



सत्यमेव जयते

Government of Gujarat

Urban Development and Urban Housing Department

# COMPREHENSIVE GENERAL DEVELOPMENT CONTROL REGULATIONS –2017

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PART – I

PROCEDURE REGULATIONS



**GOVERNMENT OF GUJARAT**  
**URBAN DEVELOPMENT AND URBAN HOUSING DEPARTMENT**  
**NOTIFICATION NO.GH/V/5 of 2019/EDB-102016-3629-L**  
**SACHIVALAYA, GANDHINAGAR.**

**NOTIFICATION**

Date: 15 JAN 2019

**NO.GH/V/5 of 2019/EDB-102016-3629-L:** WHEREAS the Government of Gujarat is of the opinion that it is necessary, in the public interest, to make variations in the Comprehensive General Development Control Regulation-2017 notified vide Notification No.- GH/V/269 of 2017/ EDB - 102016 - 3629 – L, on dated 12<sup>th</sup> October 2017, (hereinafter referred as CGDCR) which had been Sanctioned by Urban Development and Urban Housing Department Govt. Of Gujarat, Gandhinagar for area under jurisdiction of The Gujarat Industrial Corporation, area covered under the jurisdiction of Gandhidham Development Authority; area covered under the municipalities and area covered under gram panchayats which are notified as development area covered under The Gujarat Town Planning and Urban Development Act – 1976.

Whereas, The Government of Gujarat published the modifications under Government Notification, Urban Development and Urban Housing Department No.GH/V/31 of 2018/EDB-102016-3629-L, dtd.31.03.2018, Corrigendum No.GH/V/33 of 2018/EDB-102016-3629-L, dtd.05.04.2018 and Government Notification No.GH/V/45 of 2018/EDB-102016-3629-L, dtd.23.04.2018 for inviting from any person, to submit suggestions or objections, if any with respect to the proposed modifications to the Principal Secretary to the Government of Gujarat, Urban Development and Urban Housing Department, Sachivalaya, Gandhinagar, in writing, within a period of two months from the date of publication of the said modification in Government Gazette.

Whereas, The Government of Gujarat finalised the above modifications under Government Notification, Urban Development and Urban Housing Department No.GH/V/152 of 2018/EDB-102016-3629-L, dtd.05.11.2018.



Whereas the CGDCR were sanctioned in exercise of power conferred under

- (1) Sub-section (2) of section 116A.
- (2) Section 155 of The Gujarat Municipalities Act, 1963;
- (3) Clause (a) of Section 31 the Gandhidham (Development and Control on Erection of Buildings) Act 1957;
- (4) Section 54 of the Gujarat Industrial Development Act, 1962 (Guj. XXIII of 1962)

Now, therefore, the Government of Gujarat hereby proposes the variations in CGDCR under sub-section (1) of section-116A as follows namely: -

Calls upon any person to submit suggestion or objection, if any, with respect to the proposed variations made in CGDCR, as per schedule to the Principal Secretary to Government of Gujarat, Urban Development and Urban Housing Department, Sachivalaya, Gandhinagar, in writing, within a period of two month from the date of the publication of this notification in the Official Gazette.

### **SCHEDULE**


Comprehensive General Development Control Regulation-2017 notified vide Notification No.- GH/V/269 of 2017/ EDB - 102016 - 3629 – L, on dated.12.10.2017 and modification finalised by Notification No.- GH/V/152 of 2018/ EDB - 102016 - 3629 – L, on dated.05.11.2018 is modified, rearranged, corrected for any grammatical or linguistical discrepancy or error and divided in three parts viz. Part-I (Procedure Regulations), Part-II (Planning Regulations) and Part-III (Performance Regulations) may be called as “Comprehensive General Development Regulations – 2017” as Annexed.

1. In Part-II, in Table No.6.2 after Sr.no.48, Mix Use Zone (Thanagadh) is added as Sr.No.49.
2. In Part-II in Table No.6.3, Sr.no.27, column no.3, after the word “studio”, words “Animal Shed, Agro Based Storage, Farm Houses” are added.
3. In Part-II, in Table No. 8.4, following words are added after note in table “In case of Building-units affected by road widening, in such cases, the competent authority may relax only affected road widening for road side margin and parking.”



4. In Part-I, in Regulation No. 4.1.1 after the paragraph following is added, "Any person on record, registered in municipal corporations and its development authority, even if not registered with any other competent authority will be authorized to practice in the jurisdiction of those competent authority."
5. In Part-III, in Regulation No.15.2.1 after the paragraph following words are added, "service floor having maximum clear height of 2.1 mts from beam bottom to finished floor level, service floor can be provided at any floor in a building".
6. In Part-II, in table no.6.2, Sr.14, in column no.5 words are replaced by the words "Those Permissible in C1 and TO".
7. In Part-II, in table no.6.3, Sr.1 & 2, in column no.3, words "Clinic not having indoor treatment facility" are added.
8. In Part-I, in regulation no. 3.9.5 following proviso is added. "Provided that the scrutiny fee calculated in reference to above shall be to the extent of excess area or for the area which may be considered to be unauthorised."
9. In Part-II, in table no.6.23, following words are added in a separate row below the table "\*70 mts height may be permitted on 18 mts and wider road within High Density Development Area i.e. 200mt from the outer boundary of the road. Further to clarify, High Density Development means area where maximum permissible FSI is more than 3.5."
10. In part – III, table is modified as per regulation no.13.1.
11. In Part – I, in table no.3.3 in row no.2 of column no.3 words "Two Times of " is added before words "development permission"

By order and in the name of the Governor of Gujarat,

  
(V. D. Vaghela)

Officer on Special Duty & Ex-Officio Deputy Secretary  
to the Government of Gujarat  
Urban Development and Urban Housing Department

**Copy to:**

- ❖ PS to Hon'ble Governor of Gujarat.
- ❖ PS to Hon'ble Chief Minister of Gujarat.
- ❖ PS to Hon'ble Dy. Chief Minister of Gujarat.
- ❖ PS to Chief Secretary, Government of Gujarat.



- ❖ PS to Urban Development and Urban Housing Department, Government of Gujarat.
- ❖ PS to all secretaries of all secretariats of Government of Gujarat.
- ❖ Principal Secretary, Industries and Mines Department, Gujarat.
- ❖ Principal Secretary, Panchayat and Rural Department, Gujarat.
- ❖ Vice Chairman and Managing Director, Gujarat Industrial Development Corporation, Gujarat.
- ❖ Municipal Commissioner, All Municipal Corporations.
- ❖ Chief Executive Authority, All Urban/Area Development Authorities.
- ❖ Commissionerate of Municipalities Administration, Gujarat State, Gandhinagar.
- ❖ Chief Town Planner, Gujarat State, Gandhinagar.
- ❖ Chief Officer, All Municipalities
- ❖ Collector, All Districts
- ❖ District Development Officer, All District Offices.
- ❖ Manager, Government Central Press, Gandhinagar - With a request to publish the aforesaid notification in Part IV-B central Section, in the Gujarat Government Extra Ordinary Gazette of **Dated 15 JAN 2019** and forward 500 printed copies of the same to this department. The Gujarati version of the Notification will be forwarded shortly to you by the Legislative and Parliamentary Affairs Department, Sachivalaya, Gandhinagar.
- ❖ Legislative and Parliamentary Affairs Department, Sachivalaya, Gandhinagar - with request to send Gujarati version of the said Notification directly to the Manager, Government Central Press, Gandhinagar for its publication in the official gazette urgently.
- ❖ Director of Information, Gandhinagar- with request to issue suitable presses note.
- ❖ The Revenue Department, New Sachivalaya, Gandhinagar.
- ❖ System Manager, Urban Development and Urban Housing Department, Gandhinagar- with request to publish in the department web site.
- ❖ The Select file of ' L ' Branch, U. D. & U. H. Dept.(2019)
- ❖ The personal file of Dy. Section Officer, L-Branch, U. D. & U. H. Dept.(2019)

# COMPREHENSIVE GENERAL DEVELOPMENT CONTROL REGULATIONS – 2017

## PART – I

### PROCEDURE REGULATIONS

UD&UHD

UD & UHD

Urban Development and Urban Housing Department, Block No.- 14, 9th Floor,  
New Sachivalaya, Gandhinagar - 382010.

Website – [www.udd.gujarat.gov.in](http://www.udd.gujarat.gov.in)



# Table of Contents

<b>1</b>	<b>PREAMBLE.....</b>	<b>1</b>
1.1	SHORT TITLE, APPLICABILITY & COMMENCEMENT: .....	1
1.1.1	Short Title : .....	1
1.1.2	Commencement.....	1
1.1.3	Applicability.....	1
1.1.4	Repeal.....	3
1.1.5	Saving .....	3
1.1.6	Overriding effect of other regulations. ....	4
<b>2</b>	<b>Definitions .....</b>	<b>5</b>
2.1	Act .....	5
2.2	Additions and / or Alterations .....	5
2.3	Advertising Display Infrastructure /Advertising Sign and Hoarding.....	5
2.4	Air Conditioning.....	5
2.5	Amenities.....	6
2.6	Apartment / Flats .....	6
2.7	Atrium (Plural Atria) .....	6
2.8	Authorized Officer .....	6
2.9	Balcony.....	6
2.10	Banquet Hall.....	6
2.11	Basement or Cellar .....	6
2.12	Building.....	6
2.13	Building Line .....	8
2.14	Build-to- line .....	8
2.15	Building-unit.....	8
2.16	Built-up Area .....	8
2.17	Unit Built-up Area.....	8
2.18	Building Envelope .....	9
2.19	Chimney.....	9
2.20	CHHAJJA / WEATHER SHED .....	9
2.21	Chowk.....	9
2.22	Cinema .....	9
2.23	COMBUSTIBLE MATERIAL.....	9
2.24	Cold Storage .....	9
2.25	Common Plot.....	9
2.26	Community Hall.....	10
2.27	Committee.....	10
2.28	Competent Authority.....	10
2.29	Contiguous Holding .....	10
2.30	Corridor .....	10
2.31	Courtyard.....	10
2.32	Developer .....	10
2.33	Dharamshala .....	10
2.34	Drain.....	11

2.35	Domestic Waste Water .....	11
2.36	Drive-in Cinema .....	11
2.37	Dwelling Unit .....	11
2.38	Enclosed Staircase .....	11
2.39	Escalator .....	11
2.40	Existing Development/ Building/ Use .....	11
2.41	Exit .....	11
2.42	External Wall .....	12
2.43	Farm House .....	12
2.44	Fire Protection and Life Safety.....	12
2.45	Floor .....	14
2.46	Floor Area .....	14
2.47	Floor Space Index .....	14
2.48	Footing .....	15
2.49	Foundation .....	15
2.50	Front .....	16
2.51	Gamtal.....	16
2.52	Garage-Private .....	16
2.53	Garage-Public.....	16
2.54	Ground Coverage.....	16
2.55	Ground Level.....	16
2.56	Habitable Room.....	16
2.57	Hazardous Building or Industry .....	17
2.58	Hazardous Material.....	17
2.59	Height of Building.....	17
2.60	Height of a Room.....	17
2.61	High-rise / Low-rise building (For buildings constructed in the jurisdiction of GIDC Act) .....	17
2.62	Industrial Corporation .....	18
2.63	Lift / Elevators .....	18
2.64	Light Industries .....	18
2.65	Lobby .....	18
2.66	Local Area Plan.....	18
2.67	Loft .....	19
2.68	Margin.....	19
2.69	Means of Egress .....	19
2.70	Mezzanine Floor .....	19
2.71	Mixed-Use Building .....	19
2.72	Natural Hazard.....	19
2.73	Natural Hazard Prone Areas.....	20
2.74	Neighbourhood /Civic Centre .....	20
2.75	Non-Combustible Material .....	20
2.76	Non-potable water .....	20
2.77	Occupancy or Use.....	20
2.78	Occupant Load .....	20
2.79	Occupiable Space .....	20
2.80	Open Space.....	21
2.81	Overlay Zone .....	21

2.82	Parapet.....	21
2.83	Parking Space.....	21
2.84	Persons on Record .....	21
2.85	Plinth .....	21
2.86	Pergola .....	22
2.87	Parking space / area.....	22
2.88	Porch .....	22
2.89	Premises .....	22
2.90	Pre-school:.....	23
2.91	Prohibited Industrial waste .....	23
2.92	Public-Institutional Building .....	23
2.93	Public Purpose .....	23
2.94	Rear .....	24
2.95	Refuge Area .....	24
2.96	Road/Street .....	24
2.97	Road/Street Level or Grade .....	24
2.98	Road/Street Line.....	24
2.99	Road Width or Width of Road / Street .....	24
2.100	Roof Exit .....	24
2.101	Row House.....	25
2.102	Service Apartment.....	25
2.103	Service Road .....	25
2.104	Skip Floor.....	25
2.105	Slum Rehabilitation .....	25
2.106	Stair Cabin or Stair Cover .....	25
2.107	Staircase .....	25
2.108	Stairwell.....	25
2.109	Storey .....	25
2.110	Temporary Structure .....	26
2.111	Township .....	26
2.112	Tradable Development Rights (TDR) .....	26
2.113	Travel Distance .....	26
2.114	Use.....	26
2.115	Ventilation.....	28
2.116	Waste .....	28
2.117	Water Closet (W.C.).....	28
2.118	Water Course.....	28
2.119	Water Body/ Talav/ Lake.....	28
2.120	Warehouse .....	28
2.121	Wayside Shop .....	29
2.122	Wholesale.....	29
2.123	Window .....	29

**Section B:..... 30**

**Procedure Regulations ..... 30**

**3 DEVELOPMENT PERMISSION AND BUILDING USE PERMISSION ..... 31**

3.1	Development Permission Required.....	31
3.2	Development Permission Not Required.....	31



3.3	<i>Grant of a Development Permission</i> .....	32
3.3.1	Grant of a Development Permission: .....	32
3.3.2	“Liability” .....	32
3.4	<i>Lapse or Cancellation of Development Permission</i> .....	32
3.5	<i>Development Requirements</i> .....	32
3.6	<i>Procedures for Obtaining Development Permission</i> .....	33
3.6.1	Application content, format and attachments .....	33
3.6.2	Scrutiny Fees .....	33
3.6.3	Scrutiny of Application, Grant or Refusal of a Development Permission.....	34
3.6.4	Penalties .....	35
3.7	<i>Procedures for Revising and Revalidating a Development Permission</i> .....	35
3.7.1	Revising a Development Permission .....	35
3.7.2	Revalidating a Development Permission.....	35
3.8	<i>Procedures for Revocation of Building Use Permission, .....</i>	36
3.9	<i>Procedure for Obtaining Building Use Permission</i> .....	36
3.9.1	Building Use Permission - Application, Inspection & Grant / Refusal. ....	36
3.9.2	Authorizing Private Inspector For Inspection .....	37
3.9.3	Permission to Change a Sanctioned Use of a Building .....	38
3.9.4	Fees obtaining building use permission or change of use.....	38
3.9.5	Penalties .....	39
3.10	<i>Unauthorized Building</i> .....	39
3.10.1	Dealing with Unauthorized or Unsafe Buildings.....	39
3.11	<i>Common Protocol</i> .....	40
3.12	<i>Relaxation, Interpretation &amp; Conflict Resolution Mechanism</i> .....	41
3.12.1	Relaxation .....	41
3.12.2	Competent Authority to Clarify and Interpret Provisions of the Regulations .....	42
3.12.3	Conflict Resolution Mechanism .....	42
3.13	<i>Development Undertaken on Behalf of Government and Appropriate Authority</i> .....	43
3.14	<i>Penalties</i> .....	44

#### **4 RESPONSIBILITIES OF OWNER AND/OR DEVELOPER AND PERSONS ON RECORD.....45**

4.1	<i>Registration of Persons on Record (POR)</i> .....	45
4.1.1	Registering with the Competent Authority .....	45
4.1.2	Minimum Qualifications and Competence Requirements .....	45
4.1.3	Registration Fee .....	45
4.2	<i>Revocation of Registration</i> .....	46
4.3	<i>Responsibilities of Individual Persons on Record (POR)</i> .....	46
4.3.1	Owner or Developer to Apply for a Development Permission .....	46
4.3.2	Responsibilities of Owner or Developer.....	46
4.3.3	Responsibilities of all POR .....	48
4.4	<i>Responsibilities of Individual Persons on Record (POR)</i> .....	49
4.4.1	Architect on Record (abbreviated as AOR).....	49
4.4.2	Engineer on Record (abbreviated as EOR) .....	50
4.4.3	Structural Engineer on Record (abbreviated as SEOR) .....	51

4.4.4	Clerk of Works on Record (abbreviated as COWOR).....	52
4.4.5	Supervisor of Works on Record (abbreviated as SOR) .....	53
4.4.6	Fire Protection Consultant on Record (abbreviated as FPCOR) .....	54
4.5	<i>Development Permission to be withheld with Change of Ownership or Change in Persons on Record</i> .....	55
4.5.1	Change of Ownership.....	55
4.5.2	Change in Persons of Record.....	55
4.6	<i>Revocation of Development Permission in case of Misrepresentation and De-registering of Person on Record</i> .....	55
4.7	<i>Safety requirement for the building height above 45 mt.</i> .....	55
<b>5</b>	<b>PROCEDURE DURING CONSTRUCTION .....</b>	<b>58</b>
5.1	<i>Inspection of Construction</i> .....	58
5.1.1	Inspection of Construction at Any Time .....	58
5.1.2	Inspection where Development Permission is Granted .....	58
5.1.3	Inspection for Fire Safety and Protection of Building under Construction .....	58
5.2	<i>Information to be Prominently Displayed on Site</i> .....	58
5.3	<i>Documents and Drawings to be Maintained on Site</i> .....	59
5.4	<i>Reducing Inconvenience and Ensuring Safety during Construction</i> .....	59
5.4.1	Stacking, Storing and Disposal of Building Material .....	59
5.4.2	No Damage or Undue Inconvenience during Construction.....	59
5.4.3	Liability for Ensuring Safety during Construction .....	59
5.5	<i>Progress of Construction and Inspection - Development Permission</i> .....	60
5.5.1	Notice for Commencement of Construction .....	60
5.5.2	Development Permission may Lapse if Construction Not Commenced on Time .....	60
5.5.3	Competent Authority to be Notified of Progress of Construction .....	60
5.6	<i>RISK BASED CHECKS INSPECTIONS</i> .....	61
5.6.1	Consequences Class. ....	61
5.6.2	Principles of Risk Categorization .....	61
5.6.3	Design Supervision Levels, or DSL .....	61
	<b>Schedule .....</b>	<b>73</b>
	<i>Schedule 1:Scrutiny Fees and other charges for the Grant of a Development Permission/ Revised Development Permission</i> .....	74
	<i>Schedule 2A: Drawings, Specifications and Documents to be Submitted with Application for Obtaining/ Revising Development Permission for Buildings and for Sub-division &amp; Amalgamation of building unit/plot.....</i>	76
	<i>Schedule 2B: Drawings, Specifications and Documents to be Submitted with Application for Obtaining/Revising Development Permission for Brick Kiln, Mining and Quarrying</i> .....	82
5.7	<i>Schedule 2C: Format for submission of Documents, Drawings and Specifications</i> .....	83
	<i>Schedule 3A : Minimum Qualification, Experience and Document Requirements for Being Considered for Registering with the Competent Authority as Persons on Record</i> .....	84
	<i>Schedule 4A: Information to be Displayed on Site</i> .....	89
	<i>Schedule 4B: Documents and Drawings to be Maintained on Site During Period of Construction</i> .....	90
	<i>Schedule 4C: Stages of Construction Work for which Notice for Progress of Construction are to be Submitted to the Competent Authority</i> .....	91
	<i>Schedule 5: Documents and Drawings to be Submitted along with the Application for Building Use Permission</i> ...	92

<i>Schedule 6: Schedule for Maintenance and Inspection for Structural Stability and Fire Safety .....</i>	<i>93</i>
<i>Schedule 7: Documents and Fees Required with Application for Advertising Display &amp; Communication Infrastructures.....</i>	<i>94</i>
<i>Schedule 8: Fees Required for Purchasing Additional FSI for Residential Affordable Housing .....</i>	<i>96</i>
<i>Schedule 9: Documents and Drawings to be Submitted for Development Undertaken on Behalf of Government and Appropriate Authority .....</i>	<i>97</i>
<i>Schedule 10: List of Building Specifications verified by Competent Authority before Issue of Building Use Permission .....</i>	<i>98</i>
<i>Schedule 11: Building requiring Fire Protection Consultant and Inspection by Chief Fire Officer .....</i>	<i>99</i>
<i>Schedule 12 : List of Recommended Trees.....</i>	<i>100</i>
<i>Schedule 13 : Conversion for Road Widths.....</i>	<i>101</i>
<i>5.8 Schedule 14: Minimum Qualification and Experience Requirements for Fire Safety Professionals in a Building.....</i>	<i>102</i>
<i>5.9 Schedule 15: Illustrations of Internal Road and Approach Road .....</i>	<i>103</i>
<i>Schedule 16: Standalone Multi-Level Public Parking .....</i>	<i>104</i>
<i>Schedule 17: Technical Audit Report .....</i>	<i>105</i>
<i>Schedule 18: Regulations for Gandhidham Development Authority .....</i>	<i>109</i>
<b>Forms .....</b>	<b>110</b>
<i>Form 1: Application for Registering as Person on Record .....</i>	<i>111</i>
<i>Form 2A: Certificate of Undertaking for Persons on Record .....</i>	<i>112</i>
<i>Form 3: Notice to the Competent Authority of Non-Compliance of Building to Sanctioned Design and Specifications .....</i>	<i>117</i>
<i>Form 4: Notice to the Competent Authority of Discontinuation as Person on Record .....</i>	<i>118</i>
<i>Form No. 5: Application for Development Permission for Building .....</i>	<i>119</i>
<i>Form 5A: Application for Development Permission for Brick-kiln, Mining and Quarrying .....</i>	<i>122</i>
<i>Form 6A: Area Statement for Buildings.....</i>	<i>124</i>
<i>Form 6B: Area Statement for Subdivision and Amalgamation of Land.....</i>	<i>130</i>
<i>Form 7: Grant/Refusal of Development Permission .....</i>	<i>131</i>
<i>Form 8: Application for Revising Development Permission.....</i>	<i>133</i>
<i>Form 9: Application for Revalidating Development Permission .....</i>	<i>134</i>
<i>Form 10: Notice for Commencement of Construction.....</i>	<i>135</i>
<i>Form 11: Notice of Progress of Construction.....</i>	<i>136</i>
<i>Form 12: Notice of Completion of Construction and Compliance Certification .....</i>	<i>137</i>
<i>Form 13: Application for Building Use Permission .....</i>	<i>138</i>
<i>Form 14: Grant/Refusal of Building Use Permission .....</i>	<i>140</i>
<i>Form 15: Structural Inspection Report .....</i>	<i>141</i>
<i>Form 16: Fire Safety Certificate.....</i>	<i>144</i>
<i>Form 17: Undertaking for Built up area up to 125.00sq.mt. ....</i>	<i>145</i>
<i>Form 18: Certificate of Undertaking for Person on Record .....</i>	<i>146</i>



## TABLES

TABLE 1.1: CLASSIFICATION OF DEVELOPMENT AUTHORITIES, ULB'S AND OTHER AREAS .....	1
TABLE 3.1: FEES FOR REVALIDATION.....	36
TABLE 3.2: SUPERVISOR REQUIREMENT .....	38
TABLE 3.3: FEES FOR PERMISSION TO USE AND CHANGE OF USE.....	38
TABLE 3.4: PENALTIES FOR UNDERTAKING UNAUTHORIZED DEVELOPMENT.....	40
TABLE 3.5: APPEAL COMMITTEE FOR CONFLICT RESOLUTION .....	43
TABLE 4.1: REGISTRATION FEES FOR REGISTRATION WITH THE COMPETENT AUTHORITY AS PERSONS ON RECORD .....	45
TABLE 5.1: PRINCIPLES OF RISK CATEGORIZATION (DEFINITION OF CONSEQUENCE CLASS) .....	62
TABLE 5.2: CONTROL AT THE DESIGN AND INSPECTION STAGE (SL) .....	68

UD & UHD

# 1 PREAMBLE

For different jurisdictions in different Acts, the State Government, in exercise of the powers, specified hereunder, conferred under different acts, hereby issue the following regulations,-

- a. Sub-section (1) of Section 116A read with sub-section(1) of section 122 of the Gujarat Town Planning and Urban Development Act 1976;
- b. Section 155 of Gujarat Municipalities Act, 1963;
- c. Clause (a) of Section 31 the Gandhidham (Development and Control on Erection of Buildings) Act 1957;
- d. Section 54 of the Gujarat Industrial Development Act, 1962 (Guj. XXIII of 1962)

## 1.1 SHORT TITLE, APPLICABILITY & COMMENCEMENT:

### 1.1.1 Short Title :

These Regulations may be called “Comprehensive Development Control Regulations - 2017.”

### 1.1.2 Commencement

They shall come in to force from the date of publication in the Gujarat Government Gazette.

### 1.1.3 Applicability

(1) These regulations shall apply to all development in the entire Gujarat State. Different areas are grouped in different categories as specified in Table 1.1.

<b>Table 1.1: Classification of Development Authorities, ULB's and other areas</b>	
Category	Development Authorities, ULB's and other areas
D1(5)	Urban Development Authority (Constituted under Section 22 of The Gujarat Town Planning and Urban Development Act, 1976) viz.: Ahmedabad Urban Development Authority (AUDA), Gandhinagar Urban Development Authority (GUDA), Surat Urban Development Authority (SUDA), Vadodara Urban Development Authority (VUDA) and Rajkot Urban Development Authority (RUDA).
D2(4)	Urban/ Area Development Authority (Constituted under Section 22 or 5 of The Gujarat Town Planning and Urban Development Act, 1976). viz: Junagadh Urban Development Authority (JuUDA), Jamnagar Area Development Authority (JADA), Bhavnagar Area Development Authority (BADA}, Bharuch-Ankleshwar Urban Development Authority (BAUDA)



<b>Table 1.1: Classification of Development Authorities, ULB's and other areas</b>	
Category	Development Authorities, ULB's and other areas
D3(5)	Area Development Authority (Constituted under Section 5 of The Gujarat Town Planning and Urban Development Act, 1976 and the Municipalities declared The Gujarat Municipality Act, 1963 included in Seismic Zone – V.) viz: Bhuj Area Development Authority (BhuADA), Bhachau Area Development Authority (BhaADA), Rapar Area Development Authority (RADA), Anjar Area Development Authority (AADA), and Mandvi(Kautch)Municipality.
D4(6)	Urban/Area Development Authority (Constituted under Section 22 or 5 of The Gujarat Town Planning and Urban Development Act, 1976 included in other than Seismic Zone – V.) Himmatnagar Urban Development Authority (HUDA), Surendranagar-Wadhwan Urban Development Authority (SWUDA), Morbi-Wankaner Urban Development Authority (MWUDA), Bardoli Urban Development Authority (BUDA), Navsari Urban Development Authority (NUDA), Anand- Vidhyanagar-Karmasad Urban Development Authority (AVKUDA).
D5(4)	Area Development Authority (Constituted under Section 5 of The Gujarat Town Planning and Urban Development Act, 1976 (Special Project Areas) viz.: Alang Area Development Authority (AlADA), Ambaji Area Development Authority (AmADA), Shamlaji Area Development Authority (ShADA), Khambhaliya Area Development Authority.
D6(1)	The Gandhidham (Development and Control on Erection of Buildings) Act - 1957. (Bombay Act No. XIX of 1958): Gandhidham Development Authority
D7A(37)	Area Development Authority (designated under Section 6 of The Gujarat Town Planning and Urban Development Act, 1976 viz.: Amreli, Botad, Godhra, Jetpur - Navagadh, Mahesana, Nadiad, Palanpur, Patan, Porbandar, Valsad, Vapi, Veraval-Patan, Bilimora, Borsad, Dabhoi, Dahod, Deesa, Dhangadhra, Dholka, Dhoraji, Gondal,, Kadi, Keshod, Khambhat, Mahuva, Mangrol, Modasa, Okha, Palitana, Petlad, Savarkundala, Siddhapur, Una, Unjha, Upleta, Viramgam, Visnagar.

