SEOUL METROPOLITAN GOVERNMENT ENFORCEMENT RULE OF ORDINANCE ON URBAN PLANNING

Enactment No. 3147, Nov. 06, 2000
Partial Amendment No. 3204, Aug. 16, 2001
Partial Amendment No. 3237, Feb. 05, 2002
Partial Amendment No. 3251, May. 10, 2002
Partial Amendment No. 3406, Sep. 06, 2004
Partial Amendment No. 3496, Jun. 22, 2006
Whole Amendment No. 3602, Jan. 31, 2008
Partial Amendment No. 3638, Nov. 13, 2008
Partial Amendment No. 3638, Jun. 11, 2009
Partial Amendment No. 3671, Jun. 25, 2009
Partial Amendment No. 3748, Apr. 29, 2010
Partial Amendment No. 3817, Sep. 08, 2011
Partial Amendment No. 3871, Aug. 09, 2012
Partial Amendment No. 3904, Apr. 11, 2013
Amendment of Other Laws No. 3986, Jul. 31, 2014
Partial Amendment No. 4026, Apr. 16, 2015
Partial Amendment No. 4068, Jan. 14, 2016
Partial Amendment No. 4108, Jul. 28, 2016
Partial Amendment No. 4121, Oct. 13, 2016
Partial Amendment No. 4158, Apr. 06, 2017
Partial Amendment No. 4224, May. 17, 2018
Partial Amendment No. 4237, Aug. 02, 2018
Amendment of Other Laws No. 4238, Aug. 02, 2018
Amendment of Other Laws No. 4303, Oct. 10, 2019
Partial Amendment No. 4308, Oct. 10, 2019
Partial Amendment No. 4376, Oct. 15, 2020
Partial Amendment No. 4392, Jan. 14, 2021
Partial Amendment No. 4449, Oct. 07, 2021
Enactment No. 4461, Jan. 13, 2022
Partial Amendment No. 4474, Mar. 24, 2022
Partial Amendment No. 4508, Sep. 26, 2022

CHAPTER I GENERAL PROVISIONS

Article 1 (Purpose)

CHAPTER I GENERAL PROVISIONSThe purpose of this Rule is to prescribe matters mandated by Seoul Metropolitan Government Ordinance on Urban Planning and matters necessary for the enforcement thereof.
[This Article Wholly Amended by Rule No. 3638, Nov. 13, 2008]

Article 2 (Definitions)

The terms used in this Rule shall be defined as follows: <Amended by Rule No. 3671, Jun. 25, 2009; Rule No. 3817, Sep. 8. 2011; Rule No. 3904, Apr. 11, 2013; Rule No. 3426, Apr. 16, 2015;
Rule No. 3468, Jan. 14, 2016>

1. The term "basic floor-area ratio" means the basic floor-area ratio separately determined for each block and lot within the extent of the floor-area ratio referred to in Article 55 (1) through (4) and (16) of Seoul Metropolitan Government Ordinance on Urban Planning (hereinafter referred to as the "Ordinance") based upon locational circumstances, such as the width of the road in front, landscape, other infrastructure, etc., in an area under the district-unit plan;
2. The term "permitted floor-area ratio" means the floor-area ratio separately determined as the floor-area ratio under the district-unit plan within the extent of the floor-area ratio calculated by adding the floor-area ratio provided as an incentive (when matters determined in the relevant district-unit plan are implemented, such as a lot plan, joint development to which the maximum floor-area ratio does not apply; uses of a building, vacant land in a site, elements of a green plan, parking, and the flow of motor vehicle traffic, etc.) to the basic floor-area ratio;
3. The term "maximum floor-area ratio" means the ratio separately determined within the extent of the floor-area ratio calculated by adding the floor-area ratio provided additionally where an owner of construction provides land as a site for public facilities (limited to cases of contributed acceptance; hereinafter the same shall apply) or builds and provides public facilities, etc. (including where he/she provides public facilities together with the site therefor), where joint development is designated to secure public facilities; or where a decision on a district-unit plan was made to the basic floor-area ratio or permitted floor-area ratio;

4. The term "public facilities" means public facilities referred to in subparagraph 13 of Article 2 of the National Land Planning and Utilization Act (hereinafter referred to as the "Act"), schools or infrastructure referred to in Article 19 (2) of the Ordinance.
5. The term "Urban Ecology Status Map" means a map consisting of "land use status map; status map of impermeable pavement of soil; existing vegetation map; birds distribution map; amphibian and reptile species distribution map; fish distribution map; mammal distribution map; biotope types map; biotope types evaluation map; individual biotope evaluation map, etc." prepared in accordance with the investigation findings on urban ecology status under Article 4 (4) of the Ordinance.
6. The term "evaluation on biotope" means the procedure in which the value of each area categorized by biotope type is graded according to the evaluation standards. The term "biotope evaluation map" means a mapping of biotope grades.
[This Article Wholly Amended by Rule No. 3638, Nov. 13, 2008]

