability and/or use of an apartment building.
9. Livable is a building that is appropriate/appropriate to be inhabited by every person that meets the requirements and standards of habitability in terms of area, construction, building materials, building completeness and environmental infrastructure.
10. Flats are multi-storey buildings built in an environment which are divided into sections which are structured functionally in horizontal and vertical directions and are units which can each be owned and used separately, especially for residences which are equipped with common parts, common objects and common land.
11. An apartment unit, hereinafter referred to as a Sarusun, is an apartment unit whose main purpose is to be used separately with the main function being a residence and having connecting facilities to a public road.
12. Common parts are parts of an apartment which are owned inseparably for joint use in functional unity with the housing units  
arrange.
13. Common objects are objects which are not part of the apartment but which are jointly owned inseparably for joint use.
14. Common land is a plot of land that is used on the basis of inseparable joint rights which consists of flats and the boundaries are determined in the building permit requirements.
15. A description is an explanation of clear descriptions, drawings and boundaries both vertically and horizontally of each apartment unit, joint parts, joint objects and joint land along with a description of the proportional comparison values.
16. Day is a working day

CHAPTER II

ILH FLAT BUILDING

Section 2

- (1) Every apartment building operator is required to have an Flat Building ILH.
- (2) ILH for Flat Buildings as intended in paragraph (1) is obtained after the flat is completed.

Article 3

- (1) ILH for Flat Buildings as intended in Article 2 is issued by the Regent.
- (2) The Regent in issuing ILH for Flat Buildings as intended in paragraph (1) delegates it to the Head of PM and PTSP Services.

Article 4

ILH application is made by:

- a. Developer if the management is carried out developer; And
- b. Owner or Buyer if the management is carried out by the Owner or Buyer.

Article 5

To obtain ILH for an apartment building as intended in Article 2, you must meet the following requirements:

- a. Administrative requirements.
  - 1. Application;
  - 2. Applicant's KTP;
  - 3. Deed of establishment of the business entity;
  - 4. Land Certificate or Proof of Land Rights;
  - 5. Building Construction Permit; And
  - 6. Functional Eligibility Certificate.
- b. Technical Requirements.
  - 1. Site plan;
  - 2. Architectural plan drawing containing plans and sections along with explanations that clearly show the vertical and horizontal boundaries of the apartment unit;
  - 3. Structural plan drawing along with calculations;
  - 4. Draw a plan that clearly shows the sections

together, joint objects and joint land; And

5. Draw network and installation plans and equipment.

c. Ecological Requirements are environmental documents.

### Article 6

ILH for Apartment Buildings as referred to in Article 2 is one of the requirements for submitting an application for approval of the assessment to the Regional Government.

### CHAPTER III

## PROCEDURES FOR APPLICATION AND GRANTING ILH

### FLAT BUILDING

#### Part One

#### Application

### Article 7

- (1) To obtain ILH for Flat Buildings, the applicant submits a written application to the Head of the PM and PTSP Service by filling in the form as stated in Attachment I which is an inseparable part of this Regent's Regulation.
- (2) Apart from filling out the application as intended in paragraph (1), the applicant also attaches the administrative, technical and ecological requirements as intended in Article 5.
- (3) If the required files for the ILH application for Flat Buildings are declared complete no later than 3 (three) working days, then the Head of PM and PTSP Services submits a recommendation request to the Head of DPKP.

### Article 8

- (1) Application for ILH for Flat Buildings as intended in Article 7 can be done *online* (in network).
- (2) For permit application registration that has been carried out online ( *on* the network), submission of required documents as intended in Article 5 can be submitted in digital copy form.

## The second part

### Providing ILH for Flat Buildings

## Article 9

- (1) Research on the requirements for an ILH application for Flat Buildings is carried out by the Head of the DPKP to ensure the completeness and correctness of the documents.
- (2) In addition to researching the requirements for ILH applications for Flat Buildings as intended in paragraph (1), the Head of DPKP carries out field inspections as outlined in the Minutes.
- (3) Based on the Minutes as intended in paragraph (2), the Head of DPKP issues an ILH Recommendation for Flat Buildings, which is then submitted to the Head of the PM and PTSP Service no later than 7 (seven) working days after the field inspection has been completed and no problems have been found.
- (4) In the event that the Head of the DPKP finds a problem when carrying out an inspection in the field, the Head of the DPKP resolves the problem and coordinates with the Head of the PM and PTSP Service.
- (5) In conducting field research as intended in paragraph (2), the Head of DPKP may form a Team consisting of members from relevant Regional Apparatus.