<b>Table 1.1: Classification of Development Authorities, ULB's and other areas</b>	
Category	Development Authorities, ULB's and other areas
D7B(66)	Area Development Authority (designated under Section 6 of The Gujarat Town Planning and Urban Development Act, 1976 viz.:Ahawa (Dang), Ankjav, Bagasara, Balasinor, Barwara, Bavla, Becharaji, Bhayavdar, Chansma, Chhaya, Chhotaudepur, Chorwad, Dakor, Devgadbaria, Dhandhuka, Dharampur, Dharmaj, Dwarka, Gandevi, Halol, Halwad, Idar, Jagadiya- Sultanpura, Jambusar, Jamjodhpur, Kalawad, Kalol(Godhara), Kapadvanj, Karjan, Kathor, Kayavarohan, Kheda, Khedbrahma, Kodinar, Kosamba, Limbdi, Lunawda, Manavadar, Mandal, Mandvi(Surat), Mansa, Matar, Pardi, Prantij, Radhanpur, Rajpipla, Ranpur, Sankheda, Santarampura, Savali, Shihor, Sojitra, Talod, Tarsadi, Thangadh, Udwada, Umargam, Umreth, Vadinar, Vadnagar, Vaghodia, Vasa, Vijapur, Vyara, Waghai(Dang).
D8	Municipalities declared under the Gujarat Municipalities Act, 1963 and not included in D1to D6, D7(A) & 07(B) and D9
D9	Gujarat Industrial Development Act, 1962. viz; All Industrial estates or industrial areas under the jurisdiction of Gujarat Industrial Development Corporations included in D1to D6, D7(A) & 07(B) and D8 or otherwise
D10	All areas other than D1to D6, D7(A) & D7(B), D8 and D9
Notwithstanding anything contained in these regulations, for Gandhidham Development Authority Area – D6 category specified in the Table no.1.1, regulations shown in schedule 18 shall be applicable. Provided that it shall not be applicable with respect to clause no. 1 to 5 of these regulations.	

#### 1.1.4 Repeal

All existing rules, regulations, byelaws orders that are in conflict or inconsistent with these Regulations shall stand modified to the extent of the provisions of these rules.

#### 1.1.5 Saving

Notwithstanding anything contained in these regulations:-

- any modifications or revision or anything done or any action taken under the regulations in force prior to such modification shall be deemed to be valid and continue to be so valid, unless otherwise specified;
- removal, alteration or abandonment, nor prevent continuance of the lawfully established use or occupancy of an existing approved building unless, in the opinion of the Competent Authority such a building is unsafe or constitutes a hazard to the

- safety of adjacent property or to the occupants of the building itself, or endanger to any premises or person adjoining shall not require permission;
- (c) revision of development permissions, where construction has commenced prior to 12/10/2017, may be granted as per the previous regulations.

1.1.6 Overriding effect of other regulations.

In case, where these regulations are not in sync with the regulations made under Fire Act then the regulations under Fire Act shall override.

## 2 Definitions

In these regulations, unless the context otherwise requires, the terms and expressions defined as follows shall have the meaning indicated against each of them. Any amendments/modifications made to these regulations shall automatically become part of it. Any orders or directions made from time to time for provisions which are not covered under these regulations or otherwise shall be applicable mutatis mutandis.

Unless the context otherwise requires the terms and expressions not defined in these regulations shall have the same meanings as in the Gujarat Town Planning & Urban Development Act, 1976 or Local Acts or The Real Estate (Regulation and Development) Act, 2016 and the rules framed there under or as mentioned in National Building Code (NBC) as the case may be.

### 2.1 Act

Means the Gujarat Town Planning and Urban Development Act, 1976 (President Act No. 27 of 1976) or the Gujarat Municipalities Act, 1963 or the Gujarat Panchayats Act, 1993 or the Gujarat Provincial Municipal Corporations Act, 1949 or the Gujarat Industrial Development Act-1962 (GIDC Act-1962) or GDA Act-1957 as stated in the context.

### 2.2 Additions and / or Alterations

Means any change in existing authorised building or change from one use to another use, or a structural change such as additions to the area or height, or the removal of part of a building, or a change to the structure such as the construction or cutting into or removal of any wall or part of a wall, partition, column, beam, joist, floor including a mezzanine floor or other support or a change to or closing of any required means of ingress or egress or a change to fixtures or equipments, as provided in these regulations.

### 2.3 Advertising Display Infrastructure /Advertising Sign and Hoarding

Means any surface or structure with characters, letters or illustrations applied there to and displayed in any manner whatsoever outdoors for the purpose of advertising or giving information or to attract the public to any place, person, public performance, article, or merchandise, and which surface or structure is attached to, forms part of, or is connected with any building, or is fixed to a tree or to the ground or to any pole, screen, fence or hoarding or displayed in space, or in or over any waterbody included in the jurisdiction of the Authority.

### 2.4 Air Conditioning

Means the process of treating air, so as to control simultaneously its temperature, humidity and quality to meet the requirements of conditioned space.



## 2.5 Amenities

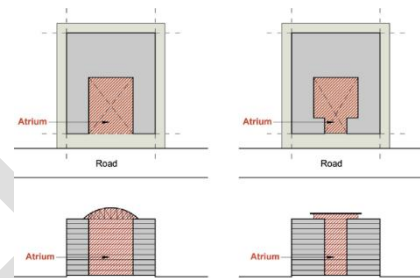
Means roads, streets, open spaces, parks, recreational grounds, play-grounds, gardens, water supply, electric supply, street lighting, drainage, sewerage, public works and other utilities, communication network, services and conveniences.

## 2.6 Apartment / Flats

Means multi-storied residential buildings constructed in a detached or semi-detached manner designed as ground floor with more upper floors and constructed as separate dwelling units with common stair case.

## 2.7 Atrium (Plural Atria)

Means an unobstructed, multi-storied open space within a building that is covered from top with a light-weight or glazed roof.



## 2.8 Authorized Officer

Means any person appointed by the competent authority for the purpose of these regulations.

## 2.9 Balcony

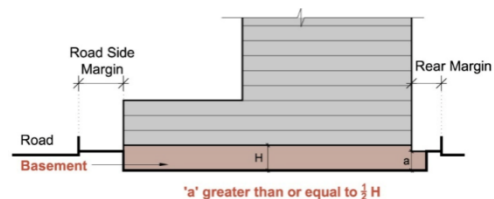
A horizontal projection, cantilevered or otherwise including a parapet, handrail, balustrade, to serve as a passage or sit out place

## 2.10 Banquet Hall

Means a room or an enclosed space or building for the purpose of hosting any social events or ceremonies like marriage, reception, party etc. with accompanying food and beverages.

## 2.11 Basement or Cellar

Means the lower storey of a building having at least half of the clear floor height of the basement or cellar below average ground level.



## 2.12 Building

A Building means all types of permanent building, defined in (a) to (j) below, but structure of temporary nature like tents, hutment as well as shamianas erected for temporary purposes or ceremonial occasions with the permission of competent authority, shall not be considered to be "buildings". Unless otherwise specified, as stated in the context, any building or place, full or part, shall be categorised, according to the use proposed or put to use.

- (a) "Detached building" means a building with walls and roofs independent of any other building and with open spaces on all sides.
- (b) "Semi-Detached Building" means a building having one or more side attached with wall and roof with other building.
- (c) "Tenement" Means a residential dwelling unit constructed in a detached or semi-detached manner. Each dwelling unit in a tenement building is designed and constructed for separate entry with independent sanitary provisions.
- (d) "Dwelling-1" means a detached dwelling unit used for residential purpose.
- (e) "Dwelling - 2" means semi-detached building, row house, tenement, used for residential or cottage industry or pre-school purpose.
- (f) "Dwelling – 3" means Multi Story building used for habitation of multiple families and/or individuals such as apartments, flats, hostels, lodging and boarding or cottage industry or pre-school purpose.
- (g) "Hazardous building" means a building or part thereof used for, -
- storage, handling, manufacture or processing of radio-active substances or of highly combustible or explosive materials or products which are liable to burn with extreme rapidity and/or producing poisonous fumes or explosive enabatuibs.
  - storage, handling, manufacture or processing of, which involves highly corrosive, toxic obnoxious alkalis, acids, or a other liquids, gases or chemicals producing flame, fumes, and explosive mixtures or which result in division of matter into fine particles and capable of spontaneous ignition.

- (h) For the purpose of these regulations the buildings with different heights shall be categorised as per the height as under:

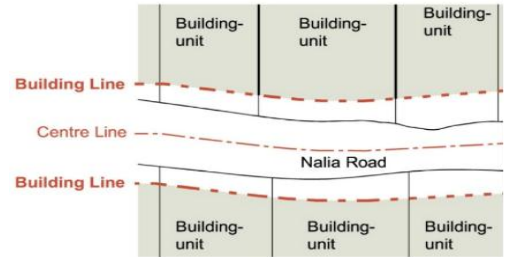
Category	Height (in mts)
H1	Equal to and less than 16.50
H2	More than 16.50 and less than and equal to 30 mts.
H3	More than 30.0 and less than and equal to 45.0 mts.
H4	More than 45.0

- (i) "Special Building" means a building solely used for the purpose of a drama or cinema theatre, motion picture a drive-in-theatre, an assembly hall or auditorium, town hall, lecture hall, an exhibition hall, theatre museum, stadium, community hall, marriage hall.
- (j) "Unsafe Building" means a building which,
- is structurally unsafe;
  - is insanitary;
  - is not provided with adequate means of egress;
  - constitutes a fire hazard; (v) is dangerous to human life;

- v. in relation to its existing use constitutes a hazard to safety or health or public welfare by reasons of inadequate maintenance, dilapidation or abandonment.

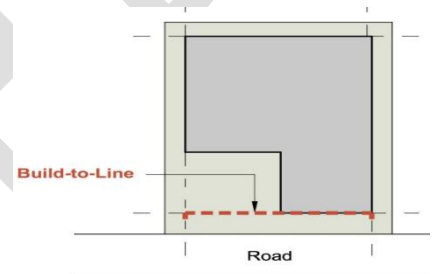
### 2.13 Building Line

Means the control line upto which the plinth of a building adjoining an existing, proposed or extended street may lawfully extend and includes the lines prescribed, if any, in any TP Schemes and/or Development Plan/any Statutory plan time being in force. The building line may change from time- to-time as decided by the authority.



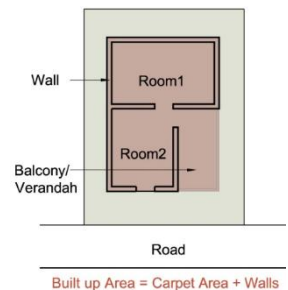
### 2.14 Build-to- line

Means a line with which the exterior wall of a building in a development is required to coincide. Some percent of the road side façade area of the ground or more floors in buildings with more than one floor, may extend to the road-side property line so that the building visually reinforces the building façade line of the street.



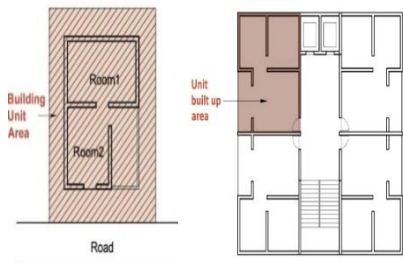
### 2.15 Building-unit

Means a land or plot or part of a land/ plot or combination of more than one land/plot as approved by the Competent Authority. However where an alignment has been fixed on any road by any Competent Authority, the Building-unit shall mean and refer to the land excluding the portion falling in alignment.



### 2.16 Built-up Area

Means the areas covered by a building on all floors including the cantilevered portions, if any, including walls and columns, but except the areas specifically excluded under these regulations.



### 2.17 Unit Built-up Area

Means the areas covered by a unit on within a building including the cantilevered portions, if any, but except the areas specifically excluded under these regulations.

## 2.18 Building Envelope

The horizontal spatial limits up to which a building may be permitted to be constructed on a plot

## 2.19 Chimney

Means a construction by means of which a flue is formed for the purpose of carrying products of combustion to the open air and includes a chimney stack and the fluepipe.

## 2.20 CHHAJJA / WEATHER SHED

Means a structural overhang provided over opening on external walls for protection from the weather.

## 2.21 Chowk

Means a fully or partial unclosed space parentally open to sky within a building at any level, inner chowk being unclosed on all sides except as provided in regulation in 7.5 in Part II and outer chowk having one unclosed side.

## 2.22 Cinema

Shall means an auditorium where performance essentially given by projection on screen with or without the accompaniment of sound and is regulated under The Gujarat Cinemas (Regulation) Act, 2004.

## 2.23 COMBUSTIBLE MATERIAL

Means that material which when burnt adds heat to a fire when tested for combustibility in accordance with the IS : 3808-1966 Method of Test for Combustibility of Building Material, National Building Code.

## 2.24 Cold Storage

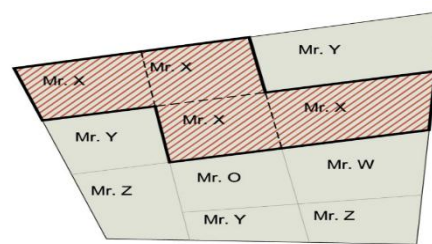
Means a structure or room for the storage of edible or non-edible merchandise or commodities, which usually require special low temperatures and condition for storing or preservation, before their export or distribution for sale.

## 2.25 Common Plot

Means a common open space exclusive of approaches and margin at ground level or at higher levels not exceeding 10.0 mts from the ground level of the Building-unit. The owner shall have to give an undertaking that the common plot shall be for the common use of all the resident or occupants of the Building-unit. On sanction of the development permission, the common plot shall deem to have vested in the society/ association of the residents/ occupants. In case such society or Association is to be formed, the possession/custody of common plot shall remain with Competent Authority until such association/society is



formed. The common plot shall not be sold to any other person and it shall not be put to any other use except for the common use of the residents/occupants.



## 2.26 Community Hall

A building and related grounds such as *Wadis* used for social, civic or recreational purposes, serving the area in which it is located and open to the general public. It is also a place where members of a community tend to gather for group activities, social support, public information, and other purposes.

## 2.27 Committee

Means a committee consisting of Directors of the Corporation as resolved for this purpose from time to time by the Corporation under clause (g) of Section 14 of the GIDC Act.

## 2.28 Competent Authority

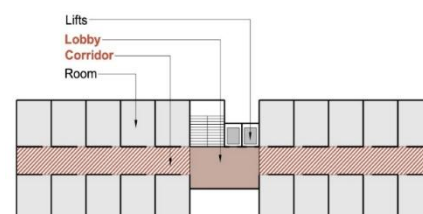
Means any person or persons or Authority or Authorities authorized by the Appropriate authority or the municipal commissioner or the municipality, as the case may be to perform such functions as may be specified. Different persons or Authorities may be authorized to perform different functions.

## 2.29 Contiguous Holding

Means a contiguous piece of land under one ownership irrespective of separate property register cards/ record of rights.

## 2.30 Corridor

Means a common passage or circulation space including a common entrance hall.



## 2.31 Courtyard

A courtyard means a space permanently open to the sky within the site or building structure.

## 2.32 Developer

Means the person who is legally empowered to construct or to execute work on a building-unit, building or structure, or where no person is empowered, the owner of the building-unit, building or structure.

## 2.33 Dharamshala

A building devoted to religious or charitable purposes offering lodging and/or dining facilities for interested individuals or group of people at a nominal charge, or in some cases free of charge.

#### 2.34 Drain

Means a system or a line of pipes, with their fittings and accessories such as manhole, inspection chamber, traps gullies, floor traps use for drainage of building or yards appurtenant to the building within the same cartilage. A drain enclosed or open channel for conveying surface water or a system for the removal of any liquid.

#### 2.35 Domestic Waste Water

Means either waste water that is typically discharged from premises that are used solely for residential activities or waste water of the same character discharged from other premises.

#### 2.36 Drive-in Cinema

Means a commercial establishment, especially an outdoor movie theatre consisting of a large outdoor movie screen, a projection booth, a concession stand and a large parking area for automobiles, permitting customers to remain in their motor vehicles while being accommodated and is regulated under the Gujarat Cinemas (Regulation) Act, 2004.

#### 2.37 Dwelling Unit

Means a shelter consisting of residential accommodation for one family. Provided that the minimum accommodation in a dwelling unit shall be one room of minimum carpet area of 9 sq.mt with a minimum side of 2.4 Mts. and a W.C.

#### 2.38 Enclosed Staircase

Means a staircase separated by fire resistant walls and doors from the rest of the building.

#### 2.39 Escalator

Means a power driven, inclined, continuous stairway used for raising or lowering passengers.

#### 2.40 Existing Development/ Building/ Use

Means a development, building, structure or its use as sanctioned, approved, regularized, authorized by the Competent Authority, existing prior to these Regulations.

#### 2.41 Exit

Means a passage, channel or means of egress from any building, storey or floor area to a street or other open space of safety.

##### i. Horizontal Exit

Means an exit which is a protected opening through or around at fire wall or bridge connecting two or more buildings. (An arrangement which allows alternative egress from a

floor area at or near the same level in an adjoining building or an adjoining part of the same building with adequate fire separation.)

ii. Outside Exit

Means an exit from a building to a public way, to an open area leading to a public way or to an enclosed fire resistant passage leading to a public way.

iii. Vertical Exit

Means an exit used for ascending or descending between two or more levels, including stairways, smoke-proof towers, ramps, escalators and fire escapes.

2.42 External Wall

Means an outer wall of a building not being a party wall even though adjoining a wall of another building and also means a wall abutting on an interior open space of any building.

2.43 Farm House

Means a plot of land including permissible construction in the area designated as agricultural use by the Competent Authority with a minimum land area of 4000sq.mt.

2.44 Fire Protection and Life Safety

All definitions mentioned under these title are mutatis and mutandis with the Fire Prevention and Life Safety Measurement Act-2013, Rules-2014 and Regulations-2016 made their under and amended from time to time.

1. Automatic Sprinkler System means an arrangement of pipes and sprinklers, automatically operated by heat and discharging water on fire, simultaneously an audible alarm.
2. Combustible Material means that material which when burnt adds heat to a fire when tested for combustibility in a accordance with the IS : 3808-1966 Method of Test for Combustibility of Building Material, National Building Code.
3. Down Comer means an arrangement of fire fighting with in a building by means of down comer pipe connected to terrace tank through terrace pump, gate valve and non-return valve and having mains not less than 100 mm internal diameter with landing valve on each floor handling. It is also fitted with inlet connections at ground level for charging with water by pumping service appliances and air release valve at roof level.
4. Dry Riser means an arrangement of fire fighting with in a building by means of down comer pipe connected to terrace tank through terrace pump, gate valve and non-return valve and having mains not less than 100 mm internal diameter with landing valve on each floor handling. It is also fitted with inlet connections at ground level for charging with water by pumping service appliances and air release valve at roof level.

5. Fire Alarm System (also Emergency Alarm System) Means an arrangement of call points or detectors, sounders and other equipment for the transmission and indication of alarm signals working automatically or manually in the event of fire.
6. Fire Lift Means a lift installed to enable fire services personnel to reach different floors with minimum delay, equipped with all necessary features.
7. Fire Proof Door (also Fire Resistant Door) means a door or shutter fitted to a wall opening, and constructed and erected with the requirement to check the transmission of heat and fire for a specified period.
8. Fire Pump (also Fire Booster Pump) means a machine, driven by external power for transmitting energy to fluids by coupling the pump to a suitable engine or motor, which may have varying outputs/capacity but shall be capable of having a pressure of 3.2 kg/cm<sup>2</sup> at the topmost level of multi- story or high rise building.
9. Fire Resistance means the time during which a fire resistant material i.e. material having a certain degree of fire resistance, fulfils its function of contributing to the fire safety of a building when subjected to prescribed conditions of heat and load or restraint. The fire resistance test of structures shall be done in accordance with TS: 3809-1966 Fire Resistance Test of Structure.
  - Resistance to collapse in case of fire (minimum 2 hours) Resistance to penetration of flame and hot gases
  - Resistance to temperature rise on the unexposed face up to a maximum of 180°C and / or average temperature of 150°C
10. Fire Resistance Rating means the time that a material or construction will withstand the standard fire exposure as determined by fire test done in accordance with the standard methods of fire tests of material/structures.
11. Fire Separation means the distance in meter measured from any other building on the site or from another site, or from the opposite side of a street or other public space to the building.
12. Fire Service Inlet means a connection provided at the base of a building for pumping up water through in-built fire-fighting arrangements by fire service pumps in accordance with the recommendation of the Chief Fire Officer.
13. Fire Stairs means an enclosed staircase which can only be approached from the various floors through landings or lobbies separated from both the floor area and the staircase by fire resisting doors.
14. Fire Stop means a fire resistance material or construction having a fire resistance rating of not less than the separating elements and installed in concealed spaces or between structural elements of a building to prevent the spread of fire propagation of fire and smoke through walls, horizontal or vertical piping through cable ducts, ceiling and the like as per laid down criteria and having fire resistance capacity of at least 2 hours.



15. Fire Tower Means an enclosed staircase which can only be approached from the various floors through landings or lobbies separated from both the floor area and the staircase by fire resistant doors and open to the outer air.
16. Pressurization means the establishment of a pressure difference across a barrier to project a stairway, lobby, escape route or room of a building from smoke penetration
17. Smoke-Stop Door means a door for preventing or checking the spread of smoke from one area to another.
18. Venting Fire means the process of including heat and smoke to level a building as quickly as possible by such paths that lateral spread of fire and heat is checked, fire fighting operations are facilitated and minimum fire damage is caused.
19. Wet Riser an arrangement for fire fighting within the building by means of vertical rising mains not less than 100 mm nominal diameter with landing valve on each floor /landing for fire fighting purposes, and permanently charged with water from a pressurized supply.

#### 2.45 Floor

Means the lower surface in a storey on which one normally walks in a building, and does not include a mezzanine floor. Ground Floor is the floor at ground level with a plinth-hollow or solid, and direct access to a street or open space. The floor above it with minimum permissible height shall be termed as floor 1, with the next higher floor being termed as floor 2, and so on upwards.

#### 2.46 Floor Area

Means the net enclosed area of a floor in the building including circulation spaces like lobby or corridors, service areas and semi-open spaces such as verandah or balcony.

#### 2.47 Floor Space Index

Means the quotient of the ratio of the combined gross built-up area of all floors, to the total area of the Building-unit (total plot area including common plot).

$$\text{Floor Space Index} = \frac{\text{Total Built-up area of all floors}}{\text{Area of the Building - unit}}$$

1. Permissible FSI - Means the basic FSI permitted by the Competent Authority as a matter of right.
2. Base FSI - Means the base FSI permitted in a Base Zone by the Competent Authority as a matter of right.
3. Chargeable FSI - Means the FSI available by payment.

4. Maximum Permissible FSI - Means the maximum permissible FSI which includes permissible FSI and Chargeable FSI.
5. Utilised Chargeable FSI - Means the amount of FSI used that is paid for and purchased by the applicant.
6. Total Utilised FSI - Means the total Utilized FSI

Notwithstanding anything in these regulations relating to the for FSI, for buildings to be constructed under the GIDC Act, FSI shall mean the following:-

The ratio of the combined gross built up area or floor area of all stories including basement for parking, basement for other uses, the area of all walls as well as mezzanine floor of a building on plot, building unit or premises to the total area of plot, building unit or premises, excluding the area of internal roads and common plots, Provided that the following shall not be counted computation of Floor Space Index.

- i. Space under a building constructed on stilts and specifically used as parking space.
- ii. Any area used for parking open to sky.
- iii. Ramps leading to any area exclusively used for parking.
- iv. Chowks open to sky.
- v. Area covered by otta, steps limited to height of 1.5 mt. only and ramps, chowkdies/ kundies, fountains, septic tank, manholes, water tank, swine -frame. swimming pool, underground tank, over -head tank, well, boring, tube well, reservoir and purification plant open to sky.
- vi. W. C., bath room. servant quarters, motor garage, storage sheds, or sheds, or sheds as permitted in the rear margin area of ground floor construction only. constructed in the rear marginal distance up to the length of 50% of the width of plot of ground floor construction with maximum height of 3.6 meters and maximum total built-up area of 25 sq. mt.
- vii. Architectural projection to the extent of 0.6 mt.
- viii. Elevated water tanks and space less than 2.0 metres, below elevated water tank
- ix. Stair -cabin, ramp -cabin, lift cabin with machine room constructed on terrace to the extent minimum necessary.
- x. Open sheds of parking constructed in margins may not be considered as construction and hence shall be exempted from FSI & built-up calculations.

#### 2.48 Footing

Means a foundation unit constructed in brick work, stone masonry or concrete under the base of a wall column for the purpose of distributing the load over a large area.

#### 2.49 Foundation

Means the part of the structure which is indirect contact with and transmitting loads to the ground.

## 2.50 Front

Means the main frontage of a Building-unit on the road-side. For Building-units abutting two or more roads, the side along the wider road shall be considered as the front. In case of roads of equal width the front shall be decided by the competent authority.

## 2.51 Gamtal

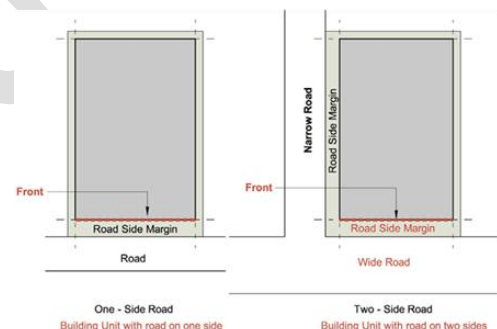
Means all land that has been included by the Government/ Collector within the site of village, town or city on or before the date of declaration of intention to make a Town Planning Scheme or publication of declaration of Draft Development Plan of Competent authority. Such land shall not include any other land which may subsequently be included within the site of any village by the Government/ Collector under the provision of Land Revenue Code.

## 2.52 Garage-Private

Garage-Private means a building or a portion thereof designed and used for the parking of vehicles. "garage" means a place within a building unit area having a roof and walls on three sides for parking any vehicle, but does not include an unenclosed or uncovered parking space such as open parking area

## 2.53 Garage-Public

Garage-Public means a building or portion thereof, designed other than as a private garage, operated for gain, designed and/or used for repairing, servicing, hiring, selling or storing or parking motor-driven or other vehicles.



## 2.54 Ground Coverage

Means the ground area covered by a building including cantilevered portion on any floor, excluding margins, common plot, cut-out(open-to-sky) if any.

## 2.55 Ground Level

Means the level of the crown of the existing adjacent constructed road or the existing ground level or the high flood level, whichever is higher as may be decided by Competent Authority. Note :- High flood level shall be decided by Competent Authority.

## 2.56 Habitable Room

Means a room occupied or designed for occupancy for human habitation and uses incidental thereto, including a kitchen if used as a living room, but excluding a bath-room, water closet compartment, laundry, serving and storing, pantry, corridor, cellar, attic, store-room, pooja- room and spaces not frequently used.

## 2.57 Hazardous Building or Industry

Means a building or place or part there of used for-

- (i) storage, handling, manufacture or processing of radio-active substances or of highly combustible explosive materials or products which are liable to burn with extreme rapidity and/or producing poisonous fumes.
- (ii) storage, handling, manufacture or processing of, which involves highly corrosive, toxic obnoxious alkalis, acids, or other liquids, gases or chemicals producing flame, fumes, and explosive mixtures or which result in division of matter into fine particles and capable of spontaneous ignition.

## 2.58 Hazardous Material

Means any of the following materials: Radioactive substances, Inflammable, combustible or explosive materials that may produce poisonous fumes or explosions on storage, handling, processing or manufacturing. Corrosive, toxic, obnoxious alkalis or acids, Chemicals which may produce irritant, corrosive or poisonous gases on explosion or spontaneous combustion.

## 2.59 Height of Building

1. Means the vertical distance measured from the average ground level/ high flood level/plot level and up to the top of the finished level of the top most floor slab or in case of flat roofs up to the midpoint of the height of the sloping roof.
2. The genuine stair cabin, water tank, and lift room, lift cabin with machine room above, floors used for parking at any floor and unless otherwise specified in these regulations shall not be considered in determining the total height of the building.
3. The height of the sloping roof shall be taken as an average height of the relevant floor. Provided that for building height more than 25 mts, regulation of structural, fire and airport shall be followed.
4. Notwithstanding anything specified in clause 2 above, the height of building shall be regulated as per the provision under the fire act or the provisions made by aviation department or any other competent authority controlling the height of the building.