CHAPTER II FORMULATION OF URBAN MANAGEMENT PLANS

Article 3 (Investigation into Current Status of Urban Ecology and Method of Assessment)

CHAPTER II FORMULATION OF URBAN MANAGEMENT PLANS(1) The following matters shall be included in an investigation into the current status of urban ecology under Article 4 (4) of the Ordinance:
1. The status of the use of land;
2. The status of impermeable pavement of soil;
3. The status of existing vegetation;
4. The status of biotope types;
5. The conclusions of an evaluation on biotope types;
6. The conclusions of an evaluation on individual biotope;
7. Other matters the Mayor deems necessary to investigate and evaluate the status of urban ecology;
(2) The Mayor of the Seoul Metropolitan Government (hereinafter referred to as the "Mayor") may separately determine the following matters to specify the details of the investigation referred to in paragraph (1), and to reflect the outcomes of such investigation in urban planning:
1. The composition and qualification of investigators;
2. A method of investigation;
3. Issue of identification cards of investigators;
4. A method of categorizing a biotope (the status of urban ecology);
5. The grade of the conservation value of a biotope (the status of urban ecology) and a method of grading such;
6. A method for establishing a GIS of investigated materials.
(3) Grades of assessment of biotope types and grades of assessment of individual biotope referred to in subparagraph 1 (a) (4) of attached Table 1 of the Ordinance, shall be as follows:
1. Grades of assessment of biotope types:
(a) Grade 1: A type of biotope requiring preferential conservation;
(b) Grade 2: A type of biotope requiring conservation;
(c) Grade 3: A type of biotope requiring conservation for part of a subject area and the use of land in consideration of the status of ecology for the rest of the area;
(d) Grade 4: A type of biotope requiring the use of land in consideration of the status of ecology;
(e) Grade 5: A type of biotope requiring partial improvement in terms of urban ecology.
2. Grades of Assessment of individual biotope:
(a) Grade 1: A biotope worth preferential conservation (conservation);
(b) Grade 2: A biotope worth conservation (protection and restoration);
(c) Grade 3: A biotope that has limited value at present (restoration).
(4) The Mayor shall announce the findings of investigation of the status of urban ecology pursuant to Article 4 (4) of the Ordinance for at least 14 days.
[This Article Wholly Amended by Rule No. 3468, Jan. 14, 2016]

Article 3-2 (Preparation and Improvement of Urban Ecology Status Map)

(1) The Mayor may prepare an Urban Ecology Status Map of the Seoul Metropolitan Government under Article 4 (4) of the Ordinance in order to establish and perform a sustainable development project and to enable effective conservation of the natural environment.
(2) An Urban Ecology Status Map shall be prepared and improved every ten years, in order to reflect changes in the urban environment caused by development, natural disasters, etc.
(3) The Mayor shall announce the outcomes of preparing the Urban Ecology Status Map for at least 14 days; and notify an improved Urban Ecology Status Map within 30 days after the completion of the improvement, unless there is any unavoidable circumstances.

[This Article Newly Inserted by Rule No. 3468, Jan. 14, 2016]

Article 3-3 (Regular Improvement and Management, Etc. of Urban Ecology Status Map)

Where it is necessary to review the application for objection by a land owner of Biotope Grade 1 or a change in Biotope grade referred to in subparagraph 1 (a) (iv) of attached Table 1 of Article 24 of the Ordinance, an investigation and evaluation may be conducted up to twice annually.
[This Article Newly Inserted by Rule No. 3468, Jan. 14, 2016]

CHAPTER III DISTRICT-UNIT PLAN

Article 4 (Areas Subject to Designation of Area under District-Unit Plan)

CHAPTER III DISTRICT-UNIT PLAN(1) The term "extent or area prescribed by the relevant Rule" in Article 16 (2) of the Ordinance means where a person intends to build apartment housing subject to approval of a business plan pursuant to Article 16 (1) of the Housing Act; or subject to permission to build pursuant to Article 11 (1) of the Building Act: Provided, That this shall not apply in cases falling under any of the following cases: <Amended by Rule No. 3748, Apr. 29, 2010; Rule No. 3904, Apr. 11, 2013; Rule No. 3426, Apr. 16, 2015; Rule No. 3468, Jan. 14, 2016>
1. Where he/she builds apartment houses in a business area;
2. Where less than 30 households of apartment houses are planned to be built;
3. Where the area of a site for business (where part of a site for business is provided for public facilities, the area provided shall be excluded, and where a business area is included, the area of such business area shall be excluded herefrom) is less than 5,000 square meters and less than 100 households of apartment houses are planned to be built (in cases of urban type living housing, less than 150 households) and in cases falling under any of the following items:
(a) Where a site for business has no building;
(b) Where an existing building in a site for business meets standards for old buildings prescribed in attached Table 1.
(2) Where an area under the district-unit plan is designated pursuant to paragraph (1), buildings in the area shall meet standards for old buildings prescribed in attached Table 1.
[This Article Wholly Amended by Rule No. 3638, Nov. 13, 2008]