## Article 10

- (1) In the case of the issuance of Building ILH Recommendations For flats as intended in Article 9 paragraph (3), the PM and PTSP Department issues Building ILH Flats;
- (2) ILH for Flat Buildings is determined by the Decree of the Head of the PM and PTSP Service.
- (3) ILH for Flat Buildings as intended in paragraph (2), is issued by the Head of the PM and PTSP Service no later than 3 (three) working days from the receipt of the Recommendation;
- (4) ILH for Flat Buildings as intended in paragraph (2), uses the format as stated in Appendix II which is an inseparable part of this Regent's Regulation.

Article 11

- (1) For the first ILH application, the validity period adjusts to the expiry period of the SLF.
- (2) After the ILH and SLF validity period ends as intended in paragraph (1), you are required to submit a new application simultaneously.

Article 12

- (1) ILH for Flat Buildings is valid for 5 (five) year and must be extended.
- (2) Extension of ILH for Flat Buildings as intended in paragraph (1) is carried out no later than 3 (three) months before the permit expires.
- (3) Extension of ILH for Flat Buildings as intended in paragraph (1) is submitted with the following requirements:
  - a. fill out the extension request form;
  - b. Functional Worthy Certificate;
  - c. attach the Original Flat Building ILH; And
  - d. statement letter of no changes.
- (4) Procedures for extending ILH for flat buildings as intended in paragraph (1) follow the provisions as intended in Article 8 and Article 9.
- (5) The application form for extending ILH for flat buildings as intended in paragraph (3) letters a and d is listed in Attachment III which is an inseparable part of this Regent's Regulation.

CLOSING

Article 13

This Regent's Regulation comes into force on the date of promulgation.

So that everyone is aware, this Regent's Regulation is ordered to be promulgated by placing it in the Regional Gazette of Sukoharjo Regency.

Stipulated in Sukoharjo on  
June 19 2020  
REGENT SUKOHARJO,

signed

Promulgated in Sukoharjo  
on June 19, 2020

WARDOYO WIJAYA

REGIONAL SECRETARY  
SUKOHARJO DISTRICT,

signed

AGUS SANTOSA

REGIONAL NEWS SUKOHARJO DISTRICT  
YEAR 2020 NUMBER 33

APPENDIX I  
 SUKOHARJO REGENCY REGULATIONS  
 NUMBER 33 OF 2020  
 ABOUT  
 LIVATABLE PERMIT FOR FLAT BUILDING.

APPLICATION FORM FORMAT

Number :  
 Lamp:  
 Subject: Application for Building ILH  
Flats

Sukoharjo, .....

To  
 Dear. Head of the Capital Investment Service and  
 One Stop Integrated Service  
 Sukoharjo Regency  
 in  
**SUKOHARJO**

The undersigned below :

Full name :

Address :

No. Telephone :

hereby submits an application for an Occupancy Permit for Flats located at:

Dukuh/Street : Village/

RT .... RW ....

Kelurahan :

Subdistrict :

Sukoharjo Regency

We hereby attach the following requirements:

**a. Administrative Requirements.**

1. Application.
2. Photocopy of the applicant's KTP.
3. Photocopy of the deed of establishment of the business entity.
4. Photocopy of Land Certificate or Proof of Land Rights.
5. Photocopy of Building Construction Permit.
6. Photocopy of Functional Eligibility Certificate.

**b. Technical Requirements.**

1. Site plan.
2. Architectural plan drawing containing plans and sections along with explanations that clearly show the vertical and horizontal boundaries of the apartment unit.
3. Draw a structural plan along with calculations.
4. Plan drawing that clearly shows the common parts, common objects and common land.
5. Draw network and installation plans and equipment.

**c. Ecological Requirements** are environmental documents.

Thus, we submit this request truthfully and we are responsible for the correctness of the documents attached to this request.

Sukoharjo,

Applicant

Duty stamp

Rp. 6000

.....  
 REGENT SUKOHARJO,

signed

WARDOYO WIJAYA

APPENDIX II  
SUKOHARJO REGENCY REGULATIONS  
NUMBER 33 OF 2020  
ABOUT  
LIVATABLE PERMIT FOR FLAT BUILDING.

FORMAT OF A FITNESS PERMIT FOR A FLAT BUILDING

OFFICE COUPLE

DECISION OF THE HEAD OF THE DEPARTMENT OF CAPITAL INVESTMENT AND INTEGRATED SERVICES  
SUKOHARJO DISTRICT DOOR

NUMBER : //ILH//

ABOUT

GRANTING A FITNESS PERMIT FOR A FLAT BUILDING  
TO .....