## 2.60 Height of a Room

Height of a Room means the vertical distance measured from the finished floor surface to the finished floor surface of the upper floor. The height of a room with a pitched roof means the average height between the finished floor surface and the bottom of the eaves and the bottom of the ridge.

## 2.61 High-rise / Low-rise building (For buildings constructed in the jurisdiction of GIDC Act)



- (i) High-rise building means a building having height more than 15 mt above the plot level in case the building is proposed on stilts and more than 13 mt in case, the building is proposed on solid plinth provided that the height of the plinth should not be less than 0.45 mt. High rise building shall not be permitted under these conditions. In case of building for industrial purpose height of more than 13 meters may be permitted if required for industrial purpose and approved by Factory Inspector.
- (ii) Low rise building means a building having height not more than 15 mt. Above the plot level in case the building is proposed on stilts and not more than 13 mt. In case the building is proposed on solid plinth provided that the height of the plinth should not be less than 0.45 mt.

(a) Balcony projection may be permitted up to maximum 12 mt. width only within 3 meters or more wide margins.

(b) Balcony may be permitted on ground floor provided margins to be left area 3 meters or more.

## 2.62 Industrial Corporation

Means the Gujarat Industrial Development Corporation established under Section 3 of the GIDC Act.

## 2.63 Lift / Elevators

Means a mechanically-guided car, platform or transport for persons and materials between two or more levels in a vertical or substantially vertical direction.

## 2.64 Light Industries

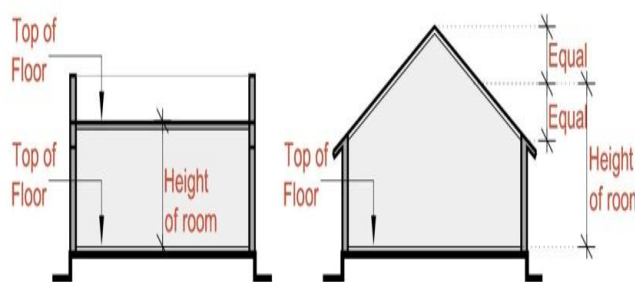
Means a non-hazardous industrial establishment that produces products which create less environmental impact than those associated with heavy industry.

## 2.65 Lobby

Means a hall at the entrance of a building or corridor/hall connected with a larger room or series of rooms and used as a passageway or waiting room.

## 2.66 Local Area Plan

Means a plan prepared for a specific area or a zone by the competent authority. The Local Area Plan (LAP) may identify measures for plot utilization, fire protection, accessibility, street design, pedestrianisation, transportation network, infrastructure, parking management, green network including parks and open spaces, etc. The regulations identified in the Local Area Plan shall prevail over the base zone regulations.

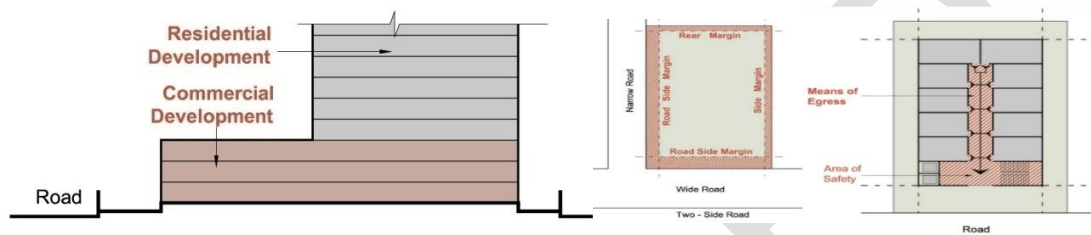


## 2.67 Loft

Loft shall mean an intermediate non-habitable slab between two floors with a maximum clear height of 1.2mts at a height of 2.1mts from floor level; which is constructed and used for storage purpose. The loft shall not cover more than 30% of the floor area of the room. In case the loft in bath, W.C. or toilet 100% of the floor areas bath, W.C. or toilet respectively shall be permitted.

## 2.68 Margin

Means the space adjacent to boundary of Building-unit, buildings, or common plot that should be kept fully open-to-sky. No built-up area shall be permitted in marginal space except specifically permitted under these Regulations.



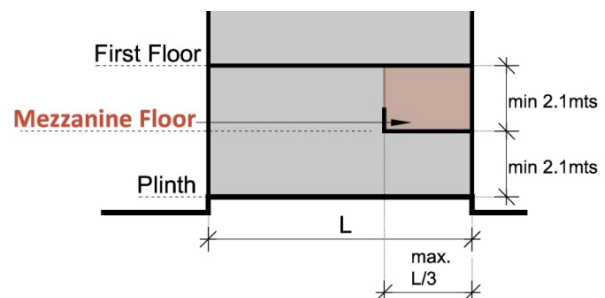
1. Road Side Margin means the space provided from the road-side edge of the Building-unit.
2. Side Margin Means the space provided from the sides of the Building-unit.
3. Rear Margin Means the space provided from the rear edge of the Building-unit.

## 2.69 Means of Egress

Means a continuous and un obstructed way of travel from any point in a building or structure to a place of comparative safety.

## 2.70 Mezzanine Floor

Means an intermediate floor between two floors overhanging or overlooking a floor beneath with a minimum clear height of 2.1 mt at the mezzanine level and the floor below. Its area shall be counted in F.S.I.



## 2.71 Mixed-Use Building

Means a building with more than one use in different portions of the building.

## 2.72 Natural Hazard

Means the probability of occurrence within a specific period of time of a potentially damaging natural phenomenon.

### 2.73 Natural Hazard Prone Areas

Means areas likely to have moderate to high intensity of earthquake, cyclonic storm, significant flood flow or inundation, landslides/ mudflows/ avalanches, or any other natural hazard.

Note: Moderate to very high damage risk zones of earthquakes areas shown in Seismic Zones III, IV and V specified in IS:1893; moderate to very high damage risk zones of cyclones are those areas along the sea coast of India prone to having wind velocities of 39 m/s or more as specified in IS:875(Part3;) and flood prone areas in river plains (unprotected and protected) are indicated in the Flood Atlas of India prepared by the Central Water Commission.

### 2.74 Neighbourhood /Civic Centre

Means a centre including any of the following activities: sectoral shopping centre, market, office building, cinema, small hospital, playground, swimming pool, Town hall, open air theatre, civic and cultural facilities, library, higher secondary school, parking plots, public utility and service buildings such as post office, fire station, police station, religious building and building of public uses, Institutes for Social defence.

### 2.75 Non-Combustible Material

Means a material not liable to burn or add heat to a fire when tested for combustibility in accordance with the IS-3808-1966 Method of Test for Combustibility of Building Materials.

### 2.76 Non-potable water

Means the use of water for non-domestic consumption like car washing, toilet flushing, gardening, construction purposes, landscaping, irrigation uses is for bidden by virtue of powers vested with government.

### 2.77 Occupancy or Use

Occupancy or Use means the principal occupancy in an approved building for which a building or a part of it is used or intended to be used, including contingent subsidiary occupancies; mixed occupancy building being those in which more than one occupancy are present in different portions of the building.

### 2.78 Occupant Load

Means number of persons for which the means of egress of a building or portion thereof is designed.

### 2.79 Occupiable Space

Means a room or enclosed space, other than a habitable space, where an individual may occupy that space for a limited time-frame for movement, storage or rest such as a

corridor, passage, pantry, laundry, basement, bath-room, water closet compartment, serving and storing, pantry, loft, store-room and pooja-room.

## 2.80 Open Space

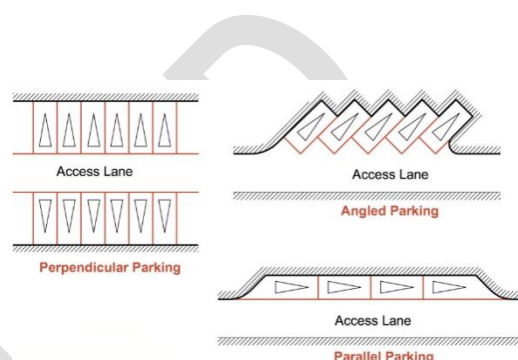
Means an area forming an integral part of the plot, left permanently open to sky.

## 2.81 Overlay Zone

Means an additional zone defined with different set of development regulations over an established/existing base zone to regulate development in such a zone to achieve a specific set of goals defined in the Development Plan.

## 2.82 Parapet

Means a low wall or railing built along the edge of roof of a floor such as terrace, balcony, mezzanine or staircase.



## 2.83 Parking Space

Means an enclosed, semi-covered or open area including drive-way and access aisles required to park vehicles, as per regulations related to parking. Parking spaces shall be served by a driveway connecting them with a street or alley and permitting ingress or egress of vehicles.

### **Covered Parking Space**

Means an enclosed, semi-covered area including driveway and access aisles required to park vehicles, as per regulations related to parking but does not include the garage-private or public.

### **Open Parking Space**

Means an semi-covered or open area including driveway and access aisles required to park vehicles, as per regulations related to parking. Parking spaces shall be served by a driveway connecting them with a street or alley and permitting ingress or egress of vehicles.

## 2.84 Persons on Record

Architect, Engineer, Structural Designer, Clerk of Works, Fire Protection Consultant and Developer registered with the Competent Authority and undertaking the responsibility for the particular work as prescribed by the Appropriate Authority.

## 2.85 Plinth

Means the solid or hollow volume below the floor which is immediately above the ground level. Also Hollow Plinth means the space provided below the floor which is on stilts immediately above the Ground Level for the purpose of parking and other permissible uses.

## 2.86 Pergola

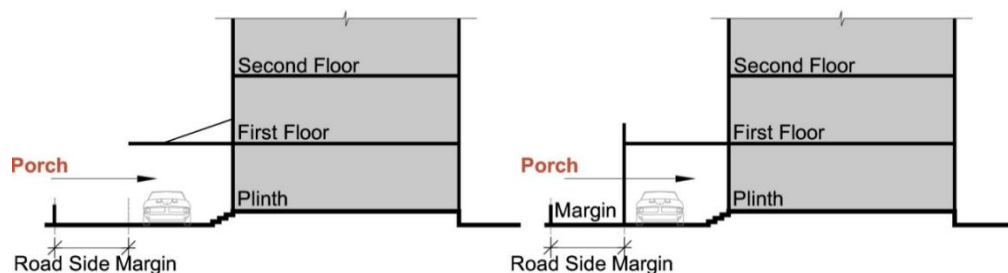
Means an architectural feature or element, which is used for aesthetic and elevation purpose of any material on the terrace of the building with clear spacing and shall be open on all sides including top side, within permissible height. In any case it shall not be integral part of any habitat space.

## 2.87 Parking space / area

Means an area enclosed or unenclosed covered or open sufficient in size to park vehicles with drive way connecting parking space with street or alley and permitting ingress and egress of vehicles.

## 2.88 Porch

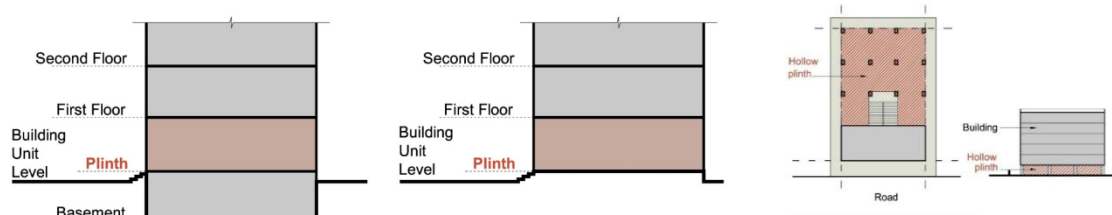
Means a covered surface supported on pillars or otherwise for the purpose of a pedestrian or vehicular approach to a building exclusive of marginal space.



## 2.89 Premises

Means either:

- A property which is held under a separate card of title or for which a separate title card may be issued and in respect to which a building plans have been or may be issued; or
- A building which is in possession as an individual unit by a cross-lease, unit title or company lease and for which a certificate of title is available; or
- Land held in public ownership, for a particular purpose; or





- Separately assessed to local authority taxes, individual unit within building.

#### 2.90 Pre-school:

A school for young children, also known as kindergarten or nursery

#### 2.91 Prohibited Industrial waste

Means an industrial waste having physical and chemical characteristics in excess as decided by GPCB.

#### 2.92 Public-Institutional Building

Means a building or a space owned and operated by Government, Semi-Government organisations, used or constructed or opted to be used as an office or as a hospital, college, school, public hall, public exhibition or other similar public purpose activities. This includes institutional buildings such as- Police Station, Fire Station, Medical facility, Public Library, Civic Centre, Ward and Zonal Offices for Appropriate Authority.

#### 2.93 Public Purpose

The expression of “Public Purpose” includes:

- i. The provision of land for public purpose in a development plan, Town Planning Scheme as enumerated in the Act.
- ii. The provision of village sites, or the extension, planned development or improvement of existing village sites ;
- iii. The provision of land for town or rural planning ;
- iv. The provision of land for planned development of land from public funds in pursuance of any scheme or policy of Government and subsequent disposal thereof in whole or in part by lease, assignment or outright sale with the object of securing further development as planned;
- v. The provision of land for a corporation owned or controlled by the state;
- vi. The provision of land for residential purposes to the poor or landless or to persons residing in areas affected by natural calamities, or to persons displaced or affected by reason of the implementation of any scheme undertaken by Government, any local Authority or a corporation owned or controlled by the state;
- vii. The provision of land for carrying out any educational ,infrastructure housing, health or slum clearance scheme sponsored for the purpose of Union, any State, local authority or any other authority or body established by or under any law for the time being in force
- viii. The provision of land for any other scheme of development sponsored by Government or with the prior approval of appropriate Government, by a local Authority ;

- ix. The provision of any premises or building for locating a public office, but, does not include acquisition of land for Companies.
- x. The provision of land for institution for physically challenged person.

#### 2.94 Rear

Means that portion of a building unit which is on the opposite side of the front.

#### 2.95 Refuge Area

Means an area where persons unable to use stairway can remain temporarily and await instructions or assistance during emergency evacuation situation.



#### 2.96 Road/Street

Means any highway, street, service road lane, pathway, alley, stairway, passageway, carriageway, footway, square place or bridge, whether a thoroughfare or not, over which the public have a right of passage or access or have passed and had access uninterruptedly for a specified period, whether existing or proposed in any scheme, and includes all bunds channels, ditches, storm-water drains, culverts, sidewalks, traffic islands, road-side trees and, hedges retaining walls, fences, barriers and railings within the street line.

#### 2.97 Road/Street Level or Grade

Means the officially established elevation or grade of the centre line of the street upon which a plot fronts, and if there is no officially established grade, the existing grade of the street at its mid-point.

#### 2.98 Road/Street Line

Means the line defining the side limits of a road/street.

#### 2.99 Road Width or Width of Road / Street

Means the whole extent of space within the boundaries of a road when applied to a new road/street, as laid down in the city survey, development plan, Town Planning Scheme or prescribed road lines by any act or law. The clear average width of the existing carriage way and footpaths only on which the building or plot line abuts. The average width shall be computed by taking length of street between two extreme points on Building-unit abutting the street at right angles to the direction of such streets excluding the steps projections, forecourts, open areas of other spaces in front of the building erected or intended to be erected. However in case where a regular line of street is prescribed by the Competent Authority, such width shall be considered for the purpose of computing building height.

#### 2.100 Roof Exit

Means a means of escape with access on to the roof of a building.

### 2.101 Row House

Means group of residential building, on adjacent plots with or without common walls, often of similar or identical design, situated side by side and joined by common walls and having only the front and rear open spaces.

### 2.102 Service Apartment

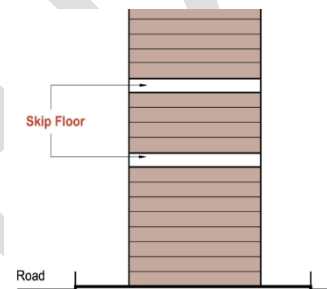
Means a type of furnished apartment including kitchen or cooking facility available for short- term or long-term stays, which provides amenities for daily use.

### 2.103 Service Road

Means a road/lane provided at the front, rear side of a plot for service purposes.

### 2.104 Skip Floor

A floor designated for holding occupants in buildings during fire calamities, till the time they are rescued. This floor might include refuge area. Skip floor may be used as service areas excluding habitable uses.

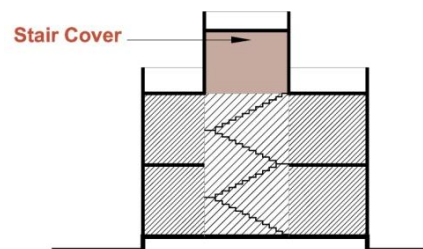


### 2.105 Slum Rehabilitation

Means the Rehabilitation And Development carried out as per The Rehabilitation and Redevelopment Act - 2010 as amended by time to time subject to this regulation.

### 2.106 Stair Cabin or Stair Cover

Means a structure with a covering roof over a staircase and its landing built to enclose only the stairs for the purpose of providing protection from the weather, and not to be used for human habitation.



### 2.107 Staircase

Means a flight or series of flights of steps with the supporting framework, casing and balusters, constructed to connect different floors or levels in a building.

### 2.108 Stairwell

Means a vertical shaft around which a stair case has been built.

### 2.109 Storey

Means the portion of a building included between the surface of any floor and the surface of the floor next above it, or if there be no floor above it, then the space between any floor and the ceiling next above it.

### 2.110 Temporary Structure

Means structures erected for temporary purpose or ceremonial occasions such as tents, hutments, shaminana, etc.

### 2.111 Township

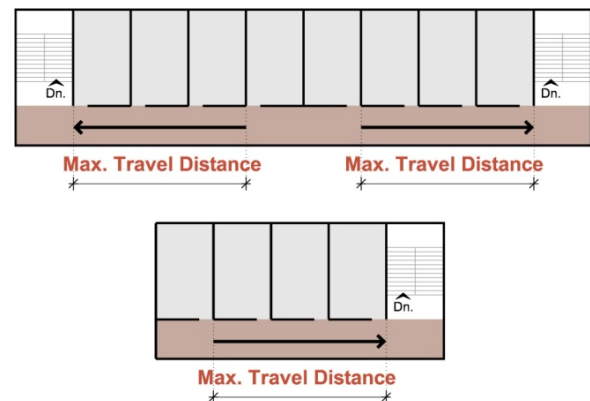
Means parcel of land owned by a Township Developer subject to Residential Township Regulations 2009 as amended by time to time, subject to this regulation.

### 2.112 Tradable Development Rights (TDR)

Means an incentivisation mechanism by which the Tradable Floor Space assigned to one building can be traded for use on another building-unit. The competent authority shall identify the buildings eligible for selling the TDR, amount of floor space available for trading as specified in sanctioned GDCR of competent authority.

### 2.113 Travel Distance

Means the distance to be travelled by a user from any point in a building to a protected escape route, external escape route or final exit.



### 2.114 Use

Means the principal occupancy in an approved building for which a building or a part of it is used or intended to be used, including contingent subsidiary occupancies.

- (i) Use - Agricultural: Means use of land for horticulture, farming, raising of crops, fruits, vegetables, grass, fodder, trees or any other kind of cultivation, breeding and keeping of live-stock, including horses, donkeys, mules, pigs, fish, poultry and bees, and the use of land for any purpose which is ancillary to its cultivation or to any other agricultural purpose but does not include the use of land as a garden which is an appendage to a building and then expression “agriculture” shall be constructed accordingly.
- (ii) Use - Assembly: Means a building or place or part thereof that is used for congregation of people for the cultural, ,amusement, recreational, social purpose, religious, patriotic, civil, travel and similar or such purposes and this includes building/s of auditorium, city hall, town hall, theatre hall, cinema theatre, exhibition hall, museums, party plot, community hall, banquet hall, dance hall, multiplex, shopping mall, stadium skating rinks, gymnasias, restaurants, eating or boarding houses, places of worship, dance halls, clubs, gymkhanas and road, railways, air, sea or other public transportation stations and recreation piers.

- (iii) Use - Business: Means any building or place or part thereof used for transaction or keeping of books and records such as offices, banks, professional establishments, court houses. Use for office includes work for the purpose of administration, clerical work, handling money, telephone, telegraph and computer operation.
- (iv) Use - Commercial: Means any building or place or part thereof used for mercantile and business use.
- (v) Use – Educational: Means a building or place or part thereof that is exclusively used for a preschool, school, college, Polytechnic, recognised by the appropriate Board or University, or any other Competent Authority involving assembly for instruction, education or recreation, incidental to educational use. Such use includes other incidental uses such as a library or a research institution, quarters for essential staff to reside in the premises, and a building used as a hostel for an educational institution whether situated in its campus or not.
- (vi) Use- Hospitality: Means a commercial establishment in building or place or part there of providing lodging and usually meals, entertainment, and various personal services to public on a short-term basis.
- (vii) Use – Industrial: Means a building or space or part thereof wherein products or, material are fabricated, assembled or processed, such as assembly plants, laboratories, power plants, refineries, gas plants, mills, dairies and factories.
- (viii) Use- Institutional: Means a building or place or part thereof used for healthcare facility such as medical centre, hospitals, nursing homes and care centres for elderly, destitute, orphans, abandoned women, children and infants.
- (ix) Use- Mercantile: Means a building or place or part thereof used for display and sale of wholesale or retail goods or merchandise, including ancillary uses such as office, storage and service facilities in the same premise. This use includes shops, stores, markets, shopping centre, shopping mall, wholesale market.
- (x) Use - Public Utility: Means a building or premise or part there of constructed by Government, Semi-Government organisations, public sector undertakings, registered Charitable Trusts for non-profitable public activities. This includes infrastructural and safety facilities such as electrical sub-station, fire station, bus-station, bus terminals, fuelling station, multi-level parking, water purification facility, pumping station, postal networks, and communication networks.
- (xi) Use- Public Institutional: Means institutional facilities in a building or premise or part thereof, constructed by Government, Semi-Government organisations, public sector undertakings, registered Charitable Trusts for non-profitable public activities This includes institutional buildings such as- Police Station, Medical facility, Public Library, Civic Centre, Ward and Zonal Offices for Appropriate Authority.

- (xii) Use- Residential: Means a building in which sleeping accommodation is provided for normal residential purposes, with or without cooking or dining facilities, and includes one or more family dwellings, hostels, dormitories, apartment houses, flats and private garages of such buildings.
- (xiii) Use- Religious: Means a building or place dedicated to accommodation and service of Religion or other such objects of religious nature. It may have different nomenclature in different religions like temple, mosque, church, gurudwara, synagogue, upashraya, santniwas and may have ancillary facilities like ashram, bathing ghat, madrasa and gaushala.
- (xiv) Use- Storage: Means a building or place or part there of used primarily for storage or shelter of goods and merchandise. Such use includes warehouse, cold storage, freight depot, transit shed, store house, public garage, hangar, grain elevator, barn.

#### 2.115 Ventilation

Means the supply of outside air into, or the removal of inside air from an enclosed space.

#### 2.116 Waste

Means any water with matter in solution or suspension, domestic wastewater, or liquid waste and includes sewage for the purpose of these regulations.

#### 2.117 Water Closet (W.C.)

Means a privy with an arrangement for flushing the pan with water, but does not include a bathroom.

#### 2.118 Water Course

Means a natural channel or an artificial channel formed by draining or diversion of a natural channel meant for carrying clear, storm or waste water.

#### 2.119 Water Body/ Talav/ Lake

Means a natural existing low lying ground forming a natural water body or wherein rain water gets collected and/or plots designated as *Talav* under the revised development plan or any other legitimate records.

#### 2.120 Warehouse

Means a building or place or part thereof that is used or intended to be used for the storage of goods for stocking, sale or similar purpose. It usually has loading docks to load and unload goods from trucks and often have cranes and forklifts for moving goods in and around the structure.



#### 2.121 Wayside Shop

Means a shop that is situated at or near the side of a road, path or highway.

#### 2.122 Wholesale

Means an establishment wholly or partly engaged in wholesale trade and manufactures wholesale outlets, including related storage facilities, warehouses and establishments engaged in truck transport, including truck transport booking warehouses.

#### 2.123 Window

Means an opening other than a door, to the outside of a building, which provides all or part of the required light and ventilation.

UD & UHD

**Section B:  
Procedure Regulations**

### 3 DEVELOPMENT PERMISSION AND BUILDING USE PERMISSION

#### 3.1 Development Permission Required

Subject to provisions of relevant sections of the Gujarat Town Planning and Urban Development Act, 1976 (President Act No. 27 of 1976) or Local Acts or the Gujarat Industrial Development Act-1962 (GIDC Act-1962) or GDA Act-1957, as stated in the context, any person can carry out any development in any building or in or over any land only after making an application in writing to the Competent Authority.

#### 3.2 Development Permission Not Required

No Development Permission shall be required for undertaking the following alterations and minor works in all buildings except those buildings, buildings in precincts, precincts and natural features listed by the Heritage Conservation Committee. However it shall be carried out only after ascertaining that:- (1) it is as per the regulations, (2) the safety in any respect while during the construction or otherwise is not compromised and (3) If the construction is falling under Road line, then required action, prescribed, is undertaken for an agreement or deposits.

1. Repairing doors and windows in the same location including change in size
2. Making new openings for doors and windows
3. Closing of door or window opening on the external wall
4. Rebuilding an existing wall, repairing the wall including plastering the wall
5. Changing roof tiles, roof type, increasing the height of the wall to change the slope of the roof and repairing the roof without increasing the existing room height.
6. Constructing a new staircase in places of the existing one, including changing its location
7. Changing or repairing flooring at any floor or height. This only includes wood, stone and metal flooring and does not include RCC flooring
8. Reducing or increasing the height of the plinth and constructing new steps within the Building-unit
9. Constructing new lofts allowed as per regulations including repairing them
10. Constructing a new toilet block within the Building
11. Internal partitions within the Building
12. Constructing a parapet, railing, compound wall or wire fencing
13. Construction of a water tank or wash area in open area of the Building-unit or terrace for residential use only. (This does not include building a Swimming pool or tanks for commercial use)
14. Construction of Water Closets as required by the Health Department
15. Constructing and repairing weather protection
16. Installing metal grill in verandah or courtyard

### 3.3 Grant of a Development Permission

#### 3.3.1 Grant of a Development Permission:

*3.3.1.1 Competent Authority does not constitute acceptance of correctness, confirmation, approval or endorsement of:*

- a. Title, ownership, and easement rights of the Building-unit for which the building is proposed;
- b. Variation in area from recorded areas of a Building-unit;
- c. Location and boundary of Building-unit;
- d. Workmanship, soundness of material and structural safety of the proposed building;
- e. Structural reports and structural drawings and shall not bind or render the Competent Authority liable in any way in regard to (a), (b), (c) (d) and (e) above.

#### 3.3.2 “Liability”

Notwithstanding any Development Permission granted under the Act and these Regulations, any person undertaking any development work shall continue to be wholly and solely liable for any injury or damage or loss whatsoever that may be caused to anyone in or around the area during such construction and no liability whatsoever in this regard shall be cast on the Competent Authority or any officer/employee to whom power has been delegated.

### 3.4 Lapse or Cancellation of Development Permission

1. A Development Permission shall mean to have lapsed if construction of the building is not commenced within the period stipulated in the order.
2. For the cancellation of a Development Permission, the competent authority shall issue a written notice in writing and from the date of issue of notice, the permission stands invalid and right to construction stands withdrawn.

### 3.5 Development Requirements

Development Requirements of the following aspects shall be mandatory and may be examined by the Competent Authority for ensuring compliance of the development to these Regulations:

1. Permissible Ground Coverage
2. Permissible Floor Space Index
3. Permissible Height and the various floors
4. Permissible Open Spaces enforced under these Regulations - Common Plot, Marginal Open Spaces, Setbacks and other open spaces.
5. Permissible Uses of Land and Buildings
6. Arrangements of stairs, lifts, corridors and parking
7. Minimum requirement of sanitary facility

8. Minimum Common Facility
9. Required light and ventilation
10. Minimum requirement of Fire Prevention and Safety, and Clearance from Chief Fire Officer as applicable.
11. All buildings shall be barrier free accessible to all people.