Article 5 (Restrictions on Building in Area under District-Unit Plan)

(1) Where the Mayor designates an area under the district-unit plan pursuant to Article 30 of the Act and restricts permission for development pursuant to Article 63 of the Act and Article 60 of the Enforcement Decree (hereinafter referred to as the "Decree") of the same Act; or restricts permission for building pursuant to Article 18 of the Building Act before he/she determines and announces the district-unit plan so that construction meeting the district-unit plan may be materialized, the head of a Gu shall restrict permission for building.
(2) Notwithstanding paragraph (1), the Mayor or the head of a Gu may issue a permit to build a building of at least eight stories or with a total floor-area of at least 10,000 square meters (in cases of enlargement of a building, limited to a building of at least eight stories or with a total floor-area of at least 10,000 square meters by enlargement of at least three stories) through deliberation by the Seoul Metropolitan Urban Planning Committee pursuant to Article 17 (1) of the Ordinance, and a building other than the scale subject to deliberation by the Seoul Metropolitan Urban Planning Committee through deliberation by a Gu Urban Planning Committee:
1. Building or large-scale repair of a building destroyed by fire or natural disaster;
2. Where building or large-scale repair is required due to structural problems in a building;
3. Where it is judged that a building plan of a lot intended to be built, meets the basic directions of the relevant district-unit plan and details of a district-unit plan under formulation, and infrastructure, such as a road, etc., has been secured;
4. Where building or large-scale repair of a building is required owing to the execution of a project for improvement of public facilities.
[This Article Wholly Amended by Rule No. 3638, Nov. 13, 2008]

Article 6 (Height of Building in Area under District-Unit Plan)

Where the Mayor determines the maximum height of a building under a district-unit plan pursuant to Article 52 (1) 4 of the Act, he/she may apply Article 60 of the Building Act.
[This Article Wholly Amended by Rule No. 3638, Nov. 13, 2008]

Article 7 (Planning and Operation of Floor-Area Ratio in Area under District-Unit Plan)

(1) Where the Mayor formulates a district-unit plan pursuant to Articles 19 (1) and 55 (7) of the Ordinance, the applicable floor-area ratio shall be as prescribed as follows:
1. Where an existing specific-use area pursuant to Article 30 of the Decree is or has been changed (including subdivision; hereinafter the same shall apply) to a specific-use area with the higher floor-area ratio:

(a) The basic floor-area ratio: The floor-area ratio determined separately within the extent of the floor-area ratio (hereinafter referred to as the "floor-area ratio of a specific-use area before change") pursuant to Article 55 (1) through (4) of the Ordinance of a specific-use area before change;
(b) The permitted floor-area ratio: Within the floor-area ratio of a specific-use area before change (the floor-area ratio of a specific-use area after change the floor-area ratio of a specific-use area before change) × 2/3. In such cases, the term "floor-area ratio of a specific-use area after change" means the floor-area ratio pursuant to Article 55 (1) through (4) of the Ordinance of a specific-use area after change (hereinafter the same shall apply);
(c) The maximum floor-area ratio: Within the permitted floor-area ratio × (11.3 × weight ×) (Provided, That where the floor-area ratio of a specific-use area before change dose not apply, within the extent of the floor-area ratio of the relevant area pursuant to Article 55 (1) through (4) of the Ordinance) or within the basic floor-area ratio × (11.3 × weight ×). In such cases, weight means the ratio of the floor-area ratio of a site provided for public facilities (in cases of at least two specific-use areas, the floor-area ratio on a weighted average compared with the area) to the floor-area ratio of a site for business, and means the ratio of the area provided for public facilities, to the lot area after a site for public facilities is provided (hereinafter the same shall apply);
2. Where a specific-use area is unchanged pursuant to Article 30 of the Decree and a specific-use area is or has been changed to a specific-use area of the same floor-area ratio:
(a) The basic floor-area ratio: The floor-area ratio determined separately within the extent of the floor-area ratio pursuant to Article 55 (1) through (4) and (16) of the Ordinance;
(b) The permitted floor-area ratio: Within the floor-area ratio pursuant to Article 55 (1) through (4) and (16) of the Ordinance;
(c) The maximum floor-area ratio: Within the permitted floor-area ratio × (11.3 × weight ×) or within the basic floor-area ratio × (11.3 × weight ×);
3. Where an existing specific-use area pursuant to Article 30 of the Decree is or has been changed to a specific-use area with the lower floor-area ratio:
(a) The basic floor-area ratio: The floor-area ratio determined separately within the extent of the floor-area ratio of a specific-use area after change;
(b) The permitted floor-area ratio: Within the floor-area ratio of a specific-use area after change;
(c) The maximum floor-area ratio: Within the permitted floor-area ratio × (11.3 × weight ×) or within the basic floor-area ratio × (11.3 × weight ×).
(2) The application of the floor-area ratio in an area under a district-unit plan shall be as follows:
1. The permitted floor-area ratio shall be calculated by adding the floor-area ratio provided as an incentive to the basic floor-area ratio determined in the relevant district-unit plan, but shall not exceed the permitted floor-area ratio determined in the relevant district-unit plan pursuant to paragraph (1);
2. The maximum floor-area ratio shall apply by adding the permitted floor-area ratio × 1.3 × weight × determined in the relevant district-unit plan pursuant to paragraph (1) to the permitted floor-area ratio calculated pursuant to subparagraph 1: Provided, That where it is prescribed to apply the floor-area ratio calculated by adding the basic floor-area ratio × 1.3 × weight × determined in the relevant district-unit plan pursuant to paragraph (1) to the basic floor-area ratio determined in the relevant district-unit plan, such floor-area ratio may apply.
(3) Notwithstanding paragraph (1), standards for applying the floor-area ratio in any of the following cases, shall be in accordance with the following: <Amended by Rule No. 3817, Sep. 8. 2011; Rule No. 3904, Apr. 11, 2013>
1. In cases falling under any of the following items, irrespective of change to a specific-use area, paragraph (1) 2 may apply:
(a) Where a district-unit plan is formulated for an area designated as a prearranged area for housing site development pursuant to Article 51 (1) 4 of the Act: Provided, That this shall not apply where a specific-use area is changed after an execution plan pursuant to Article 9 (3) of the Housing Site Development Promotion Act, has been approved and announced;
(b) Where a district-unit plan is formulated for an area changed to a specific-use area with the higher floor-area ratio among the subparagraphs of Article 30 of the Decree. In such cases, the maximum floor-area ratio on a site for public facilities provided as at the time a specific-use area is changed to that with the higher floor-area ratio, shall not apply;
(c) Where the Mayor formulates a district-unit plan to supply long-term lease housing on a deposit basis;
2. Where the Seoul Metropolitan Urban Planning Committee deems it specifically necessary to attain the objective of a district-unit plan, such as securing public facilities, strategic development, etc., standards for applying the floor-area ratio may be determined separately by the district-unit plan.
(4) Matters necessary for implementing methods of computation, etc. under Article 19-2 (2) of the Ordinance shall be as follows: <Newly Inserted Rule No. 3817, Sep. 8. 2011; Rule No. 3426, Apr. 16, 2015>
1. The costs for building public facilities, etc. and the price of a site therefor, shall be computed as at the time a building permit is granted: Provided, That when a district-unit plan is formulated subject to a specific development plan, the costs for building public facilities, etc. and the price of a site therefor, may be determined through deliberation by the Urban Construction Joint Committee;
2. The costs for building facilities shall be computed based on the standard building costs announced each year by the Minister of Land, Infrastructure and Transport pursuant to the Seoul Metropolitan Area Readjustment Planning Act: Provided, That where it is inappropriate to apply the standard building costs to sports facilities, cultural facilities, etc. because they require a special structure

or function, the costs for building such facilities may be separately computed based on the objective basis for computation, such as the details of design; and
3. Other management standards necessary for implementing methods of computation, may be separately determined by the Mayor.
[This Article Wholly Amended by Rule No. 3638, Nov. 13, 2008]

CHAPTER IV PERMISSION FOR DEVELOPMENT

Article 8 (Rejection of Applications)

CHAPTER IV PERMISSION FOR DEVELOPMENTThe head of a Gu may reject an application for permission to change the form and quality of land, collecting soil, and stone and heaping goods of at least 1,000 square meters falling under any of the following cases without due formalities of deliberation by a Gu Urban Planning Committee:
1. Land for which restrictions on permission for development pursuant to Article 63 of the Act, has been announced;
2. Land obviously non-compliant with standards for permission for development referred to in attached Table 1 of Article 24 of the Ordinance;
3. Land for which an application for permission for development has already been returned through deliberation by a Gu Urban Planning Committee, stating the same details of an application without changing conditions, such as the status of land or relevant statutes. regulations, etc.
[This Article Wholly Amended by Rule No. 3638, Nov. 13, 2008]

