

99030004104000, 99030004104000

# Submit a resident application

Heruntergeladen am 08.06.2025

<https://fimportal.de/xzufi-services/503163527/L100040>

Modul	Sachverhalt
Leistungsschlüssel	99030004104000, 99030004104000
Leistungsbezeichnung I	Submit a resident application
Leistungsbezeichnung II	
Typisierung	4b - Land: Regelung und Ausführungsvorschriften, Kommune: Vollzug
Quellredaktion	Niedersachsen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Bürgerengagement (030)
Verrichtungskennung	Anmeldung (104)
SDG-Informationsbereich	
Lagen Portalverbund	Engagement und Beteiligung (1100100)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	22.06.2023

Modul	Sachverhalt
Fachlich freigegeben durch	Lower Saxony Ministry of the Interior and Sport
Handlungsgrundlage	<a href="https://voris.wolterskluwer-online.de/browse/document/3c39baa1-2807-36c5-87ac-ed99466e87f7">https://voris.wolterskluwer-online.de/browse/document/3c39baa1-2807-36c5-87ac-ed99466e87f7</a> <a href="https://voris.wolterskluwer-online.de/browse/document/3c39baa1-2807-36c5-87ac-ed99466e87f7">https://voris.wolterskluwer-online.de/browse/document/3c39baa1-2807-36c5-87ac-ed99466e87f7</a>
Teaser	Would you like the representative of the municipality or district of your place of residence to deal with a specific matter?
Volltext	<p>You can submit a residents' petition for matters within the sphere of influence of the municipality or district for which the municipal council or district council is responsible (e.g. the maintenance of a swimming pool, the construction of a kindergarten).</p> <p>Residents' petitions concerning matters for which an admissible residents' petition has already been submitted in the last twelve months are inadmissible.</p>
Erforderliche Unterlagen	<ul style="list-style-type: none"> <li>• Resident application with objective and justification</li> <li>• List or individual sheets with the signatures of the residents</li> </ul>
Voraussetzungen	<ul style="list-style-type: none"> <li>• It must be clear which matter the municipal council or district council should deal with and why you want this to happen.</li> <li>• In municipalities with up to 10,000 inhabitants, at least five percent of all inhabitants of the municipality (but no more than 400 people) must support the residents' petition with their signature. In municipalities with more than 10,000 and up to 50,000 inhabitants, at least four percent of the inhabitants (but no more than 1,500 people) must support the residents' petition. In municipalities with more than 50,000 to 100,000 inhabitants, at least 3 percent of the inhabitants (but no more than 2,500 people) must support the residents' petition. In municipalities with more than 100,000 inhabitants, at least 2.5 percent of the inhabitants (but no more than 8,000 people) must support the residents' petition.</li> </ul> <p>In districts with up to 100,000 inhabitants, at least 3 percent of the inhabitants (but no more than 2,500 people) must support the residents' petition. In</p>

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	<p>districts with more than 100,000 inhabitants, at least 2.5 percent of the inhabitants (but no more than 8,000 people) must support the residents' petition.</p> <ul style="list-style-type: none"> <li>• Support is provided in the form of a signature.</li> </ul> <p>Anyone who is at least 16-14 years old at the time of signing and has lived in the municipality or district for at least three months is eligible to sign.</p>
Kosten	Gebühr: Es fallen keine Kosten an
Verfahrensablauf	<p>You must submit the application in writing; electronic form is not permitted.</p> <p>Name up to three people with their name and address.</p> <p>These persons are the contact persons for the municipal or district administration and are authorized to represent you as the applicant.</p> <p>Immediately after notification of the resident application, the municipality or district will prepare an estimate of the costs of fulfilling the request and inform the authorized representatives of this immediately in writing or in electronic form. The cost estimate must also take into account the consequential costs of fulfilling the request. The cost estimate must then be included in the residents' petition by the authorized representatives. However, they can also include a different cost estimate of their own in the residents' petition.</p> <p>Once the required signatures have been collected, the residents' petition must be submitted in writing to the municipality or district, which will then check whether all requirements have been met. If this is the case, the matter is dealt with at a meeting of the municipal council or district council.</p> <p>The authorized representatives should also be heard at this meeting.</p>
Bearbeitungsdauer	If all requirements are met, the matter will be dealt with by the municipal council or district council within six months of receipt of the residents' application.
Frist	You can submit a residents' petition at any time.

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	Exception: The residents' petition may not relate to a matter for which an admissible citizens' petition has already been submitted in the last twelve months.
weiterführende Informationen	
Hinweise	
Rechtsbehelf	The Municipal Constitution Act gives every person who has provided a valid signature their own right to have the application discussed in accordance with the statutory provisions
Kurztext	
Ansprechpunkt	The municipality or district of your place of residence  Note: This person will also answer questions you may have in connection with the residents' application.
Zuständige Stelle	
Formulare	Forms available: No  Written form required: Yes  Informal application possible: Yes  Personal appearance necessary: No
Ursprungsportal	Submit a resident application, Einwohnerantrag stellen