### 3.6 Procedures for Obtaining Development Permission

#### 3.6.1 Application content, format and attachments

1. Application for Development Permission shall be made by the Owner of the Building units/land on which the building is proposed in the format prescribed in Form No. 5 for Buildings or for Sub-division or for Amalgamation and Form No. 5A for Brick Kiln, Mining and Quarrying. The application shall be accompanied with, drawings, specifications and documents as prescribed in Schedule 2A for Building or for Sub-division or/ and Amalgamation and Schedule 2B for Brick Kiln, Mining and Quarrying. The format for submission of drawings, specifications and documents is specified in Schedule 2C. The receipt of the different payment leviable under the Act and the regulations shall also be attached with the application.
2. Any person intending to development single residential building of area up to 125 sq.mt, may be permitted to commence construction without seeking permission in the manner specified in 1 above. In such matters the owner shall see that:-
  - i. The person on record, appointed by the owner, shall ensures that the development commenced is in compliance with these regulations;
  - ii. The plans and documents, in duplicate, for the construction are, within 30 days from the date of commencement, submitted to the competent authority. Such plans and documents shall be those which are prescribed to be submitted along with the application in Form 5. (Form No. C)
  - iii. The competent authority shall handover the second copy of plan to the applicant duly acknowledged, which shall be kept for inspection on site.
  - iv. The licensed Engineer/Architect along with the applicant shall submit an affidavit prescribed in Form - 17.
3. The Applicant, as per time to time directions by the competent authority or state government shall have to apply online.
4. The competent authority may as per time to time direction of the state government or otherwise adopt, for the scrutiny of development permission application, the automated scrutiny system.

#### 3.6.2 Scrutiny Fees

Scrutiny Fees and other charges for obtaining a Development Permission shall be determined by the Competent Authority and are listed in Schedule 1.

### 3.6.3 Scrutiny of Application, Grant or Refusal of a Development Permission

1. Within thirty days from the date of payment of the Scrutiny fees and receipt of an application for Development Permission, either by electronic mode with digital authentic signature of all concern person on record or in physical mode the Competent Authority shall, as deemed fit, make an inquiry and scrutiny of the application for compliance with respect to these regulations. The Competent Authority may utilise the automated building plan approval system for scrutiny of application. The competent authority after carrying out required scrutiny, shall:- communicate to the applicant:-
  - i. communicate to the applicant in writing by a letter to furnish documents or clarify or ask for compliance in matters arising out of the scrutiny or
  - ii. if satisfied about the compliance, may be issue orders, in the format of Form No.7, granting the permission, with or without conditions or subject to any general or special orders, made by the State Government in this behalf. or
  - iii. refuse to grant permission with reasons.

The Development Permission shall be in the format of Form No. 7 and it shall be issued by an officer authorised by the Competent Authority in this behalf. Reasons for rejection of application shall be communicated to the applicant.

2. For any decision under sub clause 1 above, in cases where the building design requirements are as per regulations but the co-owner of the property or Chairman/Secretary of the Cooperative Society are not giving consent at the time of development permission, the Competent Authority may issue permission after giving opportunity of hearing to the co-owner of the property or Chairman/Secretary of the Cooperative Society considering the merits and demerits of individual case. But in no case Competent authority shall decide the ownership right without the consent of the co-owner of the property or chairman/secretary of the co-operative society.
3. Grant of a Building Use Permission by the Competent Authority shall mean an acceptance that the construction of the building has conformed to the sanctioned design requirements as per Regulation 3.5 and that the Owner may use the building in conformity with the Sanctioned Use of the building. Grant of a Building Use Permission does not constitute acceptance of correctness, confirmation, approval or endorsement of and shall not bind or render the Competent Authority liable in any way in regard to:
  - i. Title, ownership, and easement rights of the plot on which building is proposed
  - ii. Workmanship, soundness of material and structural safety of the building
  - iii. Variation in area from recorded areas of a Building-unit
  - iv. Location and boundary of building-unit



- v. Safety of the users of the building
- vi. NOC from Appropriate Authority
- vii. Structural reports and structural drawings

#### 3.6.4 Penalties

Commencement of work: Any development undertaken shall have to be in conformity of these regulations. Nevertheless, Financial Penalty, for different conditions of commencement, shall be levied as prescribed for unauthorised development.

### 3.7 Procedures for Revising and Revalidating a Development Permission

#### 3.7.1 Revising a Development Permission

1. The developer or the owner shall seek revised development permission for any changes or revisions, in respect of the matters below and with respect to the permission, have occurred during the course of development.
  - i. Increase in utilised FSI
  - ii. Reduction in Parking area
  - iii. Change in Orientation of the Building
  - iv. Change in size or location of the Common Plot
  - v. Change in use of Building or part thereof
2. Application for Revising a Development Permission shall be made by the Owner or Developer of the Building-unit, in the format prescribed in Form No.8. All provisions of clause 3.6 with regard to fees, application content, scrutiny and penalty shall apply mutatis mutandis.

#### 3.7.2 Revalidating a Development Permission

1. A Development Permission may be revalidated for a period of one year. The revalidated period shall in no case exceed three years in the aggregate that is for a total period of four years. The period of validity shall begin from the date of development permission. Application for Revalidating a Development Permission shall be made by the Owner or Developer of the building, before the expiry of the Development Permission or after the expiry with payment of penalty charges. Development permission may not be validated and new permission may be sought in following matters:-
  - i. period of lapse is more than one and half year or
  - ii. any change to the building unit or building blocks which affects the approved layout or
  - iii. modification development plan proposal or making/ finalising of any town planning scheme / local area plan.
2. Fees & Penalty shall be as shown in the table 3.1

Table 3.1: Fees for Revalidation			
No.	Description	Fees	
		Before expiry	After expiry
1	Single dwelling unit (DW1)	Rs. 300	Rs. 1000
2	Mining, Quarrying and Brick Kiln Operations	Rs.1000	Rs. 5000
3	Others	15% of the scrutiny fees paid	25% of the scrutiny fees paid
4	Revalidating Development Permission for Public Charitable Trust.	Rs.1000	Rs. 5000

3. The application for revalidation, accompanied with receipt of payment of fees, shall be in Form 9. Drawings, specifications and documents attached with the application shall be as specified in Schedule 2C. A revalidation of development permission may be granted by the competent authority in the format prescribed in Form No. 7. All provisions of clause 3.6 with regard to scrutiny, grant or refusal of a revalidation of development permission shall apply mutatis mutandis.

### 3.8 Procedures for Revocation of Building Use Permission,

1. It is mandatory to obtain a building use permission from the competent authority prior to occupancy or use being made of any building. Use of any building or part of a building, without a building use permission or in a manner that does not conform with its permission granted or after issue of building use permission has been revoked, shall be deemed to be unauthorized use of building. Also the Competent Authority may declare the use of any building to be an unauthorized use if it deems the building to be unsafe for habitation or if its use poses a danger to public health or safety.
2. Revocation of a Building Use Permission shall mean that the building use permission is no longer valid and that the Competent Authority has withdrawn the permission granted to make use of the building. The competent authority shall issue in writing a notice for revocation of a building use permission.

### 3.9 Procedure for Obtaining Building Use Permission

#### 3.9.1 Building Use Permission - Application, Inspection & Grant / Refusal.

The Owner and the Architect/ Engineer on Record for the building shall be responsible for notifying the Competent Authority of completion of construction and for certifying that the construction complies with the sanctioned design and specifications. Notice of Completion of Construction and Compliance Certification shall be made in the format prescribed in Form No. 12, and shall be accompanied by documents and drawings as prescribed by the Competent Authority in Schedule 5. The format for submission of drawings, specifications and documents is specified in Schedule 5. Application for

Building Use Permission may be made to the Competent Authority in the format stipulated in Form No. 13.

The Competent Authority, on receipt of Notice of Completion of Construction and a duly completed application for Building Use Permission, shall inspect the constructed building before granting a Building Use Permission, to verify its compliance to the sanctioned design and specifications within 21 days from the date of receipt of the application.

If the construction is found not to comply with sanctioned design and specifications, the Competent Authority shall communicate queries regarding the construction and/or directions to ensure compliance to the Owner and the Architect on Record or Engineer on Record. Failure to comply with directions, as may be issued by the Competent Authority, may result in revocation of the Development Permission. The Architect on Record or Engineer on Record shall respond to queries and notify the Competent Authority of having undertaken compliant modifications.

The final inspection of the work and communication of the decision about the grant of the Building Use Permission shall be made by the concerned Competent Authority within 21 days from the date of receipt of Notice of Completion of Construction and Compliance Certification. If the Competent Authority is satisfied that the construction of the building complies with the sanctioned design and specifications and other requirements as per Schedule 11, it shall grant a Building Use Permission in the format stipulated in Form No. 14. Reasons for grant/refusal of Building Use Permission shall be communicated to the applicant.

In cases where the building construction is as per regulations but the Owner of the adjoining Building or Chairman/Secretary of the Cooperative Society are not giving consent at the time of Building Use permission, the Competent Authority may issue permission after giving opportunity of hearing to the Owner of the adjoining Building or Chairman/Secretary of the Cooperative Society considering the merits and demerits of individual case.

#### 3.9.2 Authorizing Private Inspector For Inspection

For the purpose of inspecting the construction at different stages, the competent authority may hire the services of the architects/engineers who are registered.

The competent authority while hiring an architects/engineers, shall see that for different risk levels, the engineer or the architect hired is experienced. Following table shows the experience required for different Risk levels. The competent authority shall for each site visit and the report decide the fees. For this the competent authority shall, for the subsequent financial year, latest by 15 March every year publish the fees and invite the applications of architects and engineers who would be willing to work as inspection architect / engineer. On receipt of the applications, the competent authority shall make a panel of approved engineer / architect.

The competent authority shall make an contract agreement with all the engineers / architect included in the panel. The agreement shall include the scope of work, the reporting systems and the protocols (including penalty clauses, mode of payments and reporting systems –both online and in hard copies) for smooth functioning of inspections.

Table 3.2:Supervisor Requirement

Sr. No.	Consequences of Class	Design Supervision	Supervisor	Minimum Experience required
(1)	(2)	(3)	(4)	(5)
1.	CC1	SL1 Relating to CC1	Supervision by the owner and POR	As per regulation no. AOR, EOR and SEOR registration.
2.	CC2	SL2 Relating to CC2	Normal supervision by POR and the Competent Authority	One year after registration as AOR, EOR, SEOR for respective task.
3.	CC3	SL3 Relating to CC3	Normal supervision by POR and the Competent Authority	Two years after registration as AOR for respective task.
4.	CC4	SL4 Relating to CC4	Extended supervision	Three year after registration as AOR for respective task.
5.	CC5	SL5 Relating to CC5	Extended supervision	Four year after registration as AOR for respective task.

### 3.9.3 Permission to Change a Sanctioned Use of a Building

1. No building or premises shall be changed or converted to a use other than the sanctioned use without prior permission of the Authority in writing. Change of use not in conformity with these regulations shall not be permissible.
2. Application for obtaining Permission to Change Sanctioned Use of Building shall be made by the Owner, for which a change in use is proposed and the Persons on Record, in the format prescribed in Form No. 13. Drawings, specifications and documents to be submitted along with the application shall be as is specified in Schedule 2C.

### 3.9.4 Fees obtaining building use permission or change of use.

Fees and other charges for obtaining Permission to Change Sanctioned Use of Building are per table 3.3.

Table 3.3: Fees for permission to use and change of use.		
No.	Description	Fees equal to

1	In conformity with these regulations and no change from the permission granted.	5% of the Development Permission Scrutiny Fees that is leviable on the Building-unit, as the case may be.
2	In conformity with these regulations but with internal modification without any change in the location and/or overall dimension of the Building	Two times of the Development Permission Scrutiny Fees that is leviable on the Building-unit, as the case may be.

### 3.9.5 Penalties

For Making Unauthorised Use of a Building, penalty equal to, four times the Development Permission Scrutiny Fees that is leviable for the built-up area of the Building entities used unauthorised.

Provided that the scrutiny fee calculated in reference to above shall be to the extent of excess area or for the area which may be considered to be unauthorised.

### 3.10 Unauthorized Building

Any development, requiring a Development Permission, carried out without valid Development Permission or after cancellation or suspension, shall be deemed to be an Unauthorized Building.

#### 3.10.1 Dealing with Unauthorized or Unsafe Buildings

If the Competent Authority deems any development to be unauthorised or unsafe, it may, by a written notice, require the person carrying out the development to stop the same forthwith. This written notice may be affixed to any part of the premise and shall be deemed a sufficient intimation to the occupier of such building or part of building. If the person carrying out such work or doing such thing is not the owner at the time of giving such notice, such person shall be liable for carrying out the requisitions of the Competent Authority.

In case of unauthorised or unsafe development, the Competent Authority shall:

- Take suitable action which may include demolition as provided in the Act.
- Issue directions for the alteration or reconstruction of any works specified that have not been commenced or completed.
- Take suitable action against the Persons on Record.

If within the period specified in such written notice, the requisitions contained therein are not carried out by the said person or owner, as the case may be, the Competent Authority may remove or undo such thing and the expenses thereof shall be paid by such person or owner as the case may be. The cost(s) of undertaking these measures shall be paid by the said person. If need arises, the competent authority may exercise measures including police intervention. If such building is not stopped forthwith, the Competent Authority may direct the person undertaking such construction to be removed from the premises, may seal the Building-unit, and may cause such necessary

measures including police intervention to ensure that the person does not re-enter the Building-unit without written permission of the Competent Authority. Permission to re-enter the building premise shall only be granted for the purpose of carrying out any work of reinstatement.

In cases where development has already started/commenced on site without obtaining Development Permission, but where this development is in accordance with these Regulations, the Competent Authority may grant Development Permission on the merits. For such development, considering it to unauthorised penalty, as specified in table 3.4, shall be charged in addition to other fees/ charges/ deposits etc.

Table 3.4: Penalties for Undertaking Unauthorized Development

Condition	No of times leviable on the Building-unit
a. Development commenced without taking any permission.	15
b. Application made, permission not granted and Development commenced which is not as per the submitted plan.	10
c. Application made, permission not granted and Development commenced which is as per the submitted plan.	5
d. Open Uses of Land including Layout and Sub-division without taking any permission.	2
NOTE:- Persons on the record are liable to pay penalty as per RERA Regulations Minimum additional amount shall be Rs.1000.00 for residential and Rs.5000.00 for others.	

### 3.11 Common Protocol

For Facilitation to investor under Investment Facilitation Portal (IFP) following procedure must be adopted by competent authority where ever procedure is narrated in this document.

1. Competent Authority must made all procedure, protocols and checklist available online.
2. Application received online by competent authority and Investor Facilitation Portal
3. Compliance at any time shall be available online on competent authority website and Investor Facilitation Portal
4. Competent Authority must display the grant of permission or rejection or suspension online in public domain on Competent authority website and Investor Facilitation Portal at time new permission, renewal and revalidation of application.
5. Inspected report of each time must be online on respective website and Investor Facilitation Portal by competent authority within 24 hrs. of the inspection.
6. Competent authority allocates the inspector randomly and it must be on computerize.



7. Integrate the payment gateway online.
8. For any development permission, if site inspection is required for different purposes, all the officers or the inspectors required, to carry out inspections shall visit jointly on a prescribed date. The competent authority shall ensure that such date of joint inspection is communicated to applicant at least three days in advance and also ensure that the inspectors carry out the inspection on specified date.
9. Competent Authority shall design and develop an online development permission system with integrated application for all internal and external agencies require to provide applicable NOCs/Approvals.
10. Competent Authority shall develop the on line development permission system having e-intimation system for plinth level as well as further stage completion.
11. Competent Authority shall make provision for digitally signed certification.
12. Competent authority shall carried out a single ,joint site inspection by all such concern authorities such as Fire, Sewerage,, Electricity, Labour Water Department and internal department responsible for granting construction permit by authorizing the registered architect/engineers, who registered with the authorities for the purpose of inspecting the construction at different stage and competent authority will decide the wages for the concern inspector depending upon the quantum of work/inspection.
13. To authorize the registered architect/engineer, who are registered with the competent authorities, competent authorities shall prepare a form and inspection report and The authorized engineers/architects shall furnish the information as required in the inspection report in the prescribed timings
14. Authorized inspector as above have responsibility to inspect the site as per the prevailing and the regulation made hereunder within prescribed time and prescribed form.
15. If, any inspector authorize by the competent authorities fail to perform his/her duties of inspection as per provisions of the act will be punish as per the provisions of the act.

### 3.12 Relaxation, Interpretation & Conflict Resolution Mechanism

#### 3.12.1 Relaxation

1. "Grant of Relaxation" means grant of permission to deviate from a these regulations.
2. The Competent Authority may for reasons to be recorded in writing grant relaxation in public interest. Provided that no relaxation or waive of any of the development regulations concerning maximum built-up-area on any floor, common plot, common open plot, marginal open space, F.S.I., parking and provisions of buildings taller than 16.50 mts. However in case of development

for religious building, e.g. temple, church, mosque, parsi agyari etc. FSI may be relaxed by 0.06 only.

3. Subject to the provisions of clause 2 above, in case of hardships to the owners because of their application to the alterations not involving addition to the existing structures erected prior to the coming into force of these regulations, the competent authority after considering the merits of each individual case may grant relaxation, for reasons to be recorded in writing, for marginal open space also ensuring that it may not cause any adverse effects on the fire and structural safety requirements for the buildings.
4. In the case of existing Building-units for which the layout and sub-division may have been approved by a Competent Authority; or Building-units affected by road widening; and by the Development Plan proposals made in the Development Plan, if the Competent Authority is of the opinion that such Building-units have become incapable of reasonable development unless all or any of the requirements of Planning Regulations are suitably relaxed or waived the Competent Authority may, for reasons to be recorded in writing, relax the requirement of the above mentioned regulations.

#### 3.12.2 Competent Authority to Clarify and Interpret Provisions of the Regulations

Competent Authority shall clarify or interpret provisions of these Regulations, as specified below. Clarifications or interpretations made by the Competent Authority shall be final and binding.

1. Decide on matters where it is alleged that there is an error in any order, requirement, decision or determination made by any Competent Authority under delegation of powers in Regulations or interpretation in the application of these Regulations.
2. Interpretation of road alignment as per site situation.
3. Authorize the erection of a building or the use of premises for a public service undertaking for public utility purposes only, where he/she finds such an authorization to be reasonably necessary for the public convenience and welfare, even if it is not permitted in any land use classification.

#### 3.12.3 Conflict Resolution Mechanism

1. If any applicant has any grievance for decision taken by competent authority with respect to development permission/building use permission as per the provisions of General Development Control Regulation for D1 to D7(A) and D7(B) category, applicant can make an application before Appeal Committee as constituted below, after making a appeal fee equal to the amount paid as scrutiny fee, subject to maximum amount as Rs. 50,000/- to Development Authority.

Table 3.5:Appeal Committee for Conflict Resolution

<b>Member</b>	<b>No of times leviable on the Building-unit</b>
a. Municipal Commissioner of municipal Corporation / Chairman of UDA / ADA/ President of Municipality	Chairman
b. Town Planner / Senior Town Planner / Chief Executive Authority / Chief Officer	Member Secretary
c. District Town Planner of State Government or his Representative as per Ex-officio	Member

2. This Committee shall only function for any dispute arising for interpretation of the Development Control Regulation.
3. Under the provisions of The Gujarat Town Planning and Urban Development Act-1976 and General Development Control Regulation, Appropriate Urban Development Authority and Area Development Authority give/issue development permission and building use permission. In case of any grievance for development permission/building use permission as per provisions of these regulation and the person has approach the appeal-committee and again applicant is dissatisfied with the decision of appel-committee for D1 to D7(A) and D7(B) category, applicant can make representation before secretary, Urban Development and Urban Housing Department of Government.
4. Under the Provisions of The Gujarat Municipalities Act-1963, Appropriate Municipalities authorize person under the relevant provision of the local act give/issue development permission/building use permission. If any applicant has any grievance for development permission/building use permission as per provisions of these regulation for D8 category, applicant can make representation before Deputy Secretary of Nagarpalika, Urban Development and Urban Housing Department; The said deputy secretary can give their opinion to the appropriate authority to redress the grievance as per provisions of General Development Control Regulation.
5. Under the provisions of the GIDC Act-1962,authorized person of GIDC give/issue development permission /building use permission. If any applicant has any grievance for development permission/building use permission as per provision of these regulation for D9 category, applicant can make representation before managing director of GIDC, Industrial Development Corporation of Gujarat. The managing director can give their opinion to the appropriate authority to redress the grievance as per provisions of General Development Control Regulation.

### 3.13 Development Undertaken on Behalf of Government and Appropriate Authority

Where an appropriate authority intends to carry out development of land for its own purpose in the exercise of its powers under any law for the time being in force, such

development shall be in conformity with the development plan and of the regulations relating to construction of buildings.

The Office-in-Charge of a Government Department shall, under the relevant provisions of the relevant act, shall inform in writing to the Competent Authority of the intention to carry out development for its purpose along with such development or construction along with other required documents and drawings as stipulated in Schedule 5

### 3.14 Penalties

Any person contravening any of the Regulations or Provisions of the Development Plan shall on such contravention be liable to a punishment as provided in the Gujarat Town Planning & Urban Development Act-1976 and Rules framed there under as in force from time to time. and as per provisions of the Local Acts or the Gujarat Industrial Development Act-1962 (GIDC Act-1962) or GDA Act-1957 as the case may be by the competent authorities.

## 4 RESPONSIBILITIES OF OWNER AND/OR DEVELOPER AND PERSONS ON RECORD

### 4.1 Registration of Persons on Record (POR)

#### 4.1.1 Registering with the Competent Authority

The Competent Authority shall register architects, Developer, engineers, structural engineers, clerk of works and supervisor as Architects on Record (AOR), Developer on record (DOR) Engineers on Record (EOR), Structural Engineers on Record (SEOR) and Clerk of Works on Record (COWOR) and supervisor (SOR) respectively of the Competent Authority. Fire protection consultants shall be registered as Fire Protection Consultant on Record (FPCOR) by the Chief Fire Officer. Applications for registration should be made in the format prescribed in Form No. 1.

Any person on record, registered in municipal corporations and its development authority, even if not registered with any other competent authority will be authorized to practice in the jurisdiction of those competent authority.

#### 4.1.2 Minimum Qualifications and Competence Requirements

Minimum qualifications and competence requirements for being considered for registration as Persons on Record are specified in Schedule 3A.

#### 4.1.3 Registration Fee

Registration Fee for registering as Persons on Record with the Competent Authority shall be determined by the Competent Authority and are specified in Table 4.1.

Table 4.1: Registration Fees for Registration with the Competent Authority as Persons on Record

Sr. No.	Person on Record		Registration Fee (For the period of five years) for different categories		
			D1 to D6	D7 Class A&B and D9	D7 Class C&D, D8, & D10
1	Architect on Record		Rs.5000	Rs.4500	Rs.2000
2	Engineer on Record		Rs.5000	Rs. 4500	Rs.2000
3	Structural Engineer on Record	SEOR-1	Rs.5000	Rs. 4500	Rs.2000
		SEOR-2	Rs.4000	Rs.3500	Rs.1500
		SEOR-3	Rs.3000	Rs.2500	Rs.1000
4	Clerk of Works on Record	COWOR-1	Rs.2500	Rs.2000	Rs.1000
		COWOR-2	Rs.2000	Rs.1500	Rs.750
		COWOR-3	Rs.1500	Rs.1000	Rs.500
5	Supervisor of Works on Record	SOR-1	Rs.1500	Rs.1000	Rs.500
		SOR-2	Rs.1000	Rs.500	Rs.500
		SOR-3	Rs.500	Rs.250	Rs.200
		SOR-4	Rs.250	Rs.150	Rs.100
6	Fire Protection Consultant on Record		Rs. 50,000	Rs. 40,000	Rs. 30,000

		for 5Years	for 5Years	for 5Years
7	Developer	Rs.25,000	Rs.22,000	Rs.18,000

#### 4.2 Revocation of Registration

A registration shall be liable to be revoked temporarily or permanently by the Competent Authority if the registered person is found guilty of negligence or default in discharge of his responsibilities and duties or of any breach of any of these Regulations. In any such case, the said person shall be given a show cause notice and reasonable opportunity of being heard within the period of 7 days of the receipt of the notice by the Competent Authority for the purpose of these Regulations.

#### 4.3 Responsibilities of Individual Persons on Record (POR)

Responsibilities of Persons on Record shall be as follows and all POR has to jointly certify technical Audit Report as per Schedule No.17 for all residential building which are 18.00m. or above height and for all type of non- residential building.

##### 4.3.1 Owner or Developer to Apply for a Development Permission

The application for a Development Permission shall be made by Owner or Developer of the Building-unit on which building is proposed.

##### 4.3.2 Responsibilities of Owner or Developer

The Owner or Developer shall:

1. be responsible for ensuring that the building complies with Development Regulations
2. appoint an Architect on Record / Engineer on Record to ensure compliance with all procedural requirements specified in Section B: Procedure Regulations, and to certify that the architectural design and specifications of the proposed building comply with the competent authority Development Plan and General Development Control Regulation.
3. appoint a Structural Engineer on Record to certify that the structural design and specifications of the proposed building comply with these and competent authority Development Plan and General Development Control Regulation.
4. appoint a Clerk of Works on Record irrespective of type of building/construction in all Building-units having proposed built-up areas more than 1000 sq.mt. for over all constant supervision of construction work on site and such person appointed shall not be allowed to supervise more than ten such site at a time.
5. appoint a Supervisor on Record irrespective of type of building/construction in all Building-units having proposed built-up areas more than 250 sq.mt. or irrespective of Built Up area in case of Apartment Type, Commercial and all mix and non – Residential Building for over all constant supervision of construction



work on site and such person appointed shall not be allowed to supervise more than two such site at a time.

6. certify along with the Clerk of Works on Record that the construction of the building has been undertaken as per detailed design and specifications stipulated by the Architect on Record or Engineer on Record and the Structural Engineer on Record.
7. certify along with the supervisor on Record that the construction of the building has been undertaken as per detailed design and specifications stipulated by the Architect on Record or Engineer on Record and the Structural Engineer on Record and instruction given by clerk of works from time to time.
8. obtain a Development Permission from the Competent Authority prior to commencement of building.
9. submit construction progress reports and certificates as required to the Competent Authority.
10. Obtain a Building Use Permission prior to making use or occupying the building
11. not cause or allow any deviations from the sanctioned drawings in the course of the execution of the project against the instruction of Architect /Engineer / Structural Designer /Clerk of Works and shall bear all responsibility for any irregularity committed in the use and function of the building or its parts for which the approval has been obtained.
12. ensure that no construction is undertaken during the period that the Development Permission has lapsed or has been revoked
13. provide adequate safety measures for structural stability and protection against fire hazards likely from installation of services like electrical installation, plumbing, drainage, sanitation, water supply or any other requirements under the regulations.
14. ensure that only names of persons on record are displayed on site and no additional names are mentioned.
15. be required to produce the construction documents and its intended use as per sanctioned plan to any prospective buyer.
16. Approval of drawings and acceptance of any statement, documents, structural report, structural drawings, progress certificate, or building completion certificate shall not charge owner, engineer, architect, clerk of work and structural designer, supervisor, Developer from their responsibilities, imposed under the act, the Development Regulations and the law of tort and local Acts.
17. The land owner shall be held responsible if any unauthorized construction, Addition and Alteration is done without prior permission of Competent Authority.

18. Take adequate measures to ensure that in the course of his work, no damage is caused to the work under construction and the adjoining properties, no undue inconvenience is caused to the people in neighbourhood and no nuisance is caused to traffic & neighbouring people by way of noise, dust, smell, vibration etc.