Article 9 (Clear Statement of Fact of Illegally Damaged Standing Trees and Termination of Clear Statement)

The head of a Gu shall clearly state the fact of intentional or illegal damage to standing trees prescribed by subparagraph 1 (d) (2) (e) of attached Table 1 of the Ordinance, changes to the layout of the land without obtaining permission, pavement, land in which a structure has been built and reinstatement of which has not been realized in a written confirmation of land utilization plan, and the termination of such clear statement; shall be according to a method referred to in attached Table 2. <Amended by Rule No.3666, Jun. 11, 2009>
[This Article Wholly Amended by Rule No. 3666, Jun. 11, 2009]

Article 10 (Method of Surveying of Number of Standing Trees)

A survey and calculation of the number of standing trees prescribed by subparagraph 1 (a) (3) (a) of attached Table 1 of the Ordinance shall be made in accordance with methods referred to in attached Table 3. <Amended by Rule No.3666, Jun. 11, 2009>
[This Article Wholly Amended by Rule No. 3638, Nov. 13, 2008]

Article 10-2 (Method of Calculation of Ecological Area Ratio)

(1) The ecological area ratio referred to in subparagraph 2 (a) (3) of attached Table 1 of the Ordinance shall be calculated in accordance with attached Table 3-2.
(2) Each calculation table of the ecological area ratio shall be as set out in attached Form 2-2.
[This Article Newly Inserted by Rule No. 3748, Apr. 29, 2010]

Article 11 (Method of Surveying of Gradient)

A survey and calculation of a gradient prescribed by subparagraph 1 (a) (3) (b) of attached Table 1 of the Ordinance shall be made in accordance with methods referred to in attached Table 4. <Amended by Rule No.3666, Jun. 11, 2009>
[This Article Wholly Amended by Rule No. 3638, Nov. 13, 2008]

Article 12 (Reporting and Notification)

(1) The head of a Gu shall report matters permitted for changing the form and quality of land, soil,, and stone collection quarrying and heaping goods in the relevant year to the Mayor by January 10 of the following year.
(2) The head of a Gu shall notify a necessary department for public administration, of the status of completion of work, such as changing the form and quality of land, etc., within ten days after the completion, along with the drawings of the status in which a land registration is indicated, and the creation drawings of public facilities and a site attached thereto.
[This Article Wholly Amended by Rule No. 3638, Nov. 13, 2008]

Article 13 (Receipt of Permission for Development and Keeping of Books of Permission)

The head of a Gu shall prepare and keep books of receipt of permission for development, in attached Form 1; and books of permission for development, in attached Form 2, for any change to the form and quality of land, soil and stone collection quarrying and heaping goods.
[This Article Wholly Amended by Rule No. 3638, Nov. 13, 2008]

CHAPTER V RESTRICTIONS ON ACTS IN SPECIFIC-USE AREAS OR SPECIFIC-USE

DISTRICTS

Article 14 (Calculation of Average Stories)

CHAPTER V RESTRICTIONS ON ACTS IN SPECIFIC-USE AREAS OR SPECIFIC-USE DISTRICTS(1) "Standard area provided by the relevant Rule" in Article 28 (2) of the Ordinance means the sum of the area computed by dividing the gross area of apartment houses for each building by the number of stories of each building.
(2) The number of average stories under Article 28 of the Ordinance shall be calculated to one decimal place, rounding off any fractions to two decimal places.
[This Article Wholly Amended by Rule No. 3638, Nov. 13, 2008]

Article 15 (Standards for Applying Old Buildings for Construction of Apartment Houses in Quasi-industrial Area)

Annex 1 shall apply to standards for applying old buildings for construction of apartment houses (excluding dormitories and rental houses under Article 16 (1) 1 through 3 of the Rental Housing Act) pursuant to subparagraph 4 (a) of Annex 2 of the Ordinance; and welfare houses for the aged.
[This Article Wholly Amended by Rule No. 3638, Nov. 13, 2008]

Article 16 (Demarcation of Districts within Four Gates)

An area within four gates under each proviso to Articles 54 (5), 55 (1) 7 through 10, and the proviso to the part other than the subparagraphs of Article 55 (3) of the Ordinance shall be an area determined in annexed drawings as the area including its surroundings fixing the boundary with Toigyero, Dasanro, Wangsanro, Yulgokro, Sajikro and Euijuro.
[This Article Wholly Amended by Rule No. 3638, Nov. 13, 2008]

Article 16-2 (Standards for Relaxation of Floor-Area Ratio following Construction of Long-Term Lease Housing Units on Deposit Basis)

