

99012071006001, 99012071006001

Applying for planning permission for a change of use of a facility using the simplified procedure

Heruntergeladen am 24.06.2025

<https://fimportal.de/xzufi-services/395929892/L100001>

Modul	Sachverhalt
Leistungsschlüssel	99012071006001, 99012071006001
Leistungsbezeichnung I	Applying for planning permission for a change of use of a facility using the simplified procedure
Leistungsbezeichnung II	
Typisierung	4 - Land: Regelung
Quellredaktion	Hessen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Baurecht (012)
Verrichtungskennung	Genehmigung (006)
SDG-Informationsbereich	Kauf und Verkauf von Immobilien, einschließlich aller Bedingungen und Pflichten im Zusammenhang mit der

Modul	Sachverhalt
	Besteuerung, dem Eigentum oder der Nutzung von Immobilien (auch als Zweitwohnsitz)
Lagen Portalverbund	Erlaubnisse und Genehmigungen (2010400), Anlagenbetrieb und -prüfung (2120100)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	02.11.2023
Fachlich freigegeben durch	Hessian Ministry of Economics, Energy, Transport and Housing
Handlungsgrundlage	https://www.rv.hessenrecht.hessen.de/bshe/document/jlr-BauOHE2018pP63 https://www.rv.hessenrecht.hessen.de/bshe/document/jlr-BauOHE2018pP64 https://www.rv.hessenrecht.hessen.de/bshe/document/jlr-BauOHE2018pP65 https://www.rv.hessenrecht.hessen.de/bshe/document/jlr-BauOHE2018pP69 https://wirtschaft.hessen.de/sites/wirtschaft.hessen.de/files/2022-02/final_erlass_20_01_22.pdf https://www.rv.hessenrecht.hessen.de/bshe/document/jlr-BauOHE2018pP63 https://www.rv.hessenrecht.hessen.de/bshe/document/jlr-BauOHE2018pP64 https://www.rv.hessenrecht.hessen.de/bshe/document/jlr-BauOHE2018pP65 https://www.rv.hessenrecht.hessen.de/bshe/document/jlr-BauOHE2018pP69 https://wirtschaft.hessen.de/sites/wirtschaft.hessen.de/files/2022-02/final_erlass_20_01_22.pdf
Teaser	If you want to change the use of installations that require planning permission but do not require approval and are not exempt from approval, you can submit an application using the simplified procedure.
Volltext	If the approved use of a building is changed, this change of use - even if no structural changes are made - generally requires planning permission, i.e. a corresponding building permit must be obtained before the new use can commence.

Modul

Sachverhalt

Exceptions:

- changes of use that do not require a procedure as defined in Annex III to Section 63 HBO or
- Possibility of carrying out an approval exemption procedure if the requirements specified in § 64 Para. 1 HBO are met

If a building permit procedure is to be carried out, the building permit for a change of use is usually granted in a simplified building permit procedure.

The building permit expires if you do not start construction work within 3 years of the permit being granted or if construction work has been interrupted for one year after this period. The period can be extended by up to 2 years in each case, even several times, with a written application.

Erforderliche Unterlagen

In addition to the building application, the documents required for the assessment of the project and the processing of the building application must be submitted to the lower building supervisory authority in analog/digital form.

These documents can be, for example

- Site plan
- Extract from the official real estate map
- Building description
- construction drawings

The documents to be submitted can be found in the Hessian Building Documents Decree.

The structural engineering certificates must be submitted to the building inspectorate prior to the execution of the respective construction phases, the building documents not subject to mandatory inspection prior to the start of construction.
https://wirtschaft.hessen.de/sites/wirtschaft.hessen.de/files/2022-02/final_erlass_20_01_22.pdf
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Modul	Sachverhalt
Voraussetzungen	
Kosten	Gebühr: 100€ - 3.500€
Verfahrensablauf	• You complete the application digitally in the building portal or in analog form and submit it together with the required documents to the responsible building authority • The building authority checks your application and the documents • If all requirements are met, the building authority will grant you the permit
Bearbeitungsdauer	The duration of the procedure depends on the individual case, including which agencies need to be involved. As a rule, the procedure takes a maximum of 3 months. The procedure can only be extended by 2 months if there are special circumstances. The building application is deemed to have been approved if no decision has been made within this period.
Frist	
weiterführende Informationen	
Hinweise	
Rechtsbehelf	An appeal may be lodged against the authority's decision within one month of notification.
Kurztext	• Change of use of facilities, approval in a simplified procedure • Changes of use requiring approval • The change of use does not conflict with any public law regulations • No commencement of a use requiring approval without prior issue of a building permit • Responsible: The lower building supervisory authority (building supervisory authorities of the districts, independent cities and special status cities)
Ansprechpunkt	Please contact the lower building supervisory authority (building supervisory authorities of the districts, independent cities and special status cities).

Modul	Sachverhalt
Zuständige Stelle	
Formulare	
Ursprungsportal	Baugenehmigung für eine Nutzungsänderung einer Anlage im vereinfachten Verfahren beantragen, Applying for planning permission for a change of use of a facility using the simplified procedure