#### 4.3.3 Responsibilities of all POR

1. They shall develop all buildings, which are compatible and accessible to all people and all building shall design in such a manner that it must fulfil the requirement of divyang/disabled people.
2. They shall inform the Competent Authority of their employment/assignment / resignation for any work within 7 days of the date of such employment/ assignment/ resignation.
3. They shall prepare and submit all plans, new or revised as applicable, documents and other details as required, in a neat, clean and legible manner and on a durable paper properly arranged and folded in accordance with the prevailing Regulations along with the soft copy showing this data.
4. They shall submit plans, documents and details without any scratches or corrections. Only small corrections will be permitted with proper initials. They shall correctly represent all the site conditions including mature trees.
5. They shall personally comply with all requisitions/ queries received from the Competent Authority in connection with the work under their charge, promptly expeditiously and fully at one-time. Where they do not agree with requisitions/queries, they shall state objections in writing, otherwise for non-compliance of any requisition/query within stipulated time, the plans and applications shall be filed forthwith, and shall not be re-opened.
6. They shall immediately intimate to the owners the corrections and other changes they make on the plans, documents and details as per requisitions/queries from the Competent Authority.
7. They shall clearly indicate on every plan, document & submission, the details of their designation such as registered AOR, EOR, SEOR, COWOR, SOR and FPCOR with registration number, date, full name and their address below the signature for identification.
8. They or their authorised agent or employee, shall not accept the employment for preparation and submission of plans-documents and supervision of any work if the same is intended or proposed to be or being executed or already executed in contravention of any Regulations or rules under the Act.
9. Approval of drawings and acceptance of any statement, documents, structural report, structural drawings, progress certificate, or building completion certificate shall not charge owner, engineer, architect, clerk of work, supervisor

and structural designer, Developer, Owner, from the irresponsibilities, imposed under the act, the Development Regulations and the law of tort and local Acts.

10. They shall study and be conversant with the provision of the Act, Local Acts, the Gujarat Industrial Development Act-1962 (GIDC Act-1962), GDA Act-1957 and the rules made there under, The Gujarat Town Planning and Urban Development Act-1976 the rules and regulations made there under, policy orders and standing orders approved by the Competent Authority and the other instructions circulated by the competent Authority and the provisions in force from time to time along with the instructions printed/mentioned on prescribed application form & permission letter.

#### 4.4 Responsibilities of Individual Persons on Record (POR)

Responsibilities of Persons on Record shall be as follows and all POR has to jointly certify technical Audit Report as per Schedule No.17 for all residential building which are 18.00m. or above height and for all type of non- residential building.

##### 4.4.1 Architect on Record (abbreviated as AOR)

The Architect on Record shall:

1. Be the Person on Record responsible for ensuring compliance with all procedural requirements specified in Section B – Procedure Regulations, of these Regulations.
2. Scrutinize and verify the architectural design and specifications of the proposed building.
3. Certify that the architectural design and specification of the proposed building comply with these Regulations using the format prescribed in Form No.2A
4. Immediately inform the Competent Authority in writing, if in his/her pinion, the construction of the building is not being undertaken in accordance with the sanctioned design requirement in a format as per Form No.3
5. Inform the Competent Authority in writing, within 7 working days, if for any reason he/she is relieved of his/her responsibilities or he/she relieves himself of responsibility as the Architect on Record for the building using the format prescribed in Form No. 4. In case of termination of services as Architect on Record, inform the Competent Authorities about the stage of work at which services are terminated. The registered architect appointed as of the preceding architect shall inform within 7 days about his/her appointment on the job, and inform the Competent Authority of any deviation that might have occurred on the site with reference to the approved drawings and the stage at which he/she is taking over the charge. After Competent Authority has inspected the site for his/her report, the newly appointed architect shall allow the work to proceed under his/her direction.

6. On behalf of the owner, submit the progress certificates, completion certificates and obtain the Building Use Permission as required under the regulations.
7. Inform the Competent Authority immediately on termination of the services of the SEOR or COWOR and shall not allow the work to continue till the vacancy is filled by appointment of another person and the certificate of appointment of such person is submitted in the Competent Authority within 7 days of his appointment.
8. Instruct the relevant agency that adequate provisions are made for ensuring the safety of workers and others during excavation, construction and erection.
9. Instruct the relevant agency that adequate provisions are made for providing safe and adequate temporary structures required for construction and development.

#### 4.4.2 Engineer on Record (abbreviated as EOR)

The Engineer on Record shall:

1. Be the Person on Record responsible for ensuring compliance with all procedural requirements specified in Section B – Procedure Regulations, of these Regulations
2. Scrutinize and verify the structural design and specifications of the proposed building
3. Certify that the structural design and specification of the proposed building comply with these Regulations using the format prescribed in Form No. 2A
4. Immediately inform the Competent Authority in writing, if in his/her opinion, the construction of the building is not being undertaken in accordance with the sanctioned design requirements, in the format stipulated in Form No.3
5. Inform the Competent Authority in writing, within 7 working days, if for any reason he/she is relieved of his/her responsibilities or he/she relieves himself/herself of responsibility as the Engineer on Record for the building using the format prescribed in Form No. 4. In case of termination of services as Engineer on Record, inform the Competent Authorities about the stage of work at which services are terminated. The registered Engineer appointed as replacement of the preceding Engineer shall inform within 7 days about his/her appointment on the job, and inform the Competent Authority of any deviation that might have occurred on the site with reference to the approved drawings and the stage at which he/she is taking over the charge. After Competent Authority has inspected the site for his/her report, the newly appointed Engineer shall allow the work to proceed under his/her direction.
6. On behalf of the owner, submit the progress certificates, completion certificates and obtain the Building Use Permission as required under the regulations.

7. Inform the Competent Authority immediately on termination of the services of the Structural Engineer on Record or Clerk of Works on Record and shall not allow the work to continue till the vacancy is filled by appointment of another person and the certificate of appointment of such person is submitted in the Competent Authority within 7 days of his appointment.
8. Instruct the relevant agency that adequate provisions are made for ensuring the safety of workers and others during excavation, construction and erection.
9. Instruct the relevant agency that adequate provisions are made for providing safe and adequate temporary structures required for construction and development.

#### 4.4.3 Structural Engineer on Record (abbreviated as SEOR)

The Structural Engineer on Record shall:

1. scrutinize and verify the structural design and specifications of the proposed building
2. prepare a report of the structural design
3. supply two copies of structural drawings to the COWOR
4. advise the Owner/Architect/Clerk of Works for arranging for tests and their reports for soil, building material etc. for his evaluation and design consideration
5. submit the certificate of structural safety and over all structural soundness of the proposed building and its compliance to the Regulations to Competent Authority using the format prescribed in Form No. 2A
6. To prepare detailed structural design and to prescribe the method and technique of its execution strictly on the basis of the National Building Code or relevant Indian Standard specifications.
7. detailed structural drawings and specifications for execution indicating thereon, design live loads, safe soil bearing capacity, specifications of material, assumptions made in design, special precautions to be taken by contractor to suit the design assumptions etc. whatever applicable.
8. immediately inform the Competent Authority in writing, if in his opinion, construction of the building is not being undertaken in accordance with the structural design and specifications stipulated by him, in the format stipulated in Form No.3
9. in case of serious default, be black listed (de-registered) by the Competent Authority
10. inform the Competent Authority in writing, within 7 working days, if for any reason he is relieved of his responsibilities as the Structural Engineer on Record for the building, using the format prescribed in Form No. 4

#### 4.4.4 Clerk of Works on Record (abbreviated as COWOR)

The Clerk of Works on Record shall:

1. Undertake all necessary measures, including but not limited to, adequate inspection during construction to ensure that the construction of the building is undertaken as per detailed design and specifications stipulated by the AOR and by the SEOR
2. immediately inform the Competent Authority in writing, if in his opinion, the construction of the building is not being undertaken in accordance with the sanctioned design and specifications, in the format stipulated in Form No. 3.
3. bring to the notice of the SEOR and AOR/EOR any situation or circumstances which in his opinion are liable to endanger the safety of structure.
4. inform the Competent Authority in writing, within 7 working days, if for any reason he is relieved of his responsibilities or he relieves himself of responsibility as the Clerk of Works for the building using the format prescribed in Form No. 4. In case of termination of services as Clerk of Works, inform the Competent Authorities about the stage of work at which services are terminated. The registered Clerk of Works appointed as replacement of the preceding Clerk of Works shall inform within 7 days about his appointment on the job, and inform the Competent Authority of any deviation that might have occurred on the site with reference to the approved drawings and the stage at which he is taking over the charge. After Competent Authority has inspected the site for his report, the newly appointed architect shall allow the work to proceed under his direction.
5. on behalf of the owner, submit the progress certificates, completion certificates and obtain the Building Use Permission as required under the regulations.
6. deposit with the Competent Authority one set of working drawings of the works executed along with the progress certificates before proceeding to the next stage of the work.
7. inform the Competent Authority immediately on termination of the services of any of Person on Record and shall not allow the work to continue till the vacancy is filled by appointment of another person and the certificate of appointment of such person is submitted to the Competent Authority within 7 days of his/her appointment.
8. instruct the relevant agency that adequate provisions are made for ensuring the safety of workers and others during excavation, construction and erection.
9. instruct the relevant agency that adequate provisions are made for providing safe and adequate temporary structures required for construction and development.



10. take adequate measures to ensure that no damage is caused to the work under construction and the adjoining properties.
11. ensure that no undue inconvenience is caused in the course of his work to the people in neighbourhood.
12. ensure that no nuisance is caused to traffic & neighbouring people by way of noise, dust, smell, vibration etc. in the course of the work
13. not be permitted to supervise more than ten independent Building-units at a given time as provided in Development Regulations.
14. be considered as a supervisor until the issue of Building Use Permission.

#### 4.4.5 Supervisor of Works on Record (abbreviated as SOR)

The supervisor of Works on Record shall:

1. undertake all necessary measures, including but not limited to, adequate inspection during construction to ensure that the construction of the building is undertaken as per detailed design and specifications stipulated by the AOR and by the SEOR and instruction given by COWOR.
2. immediately inform the Developer and Competent Authority in writing, if in his opinion, the construction of the building is not being undertaken in accordance with the sanctioned design and specifications, in the format stipulated in Form No. 3.
3. bring to the notice of the SEOR and AOR/EOR/COWOR any situation or circumstances which in his opinion are liable to endanger the safety of structure.
4. inform the Competent Authority in writing, within 7 working days, if for any reason he is relieved of his responsibilities or he relieves himself of responsibility as the supervisor of Works for the building using the format prescribed in Form No. 4. In case of termination of services as supervisor of Works, inform the Competent Authorities about the stage of work at which services are terminated. The registered supervisor of Works appointed as replacement of the preceding supervisor of Works shall inform within 7 days about his appointment on the job, and inform the Competent Authority of any deviation that might have occurred on the site with reference to the approved drawings and the stage at which he is taking over the charge. After Competent Authority has inspected the site for his report, the newly appointed architect shall allow the work to proceed under his direction.
5. instruct the relevant agency that adequate provisions are made for ensuring the safety of workers and others during excavation, construction and erection.
6. instruct the relevant agency that adequate provisions are made for providing safe and adequate temporary structures required for construction and development.

7. take adequate measures to ensure that no damage is caused to the work under construction and the adjoining properties.
8. ensure that no undue inconvenience is caused in the course of his work to the people in neighbour-hood.
9. ensure that no nuisance is caused to traffic & neighbouring people by way of noise, dust, smell, vibration etc. in the course of the work
10. not be permitted to supervise more than two independent Building-units at a given time as provided in Development Regulations within 500 M. peripheral area of each site..
11. be considered as a supervisor until the issue of Building Use Permission.

#### 4.4.6 Fire Protection Consultant on Record (abbreviated as FPCOR)

The Fire Protection Consultant on Record shall be required for all buildings listed in Schedule 11 and shall:

1. undertake all necessary measures, including but not limited to, adequate inspection during construction to ensure that the construction of the building is undertaken as per detailed design and specifications stipulated by the AOR and by the SEOR.
2. certify that the design and specification of the proposed building comply with Fire Prevention and Life Safety Measures Regulation – 2016 and amended from time to time using the format prescribed in Form No. 2A.
3. immediately inform the Competent Authority in writing, if in his opinion, the construction of the building is not being undertaken in accordance with the sanctioned design and specifications stipulated by the AOR or EOR and the SEOR, using the format prescribed in Form No. 3.
4. bring to the notice of the SEOR and AOR or EOR any situation or circumstances which in his opinion are liable to endanger the fire protection and safety of structure.
5. inform the Competent Authority in writing, within 7 working days, if for any reason he is relieved of his responsibilities or he relieves himself of responsibility as the FPCOR for the building using the format prescribed in Form No. 4. In case of termination of services as Fire Protection Consultant, inform the Competent Authorities about the stage of work at which services are terminated. The registered FPCOR appointed as replacement of the preceding FPCOR shall inform within 7 days about his appointment on the job, and inform the Competent Authority of any deviation that might have occurred on the site with reference to the approved drawings and the stage at which he is taking over the charge. After Competent Authority has inspected the site for his report, the newly appointed architect shall allow the work to proceed under his direction.

6. instruct the relevant agency that adequate provisions are made for fire prevention and safety during construction and development.

#### 4.5 Development Permission to be withheld with Change of Ownership or Change in Persons on Record

##### 4.5.1 Change of Ownership

If the ownership of a Building-unit changes after a Development Permission has been granted, such a Development Permission shall be withheld, regardless of whether building has commenced or not, until such time the name of the new owner is brought on record as per regulation no.3.7.1. Work can recommence thereafter.

##### 4.5.2 Change in Persons of Record

The Architect on Record or Engineer on Record, the Structural Engineer on Record, the Clerk of Works on Record and the Fire Protection Consultant on Record based on whose respective certifications the Development Permission has been issued or granted, are respectively responsible for ensuring that construction of the building is in compliance with these Regulations. After the Development Permission is granted, if any of the Persons on Record is relieved of his responsibility by the Owner, or, relieves himself of responsibility of the building, the Development Permission shall be withheld regardless of whether the construction of the building has commenced or not, until such time the name of the new appointee is brought on record. Work can recommence thereafter.

#### 4.6 Revocation of Development Permission in case of Misrepresentation and De-registering of Person on Record

The Competent Authority may revoke a Development Permission if:

1. It determines that false statements were made or material facts were misrepresented for obtaining the Development Permission
2. The Person on Record, based on whose certification the Development Permission has been granted is de-registered by the Competent Authority

#### 4.7 Safety requirement for the building height above 45 mt.

1. For any building height above 45.00 mts., a third party inspection check shall be mandatory. The third party shall submit a structural safety report to the committee.
2. The committee shall comprise of following:-
  - a. Municipal Commissioner /Chairman of the Authority Chairman
  - b. Chief Executive Authority Member
  - c. Head of the Fire Services of the relevant area Member
  - d. Structural Expert Member
  - e. Officer not below the rank of Superintendent Engineer of Member

- design cell of Road and Building Department
- f. Any other person decided by chairman

Member  
secretary

3. Structural Expert means a person possessing:-

- i. Master degree in structure design or its equivalent awarded by the recognized university;
- ii. 15 years' experience in structural design of building and should have at least design 10 buildings having height more than 40mt.

4. Site Supervisor means a person possessing:-

- i. Bachelor degree in civil engineering or its equivalent awarded by the recognized university;
- ii. 10 years' experience in supervision of structural design implementation of building and should have at least supervised 10 buildings having height more than 40 mt.

5. Stage means foundation, level or ground floor level or 1st floor or any other level including terrace slab and the completion.

6. Structure Design shall comprise of:-

- i. report specifying the details of design, calculations, the codes which are followed, the specification of materials and other relevant required testimonials
- ii. Drawings;
- iii. test reports.

7. PROCEDURE

- i. Along with the application for development permission the owner, in addition to the requirements of GDCR, shall submit the structure design and the audit report of structural expert
- ii. The audit report submitted under sub-rule(1) shall be there port of the structure expert certifying that structure design submitted complies with the relevant provisions of codes/standards applicable for the purpose of design.
- iii. Before the issue of development permission, the committee shall review the structure design and the audit report.
- iv. During the erection of building the owner or the developer as the case may be shall in addition to whatever specified in GDCR shall appoint a site supervisor.
- v. The site supervisor, at each stage, shall give his report specifying that the erection carried out is in conformity with the structure design as audited by structural expert.
- vi. The owner or the developer as the case may be shall along with other requirement of these regulations, at the completion of each stage submit to the competent authority the report of site supervisor.

8. General requirements

- i. The front marginal space shall be kept at ground level and no construction or erection shall be done which may become an obstacle to parking.

- ii. For the purpose of security CCTV Cameras, public address system and the control room have to be provided.
- iii. The measures taken for security and fire safety shall be reviewed yearly by the Competent authority.

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## 5 PROCEDURE DURING CONSTRUCTION

### 5.1 Inspection of Construction

#### 5.1.1 Inspection of Construction at Any Time

All buildings for which Development Permission is required are subject to inspection by the Competent Authority and the Competent Authority reserves the right to inspect such buildings at any time during the Period of Construction without giving prior notice of its intention to do so. Owner of the Building-unit and/or any person undertaking construction shall Permit authorized officers of the Competent Authority to enter the Building-unit and inspect the building for the purpose of enforcing these Regulations.

#### 5.1.2 Inspection where Development Permission is Granted

All buildings for which Development Permission has been granted shall be subject to periodic inspection by the Competent Authority during construction. It shall be the responsibility of the Owner, the Architect on Record or Engineer on Record, and the Clerk of Works on Record for the building to report commencement, progress at various stages, and completion of construction to the Competent Authority as specified in Regulation No. 5.5.

#### 5.1.3 Inspection for Fire Safety and Protection of Building under Construction

For buildings listed in Schedule 11, the Chief Fire Officer (CFO) shall carry out inspections at appropriate intervals, to ensure that the fire protection requirements and measures for such building under construction are adequate and operational. CFO shall also satisfy himself that all elevators including fire lifts are duly tested and their test certificates are submitted to his satisfaction. If the above work is entrusted to a registered Fire Protection Consultant on Record, his reports shall be countersigned by the Chief Fire Officer.

In case of inadequacy of these Regulations, he shall issue a notice to the owner or occupier of such building directing him to rectify the shortcomings/contraventions within a specified period. Copies of all such notices shall be endorsed by the Competent Authority also.

### 5.2 Information to be Prominently Displayed on Site

It shall be the responsibility of the Clerk of Works on Record and the Owner to erect a notice board on the Building-unit displaying key information pertaining to the building. The notice board should be prominently visible, easily read and should be located next to the primary access to the plot. The notice board/s should be maintained for the entire Period of Construction up to issue or grant of Building Use Permission.



Failure to comply with this Regulation may result in revocation of the Development Permission. The information to be displayed is specified in Schedule 4A.

### 5.3 Documents and Drawings to be Maintained on Site

It shall be the responsibility of the Clerk of Works on Record and the Owner for the building to keep all the documents and drawings listed in Schedule 4B on the site, at all times after issuing Notice of Commencement of Construction to the Competent Authority up to the issue or grant of Building Use Permission. These documents should be made available to any authorised officer of the Competent Authority inspecting the site for the purpose of enforcing these Regulations. Failure to comply with this Regulation may result in revocation of the Development Permission.

### 5.4 Reducing Inconvenience and Ensuring Safety during Construction

#### 5.4.1 Stacking, Storing and Disposal of Building Material

It shall be the responsibility of the Clerk of Works on Record for the Building and the Owner or Developer to ensure that no building material, building equipment or building debris is stacked, stored, left or disposed off outside the Building-unit for which Development Permission has been granted, on any public street or space.

It shall be the responsibility of the Architect on Record or Engineer on Record and Clerk of Works on Record to convince the Competent Authority of adequacy of additional barricading and safety measures that shall be taken to ensure public safety and reduce public inconvenience.

#### 5.4.2 No Damage or Undue Inconvenience during Construction

It shall be the responsibility of the Clerk of Works on Record and the Owner or Developer to undertake all necessary measures to ensure that no damage is caused to adjoining properties due to construction. It shall also be the responsibility of the Clerk of Works on Record and the Owner or Developer to undertake all necessary measures to ensure that no undue inconvenience is caused to the public, due to factors such as noise, dust, smell or vibrations. It shall also be the responsibility of the Clerk of Works on Record and the Owner or Developer to undertake all necessary measures to ensure that traffic is not disrupted due to construction.

#### 5.4.3 Liability for Ensuring Safety during Construction

The Owner or Developer and the Clerk of Works on Record shall be responsible for ensuring that all necessary measures for safety for all are taken on site. Grant of Development Permission, grant of Building Use Permission for part of a building, or issuing of any instructions to ensure public safety or reduce inconvenience, does not render the Competent Authority liable for any injury, damage or loss what so ever that may be caused to anyone in or around the area during the Period of Construction.

## 5.5 Progress of Construction and Inspection - Development Permission

### 5.5.1 Notice for Commencement of Construction

The Owner and the Architect on Record for the building shall notify the Competent Authority their intention to commence construction at least 7 working days prior to commencing construction by filing a Notice of Commencement of Construction, in the format prescribed in Form No. 10. Failure to notify the Competent Authority before commencing construction may result in lapse of the Development Permission.

A set of detailed working drawings including structural details based on approved building plans shall be submitted along with the Form. In the case of individual residential buildings up to G+2 on a plot not more than 500 sq.mt in size, the Competent Authority shall not enforce, on request of the owner/developer, to submit such details.

The Notice of Progress of Construction shall not be necessary in the following cases:

- i) Alteration in Building not involving the structural part of the building.
- ii) Extension of existing residential building on the ground floor up to maximum area of 40 sq.mt.

On receipt of the Notice of Progress of Construction from the owner or developer, it shall be the duty of the Competent Authority, if found necessary, to check any deviation from the sanctioned plan and convey decision within 7 days to the owner or developer accordingly for compliance.

### 5.5.2 Development Permission may Lapse if Construction Not Commenced on Time

If the Competent Authority is not informed of commencement of work on a proposed building within twelve months of grant of Development Permission, the Development Permission shall lapse. Application for revalidation of Development Permission should be made within twelve months of grant of Development Permission. The extended period shall in no case exceed three years in the aggregate that is for a total period of four years.

Procedure for obtaining a Revalidated Development Permission is specified in Regulation No.3.7.2

### 5.5.3 Competent Authority to be Notified of Progress of Construction

The Owner or Developer and the Architect on Record or Engineer on Record shall be responsible for notifying the Competent Authority of progress of construction having been completed up to the stages stipulated in Schedule 4C. Notice of Progress of Construction shall be made in the format prescribed in Form No.11 and approved by the Persons on Record.

## 5.6 RISK BASED CHECKS INSPECTIONS

The competent authority shall carryout the checking of the development permission application and the site inspection based on the consequence class specified.

### 5.6.1 Consequences Class.

Any development carried out by the owner or the developer attracts risk during the design and construction. Risk is defined, in the context of construction stages, as the likelihood of non-compliance with building regulations and the potential extent of harm to current and future users of building and the environment associated with non-compliance. The competent authority can, based on the extent carry out inspections based on the consequences class.

### 5.6.2 Principles of Risk Categorization

The different Consequences Classes is specified Table 5.1: Principles of Risk Categorization (Definition of Consequence Class) classification of the buildings & Control at the Design Stage (Design Supervision Levels, or DSL)

Based on the classification of the buildings specified in Table 5.2 the persons on record (POR) shall carryout the design supervision and the checks as specified in Table 5.2: Control at the Design Stage (Design Supervision Levels, or DSL)

### 5.6.3 Design Supervision Levels, or DSL

The competent authority shall as carryout the inspection and other requirements as specified in Table 5.2: Control at the Design Stage (Design Supervision Levels, or DSL)

Table 5.1: Principles of Risk Categorization (Definition of Consequence Class)

Sr. No.	Consequences Classes	Description	Use and Building type
(1)	(2)	(3)	(4)
1	CC1	Low consequence for loss of human life; small or negligible economic, social, or environmental consequences, developed, owned and maintained by single owner	<ul style="list-style-type: none"> <li>For the following development carried out in all areas other than Seismic Zone 5: <ul style="list-style-type: none"> <li>Detached dwelling unit (excluding multiple units), Farm House (excluding multiple units)</li> <li>Agricultural buildings people do not normally enter (e.g., storage buildings), greenhouses</li> </ul> </li> </ul>
2	CC2	Low consequence for loss of human life; small or negligible economic, social, or environmental consequences, but the developer, owner or the person who may maintain may not the same person.	<ul style="list-style-type: none"> <li>For the following development where the building height does not exceed 13.5 mt: <ul style="list-style-type: none"> <li>Tenement, Semi-detached Dwelling unit, Chawls, Row House, Pre – School, Cottage Industry,</li> <li>Shop, Stall, Light Home work shop</li> </ul> </li> </ul>
3	CC3	Medium consequence for loss of human life; considerable economic,	<ul style="list-style-type: none"> <li>For the following development where the building height does not exceed 25 mt:</li> </ul>

Table 5.1: Principles of Risk Categorization (Definition of Consequence Class)

Sr. No.	Consequences Classes	Description	Use and Building type
(1)	(2)	(3)	(4)
		social, or environmental consequences	<ul style="list-style-type: none"> <li>○ Dharamshala, Apartment, Hostel, Flat, EWS Housing, Low cost housing,</li> <li>○ Dimond Industry, Godown (non-inflammable), Whole sale Market and their ancillary uses,</li> <li>○ Restaurant, Shopping Centre, Shopping Mall, Indoor Hospital, Service Establishment, Offices for Individuals, Corporate Offices</li> <li>○ Garden Restaurant, Garden, Party Plot.</li> </ul>
4	CC4	High consequence for loss of human life; High consequences for economic, social, or environmental consequences	<ul style="list-style-type: none"> <li>• For the following development where the building height exceeding 25 mt but up to 45 mt: <ul style="list-style-type: none"> <li>○ Bed and Breakfast, Dharamshala, Apartment, Hostel, Flat, EWS Housing, Low cost housing,</li> <li>○ Guest House, Lodging and boarding, Motel, Serviced Apartment, Motel,</li> <li>○ Dimond Industry,</li> </ul> </li> <li>• For the following development where the building height exceeding 13.5 mt but up to 45 mt: <ul style="list-style-type: none"> <li>○ Godown (non-inflammable), Small Factories, Auto Repair, Workshop/ Warehouses, Wood Workshop, Fabrication, Workshop, Public – Garage, Light/ Service Industries;</li> <li>○ Restaurant, Shopping centre, Shopping Mall, Indoor Hospital, Service Establishment, Offices, Corporate Offices, Call centres,</li> <li>○ Training /Fitness Centre, Research Centers, Clinic, Retail Shop</li> </ul> </li> </ul>

Table 5.1: Principles of Risk Categorization (Definition of Consequence Class)

Sr. No.	Consequences Classes	Description	Use and Building type
(1)	(2)	(3)	(4)
			<ul style="list-style-type: none"> <li>For the following development having up to 45 mt: <ul style="list-style-type: none"> <li>Nursing Home, Maternity Home, Pathology Laboratory, Hospital, Surgical Hospital, Hospital and contigeneousdeseses, Mental Hospital</li> <li>Primary/ Secondary / Higher Secondary Schools, College, Polytechnic, University</li> <li>Exhibition / Town / Community / Banquet Hall/ Hall, Hall, Wadi, Video Hall Shooting Range, Drive-in Cinema, Golf</li> <li>Convention Centre, Auditorium, Planetarium, Stadium, Museum, Exhibition Halls/ Ground, Drive-In Cinema, Clubs, Golf Course, Cinema, Facility For Water Sports, Theme/ Amusement Park, Aquarium, Zoo, Botanical Garden, Sports Complex, Swimming Pool, Playfield, Camping/ Mela Ground, Cinema/ Motion Picture Hall, Theatre, Gardens, Parks, Nursery, Botanical Garden, Green House, Play Fields, Forest; Natural Reserve and Sanctuary, racetrack, Shooting Range, Zoo</li> <li>Temples, Church, Mosque, Gurudwara, Synagogue, Upashraya, Sant Niwas</li> <li>Newspaper Printing Press, Concrete Batching Plant, Stone Cutting And Polishing; Poultry Farm, Dairy, Assembly Plant,</li> <li>Godown (If Inflammable), LPG Cylinder, Kerosene Depot,</li> <li>Junk Yard, Warehouse, Godown, Cold Storage, Timber Mart, Steel Stockyard, Ice Factory All Industries both Hazardous/ Non-Hazardous,</li> </ul> </li> </ul>

Table 5.1: Principles of Risk Categorization (Definition of Consequence Class)