HEAD OF THE DEPARTMENT OF CAPITAL INVESTMENT AND ONE-DOOR INTEGRATED SERVICES,

- Considering:
- a. that based on a request from ..... whose address is at Dukuh .....  
RT. RW. Village ..... District  
..... Regency ....., regarding the application for an Occupancy Permit  
for Flat Buildings in Dukuh ..... Village.....  
Subdistrict ..... Subdistrict ..... Sukoharjo Regency;
  - b. that based on Recommendations from the Housing Department and  
Sukoharjo Regency Residential Area Number: ...../...../.....  
date ..... regarding Recommendations  
Condominium Building Habitability Permit, the applicant can be given a  
Condominium Building Habitability Permit;
  - c. that based on the considerations as intended in letters a and b, it is necessary to  
stipulate a Decree of the Head of the Sukoharjo Regency One Stop Investment  
and Integrated Services Service;

Bearing in mind: 1. Law Number 13 of 1950 concerning the Establishment of Regency Areas within  
the Province of Central Java;

2. Law Number 28 of 2002 concerning Buildings (State Gazette of the Republic of  
Indonesia of 2002 Number 134, Supplement to State Gazette of the Republic  
of Indonesia Number 4247);

3. Law Number 20 of 2011 concerning Flats (State Gazette of the Republic of Indonesia of 2011 Number 108, Supplement to State Gazette of the Republic of Indonesia Number 5252);
4. Law Number 23 of 2014 concerning Regional Government (State Gazette of the Republic of Indonesia of 2014 Number 244, Supplement to the State Gazette of the Republic of Indonesia Number 5587) as amended several times, most recently by Law Number 9 of 2015 concerning the Second Amendment to the Law. Law Number 23 of 2014 concerning Regional Government (State Gazette of the Republic of Indonesia of 2015 Number 58, Supplement to State Gazette of the Republic of Indonesia 5679);
5. Government Regulation Number 4 of 1988 concerning Flats (State Gazette of the Republic of Indonesia of 1988 Number 7, Supplement to State Gazette of the Republic of Indonesia Number 3372);
6. Sukoharjo Regency Regional Regulation Number 9 of 2010 concerning Buildings in Sukoharjo Regency (2010 Regional Gazette Number 9 Supplement to Regional Gazette Number 178);
7. Sukoharjo Regency Regional Regulation Number 2 of 2012 concerning Buildings (State Gazette of the Republic of Indonesia of 2012 Number 7, Supplement to the State Gazette of the Republic of Indonesia Number 199);

DECIDE:

Determine:

FIRST: Grant a permit for the habitability of an apartment building to:

Name : .....  
Address : .....  
For on behalf of PT: .....  
Business Location : .....

SECOND: The validity period of the Condominium Building Occupancy Permit as referred to in the FIRST dictum is 5 (five) years from the issuance of this Decree and can be renewed in accordance with applicable provisions.

THIRD : This decision of the Head of Service comes into force on the date of stipulation.

Set in Sukoharjo  
on

HEAD OF PM AND PTSP SERVICES  
SUKOHARJO DISTRICT

.....

RECORDS: This decision was sent to  
the Honorable:

1. Governor of Central Java in Semarang;
  2. Head of the Sukoharjo Regency  
Housing and Settlement Area Service  
in Sukoharjo.
- 

REGENT SUKOHARJO,

signed

WARDOYO WIJAYA

APPENDIX III  
SUKOHARJO REGENCY REGULATIONS  
NUMBER 33 OF 2020  
ABOUT  
LIVATABLE PERMIT FOR FLAT BUILDING.

EXTENSION APPLICATION FORM FORMAT

Sukoharjo, .....

Number :  
Lamp:  
Subject: Application for Extension of ILH  
Flat Building

To  
Dear. Head of the Capital Investment Service and  
One Stop Integrated Service  
Sukoharjo Regency  
in  
**SUKOHARJO**

The undersigned below :

Full name :  
Address :  
No. Telephone :

hereby submit an application for an extension of the ILH for Flat Buildings located at:

Dukuh/Street : Village/  
Kelurahan :  
Subdistrict :

RT .... RW ....

Sukoharjo Regency

We hereby attach the following requirements:

- a. Request for extension;
- b. Functional Worthy Certificate;
- c. ILH Original Flat Building; And
- d. statement letter of no changes.

Thus, we submit this request truthfully and we are responsible for the correctness of the documents attached to this request.

Sukoharjo,

Applicant

Duty stamp

Rp. 6000

.....

THE FORMAT OF THE STATEMENT LETTER HAS NO CHANGE

STATEMENT OF NO CHANGES

The undersigned below :

Full name :

Address :

For the name :

No. Telephone :

hereby declare that there are no administrative or technical **changes**

and ecology of our Flat Buildings located at:

Dukuh/Street: RT .... RW ....

Village/Subdistrict:

Subdistrict :

Sukoharjo Regency

Thus, we convey this statement of no changes truthfully and we are responsible for the correctness of the documents we convey.

Sukoharjo,

Applicant

Duty stamp

Rp. 6000

.....

REGENT SUKOHARJO,

signed

WARDOYO WIJAYA