(1) "Area prescribed by the relevant Rule" in Article 55 (16) of the Ordinance means an area, other than the central area based on the central system in the master urban plan under subparagraph 2 of Article 2 of the Act among the railway station quarter within a 500-meter radius from the railway station center (the central point of each platform).
(2) Notwithstanding paragraph (1), any of the following areas shall be excluded: Provided, That this shall not apply where it is deemed unavoidable through deliberation by the Seoul Metropolitan Urban Planning Committee or the Urban Construction Joint Committee: <Amended Rule No. 3426, Apr. 16, 2015>
1. An exclusive residential area, urban natural park, neighborhood park, natural scenery district and an area adjacent to a height control district (excluding a height control district around the Kimpo Airport);
2. A focused landscape management area, a hilly country area, area to which landscaping standards centering around the Han River according to a landscape plan under Article 7 of the Landscape Act.
[This Article Newly Inserted by Enforcement Rule No. 3871, Aug. 9, 2012]

CHAPTER VI SEOUL METROPOLITAN URBAN PLANNING COMMITTEE

Article 17 (Qualifications for Members who are not Public Officials or Councilors)

CHAPTER VI SEOUL METROPOLITAN URBAN PLANNING COMMITTEE"Persons who have knowledge and experience in affairs related to urban planning" in Article 57 (3) 3 of the Ordinance, means any of the following persons:
1. A person of at least assistant professor in a field related to urban planning in a university;
2. A person who holds a doctorate in a field related to urban planning and has at least seven years' work experience;
3. A professional engineer in a field related to urban planning under the National Technical Qualifications Act who has at least seven years' work experience;
4. A person of at least editorial writer or commentator of any press agency or broadcasting company;
5. A person involved in the legal profession, such as a judge, public prosecutor, and attorney-at-law;
6. A person at least in charge of research in the field of urban planning at institutes funded by the Government or a local government;
7. A person who has work experience as a grade III public official or higher in a field related to urban planning;
8. Other persons the Mayor deems have expert knowledge and working experience equivalent to persons under subparagraphs 1 through 7 in a field related to urban planning.
[This Article Wholly Amended by Rule No. 3638, Nov. 13, 2008]

Article 18 (Appointment of Members of Urban Planning Committee)

Where the Mayor intends to appoint a member, he/she shall obtain written consent in attached Form 3, from the relevant member, and a letter of appointment shall be in attached Form 4.
[This Article Wholly Amended by Rule No. 3638, Nov. 13, 2008]

Article 19 (Presentation of Agenda Items)

Where the Mayor intends to present agenda items to the Seoul Metropolitan Urban Planning Committee, he/she shall comply with the following:

1. He/she shall submit items classified into agenda items for deliberation, agenda items for consultation, or agenda items for reporting, etc.;
2. He/she shall make it a principle to report the list of agenda items to the Seoul Metropolitan Urban Planning Committee by not later than ten days before holding a meeting and to submit detailed materials to the same Committee by not later than seven days before holding a meeting;
3. He/she shall prepare and submit proposals for deliberation in attached Form 5 and 6 stating the grounds for making proposals, statements, related drawings, the result of hearing opinions (residents or the Seoul Metropolitan Council) and an opinion on the examination of the Standing Planning Organization for Urban Planning (hereinafter referred to as the "Planning Organization") and ancillary materials in attached Form 7.

[This Article Wholly Amended by Rule No. 3638, Nov. 13, 2008]

Article 20 (Calling of Meeting)

(1) Except in extraordinary circumstances, the Mayor shall make it a principle to call grounds a meeting of the Seoul Metropolitan Urban Planning Committee on the first and third Wednesdays of each month and a meeting of the Joint Committee pursuant to Article 18 (1) of the Ordinance on the second and fourth Wednesdays of each month.

(2) The Mayor shall notify the members (hereinafter referred to as "members") of the Seoul Metropolitan Urban Planning Committee of the holding of a meeting by not later than ten days before the date of holding a meeting; and distribute agenda items for deliberation and materials necessary for deliberation by not later than five days before the date of holding a meeting: Provided, That this shall not apply in where there are unavoidable circumstances, such as where there is an emergency item, etc.

(3) Where a member who is a public official is unable to attend a meeting of the Seoul Metropolitan Urban Planning Committee in extenuating circumstances, a public official belonging to the relevant administrative agency may attend the meeting on his/her behalf. In such cases, a person who attends the meeting on his/her behalf may speak on agenda items, but shall abstain from voting.

[This Article Wholly Amended by Rule No. 3638, Nov. 13, 2008]

Article 21 (Attendance at Meetings)

Members who attend a meeting shall sign their names on the list of signatures in attached Form 8; and the administrative secretary shall report the conditions of attendance of each member to the Seoul Metropolitan Urban Planning Committee once a year.