Sr. No.	Consequences Classes	Description	Use and Building type
(1)	(2)	(3)	(4)
			<p>Textile Units, Ice Factory;</p> <ul style="list-style-type: none"> <li>○ Quarrying of Stone, Quarrying of Gravel , Quarrying of Clay; Dumping of Solid Waste,</li> <li>○ Slaughter House, Meat Processing Units, Leather Processing Units, Cold Storage</li> <li>○ Fuel Storage, Storage of inflammable materials, Thermal Power Plant, Power Plant, Gas Plant, Storage of Hazardous Materials, Hazardous Industries, Chemical Industries. Obnoxious and Hazardous Uses, Dying House Truck Terminal, Bus Terminal (by private enterprise),Transport Terminal for Goods and Passengers</li> <li>○ Horticulture, Repair and Sale of agricultural equipment, Brick Kiln, Dairy Development, Fisheries, Animal Rearing and Breeding, Natural Resource and Sanctuary, Tannery, Concrete Batching Plant, Cemetery, Burial Ground, Regional Park, Way-side Shop, Agricultural Vocational Training Centre, Panjarapole, Roofing Tiles and Cement Pipes</li> <li>○ Dumping of Solid Waste,</li> <li>○ Course, Ship Building or Ship Breaking, Fishing ,aqua culture Processing of fish and industry based on it port, harbour ferry hovercraft service marine transport ,Telephone microwave or other means of communication facilities, salt pans and non-polluting salt processing activity, Any Type activity not permissible as per the provision of the</li> </ul>



Table 5.1: Principles of Risk Categorization (Definition of Consequence Class)

Sr. No.	Consequences Classes	Description	Use and Building type
(1)	(2)	(3)	(4)
			<p>Environment Protection Act.1968 and Environment (Projection Rules-1968)</p> <ul style="list-style-type: none"> <li>○ Poultry Farm, Agro-based Godowns</li> <li>○ Fair, Circus, Exhibition, Mela, Pandal</li> <li>○ Drainage, Sanitation, Domestic Garbage Disposal Collection, Solid Waste Transfer Station; Pumping Station, Electricity, Purification Plant, Fire Stations. or any development activity carried out by appropriate authority for public purpose, Petrol Pump with or without service station</li> <li>○ Public assembly, Public facilities and amenities like Health Public facilities and amenities like Transport and Communication, Public facilities and amenities like public security, Public facilities and amenities like social welfare Recreation of any Type</li> <li>○ Indoor Hospital, Nursing Home</li> <li>○ All others not specified.</li> </ul>
5	CC5	Very High consequence for loss of human life; Very High consequences for economic, social, or environmental	<ul style="list-style-type: none"> <li>● All buildings taller than 45 mt. Irrespective of use.</li> </ul>

Table 5.1: Principles of Risk Categorization (Definition of Consequence Class)

Sr. No.	Consequences Classes	Description	Use and Building type
(1)	(2)	(3)	(4)
		consequences	

Table 5.2: Control at the Design and Inspection Stage (SL)			
Design Supervision	Design and Inspection Levels Characteristics	Minimum recommended requirements for checking of calculations, drawings and specifications.	Minimum requirements for Inspection of implementations and the insurance requirements.
(1)	(2)	(3)	(4)
SL1 Relating to CC1	Supervision by the owner and POR	<ul style="list-style-type: none"> <li>Self-checking: Checking performed by the person who has prepared the design.</li> <li>Self-certification of design by the architect and the structural engineer appointed by the owner.</li> </ul>	<ul style="list-style-type: none"> <li>Self-certification by the architect and the structural engineer appointed by the owner for carrying out the construction as per drawings and specifications and for which the plans are approved. The POR shall for all levels submit the reports and submission of completion plan.</li> <li>No inspection to be carried out by the Inspector of the competent authority and shall issue the building use permission based on the documents supplied by the owner and POR</li> <li>The competent authority shall not insist on the insurance for the building.</li> </ul>
SL2 Relating to CC2	Normal supervision by POR and the Competent Authority	<ul style="list-style-type: none"> <li>Self-checking: Checking performed by the person who has prepared the design.</li> <li>Self-certification of design by the architect and the structural engineer appointed</li> </ul>	<ul style="list-style-type: none"> <li>Self-certification by the architect and the structural engineer appointed by the owner for carrying out the construction as per drawings and specifications and for which the plans are approved. The POR shall for all levels submit the reports and submission of completion plan.</li> </ul>

		by the owner.	<ul style="list-style-type: none"> <li>• Inspection to be carried out by the Inspector of the competent authority at the plinth level and at time when the owner makes an application for getting building use permission. The building use permission shall issue based on the inspection report and the documents supplied by the owner and POR.</li> <li>• The competent authority shall not insist on the insurance for the building.</li> </ul>
SL3 Relating to CC3	Normal supervision by POR and the Competent Authority	<ul style="list-style-type: none"> <li>• Checking by different persons in accordance with the procedure prescribed in these regulation no 4, 5 and 6 of these regulations</li> <li>• Plinth and occupancy inspection and certification by structure designer.</li> </ul>	<ul style="list-style-type: none"> <li>• Certification by the architect and the structural engineer appointed by the owner for carrying out the construction as per drawings and specifications and for which the plans are approved. The POR shall for all levels submit the reports and submission of completion plan.</li> </ul> <p>Inspection to be carried out by the Inspector of the competent authority at the at all levels as required in regulation no 4, 5 and 6. The building use permission shall issue based on the inspection reports and the documents supplied by the owner and POR.</p> <ul style="list-style-type: none"> <li>• The competent authority shall ask the owner to seek insurance coverage for the building for minimum 5 years and then only issue the building use permission.</li> </ul>
SL4 Relating	Extended	<ul style="list-style-type: none"> <li>• Checking by different persons</li> </ul>	<ul style="list-style-type: none"> <li>• Certification by the architect and the structural</li> </ul>

to CC4	supervision	<p>in accordance with the procedure prescribed in these regulation no 4, 5 and 6 of these regulations</p> <ul style="list-style-type: none"> <li>• Plinth and occupancy inspection and certification by structure designer.</li> </ul>	<p>engineer appointed by the owner for carrying out the construction as per drawings and specifications and for which the plans are approved. The POR shall for all levels submit the reports and submission of completion plan.</p> <ul style="list-style-type: none"> <li>• In spection to be carried out by the Inspector of the competent authority at the at all levels as required in regulation no 4, 5 and 6. The building use permission shall issue based on the inspection reports and the documents supplied by the owner and POR</li> <li>• The competent authority shall ask the owner to seek insurance coverage for the building for minimum 15 years and then only issue the building use permission.</li> </ul>
SL5 Relating to CC5		<ul style="list-style-type: none"> <li>• Checking by different persons in accordance with the procedure prescribed in these regulation no 4, 5 and 6 of these regulations.</li> <li>• Third party inspection as per regulation no 4.7-Checking performed by authorized person different from that which prepared the design</li> <li>• Plinth and occupancy</li> </ul>	<ul style="list-style-type: none"> <li>• Certification by the architect and the structural engineer appointed by the owner for carrying out the construction as per drawings and specifications and for which the plans are approved. The POR shall for all levels submit the reports which shall be checked by the Third Party as specified in regulation no 4.8 and along with the report of the third party submit the completion plan to the competent authority.</li> <li>• Inspection to be carried out by the Inspector of the competent authority at the at all levels as required in regulation no 4, 5 and 6. But the competent authority</li> </ul>

		<p>inspection and certification by POR as specified in regulation no 4,5,6 and third party checks as specified in regulation no 4.7</p>	<p>shall take into consideration the report of the Third party under regulation 4.7 and only than after the approval by the committee issue building use permission.</p> <ul style="list-style-type: none"> <li>• The competent authority shall ask the owner to seek insurance coverage for the building for minimum 15 years and for any other matter the committee recommends and then only issue the building use permission.</li> </ul>
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## **Schedule**

Schedule 1:Scrutiny Fees and other charges for the Grant of a Development Permission/  
Revised Development Permission

(Refer Regulation No. 3.6.2)

A person applying for a Development Permission shall have to pay scrutiny fees and other charges along with the application to the \_\_\_\_\_Competent Authority at the following rates:

(A) Scrutiny fee shall be charged as specified in the table below

1. For buildings:

Table of Schedule 1: Scrutiny Fees for buildings

Category of Development Area	Residential (Rs. per sq.mt of built up area)	
	up to 25mts	more than 25mts
D1 to D6	Rs. 10& Minimum Rs. 1000	Rs. 15& Minimum Rs. 1000
D7 (A), D7 (B) and D8, D10	Rs. 5& Minimum Rs. 500	Rs. 5& Minimum Rs. 750

2. Sub-Division And Amalgamation Of Land

Table of Schedule 2: Scrutiny Fees for Subdivision & Amalgamation of building unit/plot

Category of Development Area	All Development except agriculture use. (Rs. per sq.mt of building unit/plot area)	agricultural use (Rs. 2 per sq.mt of building unit/plot area.)
D1 to D6	Rs. 3& Minimum Rs. 1000	Rs. 2
D7 (A), D7 (B) and D8, D10	Rs. 2& Minimum Rs. 1000	

3. Public Charitable Trust:

50% of the scrutiny fee will be levied as mentioned above in category 1 and 2 for the respective uses and type of Building-units if the intended development is for hospitals, dispensaries, schools or colleges or a place of worship, dharamshala, hostels etc. constructed by a public charitable trust registered under Public Charitable Trust Act, 1950 or for any other purpose which the Authority may specify by a general or special order.

4. For Mining, Quarrying and Brick Kiln Operations

Mining, quarrying and brick kiln with or without chimney and processing of lime, sagol etc. without construction- Rs.1000.00 per 0.1 hectare or part thereof

(B) Service and Amenities Fees

Service and amenities fees shall be levied as under for any development in Non-TP Scheme Area excluding agricultural zone and gamtal. These service and amenities fees shall be adjusted against the net amount to be paid by the owner in the town planning scheme.

1. Amenities fee for different categories of development area per sq. mt. of total built up area for proposed development.

Table of Schedule 3: Amenities Fees

Category of Development Area		Amenities Fees (Rs. Per sqmts of builtup area)
1.	D1 to D6	300
2.	D4	150
3.	D3, D5, D6,D7 (A)	100
4.	D7 (B), D8 & D9, D10	50

2. 50% of above fees shall be levied on total built up area for proposed development of educational institutions, charitable trusts, government and semi government building.

3. Other Charges/Fees

Other charges/Fees shall be levied under the provisions of other Act and or instructed by State Government.

In case of any application made on Investor Facilitation Portal, irrespective of any Scrutiny fee paid at the time of making an application, the competent authority shall without examining the quantum of fee shall process the application and arrive at an opinion and thereafter, it shall before communicating the decision ask the applicant to make the remaining payment, if any.

Note: Fees may be revised by Competent Authority from time to time.

Schedule 2A: Drawings, Specifications and Documents to be Submitted with Application for Obtaining/ Revising Development Permission for Buildings and for Sub-division & Amalgamation of building unit/plot

(Refer. Regulation No 3.6.1, 3.7)

The Owner / Developer shall submit to the Competent Authority the following documents, drawings and specifications along with application for obtaining and revising a Development Permission.

A. Common Documents for Obtaining/ Revising Development Permission for Buildings and for Sub-division & Amalgamation of building unit/plot

(A) COPIES OF DOCUMENTS, DRAWINGS AND SPECIFICATIONS

1. 5 copies of all plans and statements shall be made available along with the notice. Soft copy of the drawings in cad format shall also be submitted.
2. All documents, drawings and specifications to be submitted along with the notice shall be duly signed by the Owner and the appropriate Person on Record and shall indicate their names, contact information and Registration number.
3. Every drawing, document and report shall be signed by the Owner and the Architect on Record or Engineer on Record, the Structural Engineer on Record and the Clerk of Works on Record as the case may be and in accordance with the Development Regulations.

(B) LIST OF DOCUMENTS

1. Satisfactory documentary legal evidence of the Right to Develop or Build on the Building- unit, including original copies of the relevant extract from the Property Register for City Survey Lands or Record of Rights for Revenue Lands as applicable.
2. Certified copy of approved sub-divisions or layout of the final plot from the concerned Authority as the case may be showing:
  - a. City Survey No. or Revenue No.
  - b. Area and Measurements of the Building-unit: Authority may dispense with this requirement in the cases where it is satisfied regarding the ownership of land on the basis of any documentary evidence or proof produced by the applicant.
3. Copy of Sanctioned Layout including date of sanction and Reference No.;
4. Certified part plan and Zoning Certificate from the Authority;
5. Form No 5/8: Application for Obtaining/Revising a Development Permission;
6. Form No. 2/2A: Certificate of Undertaking by the Person on Record or Engineer on Record as applicable;
7. Form No. 6A: Area Statement for Buildings or Form No. 6B: Area Statement for Sub-division and Amalgamation (whichever is applicable);
8. NOC from Appropriate Authority as per Regulations as applicable;
9. Calculation statement for payment of all relevant Development Permission Fees or any other charges;

10. Photographic Identity Proof of Owner or Developer and person on records;
11. Photograph of Building-unit
12. Certificate, NOC, opinions as may be required by competent authority.
13. In case of application for buildings, in addition to above, the following shall be have to be submitted:
  - a. Soil Test Report for buildings with more than 3 floors or frame structures;
  - b. Form No. 2A: Certificate of Undertaking by the Structural Engineer on Record;
  - c. Form No.-2A: Certificate of Undertaking by the Clerk of Works on Record;
  - d. Form No. 2A: Certificate of Undertaking by the FPCOR, if applicable;
  - e. Form No. 2A: Certificate undertaking for Hazard Safety.

(C) LIST OF DRAWINGS

1. Key Plan for both Building plan & Subdivision & Amalgamation shall be as under:
  - a. Minimum Scale: 1:8000 and
  - b. The plan should explain the boundary and location of the site with respect to neighbourhood landmarks.
2. Site Plan for buildings: The site plan shall be drawn as under:
  - a. Minimum Scale: 1:500 for plots less than 100 hectares and 1:1000 for others.
  - b. Boundaries of the plot and of any contiguous plots belonging to the Owner;
  - c. Position of the plot in relation to the neighbouring streets and street names;
  - d. Direction of north point relative to the plan of buildings;
  - e. Building-Unit Level in relation to the neighboring street level;
  - f. Building number or Plot No. of the plot on which the building is intended to be erected;
  - g. All existing buildings standing on, over or under the plot;
  - h. Any existing natural or manmade physical features, such as wells, drains, trees, high tension line, gas pipeline, railway line, etc.
  - i. Proposed use of every building
  - j. The position of building(s) and construction which the applicant intends to erect in relation to:
    - i. The boundaries of the plot and in case where the plot has been partitioned, the boundaries of the portion owned by the applicant and also of the portions owned by others;
    - ii. All buildings (with number of stories and height) and premises adjacent to the plot and of the contiguous land, if any, referred to in (a); and;
    - iii. Any street prescribed under the Act and passing through the Building-unit/s clearly indicating the regular line of streets;
    - iv. The area within the regular line of the street not to be built upon but to be added to the street, hatched in green together with its measurements;

- v. Building lines and margins of streets
  - k. The width and level of the street in front, and of the street, if any, at the side or rear of building clearly indicating the regular line of streets;
  - l. The means of access from the street to the site and all existing and proposed buildings;
  - m. Open space to be left around the building to secure free circulation of air, admission of light and access;
  - n. Open space to be provided under these Development Regulations;
  - o. The area of the whole plot and the break-up of Total built-up area on each floor;
  - p. Area classified for exemption of built-up area calculations;
  - q. Dimensions and areas of common plot, as required under these regulations,
  - r. Parking layout, indicating the parking spaces, access lane, driveway or ramp;
  - s. Layout and details of rain water harvesting required under the Development Regulations, if any;
  - t. The position of every water closet, privy, urinal, bathrooms, cess pool, well or cistern in connection with the building other than those shown in the building plan.
  - u. The lines of drainage of the building, the size, depth and inclination of every drain and the means to be provided for the ventilation of the drains;
  - v. The position and level of the outfall of the drain, any existing facilities regarding water supply, sewerage etc, diameter and gradient of water supply line, drainage lines for the disposal of storm water as well as for sewerage.
3. Site Plan for Subdivision & Amalgamation: The site plan shall be drawn as under:
- a. Minimum Scale: 1:500 for plots less than 100 hectares and 1:1000 for others.
  - b. Boundaries of the plot and of any contiguous plots belonging to the Owner, position of the plot in relation to the neighboring street, street names and direction of north point relative to the plan of buildings;
  - c. Building-unit Level in relation to the neighboring street level; (c) All existing buildings standing on, over or under the plot;
  - d. The position of the building, and of all other buildings (if any) which the applicant intends to erect upon the contiguous land and referred to in (a) in relation to:
    - i. The boundaries of the plot and in case where the plot has been partitioned, the boundaries of the portion owned by the applicant and also of the portions owned by others;
    - ii. All streets, buildings (with number of stories and height) and premises adjacent to the plot and of the contiguous land, if any, referred to in (a); and;

- iii. If there is no street within a distance of 12m of the plot, the nearest existing street;
- iv. Any street prescribed under the Act and passing through the plot/s;
- v. Building lines and margins of streets
- e. Sub-division of the land or plot or Building-unit with dimension and area of each of the proposed sub-divisions and their use according to these regulations.
- f. The width and length of the proposed streets and internal roads.
- g. Dimensions and Areas of Open space to be left as per the Development Regulations
- h. Any existing natural or manmade physical features, such as wells, drains, trees, high tension line, gas pipeline, railway line, etc.
- i. The area of the whole plot and the break-up of covered area on each floor with the calculations for percentage covered as required under the Development Regulations,
- j. Dimensions and areas of common plot, as required under these regulations, provided in the layout/sub-division of plot.

(D) Detail Drawings to be attached in case of application for building:

1. Detailed Drawings shall be submitted showing the boundary walls and gates.
2. Landscape Plan:

Minimum Scale: 1:100 for plots less than 500 sq. m. and 1:500 for others and shall contain the following:

- a. the space for circulation and parking;
- b. paved pathways;
- c. existing trees;
- d. proposed tree plantation;
- e. green areas;
- f. Unpaved areas.

3. Building Plan

The plans, elevations and sections of the proposed building shall be drawn to a scale of 1:100 showing the following details, wherever applicable:

- a. all floor plans together with the covered area, size and spacing of framing members, size of rooms and the position and width of staircases, ramps and other exit ways, lift wells, lift machine room and lift pit details;
- b. Built-up area of each dwelling unit, or shop or office space at every floor level;
- c. the use or occupancy of all parts of the building;



- d. exact location of essential services, like W.C., sink, bathroom, kitchen, cesspool, water tank, cistern, etc.
  - e. Section drawings showing clearly the size of the footings, thickness of basement wall, wall construction, sizes and spacing of structural members, floor slabs and roof slabs with their materials. The section shall indicate the heights of building and rooms and also the height of the parapet, and the drainage and the slope of the roof. At least one section should be taken through the staircase. Access to the various parts of the building and its appurtenances also should be shown in one section.
  - f. Levels of the site and all floors in relation to the datum or crown level of the access street;
  - g. all elevations;
  - h. details of service privy, if any;
  - i. dimensions of the projected portions beyond the permissible building line;
  - j. terrace plan including cabin structure;
  - k. parking spaces provided and the parking layout;
  - l. direction of north point relative to the plan of buildings;
  - m. such other particulars as may be required to explain the proposed building clearly.
4. Additional Fire Prevention and Safety Provisions. Additional fire prevention and safety provisions to be provided in buildings eligible for a Development Permission are specified in Schedule 11 according to different uses and the height of the building. Details of these shall be indicated in the drawings as required.
5. Specifications: General specifications of the proposed building giving type and grade of material shall be signed by the Architect on Record and the Structural Engineer on Record.
- (E) Detail Drawings to be attached in case of application Sub-division & Amalgamation of building unit/plot:
- 1. Detailed Drawings shall be submitted showing the boundary walls and gates
  - 2. Landscape Plan
- Minimum Scale: 1:100 for plots less than 500 sq. m. and 1:500 for others and shall contain the following:
- a. the space for circulation and parking;
  - b. paved pathways;
  - c. existing trees;
  - d. proposed tree plantation;
  - e. green areas;

**(F) DEVELOPMENT PERMISSION FEES**

Receipt of Development Permission Scrutiny Fees paid as per Schedule 1 and of other charges leviable on the Building-unit shall be attached with the application.

Schedule 2B: Drawings, Specifications and Documents to be Submitted with Application for Obtaining/Revising Development Permission for Brick Kiln, Mining and Quarrying

(Refer Regulation No. 3.6.1 and 3.7)

The Owner / Developer shall submit to the Competent Authority the following documents, drawings and specifications along with application for obtaining and revising a Development Permission.

A. COPIES OF DOCUMENTS, DRAWINGS AND SPECIFICATIONS

Every drawing, document and report shall be signed by the Owner and the Clerk of Works on Record as the case may be and in accordance with the Development Regulations.

B. LIST OF DOCUMENTS

1. An extract of the record of rights or any other document showing the ownership of the land for this purpose. If the applicant is not the owner of the land necessary documentary-proof shall be provided.
2. Zoning Certificate from the Competent Authority
3. Form No 8a: Application for Obtaining/Revising a Development Permission
4. True Copies of previous year's Development Permission
5. Form No. 2/2A: Certificate of Undertaking by the Architect on Record or Engineer on Record as applicable
6. Form No. 2B: Certificate of Undertaking by the Structural Engineer on Record, as applicable
7. Form No. 2C: Certificate of Undertaking by the Clerk of Works on Record
8. NOC from Appropriate Authority as applicable from regulation 30.0, as necessary;
9. Calculation statement for payment of all relevant Development Permission Fees or any other charges;
10. Photographic Identity Proof of Owner or Developer

C. LIST OF DRAWINGS

1. A certified site plan showing the land in question along with surrounding area shall be attached.
2. Sketch Site Plan showing:
  - a. Area of site presently used
  - b. Area of site proposed to be used

D. DEVELOPMENT PERMISSION FEES

Receipt of Development Permission Scrutiny Fees paid as per Schedule 1 and of other charges leviable on the plot shall be attached with the application.

## 5.7 Schedule 2C: Format for submission of Documents, Drawings and Specifications

(Refer Regulation No. 3.6.1, 3.7.1, 3.7.2, 3.9.1, 3.9.3, Schedule No. 2A, 2B, 4B, 5, 7, Form No. 5, 5A)

1. Copies of Plan and Documents.
2. Submission of all documents, certificates, reports and drawings to the Competent Authority:
  - a. Shall represent all facts accurately,
  - b. shall be as per formats and forms prescribed by the Competent Authority,
  - c. shall be neat, clean and fully legible, and, on durable paper folded in the manner prescribed by the Competent Authority,
  - d. shall be free of any scratches or corrections – small, initiated corrections shall be permitted.

### 3. Standard Sizes of all Drawings and Documents

All drawings and documents shall be of standard sizes as prescribed below:

S. No.	Standard sizes	Trimmed Size (mm)
1.	A0	841 X 1189
2.	A1	594 X 841
3.	A2	420 X 594
4.	A3	297 X 420
5.	A4	210 X 297
6.	A5	148 X 210

### 4. Colours and Notations to be followed for all Drawings and Documents

All drawings and documents shall follow standard colours and notations as prescribed below:

No.	Item	Site Plan	Building Plan
1.	Plot lines	Thick Black	Thick Black
2.	Existing street	Green	
3.	Future street, if any	Green dotted	
4.	Permissible building line	Thick dotted Black	
5.	Open spaces	No colour	No colour
6.	Existing works	Blue	Blue
7.	Work proposed to be	Yellow hatched	Yellow hatched
8.	Proposed work	Red	Red
9.	Drainage and sewerage	Red dotted	Red dotted
10.	Water supply work	Black dotted thin	Black dotted thin
11.	Work without permission if started on site	Grey	Grey
12.	Approved work	Yellow	Yellow

## Schedule 3A : Minimum Qualification, Experience and Document Requirements for Being Considered for Registering with the Competent Authority as Persons on Record

(Refer Regulation No. 4.1.2, 4.5)

The procedure for registering persons with the Competent Authority is given in Regulation No. 4.1.1. The registration shall be renewed annually. The following are the minimum qualifications and experience requirements for all persons to be considered for registering with the Competent Authority as Persons on Record, in order to determine their competence to fulfil their responsibilities as specified in Regulation No. 4.4.

### 1. Architect on Record (AOR)

#### (A) QUALIFICATION AND EXPERIENCE:

Minimum qualifications and experience requirements for architects, for being considered for registration with the Competent Authority, as Architects on Record shall be as follows:

- (1) The Architect must hold a valid registration with the Council of Architecture, India, issued as per the provisions of the Architects Act, 1972 or Bachelors Degree in Architecture / Diploma in Architecture Equivalent to B.Arch; and
- (2) The Architect must have a minimum of two years of experience in a practice of architecture.

#### (B) SCOPE WORK & COMPETENCE :

- (1) Preparation & planning of all types of lay-outs & submission drawings and to submit certificate of supervision, progress report & certificate of completion for all types of buildings in accordance to the provisions of building regulations
- (2) Supervision & execution of construction work as per specifications & drawings prepared by authorised registered structural designer & engineer.

### 2. Engineer on Record (EOR)

#### (A) QUALIFICATION AND EXPERIENCE :

Minimum qualifications and experience requirements for engineers, for being considered for registration with the Competent Authority, as Engineers on Record shall be as follows:

- (1) Master's Degree in Civil Engineering, a Bachelor's Degree in Civil Engineering or Building construction or its equivalent qualification recognized by the All India Board of Technical Education, or, a Diploma in Civil Engineering or Diploma in Building Construction recognized by State Board of Technical Examination of any State of India or Associate Membership (Civil Engineering ) of the Institute of Engineers, India (AMIE), and
- (2) The Engineer having Bachelor's degree or its equivalent qualification must have minimum of two years of experience and Diploma holder/or AMIE must have minimum of five years of experience in professional work.

#### (B) SCOPE WORK & COMPETENCE :

- (1) Preparation & planning of all types of lay-outs except special structures /Special Buildings as shown in respective regulation o submission drawings and to submit certificate of supervision & completion for all types of buildings. Provided person having qualification of a Diploma in Civil Engineering shall be permitted for low rise buildings only.
- (2) Supervision & execution of construction work as per specifications & drawings prepared by authorized registered structural designer.
- (3) He/she can prepare & submit structural details & calculations for buildings of load bearing structures.

