

City consent to parcelling/dividing To the attention
of the City Planning Department

1 APPLICANT/S (Make use of an appendix if necessary)

Name	Personal ID code/business ID
Postal address	
Email	Telephone number during office hours
Name	
Postal address	
Email	Telephone number during office hours

2 PROPERTY INFORMATION

City ESPOO	Village	Real property unit register no.
Address		
Property area (m ² / ha)	Area of the parcel/part of the real property unit to be parcelled (m ² / ha)	

3 APPENDICES

☐ Map extract marked with the proposed new boundary ☐ Account of ownership ☐ Other, please specify:
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4 DELIVERY ADDRESS FOR THE OPINION/DECISION (if other than the applicant)

Name	
Address	
Email	Telephone number during office hours

5 DATE AND SIGNATURE

Date and place	Signature and printed name of the applicant or their authorised representative
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INSTRUCTIONS

for applying for a parcelling permit (City consent to parcelling/dividing outside the local detailed plan)

The city's consent, resolved in the City Planning Department, is always required for parcelling or dividing a property outside the local detailed plan that is designated as a construction site.

If the property is located in the local detailed plan area, the parcelling of the plots is carried out, after the preparation of the binding plot division, by the Espoo Public Works Department.

Such parcelling is applied for with a partition application from the City Survey services of the Public Works Department.

THESE INSTRUCTIONS APPLY TO PARCELLING OR DIVIDING OUTSIDE THE LOCAL DETAILED PLAN AREA

Parcelling is a partition where an area, i.e. a parcel or several parcels, purchased from a real property unit is formed into an independent property. Parcelling also allows transferring a parcel to another property. The recipient of the parcel shall apply for title registration for their title within six months of the transaction or other assignment. Title registration is applied for from the National Land Survey of Finland.

Parcelling shall be initiated automatically once the title registration process has been completed.

Dividing is a partition procedure that dissolves the joint ownership of a real property unit. Joint ownership may have been formed, for example, to parties to an estate.

The real property unit shall be divided among the joint-owners of the estate in proportion to the shares based on the title registrations.

Any of the joint-owners, who has a registered title to a specified part of the real property unit, can apply for dividing from the National Land Survey of Finland.

Dividing can also be used to divide a single owner's real property unit into multiple real property units.

Often, one of the conditions for carrying out parcelling or dividing is the municipality's consent to the formation of a new construction site.

The National Land Survey of Finland requests the consent of the City of Espoo in the form of an opinion for the parcelling processes automatically initiated by the title registrations of parcels.

The general prerequisite for the city's consent is that the requirements set on the construction site are met, the maximum efficiency used in the area is not exceeded and the parcelling process does not cause harm to the organisation of land use or the preparation or implementation of the local detailed plan or local master plan.

At the landowner's discretion, they may request consent from the city by submitting a parcelling permit application already before initiating the parcelling or dividing process.

More information about the survey proceedings is available at <http://www.maanmittauslaitos.fi>

Contact information of the National Land Survey of Finland:

asiakaspalvelu@maanmittauslaitos.fi
telephone 029 530 1110 (Mon–Fri 9:00–16:15)
kirjaamo@maanmittauslaitos.fi

APPLICATION FOR CITY CONSENT:

Parcelling permit applications with their instructions are available from the customer service of Espoo's Environment and Technical Services (tel. 09 8162 5000, kaupunkitekniikka@espoo.fi) or from the website at www.espoo.fi Housing and environment > Customer service > Permits and instructions > Land use permits > [Parcelling outside the local detailed plan area](#).

The application may also be free-form. You can submit your application to the customer service of Espoo's Environment and Technical Services. You can also submit your application through Espoo's [construction and land use e-service](#).

APPENDICES TO THE APPLICATION:

1. Account of the right of ownership or possession to the area (1 pc)

This account is only necessary if the applicant does not have a registered title to the area in question.

A certified copy of the deed of sale can be used as an account of the right of ownership or possession.

If the area has several owners, a power of attorney or signature is needed from everyone for the application form. If the applicant is a company, an account of the company's authority to sign documents (e.g. a trade register extract) is needed. In the case of a housing company, the application shall be accompanied by an extract or copy of the minutes of the Board meeting at which it was decided to apply for parcelling.

2. Map extract (1 pc)

The application shall be accompanied by a map extract clearly marked with the proposed new parcelling or dividing boundary.

PROCESSING:

All the necessary official opinions on the application shall be obtained.

The city's consent shall be decided by the city planning director.

The consent given in the form of an opinion shall be submitted directly to the National Land Survey of Finland for the actual parcelling or dividing process.

A consent given in the form of an opinion is free of charge.