[This Article Wholly Amended by Rule No. 3638, Nov. 13, 2008]

Article 22 (Proceedings of Meeting)

(1) Where a member intends to speak, he/she shall request the permission to speak from the chairperson. In such cases, the number of times he/she may speak shall not be restricted: Provided, That where the chairperson deems that his/her speaking hinders the proceedings of a meeting because his/her speaking is repetitive or has no direct relation with details of agenda items for deliberation, the chairperson may order him/her to refrain from speaking.

(2) Where the chairperson deems that a member, himself/herself, has direct or indirect interest in any agenda item for deliberation, he/she may restrict participation of such member in deliberation of the relevant agenda items.

(3) The term "procedures prescribed by the relevant Rule" in Article 59 (3) of the Ordinance means the following:

1. Where a private business operator intends to state his/her opinion on an urban management plan he/she has proposed to the Seoul Metropolitan Urban Planning Committee in writing or in person, he/she shall file an application with a person who has a right to make a proposal and submit explanatory materials to him/her in advance;
2. Where a person who has a right to propose agenda items, requires explanations of a public official of an autonomous Gu or private business operator (hereinafter referred to as "witness") in connection with the agenda items for deliberation, he/she shall request the administrative secretary to provide explanations not later than three days before a meeting of the Committee is held. In such cases, a witness may attend a meeting of the Committee and explain the relevant agenda items: Provided, That the chairperson may limit the time of explanation, etc. for the efficient proceedings of the meeting.

(4) The chairperson may order a witness to leave the room after completing his/her explanation under paragraph (3).

[This Article Wholly Amended by Rule No. 3638, Nov. 13, 2008]

Article 23 (Preparation of Minutes)

(1) A stenographer shall make it a principle to prepare and submit minutes to the administrative secretary within seven days after a meeting is closed.

(2) No stenographer shall disclose externally, any of the proceedings and details of a meeting of the Seoul Metropolitan Urban Planning Committee and confidential information, etc. he/she has become aware of the process of stenography and shall affix his/her signature and seal to a written pledge made according to Form 9, for the non-disclosure.

[This Article Wholly Amended by Rule No. 3638, Nov. 13, 2008]

Article 24 (Management of Conclusions of Meetings)

(1) The Mayor shall obtain written pledge in attached Form 10, from each appointed member, for the observance of the provisions of "non-disclosure of meeting content" pursuant to Article 60 of the Ordinance. <Amended by Rule No. 3426, Apr. 16, 2015>
(2) Where a member discloses details of a meeting, etc. of the Seoul Metropolitan Urban Planning Committee in breach of a written pledge taken pursuant to paragraph (1), the Mayor may dismiss the relevant member, who shall never be reappointed.
(3) Where the Mayor deems that the disclosure of minutes is particularly necessary at the request of the National Assembly of the Republic of Korea, the Seoul Metropolitan Council, the Board of Audit and Inspection of Korea, the Prosecution, etc., he/she may prepare the substance of deliberation without real names written, and have them read the same.
(4) No agenda items determined or rejected through deliberation by the Seoul Metropolitan Urban Planning Committee, shall be represented on the agenda to the same Committee as the same item, within five years except in extraordinary circumstances.
[This Article Wholly Amended by Rule No. 3638, Nov. 13, 2008]

Article 25 (Operation of Joint Committee)

Articles 17 through 24 shall apply mutatis mutandis to the operation of the Joint Committee.
[This Article Wholly Amended by Rule No. 3638, Nov. 13, 2008]

Article 26 (Detailed Functions of Standing Planning Organization for Urban Planning)

Detailed functions of the Planning Organization pursuant to Article 64 of the Ordinance shall be as follows:
1. Operation of the Seoul Metropolitan Urban Planning Committee and management of agenda items presented to the Committee;
2. Preparation and management of minutes of the Seoul Metropolitan Urban Planning Committee;
3. Management of various materials related to urban planning and preparation of the history of urban planning;
4. Conducting research for policy tasks related to urban planning;
5. Attendance at a meeting of the Seoul Metropolitan Urban Planning Committee and explanation of details of the examination of items on the agenda;
6. Other matters the chairperson of the Seoul Metropolitan Urban Planning Committee instructs.
[This Article Wholly Amended by Rule No. 3638, Nov. 13, 2008]

Article 27 (Qualifications for Head of Standing Planning Organization for Urban Planning)