### 3. Structural Engineer on Record (SEOR)

#### (A) QUALIFICATION AND EXPERIENCE:

Minimum qualifications and experience requirements for structural engineers, for being considered for registration with the Competent Authority as Structural Engineer on Record shall be as follows:

Grade	Scope of works	Qualification	Experience
SEOR-1	1. Building with height above 25 mt 2. Total proposed built-up area for a building unit is more than 10000 sq.mt. 3. Mercantile-2,3, Educational-1,2, assembly-1,2,3, institutional, Hospitality-1,2 Public utility, Public institutional Special buildings	Category 1	10*
		Category 2	3*
SEOR-2	1. Building with height above 15 mt. and up to 25 mt. 2. Total proposed built-up area for a building unit is more than 2000 sqmt and up to 10000 sqmt.	Category 1	5*
		Category 2	2*
SEOR-3	1. Building with height up to 15 mt. 2. Total proposed built-up area for building unit up to 2000 sqmt	Category 1	2*
		Category 2	-----

#### Note:

- i. \*Minimum years of experience of preparing structural designs, detailed drawings and specifications. (after attaining the degree/ Diploma)
- ii. Category 1: B.E./ B. Tech Civil or equivalent degree recognized by the AICTE Category 2: ME/ M.Tech Civil, or a Ph. D in Structural Engineering.
- iii. Person holding Higher grade license can also work for Lower Grade Work

### 1. Clerk of Works on Record (COWOR)

Minimum qualifications and experience requirements for construction engineers, for being considered for registration with the Competent Authority as Clerk of Works on Record qualified for certifying the construction of buildings shall be as follows:

Grade	Scope of works	Qualification	Experience
COWOR-1	1. Building with height above 25 mt 2. Total proposed built-up area for a building unit is more than 10000 sqmt. 3. Mercantile-2,3, Educational-1,2, assembly-1,2,3 institutional, Hospitality-1,2 public utility Public institutional Special buildings	Category 1	3*
		Category 2	5*
		Category 3	3*
COWOR-2	1. Building with height above 15 mt. And up to 25 mt. 2. Total proposed built-up area for a building unit is more than 2000 sqmt and up to 10000 sqmt.	Category 1	2*
		Category 2	4*
		Category 3	2*
COWOR-3	1. Building with height up to 15 mt. 2. Total proposed built-up area for building-unit up to 2000 sqmt	Category 1	1*
		Category 2	2*
		Category 3	1*
<p>Note:</p> <p>i. *Minimum years of experience (after attaining the degree/ Diploma) in Construction work at a responsible position in any organization</p> <p>ii. Category 1: A Degree in Civil Engineering / Architecture or Diploma in Architecture equivalent to degree Architecture, or its equivalent qualification recognized by All India Board of Technical Education</p> <p>iii. Category 2: Diploma in Civil Engineering recognized by State Board of Technical Examinations of any State in India</p> <p>iv. Category 3: Bachelor's Degree with specialized training in building in construction technology or Diploma in Building Construction Technology from a recognized institute.</p> <p>v. Person holding Higher grade license can also work for Lower Grade Work</p>			

#### 4. Supervisor of Works on Record (SOR)

##### (A) QUALIFICATION AND EXPERIENCE:

Minimum qualifications and experience requirements for construction engineers, for being considered for registration with the Competent Authority as Supervisor of Works on Record qualified for certifying the construction of buildings shall be as follows:

Grade	Scope of works	Qualification	Experience
SOR-1	1. Building with height above 25 mt 2. Total proposed built-up area for a building unit is more than 10000 sqmt. 3. Mercantile-2,3, Educational-1,2, assembly-1,2,3, institutional, Hospitality-1,2 public utility Public institutional Special buildings	Category 1	3*
		Category 2	5*
		Category 3	3*
SOR-2	1. Building with height above 15 mt. And	Category 1	2*



	up to 25 mt.	Category 2	4*
	2.Total proposed built-up area for a building unit is more than 2000 sqmt and up to 10000 sqmt.	Category 3	2*
SOR -3	1.Building with height up to 15 mt.	Category 1	1*
	2.Total proposed built-up area for building-unit up to 2000 sqmt	Category 2	2*
		Category 3	1*
SOR -4	1.Building with height up to 10 mt.	Category 1	0*
	2.Total proposed built-up area for building-unit up to 200 sqmt	Category 2	1*
<p>Note:</p> <p>i. *Minimum years of experience (after attaining the degree/ Diploma) in Construction work at a responsible position in any organisation</p> <p>ii. Category 1: A Degree in Civil Engineering / Architecture or Diploma in Architecture equivalent to degree Architecture, or its equivalent qualification recognized by All India Board of Technical Education</p> <p>iii. Category 2: Diploma in Civil Engineering recognized by State Board of Technical Examinations of any State in India</p> <p>iv. Category 3: Bachelor's Degree with specialized training in building in construction technology or Diploma in Building Construction Technology from a recognized institute.</p> <p>v. Person holding Higher grade license can also work for Lower Grade Work</p>			

#### 5. Fire Protection Consultant on Record (FPCOR)

##### (A) QUALIFICATION AND EXPERIENCE:

Minimum qualifications and experience requirements for being considered for registration with the Competent Authority as Fire Protection Consultant on Record shall be as follows:

- (1) Diploma in Engineering (Civil / Mechanical/ Electrical/ Hydraulic) recognized by State Board of Technical Examinations
- (2) Bachelor's Degree in Engineering (Civil / Mechanical/ Electrical/ Hydraulic)
- (3) Minimum experience of preparing fire safety drawings and specifications of buildings in Ahmedabad, any municipal corporation or other cities with population more than 1lakh.

No.	Building Category	Minimum Qualifications	Minimum Experience
1	Height up to 25 mt	Diploma in Engineering	7 Years
		B.E	3 Years
2	Height more than 25 mt and up to 45 mt	B.E	5 Years
3	Height more than 45 mt and up to 70 mt	B.E	7 Years
4	Height more 70 mt	B.E	10 Years

- (4) Minimum turnover of projects in work experience shall be as specified in the Gujarat Fire Prevention and Life Safety Measure act -2013, Rules,2014and regulation-2016 and amended from time to time.
- (5) The following documents shall be required for registration as Fire Protection Consultant on Record:
- a. Bank statement of last three years
  - b. Work completion certificate from clients for last three years
  - c. Minimum one No Objection Certificate from Chief Fire Officer
  - d. One set of fire safety drawings of past project.

#### Schedule 4A: Information to be Displayed on Site

(Refer Regulation No. 5.2)

It shall be the responsibility of the Owner or Developer and the Clerk of Works on Record to erect a notice board on the site of development displaying the key information pertaining to the Building-unit.

Information that shall be displayed on the Notice Board:

1. Name and address of the proposed building
2. Sanctioned Use of the Building (use as sanctioned in the Development Permission)
3. Survey No, City Survey No, Block No., Final Plot No., Sub Plot/ Property No., and complete address of the plot
4. Name of the Owner(s)/Developer(s)
5. Names and Registration Nos. of duly appointed Persons on Record on the project:
  - a. Architect on Record/ Engineer on Record
  - b. Structural Engineer on Record, and
  - c. Clerk of Works on Record
  - d. Supervisor of works on Record
  - d. Fire Protection Consultant on Record, as applicable

Failure to comply with the above requirements may result in revocation of the Development Permission.

#### Schedule 4B: Documents and Drawings to be Maintained on Site During Period of Construction

(Refer Regulation No. 5.2)

It shall be the responsibility of the Owner or Developer and the Clerk of Works on Record to keep all the documents and drawings which are listed below at the site at all times during the entire Period of Construction from commencement to completion. These documents should be made available to any authorised officer of the Competent Authority inspecting the site for the purpose of enforcing the Development Control Regulations.

The following documents shall be kept on site during construction:

- a) A set of the sanctioned drawings
- b) A copy of the valid Development Permission

Schedule 4C: Stages of Construction Work for which Notice for Progress of Construction are to be Submitted to the Competent Authority

(Refer Regulation No. 5.5.3)

The Architect on Record or Engineer on Record and the Owner or Developer shall be responsible for notifying the Competent Authority of construction having been completed up to the stages specified below. They shall also certify that the construction has been carried out in compliance with sanctioned drawings and to the Development Control Regulations, using the format as prescribed in Form No. 11:

1. Lower Basement Slab Level
2. Plinth level
3. Ground Floor
4. Middle storey (in case of buildings above 15 mt in height)
5. Last storey (when the last structural roof has been completed)

## Schedule 5: Documents and Drawings to be Submitted along with the Application for Building Use Permission

(Refer Regulation No. 3.9.1 and 3.13)

The following documents and drawings shall be submitted along with the Application for Building Use Permission for a building:

### A. Documents and Drawings:

- 1) One set of Completion Plans and as-built drawings, duly certified by POR
- 2) Form No. 2A: Certificates of Undertaking by the Architect on Record or Engineer on Record,
- 3) Form No. 2A: Certificates of Undertaking by the Structural Engineer on Record,
- 4) Form No. 2A: Certificates of Undertaking by the Clerk of Works on Record,
- 5) Form No. 2A: Certificates of Undertaking by the FPCOR,
- 6) Clearance from Chief Fire Officer, as applicable and mentioned in Schedule No. 11.
- 7) Certificate of Lift Inspector (Govt. of Gujarat) for buildings taller than 15mts
- 8) A copy of valid Registration Certificate of the Persons on Record issued by the Competent Authority.

### B. Building use permission fees:

Receipt of Building Use Permission Fees paid as per Regulation No.3.9.4 and of other charges leviable on the Building-unit shall be attached with the application.

## Schedule 6: Schedule for Maintenance and Inspection for Structural Stability and Fire Safety

(As per Competent authority respective Regulation)

Class 1 Buildings: All types of framed structures, factory buildings, special buildings, buildings for educational use such as schools, colleges, etc; hostels and other public buildings.

Class 2 Buildings: Masonry walled residential buildings with height more than 10mts

### A. Structural Stability

The interval at which buildings are to be examined and a Structural Inspection Report in Format as per Form 15 submitted to Competent Authority shall be as under:

For Class 1 buildings which are erected fifteen years earlier from the date on which these Regulations has come into force or which becomes five years old thereafter:

1. Within three years from the coming into force of these Regulations
2. Thereafter at the interval of every fifteen years from the date of submission of the first report

For Class 2 buildings which are erected fifteen years earlier from the date on which these Regulation has come into force or which become fifteen years old thereafter:

1. Within five years from the coming into force of these Regulations
2. Thereafter at the interval of every fifteen years from the date of submission of the first report

### B. Fire Safety

The interval at which buildings are to be examined by Chief Fire Officer or FPCOR and a Fire Safety Certificate as stipulated in Form 16 be submitted to Competent Authority shall be as under:

1. Within one year from the coming into force of these Regulations
2. Thereafter at the interval of every year from the date of submission of the first certificate



## Schedule 7: Documents and Fees Required with Application for Advertising Display & Communication Infrastructures

(As per Competent authority respective Regulation)

### 1. Advertising display

The Owner / Developer shall submit to the Competent Authority the following documents for erecting Advertising Display:

#### A. List of documents

1. Receipt of Fees paid and of other charges leviable shall be attached with the application.
2. Certificate from Registered Structural Engineer for the stability, safety of display structure to be erected.

#### 3A. For tender cases the documents to be submitted are:

- a. Shop Establishment Number
- b. Sale tax number
- c. Income tax clearance certificate.

#### 3B. For Private property cases:

- a. Lay-out plan;
- b. Structural detail plan;
- c. NOC from property holder;
- d. 2 copies of photograph of the actual site;
- e. Electricity Bill of last month;
- f. Property Tax Bill;
- g. Agreement copy;
- h. 7-12 utara;
- i. Ekrarnamu.

#### B. Deposit, fees and penalty:

1. The fees for erection and maintenance of the Advertising Display shall be charged as decided by Competent Authority. The fees shall be paid by the applicant in advance, for the calendar year or part thereof as may be prescribed by the Competent Authority.
2. Competent authority may also decide penalty norms for non-compliance of Regulations specified for Advertising Display Structures of various types.

### 2. Communication infrastructures

The Owner / Developer shall submit to the Competent Authority the following documents for erecting Communications Infrastructure:

#### A. List of documents

1. Receipt of Fees paid and of other charges leviable shall be attached with the application.
2. Structural Stability Certificate from Registered Structural Engineer for the stability, safety of display structure to be erected which shall be the liability of the Owner and the Registered Structural Engineer

3. Permission from the “Standing Advisory Committee on Radio Frequency Allocation” (SACFA) issued by Ministry of Telecommunications.

B. Deposit and fees:

The fees for erection of the Communication Infrastructure shall be charged as revised by Competent Authority from time to time.

## Schedule 8: Fees Required for Purchasing Additional FSI for Residential Affordable Housing

This shall be applicable for Residential Affordable Housing use across identified zones subject to relevant Zonal Regulations:

1. Additional Chargeable FSI shall be permitted on payment to the Competent Authority as under:

Sr.	Additional Chargeable FSI on basis of unit sizes (sq.mt)	Charge
1	Residential Dwelling units up to 50	10 % of the Jantri Rates
2	Residential Dwelling units with area more than 50 and up to 66	20 % of the Jantri Rates
3	Residential Dwelling units with area more than 66 and up to 80	40 % of the Jantri Rates
4	Commercial Built-up area	40% of the Jantri Rates

## Schedule 9: Documents and Drawings to be Submitted for Development Undertaken on Behalf of Government and Appropriate Authority

(Refer Regulation No. 3.13 )

The following documents and drawings shall be submitted for any development undertaken on behalf of Government and Appropriate Authority:

### A. Documents and drawings:

1. An official letter of concerned Central or State Government Department addressed to the Competent Authority or as the case may be to the authorised officer giving full particulars of the development work or any operational construction.
2. The proposal of the Development Plan or Town Planning Scheme affecting the land.
3. In case of layout of land or plot:
  - a. A site plan (of required copies) drawn to a scale of 1:500 showing the surrounding land and existing access to the land included in the layout.
  - b. A layout plan (of required copies) drawn to a scale of not less than 1:500 showing subdivisions of the land or plot with dimensions and area of each of the proposed subdivisions and their use. Provided that in the case of works proposed to be undertaken by the local military Authority of the Defense Ministry, the provisions of clause (2) and (3) shall not apply and such Authority shall be required to submit the layout plans.
4. Statement indicating the use of land confirming to the permissible land use zone, proposed to be made by the Government Department for carrying out the development work.
5. Plans confirming to the provisions of Development plan showing complete details of the operational construction as defined under Clause (xvii) of Section 2 of the Act such as detailed alignment, layouts, locations and such other matters with measurements.
6. A Site Plan (of required copies) of the area proposed to be developed to a scale of not less than 1:500.
7. Building plan, section and elevation confirming to the provisions of Development Plan and Development Regulations for the proposed development work to a scale of not less than 1:100.

## Schedule 10: List of Building Specifications verified by Competent Authority before Issue of Building Use Permission

### Refer Regulation No.3.9.1

Before Issuing Building Use Permission, Competent Authority shall check that:

1. Tree plantation required under these Regulations are planted on site or ensure this by taking suitable deposits as decided from time to time for specific period by the Competent Authority.
2. Parking space is properly paved & the lay-out of parking space is provided as per the approved plans. Sign- boards indicating the entrance, exit and location of parking spaces for different types of vehicles shall be permanently erected and maintained at the prominent place in every Building-unit.
3. Certificate of lift Inspector (Government of Gujarat) has been procured & submitted by the owner, regarding satisfactory erection of Lift.
  - a. Proper arrangements are made for regular maintenance of lift as provided in NBC and in these regulations
  - b. The Certificate of Competent Authority and or fire department for completion and or fire requirements as provided in these regulations has been procured and submitted by the owner.
4. Proper arrangements are made for regular maintenance of fire protection services as provided in NBC and in these regulations
5. There shall be a percolating well/pit in a Building-unit having area more than 1500 sq.mt.
6. The Concerned Authority issuing occupancy certificate before doing so shall consult concerned designated Authority to inspect the building and issue a certificate that necessary requirements for the fire protection under these regulations as per regulation No.18.2 have been fulfilled and if not so, the applicant shall be asked to carry out necessary additions, alterations or rectification to the satisfaction of the designated Authority before issuing occupancy certificate.

Schedule 11: Building requiring Fire Protection Consultant and Inspection by Chief Fire Officer

Refer Regulation No.3.9.1, 4.4.5, 5.1.3,) Schedule 5

If any criteria mentioned under differ from Fire Prevention & Life Safety Measures Regulations - 2016 in such cases Fire Prevention and Life Safety Measures Act – 2013 and rules -2014 , regulations – 2016 made their under prevails

BuildingUse	Criteria	FireProtection Consultant	ChiefFireOfficer's Opinion
Alluses	BuildingHeight>45mts	Required	Required
Residential	BuildingHeight >15mts	Required	Maynotbe required
	BuildingHeight >25mts	Required	Required
Mixed-Useor Business	BuildingHeight >15mts	Required	Required
Hospitality, Educational, Institutional, Mercantile	BuildingHeight >12mtsto25mts	Required	Required
	BuildingHeight >25mts	Required	Required
Special Building, Storage Building, Wholesalemarket	BuildingHeight >12mts	Required	Required
	TotalBuiltUp Areaupto 5,000 sq.mt	Required	Required
	TotalBuiltUp Area>5,000 sq.mt	Required	Required
LightIndustrial, GeneralIndustrial	TotalBuiltUp Areaupto2,000 sq.mt	Required	Maynotbe required
	TotalBuiltUp Area>2,000sq.mt andupto5,000sq.mt	Required	Required
	TotalBuiltUp Area>5,000 sq.mt	Required	Required
Hazardous, SpecialIndustrial	TotalBuiltUp Areaupto 500 sq.mt	Required	Required
	TotalBuiltUp Area>500sq.mt	Required	Required
ReligiousBuilding	TotalBuiltUp Area>2,000 sq.mt	Required	Required
FuellingStation	AllBuildings	Required	Required

## Schedule 12 : List of Recommended Trees

(Refer Regulation no.5.1.3)

Regulation No. = Planning Regulation

Following list of trees are recommended for their suitability regarding shade and foliage:

No.	Common Name
1	Kalosaras, Siris, MotiHaradi
2	Saptparni
3	Limdo or Neem
4	Java ki Rani
5	Pink cassia
6	Urimedi
7	Kasid
8	Sisam
9	Motosisam
10	Sevan
11	Borsalli
12	Jambu
13	Khatiamli
14	RagatRohido, Rayan
15	Baheda
16	Peltofarm
17	Meletia
18	Kachnar
19	Spethodia
20	Gelasedia
21	Baknim
22	Gulmohar
23	KeliaPinata
24	Garmalo
25	Billi
26	TebubiaRosia
27	TebubiaGaykem
28	Kapok
29	Kalgeria
30	Km
31	Rain tree
32	Silver Oak
33	DesiAsopalav
34	Pipal
35	Badam

### Schedule 13 : Conversion for Road Widths

Following table shall be used for conversion of road widths from length unit of feet to metric:

Sr. No.	Road Width (Feet)	Road Width (Metres)
1	20.00	6.0
2	24.60	7.5
3	30.00	9.0
4	40.00	12.0
5	50.00	15.0
6	60.00	18.0
7	80.00	24.0
8	100.00	30.0



5.8 Schedule 14: Minimum Qualification and Experience Requirements for Fire Safety Professionals in a Building

(As per respective fire Regulation)

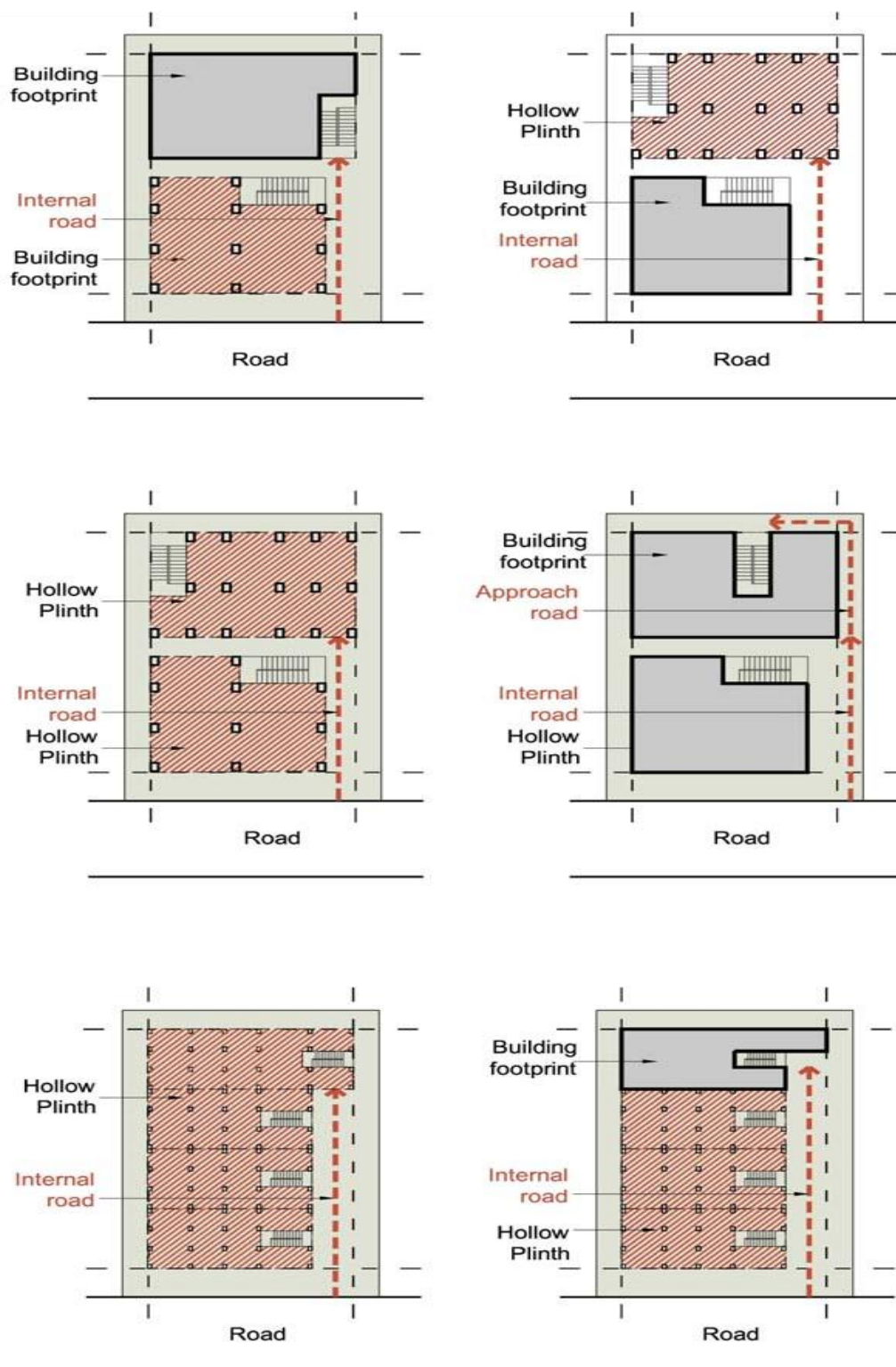
A. Fire Officer

1. Sub-officer Course (passed from reputed institute or college)

B. Fire Men

1. Elementary Training, or
2. ITI- Fire Men Course, or
3. 5 years' experience in City Fire Brigade

## 5.9 Schedule 15: Illustrations of Internal Road and Approach Road



## Schedule 16: Standalone Multi-Level Public Parking

Standalone multi-level public parking may be permissible in residential, commercial, PSP, industrial, recreational, agricultural and transportation land use classification. 5% of the built up area of the parking structure may be used for commercial activity. Other planning norms for such stand-alone parking buildings shall be as below:-

- i. MOS (Front) : 12 metres
- ii. All other three sides : 7.5 metres
- iii. Ground coverage : maximum 80 percent.
- iv. Building height : to be determined in each case by the Authority.
- v. Parking floors- Where the plot size is not less than 1000 sq. m. cover parking with a clear height of not more than 2.4 metres may be permitted on any floor of the building according to the requirement of the FAR. If such parking is provided on the entire floor area, then such parking floor would not be included in the height of the building.

**Refer Regulation no.4.3, 4.4**

A water storage tank shall be dug on marginal open Space of building so that rain water drains into the tank, and a tap at appropriate place shall be inserted for extraction of water from the tank and circulation of air. Stored water in the tank shall be used for house hold use such as waning clothes, floor sweeping and gardening.

For waste water of premises of 100 dwelling units a storage tank shall be dug as per proposal of Authority in marginal open space of building and on that tank a sewerage treatment plant shall be installed so that treated water can be used in gardening and plantation.

1	Design	Comments
	Design / Drawings available?	Y/N
	Design Category	
	Type Design?	Y/N
	Specific Design	Design to be collected to refer to Design Consultant /H.O.
	Drawing prepared/checked by competent Authority?	Y/ N
	Design Drawing/details	Y/ N
	Structural details included	Y/ N
	Earthquake/cyclone resistant features Included?	Y/ N
	Design verified/vetted by Dept./Govt. approved agency/competent authority?	Y/N
	Design changes approved by Dept./Govt. approved agency/competent authority	Y/N
2	Foundation	
	(2.1) Foundation used	Existing/ New
	(2.2.1) If existing foundation used	
	(2.2.1) Depth of foundation below ground	: <50 cm @ 50-70/> 70cm
	(2.2.2) Type of masonry	: Stone / Bncks / PCC Blocks
	(2.2.3) Thickness of masonry (above ground)	: 23cin /35 />35
	(2.2.4) Mortar used	Cement – Sand
	(2.2.5) Mix of cement mortar	As per NBC Indicate
	(2.2.6)Height up to Plinth	_____ Mtr. As per GDCR Y/N
	(2.2.7) If stone masonry	
	(2.2.7.1) Through Stones	Yes / No. If Yes Adequate/Inadequate

	(22.7.2) Corner Stones	Yes / No. If Yes Adequate/Inadequate
	(2.3) If a new foundation used	
	(2.3.1) Depth of foundation below ground	<50/50-70/>70 cm
	(2.3.2) Type of masonry blocks	Stone / bricks / PCC
	(2.3.3) Thickness of Masonry above plinth -	23cm/35/>35cm
	(2.3.4) Mortar used •	Cement-sand / lime / mud
	(2.3.5) Mix of cement mortar (1:4)/As Per NBC	Yes/No
	(2.3.6) Height up to plinth	_____Mtr, As per GDCR Y/N
	(2.3.7) If stone masonry	
	(2.3.7.1) Through Stones	Yes / No. If Yes Adequate/Inadequate
	(2.3.7.2) Comer Stones	Yes / No. If Yes Adequate/Inadequate
	(2.4) Vertical reinforcement in foundation	: Yes ./ No
3	Walling	
4	(3.1) Type of masonry	: Stone/ Brick / PCC Blocks
	(3.2) Mortar used	: Cement- sand / Lime / Mud
	(3.3) Mix of cement mortar	: 1:4 /1:1.6/Leaner
	(3.4) Thickness of wall	: >23cm/23cm/23cm
	(3.5) Mixing of mortar	: OK /Not OK
	(3.6) Join property filled	: OK /Not OK
	(3.7) Wetting of bricks	: Good / Medium / Poor
	(3.8) 1 stone masonry	
	(3.8.1) Through Stones	: Yes/No
	(3.8.2) Corner Stones	: Yes / No
	(3.9) Overall workmanship	Good / Medium / Poor
	Roofing	
	(4.1) Type of roof	: Flat / Sloping
	(4.2) If sloped	: Morbid tiles / AC. sheet / G.I. sheet
	(4.3) Purlins	: Angle-
		Iron / Timber / NA
	(4.4) Truss type	
	(4.5) Anchorage with wall	: Adequate / Inadequate / NA

5	Materials	: Specifications must be conforming to NBC/Relevant IS Codes
	(5.1) Cement	
	(5.1.1) Source	Authorised Dealer / Market OPC/PPC/ PSC
	(5.1.2) Type of cement	Grade (33 / 43 / 53)
	(5.1.3) If OPC	OPC / PPC/ PSC
	(5.2) Sand	
	(5.2.1) Type of sand	Mild / Moderate / High
	(5.2.2) Presence of deleterious materials	
	(5.3) Coarse Aggregates	
	(5.3.1) Type coarse Aggregates	Gravel / Crushed Stone
	(5.3.2) Presence of deleterious material	Mild / Moderate / High
	(5.4) P.C.C. Blocks (Applicable for onsite production)	
	(5.4.1) Type of P.C.C. Blocks	Solid blocks/Hollow blocks
	(5.4.2) Ratio of concrete in block	
	(5.4.3) Interlocking feature	Yes / No
	(5.4.4) Course aggregates used	Natural / Crushed stone
	(5.5) Bricks Blocks, Stone etc.	
	(5.5.1) Strength (field assessment)	Low / Medium / High
	(5.5.2) Dimensional accuracy	Yes / No
	(5.6) Concrete	
	(5.6.1) Mix of concrete	(1:1 1/2:3)/(1:2:4)/ Design Mix
	(5.6.2) Batching	Weight batching/ Volume batching
	(5.6.3) Compaction	Vibrators / Thappies and rods
	(5.6.4) Workability	Low / Medium / High
	(5.6.5) Availability of water	Sufficient / Insufficient
	(5.6.6) Curing	Satisfactory/ unsatisfactory
	(5.7) Reinforcing Steel	
	(5.7.1) Type of Steel	Plain mild steel HYSD bars
	(5.7.2) Source	Authorised Dealer /Market
	(5.7.3) Whether IS Marked	Yes/No
	(5.7.4) Conditions of bars	Clean / Corrugated
	(5.7.5) Fixing of reinforcement as per drawing	Yes / No
	(5.7.6) Suitable cover	Yes/No



## Schedule 18: Regulations for Gandhidham Development Authority

The Gandhidham (Development and Control on Erection of Buildings) Act - 1957. (Bombay Act No. XIX of 1958): Gandhidham Development Authority



## Forms

Form 1: Application for Registering as Person on Record

(Regulation No. 4.1.1)

To

The Chief Executive Authority / Municipal Commissioner/Chief Officer Urban Development Authority / Municipal Corporation/ Area Development Authority/ Nagarpalika

1. Name: \_\_\_\_\_

2. Local Address: \_\_\_\_\_

3. Permanent Address: \_\_\_\_\_

4. Telephone/Fax No: \_\_\_\_\_

5. Qualification: \_\_\_\_\_

6. Membership of Professional: \_\_\_\_\_

Associations (indicate appropriate professional affiliations)

7. Experience (No. of years): \_\_\_\_\_

8. Previous year's Registration: \_\_\_\_\_ No.

9. Name of Employer: \_\_\_\_\_

(if employed)

Sir/Mm,

Kindly register me as (Architect on Record/Engineer on Record/Structural Engineer on Record/Clerk of Works on Record/ FPCOR/ SOR/ Developer) of the Competent Authority. I meet with the minimum qualifications and competence requirements as specified in Regulation No. 4.0 and schedule 7.0. Relevant documents attesting to the same are attached herewith.