(1) A person qualified as the head of the Standing Planning Organization for Urban Planning (hereinafter referred to as the "Head of the Organization") shall be a person falling under classification "A" of qualification standards for employment of local government public officials on a contract basis pursuant to attached Table 1 of the Regulations on Local Government Public Officials on a Contract Basis. <Amended by Rule No. 3986, Jul. 31, 2014>
(2) Where the Head of the Organization is unable to perform his/her duties owing to a vacancy or other reasons, a person designated by the chairperson of the Seoul Metropolitan Urban Planning Committee shall perform duties of the Head of the Organization for him/her.
[This Article Wholly Amended by Rule No. 3638, Nov. 13, 2008]

CHAPTER VII HEARING OF OPINIONS OF THE COUNCIL

Article 28 (Hearing of Opinions of Council)

CHAPTER VII HEARING OF OPINIONS OF THE COUNCILThe Mayor may hear opinions of the Seoul Metropolitan Council on agenda items urban planning the head of a Gu, has requested the Mayor to determine as agenda items falling under any of the subparagraphs of Article 22 (7) of the Decree: Provided, That matters referred to in the subparagraphs of Article 25 (3) of the Decree and matters determined or determined to change by a district-unit plan, shall be excluded herefrom.
[This Article Wholly Amended by Rule No. 3638, Nov. 13, 2008]

ADDENDA

(1) (Enforcement Date)

This Rule shall enter into force on the date of its promulgation: Provided, That the amended provisions of Article 7 (3) 1 (b) shall begin to apply from the first area under the district-unit plan designated in an area changed to a specific-use area with the higher floor-area ratio among the subparagraphs of Article 30 of the Enforcement Decree of the National Land Planning and Utilization Act or an area under a district-unit plan formulated because it is released from a development-restricted area after this Rule is amended. <Amended on Nov. 13, 2008>

(2) (Transitional Measures according to Change of Area Subject to Designation of Area under District-Unit Plan)

Notwithstanding the amended provisions of Article 4, the previous provisions shall apply in cases where a person has applied for a building permit or approval of a business plan corresponding to the relevant provisions; or whose building plan has been deliberated upon, or received deliberation by or advice of the Seoul Metropolitan Urban Planning Committee as at the time this

Rule enters into force.

ADDENDA <Seoul Metropolitan Government Rule No. 3638, Nov. 13, 2008>

Article 1 (Enforcement Date)

This Rule shall enter into force on the date of its promulgation.

Article 2 (Applicability of Area under District-Unit Plan for which District-Unit Plan is Formulated because It is Released from Development- Restricted Area)

The amended provisions of the proviso to paragraph (1) of the Addenda to the Enforcement Rule of the Seoul Metropolitan Government Ordinance on Urban Planning, Rule No. 3602, shall apply beginning with the first area for which a district-unit plan is formulated because it is released from a development-restricted area after this Rule enters into force.

ADDENDUM <Seoul Metropolitan Government Rule No. 3671, Jun. 25, 2009>

This Rule shall enter into force on the date of its promulgation.

ADDENDA <Seoul Metropolitan Government Rule No. 3871, Aug. 9, 2012>

Article 1 (Enforcement Date)

This Rule shall enter into force on the date of its promulgation.

Article 2 (Transitional Measures concerning Application of Standards for Relaxation of Floor-Area Ratio Following Construction of Long-Term Lease Housing Units on Deposit Basis)

Notwithstanding Article 16-2, an area for which a residents' proposal for, or prior consultation about, the formulation of a district-unit plan; or an application for designation as a readjustment area conforming to the relevant provisions is made, held or filed as at the time this Rule enters into force, and the procedure therefor is followed, or which is already determined and announced, shall be deemed an "area prescribed by the relevant Rule".

ADDENDUM <Seoul Metropolitan Government Rule No. 3904, Apr. 11, 2013>

This Rule shall enter into force on the date of its promulgation.

ADDENDA <Seoul Metropolitan Government Rule No. 3986, Jul. 31, 2014>

Article 1 (Enforcement Date)

This Rule shall enter into force on the date of its promulgation.

Article 2 Omitted.

ADDENDUM <Seoul Metropolitan Government Rule No. 4026, Apr. 16, 2015>

This Rule shall enter into force on the date of its promulgation.

ADDENDUM <Seoul Metropolitan Government Rule No. 4068, Jan. 14, 2016>

This Rule shall enter into force on the date of its promulgation.

ADDENDUM <Seoul Metropolitan Government Rule No. 4108, Jul. 28, 2016>

In translation.

ADDENDUM <Seoul Metropolitan Government Rule No. 4121, Oct. 13, 2016>

In translation.

ADDENDA <Seoul Metropolitan Government Rule No. 4158, Apr. 06, 2017>

In translation.

ADDENDA <Seoul Metropolitan Government Rule No. 4224, May. 17, 2018>

In translation.