I hereby undertake to abide by all rules, regulations, standing orders, requisitions and instructions given by the Competent Authority and shall carry out my responsibilities as prescribed in the General Development Control Regulations. I also understand that if I fail to perform my responsibilities as above, the Competent Authority reserves the right to de-register me, forfeit my security deposit and take other appropriate action as defined in the General Development Control Regulations and as per the provisions of the Act.

Name of the Applicant:

Signature:

Date:

Form 2A: Certificate of Undertaking for Persons on Record

See Regulation No. 4.3.3, 4.4.1, 4.4.2, 4.4.3, 4.4.6, 4.5.1 and Schedule 2A, 2B, 2C and Regulation No. ....

To

The Chief Executive Authority / Municipal Commissioner/Chief Officer  
Urban Development Authority / Municipal Corporation/Area Development  
Authority/Nagarpalika

Proposed building: (Title of the work)

Plot No.: Area of the Plot:

Survey No.: City Survey No.:

Inward No.: Final Plot No.:

Sub Plot / Property No.: at Village:

Address of proposed building:

Name of the Owner / Developer:

Sir/Mm,

I, am currently registered as Architect on Record with the Competent Authority.

I, \_\_\_\_\_ hereby certify that I am appointed as the Architect on Record to prepare the plans, sections and details as required under the Development Regulations for the above mentioned project and that I have prepared and signed the same and that the execution of the project shall be carried out under my direction and supervision of supervisor or owner, as per the approved drawings. I am fully conversant with the provisions of the Regulations, which are in force, and about my duties and responsibilities under the same and I undertake to fulfill them in all respects, except under the circumstances of natural calamities.

1) I, am currently registered as Engineer on Record with the Competent Authority.

I, here by certify that I am appointed as the Engineer on Record to prepare the plans, sections and details as required under the General Development Control Regulations for the above mentioned project and that I have prepared and signed the same and that the execution of the project shall be carried out under my direction and supervision of supervisor or owner, as per the approved drawings. I am fully conversant with the provisions of the Regulations, which are in force, and about my duties and responsibilities under the same and I undertake to fulfil the min all respects, except under the circumstances of natural calamities.

2) I am currently registered as Structural Engineer on Record with the Competent Authority as per Regulation No.4.3.3,4.4.3and Schedule 2A, 2B, 2C

This is to certify that I, am appointed as the Structural Engineer on Record to prepare the structural report, structural details and structural drawings for the above mentioned project. I am fully conversant with the Regulations and of my duties and

responsibilities under the Regulations and assure that I shall fulfil them in all respects. I have prepared and signed the structural design and drawings of the proposed building as per the prevailing Indian Standard Specifications and further certify its structural safety and stability in design.

- 3) I, am currently registered as Clerk of Works on Record with the Competent Authority as per Regulation No. 4.3.3, 4.4.4 and Schedule 2A, 2B, 2C

This is to certify that I, am appointed as the Clerk of Works on Record for the above mentioned

project. I am fully aware of my duties and responsibilities under the Regulations and assure that I shall fulfil them in all respects. I shall undertake all necessary measures, including but not limited to adequate inspection during construction, to ensure that the construction of the building is undertaken in accordance with the detailed design and specifications provided by (name of the Architect on Record) and \_\_ (name of the Structural Engineer on Record), and, with the sanctioned design and specifications.

- I undertake not to supervise more than ten works at a given time as provided in Development Regulations.
- I undertake not to supervise work simultaneously at one point of time on any other sites during my supervision of the execution of this work.

I fully understand that in case my certificate is found to be false, or if it is found that I have not fulfilled my responsibilities as prescribed therein, the Competent Authority shall be at liberty to penalize me as per the provisions of the Act.

- 4) I, am currently registered as Fire Protection Consultant on Record with the Chief Fire Officer. and as per Regulation No. 4.3.3, 4.4.6 and Schedule 2A, 2B, 2C

I, is hereby certify that I have been appointed as the Fire Protection Consultant on Record of the proposed building. I am fully conversant with the Regulations and of my duties and responsibilities under the Regulations and as sure that I shall fulfil the min all respects. I have prepared and signed the fire safety drawings of the proposed building as per the Regulations and further certify its fire safety.

I, is fully understand that in case my certificate is found to be false, or if it is found that I have not fulfilled my responsibilities as prescribed there in, the Competent Authority shall be at liberty to penalize me as per the provisions of the Act.

- 5) I, am currently registered as supervisor of Works on Record with the Competent Authority per Regulation No. 4.3.3, 4.4.5 and Schedule 2A, 2B, 2C

This is to certify that I am appointed as the supervisor of Works on Record for the above mentioned project. I am fully aware of my duties and responsibilities under the Regulations and assure that I shall fulfil the min all respects. I shall undertake all necessary measures, including but not limited to adequate inspection during construction, to ensure that the construction of the building is undertaken in accordance with the detailed design and specifications provided by

\_\_\_\_\_(name of the Architect on Record) and \_\_\_\_\_(name of the Structural Engineer on Record), and, with the sanctioned design and specifications.

- I undertake not to supervise more than ten works at a given time as provided in Development Regulations.
- I undertake not to supervise work simultaneously at one point of time on any other sites during my supervision of the execution of this work.

I fully understand that in case my certificate is found to be false, or if it is found that I have not fulfilled my responsibilities as prescribed therein, the Competent Authority shall be at liberty to penalize me as per the provisions of the Act.

As per Regulation No. 16 and Schedule 2A of this Comprehensive General Development Control Regulations we all undersigned except Fire Protection Consultant on Record

1. Certified that the building plans submitted for approval satisfy the safety requirements as stipulated under Building Regulation No. 16 and the information given therein is factually correct to the best of our knowledge and understanding.

2. It is also certified that the structural design including safety from hazards based on soil conditions shall be duly incorporated in the design of the building and these provisions shall be adhered to during the construction

Name of EOR Registration No.: Address: Tel. No.: Signature: Date:	Name of SEOR: Registration No.: Address: Tel. No.: Signature: Date:
Name of Clerk of Works: Registration No.: Address: Tel. No.: Signature: Date:	Name of FPCoR: Registration No.: Address: Tel. No.: Signature: Date:
	Signature of Owner with date Name Address

**SPECIAL BUILDING INFORMATION SCHEDULE (TO BE ANNEXED WITH FORM 2D) (In case of small houses of one or two storeyed load bearing masonry construction)**

Building address	Sub-Plot No. RS No/F.P. No/ Colony	T.P. Scheme Name/No.	Town:	Taluka:	District:	Reference
Building category	Type of Construction	Brick masonry or other rectangular units OR Dressed stone masonry OR RCR masonry				
Location	Seismic zone	V OR IV OR III				Table : 1
	Design intensity (MM/MS K)	IX OR VIII OR VII				Table : 1
	Cyclone zone	20% OR 40% OR 50% OR 60% OR 75% OR 80% OR 100%				Table : 2
Foundati on	Soil type at site(Note 2)	Rocky/Stiff	Medium	Soft/Black Cotton Soil	Liquefiable Ref.(1)	Table : 3
	Depth of water table below GL	In Meter:				
	Type of footing/ Foundation used	Strip with or without sand bed	Individual column footing	Under-ream piles	*Any other (specify)	
Super-structure	Storeys etc.	Basements:0/1	G.F:	1st Floor	2nd Floor	Water tank on roof Capacity(in ltr)=
	Mortar	C:S = 1:4	C:L:S =1:1:6	*Any other(Specify)		
	Floors	RC slabs	Stone slabs on joists	Prefab flooring Elements on beams	*Any other (specify)	
	Roof	Flat like floors/ Sloping	Trussed/raftered/'A' frame/Sloping RC slab			*Any other(specify)
	Roof covering	CGI sheeting	AC sheets	Morbi tiles	*Any other (specify)	
Safety of	Bracing provided	In plan Yes/No/NA	In plane of rafters Yes/No/NA	In plane of vertical columns Yes/No/NA	Cyclone guidelines	

**SPECIAL BUILDING INFORMATION SCHEDULE (TO BE ANNEXED WITH FORM 2D) (In case of small houses of one or two storeyed load bearing masonry construction)**

Sloping roof where used	Roof anchorage	To walls by Bolt : length(in cm) =						
	Connections	Connecting to Purlins J-bolt /wire		Purlins to rafters : Bolt/Wire		Truss elements Welding/Bolts/Nails/		
Load bearing wall building	Opening in walls	Control used on sizes Yes/No/NA		Control used on location Yes/No/NA		Strengthening around Yes/No/NA		GSDMA guidelines
	Bands provided	Plinth band Yes/No/NA	Lintel band Yes/No/NA	Eave band Yes/No/NA	Roof band Yes/No/NA	Gable band Yes/No/NA	Ridge band Yes/No/NA	Construction Guidelines 11.3, 16.1
	Vertical bars	At corners of rooms Yes/No/NA		-		At Jambs of openings Yes/No/NA		Construction Guidelines Clause:11.5, 18
	Stiffening of floors/roof with separate units	RC screed & band Yes/No/NA		Peripheral band and connectors Yes/No/NA		Diagonal planks and alround band Yes/No/NA		Construction Guidelines Clause:11.4, 17
<p><b>Note:</b></p> <p><b>A.</b> The POR shall encircle appropriate data/fact or Give relevant fact/data where option is not given or Specify particular fact/data where options are not applicable in your case.</p> <p><b>B.</b> Ref:</p> <p>1. Guidelines for reconstruction and new construction of houses in Kachchh earthquake affected areas of Gujarat - Gujarat State Disaster Management Authority, Govt. of Gujarat - June, 2001.</p> <p>2. Guidelines for cyclone resistant construction of buildings in Gujarat - Gujarat State Disaster Management Authority, Govt. of Gujarat - December, 2001</p>								

Form 3: Notice to the Competent Authority of Non-Compliance of Building to Sanctioned Design and Specifications

(See Regulation Nos.4.4.1, 4.4.2,4.4.3, 4.4.4, and 4.4.5, 4.4.6)

To

The Chief Executive Authority/Municipal Commissioner /Chief Officer

Urban Development Authority/Municipal Corporation/Area Development Authority/  
Nagarpalika

Proposed building:

(Title of the work)

Plot No.: Area of the

Survey No.: City Survey No.:

Inward No.: Final Plot No.:

Sub Plot / Property No.: at Village :

Address of proposed building:

Name of the Owner / Developer:

Sir/Mm,

I am currently registered as (Architect/Engineer/Structural Engineer/Clerk of Works/ Fire Protection Consultant) on Record with the Competent Authority. I have been appointed as(Architect/Engineer/Structural Engineer/Clerk of Works/Supervisor of Works/Fire Protection Consultant) on Record for the proposed building.

This is to bring to your notice that construction of the building is not being undertaken in accordance with the sanctioned design and specifications and/or with the following Development Regulations. Details of non-compliance are as follows:

- 1.
- 2.

Name: \_\_\_\_\_

Registration No.: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Tel. No.: Signature: Date: \_\_\_\_\_



Form 4: Notice to the Competent Authority of Discontinuation as Person on Record

See Regulation No.4.4.1, 4.4.2,4.4.3, 4.4.4, and 4.4.5, 4.4.6

To

The Chief Executive Authority / Municipal Commissioner/Chief Officer

Urban Development Authority / Municipal Corporation/ Area Development Authority/  
Nagarpalika

Proposed building:

(Title of the work)

Plot No.:

Area of the Plot:

Survey No.:

City Survey No.:

Inward No.:

Final Plot No.:

Sub Plot / Property No.: at Village:

Address of proposed building:

Name of the Owner / Developer:

Sir/Mm,

This is to bring to your notice that I have been relieved of my responsibility/have relieved myself of my responsibility as (Architect/Engineer/Structural Engineer/Clerk of Works/Supervisor of Works) on Record for the proposed building, with effect from (date).

I wish to place on record that with effect from the said date, I shall neither be associated with this building nor be responsible for its compliance to the sanctioned design and specifications and to the Development Regulations.

Name:

Registration No.:

Address:

Tel. No.:

Signature: Date:

Form No. 5.Application for Development Permission for Building

See Regulation No. 3.6.1

FORM NO. C. (See Rule -9)

Application for development permission under sections 27, 34 and 49 of G.T.P. & U. D. Act. 1976/ The Notice u/s. 253 and 254 of the G.P.M.C. Act, 1949.

To,

The Chief Executive Authority/Chief Officer/Municipal Commissioner,  
Urban/ Area Development Authority/ Nagarpalika/Municipal Corporation

Owner's/  
Applicant's  
self-attested  
photograph

I/We hereby apply for permission for development as described in the accompanying maps and drawings. The names of the persons employed by me for the preparation of plans, structural details and supervision of the work area as under:

a) The plans are prepared by Registered Architect/Engineer:\_\_\_\_\_ (pl Specify the license number and date of expiry)

b) The structural report, details and drawings are to be prepared and supplied by Registered

Structural Engineer:\_\_\_\_\_ (pl Specify the license number and date of expiry)

c) The site supervision of the construction work will be done by Registered Clerk of Work (if Applicable):\_\_\_\_\_ (pl Specify the license number and date of expiry)

I have read the Development Regulation framed by the Authority under the provisions of the relevant Act and claim to be fully conversant with it. I shall fulfill my duties and responsibilities in accordance with the provisions of the Development Regulations.

Signature of Owner/Developer or Authorized agent of owner

Date:

	Title	Details
1	Ownership Details	
1.1	Applicant's Name	
1.2	Postal Address for correspondence	
1.3	Address of Land in Question	
1.4	Applicants interest/title in land with respect of record of rights	
2	Land Details - Legal	
2.1	Land Description	
2.2	Village Name	
2.3	TPS/Revenue village/Gamtal	

2.4	FP No/ Revenue Survey No./ C S No					
2.5	Sub-Plot No/Tenement No					
2.6	Ward					
2.7	Zone					
2.8	Details of Approval before taken.					
3	Type of Case for Application					
3.1	New / Revision/ Reopen/ Renewal/ Addition/Alteration					
4	Land Occupancy Type Existing	Tick as applicable	Land Occupancy Type- Proposed	Tick as applicable		
4.1	Vacant		Vacant			
4.2	Partly - Built		Partly - Built			
4.3	Fully - Built		Fully - Built			
5	Site Details					
	Width of Road Abutting theSite	TP Road	Non TP Road/DP Road/Other Road	BRTS Corridor		
5.1	Road 1: Front Side					
5.2	Road 2: Other than Front Side					
5.3	Road 3: Other than Front Side					
5.4	Road 4: Other than Front Side					
	Seismic Details	Yes/ No	Zone No.	Details		
5.5	Seismic Zone					
	Water Supply	Available by Local Government/Authority			Bore Well	
5.6	Water Supply Facility in Building-unit					
	Drainage	Available by Local Government/Authority			Not Available	
5.7	Drainage Facility in Building- unit					
	Storm Water	City Network			Percolation Pit/ Percolating Well/ Recharge Pit	
5.8	Storm Water Facility in Building-unit					
	Solid Waste Disposal	Local Government/Authority			None	
5.9	Solid Waste Disposal Facility in Building-unit					
	Electricity	Available by Torrent/GEB/Other			None	
5.10	Electricity facility in Building- unit					
6	Land-Use Details					
A	Existing Use	Details				
	Use	Use Sub- type	Total Units	Max. No .of Floor	Max. Building Height.	Total Built- up Area
6.1	Residential					

6.2	Commercial					
6.3	Mixed Use					
6.4	Industrial					
6.5	Others (please specify)					
B	Proposed Use	Details				
6.6	Residential					
6.7	Commercial					
6.8	Mixed Use					
6.9	Industrial					
6.10	Others (please specify)					
Attachments: Annexure as above regulation						

Form 5A: Application for Development Permission for Brick-kiln, Mining and Quarrying

FORM NO. C(a)

(See Rule -9 and Regulation No. 3.6.1)

Application for permission of Brick-kiln, Mining and Quarrying under Section – 27, Gujarat Town

Planning and Urban Development Act, 1976.

To,

The Chief Executive Authority/Municipal Commissioner/Chief Officer

Urban Development Authority/Municipal Corporation/Area Development Authority/  
Nagarpalika

I/We hereby apply for permission for development as described below. I/We are applying for development on this land for the first time. I/We certify that all terms and conditions laid down in the development permission granted during last year/previous years have been scrupulous observed.

Form 5A: Application for Development Permission for Brick Kiln, Mining and Quarrying		
1	Ownership Details	
	Applicant's Name	
	Postal Address for correspondence	
	Address of Land in Question	
	Applicants interest/title in land with respect of record of rights	
2	Land Details - Legal	
	Land Description	
	Village Name	
	TPS/ Revenue village/ Gamtal	
	FP No/ Revenue Survey No./ C S No	
	Sub-Plot No/Tenement No	
	Details of 7/12 attached	
	Ward	
	Zone as per sanctioned DP	
	Details of Approval before taken.	
3	Was land in question used for brick-kiln/mining/quarrying in the past?	
	Yes/ No	If YES please specify the details below

4	Whether Development Permission and N.A. permission were obtained in past?	
	Yes/ No	If YES please specify the details below
5	Total area of land in question:	
6	Present Use of Land:	
7	Proposed Use of Land:	
8	Mention the area of land used for above mentioned uses so far (sq.mt).Indicate the same on site plan	
9	Mention the proposed area to be used. (sq.mt) Indicate the same on site plan	
10	Mention the duration for which permission is sought (in month/year)	
	Mention time-limit for completion or termination of such use (in month/year)	
11	For Renewal of Permission	
	Case No. and Date of previous Permission	
	Amount of the Security Deposit	
Attachments: Annexure as above regulation		

Signature of Owner/Developer or Authorized agent of owner

Date:

Form 6A: Area Statement for Buildings

(See Schedule 2A)

FORM 6A: AREA STATEMENT				
Area Statement For Land				
No	Title	Details (Area in sq.mt)		Supporting Documents Provided Yes/ No/ Not required
A	Building-unit Area			
A.1	(a) As per Revenue Record			
A.2	(b) As per TPS Record			
A.3	(c) Per site condition			
B	Deduction Area			
B.1	(a) Roads (proposed or under process)			
B.2	(b) reservations (under TP or DP or any other Statutory Plans/Under provision of GDR)			
B.3	Area- not in possession			
B.4	Other			
C	Net Area			
EXISTING				
No	Title	Details(Area in sq.mt/ Nos./ mt)		Supporting Documents Provided Yes/ No/ Not required
		Required	Provided	
1	Common Plot			
2	Width of Road Side Margin			
2.1	Width of Other than Road Side Margin			
2.2	Total Marginal Area			
3	Width of Internal Road			
3.1	Internal Road Area			
4	Total Permissible Ground-coverage			

5	Permissible FSI - Base (as per old DP)				
6	Permissible FSI - Chargeable				
7	FSI Consumed				
8	Ground Coverage				
8	Use	Use Sub-type	Total Built- up Area (in sq.mt)	No of Units	Drawings Provided Yes/ No
	Existing Use - as per old DP				
8.1	Residential				
8.2	Commercial				
8.3	Mixed Use				
8.4	Industrial				
8.5	Others (please specify)				
8.6	Total				
9	Floors	Numbers of Units	Floor Area/ Built-up Area/FSI (insq.mt)	Payment FSI (in sq.mt)	
Provide Details for individual Building					
9.1	Hollow Plinth				
9.2	Ground Floor				
9.3	Typical Floor				
9.4	Floors other than Typical Floor				
9.5	Total				
9.6	Total of all buildings				
9.7	Building	Building Height in mt	Number of Floors		
10	Dwelling Units	Numbers of Units	Total Unit Area (in sq.mt)	Details of unit area (Size)of Individual Unit (in sq.mt)	
Provide Details for individual Building					
10.1	1BHK				
10.2	2BHK				
10.3	3BHK				
10.4	4BHK				
10.6	More than 4BHK				
10.7	Others (eg. Studio units, penthouse etc.)				
10.8	Other than Dwelling Units				



10.9	Total			
10.10	Total of all buildings			
11	Basement	Number of Basement	Area per Basement (in sq.mt)	Total Basement Area
11.1	Basement 1:Area			
11.2	Basement 2: Area			
11.3	Others			
Existing Area Statement For Parking				
12	Parking	Area (in sq.mt)		Percentage (%)
12.1	Area under parking (including visitors parking)			% of Total Built-up Area
12.2	Visitors Parking			% of Total Parking Area
12.3	Covered Parking			% of Total Parking Area
12.4	Open Parking			% of Total Parking Area
20.10	Sports & Leisure			
20.11	Parks			
20.12	Service establishment			
20.13	Industrial			
20.14	Storage			
20.15	Transport			
20.16	Agriculture			
20.17	Temporary Use			
20.18	Public Utility			
20.19	Public Institutional			
20.20	Total			
21	Floors/Levels	Numbers of Units	Floor Area/ Built-up Area/FSI(insq.mt)	Payment FSI(in sq.mt)
Provide Details for individual Building				
21.1	Basement			
21.2	Hollow Plinth			
21.3	Ground Floor			
21.4	Typical Floor			
21.5	Floors other than Typical Floor			
21.6	Total			
21.7	Total of all buildings			
22	Dwelling Units	Numbers of Units	Total Unit Area(insq.mt)	Details of unit area (Size)of Individual Unit(insq.mt)
Provide Details for individual Building				
22.1	1BHK			
22.2	2BHK			
22.3	3BHK			

22.4	4BHK				
22.5	MoreThan4BHK				
22.6	Others(eg. Studio units, pent house etc.)				
22.7	Other than Dwelling Units				
22.8	Total				
22.9	Total of all buildings				
23	Dwelling Units	Carpet Area of each Unit (insq.mt)	Details of Balcony & Vernadah area (Size)of Individual Unit (in sq.mt)	Proportionate Common Amenities area in Sq.mt.	Total Built up Area (Sq.m t.)
23.1	Ground Floor				
23.2	First Floor				
24	Building	Building Height in meters		Number of Floors	
PROPOSEDAREASTATEMENTFORPARKING					
24	Parking		Area(insq.mt)		Percentage(%)
24.1	Parking Area required as per Regulation( please specify in% as well as area)				%of Total Built-up Area
24.2	Proposed Parking Area (please specify in % as well as area)				%of Total Built-up Area
24.3	Visitors parking area required at Ground Level (please specify in % as well as area)				%of Total Built-up Area
24.4	Visitors parking area provided at Ground Level (please specify in % as well as area)				%of Total Built-up Area
25	Parking	Area (insq.mt )	No. of Parking spaces for 2-heelers	No. of Parking spacesfor4- wheelers	
25.1	Proposed Parking on Ground Level(including Hollow Plinth)				
25.2	Proposed Parking on Basement Level				
25.3	Proposed Parking on levels above Hollow Plinth				
12.3	Covered Parking				
12.4	Open Parking				
25.4	Total				

Build-to-line				
*BUILDING-UNIT(PLOT)ASMENTIONEDINLOCALAREAPLAN,PLEASEPROVIDETHE FOLLOWINGDETAILS.				
1	Length of Build-to-Line	In meters		
2	Length of Build-to-Line coinciding the front façade of the building	In meters		
3	Percentage of length of Build-to-line coinciding the front façade of the building	%		
Proposal Details				
Description of proposed property				
List of Drawings	No. of Copies	North	Scale of drawing	Remarks
Plans				
Layout Plan				
Site plan				
Detailed Plan				
Sections				
Elevations				
Services & Amenities Plan				
Landscape Plan				
Ref Description of last approved plans (if any)		Date		

	A	Area Statement	Sq Mts.			
For Subdivision/ Amalgamation/ Layout of Land	1.	Area of Plot/Plots		I. List of Drawing attached	No. of copies	
		Internal Road Area				
		Common plot/ Plots				
		Amalgamated Area (in case of amalgamation)				
	2.	Deduction for :		II. Ref. & Description of Last approved plans if any	Date	
		(a) Proposed roads				
		(b) Any reservation				
		(c) Not in Possession				
		(d) Other				
	SITE PLAN [under regulation no. <b>Error! reference source not found.</b> IV and VI (a)] Layout Plan [under regulation no. <b>Error! reference source not found.</b> VII(b)]		Total : (a+b+c+d)			
3.		Net area of plot (1-2)				
4.		(in case of Sub- Division) Common plot/ Plots Internal Roads		III. Description of proposed development and property		
5	Balance area of Sub plot/sub plots (3-4)		IV.			
	Permissible F.S.I.					
		Total Built-up area permissible				
		Existing floor area		North line	Scale	Remarks
		F.S.I.				
		Notes :				
				V. Certificate		
		Certified that the plot under reference was surveyed by me on and the dimensions of sides etc. of plot state on plan are as measure on site and the area so worked out tallies with the area stated in document of ownership/T.P.record. Architect/Engineer Signature.				
		VI. Signatories				

				Signatory, Name and address with
				Regn. No.
				Owner/ Developer/
				Architect/
				Engineer/Clerk of works/Site supervisor

Form 6B: Area Statement for Subdivision and Amalgamation of Land

(See Schedule 2B)

## Form 7: Grant/Refusal of Development Permission

See Regulation No. 3.6.3, 3.7.1, 3.7.2

FORM NO. D.

### DEVELOPMENT PERMISSION

Permission is hereby granted/refused under Section 29(1) (i)/29(1)(ii)/29(1)(iii), 34, 49(1)(b) of the Gujarat Town Planning and Urban Development Act, 1976 / under Section 253 and 254 of Gujarat Provincial Municipal Corporation Act, 1949.

To

(Name of person)

For (Description of work)

On the following conditions/grounds

Conditions:(in case of grant)

Subject to the submission of detailed working drawings, and structural drawing(s) along with soil investigation report before the commencement of the work.

Grounds:(in case of refusal)

a. Documents/N.O.C. etc.:

Following documents/plans/N.O.C./undertakings as mentioned in form no. 1 are not submitted.

b. Site Clearance :

I. Site is not cleared as per the provisions of Development Plan with respect to

- Road line
- Reservations
- Zone
- Other (specify)

II. Site is not cleared as per the provision of T.P. Scheme..... with respect to

- Road
- Reservation
- Final plot
- Other (specify)

III. Proposed use is not permissible according to the width of road as per the Provision No.11.2.

c. Scrutiny of Layout :

Following provisions are not as per the Development Regulations :

- Set back
- Margin

- Common plot
- Internal roads
- Parking space
- Ground coverage
- Any other (specify)

d. Scrutiny of Building Requirements :

Following provisions are not as per the Development Regulations.

- F.S.I.
- Height
- Ventilation
- Open air space
- Provisions for Fire protection
- Any other (specify)

For The Chief Executive Authority / Municipal Commissioner /Chief Officer

Urban Development Authority / Municipal Corporation /Area Development Authority/  
Nagarpalika

Form 8:Application for Revising Development Permission

(See Regulation No.3.7.1)

To

The Chief Executive Authority / Municipal Commissioner/Chief Officer

Urban Development Authority / Municipal Corporation / Area Development Authority/  
Nagarpalika

Proposed building:

(Title of the work)

Plot No.:

Area of the Plot:

Survey No.:

City Survey No.:\_

Block No. :

Final Plot No.:

Sub Plot / Property No.:

Address and location of proposed building:

Sir/Mm,

I am the Owner/Developer of the plot and wish to undertake construction of the proposed building on the plot.

The Development Permission No. \_\_\_\_\_ has been granted to me by the Competent Authority vide Letter No. \_\_\_\_\_ dated \_\_\_\_\_. I wish to vary the sanctioned layout of the proposed building. I shall be responsible for ensuring that the building complies with the General Development Control Regulations.

I request that the Revised Development Permission be granted to me.

Name of the Owner/Developer:

Address:

Tel. No.:

Signature: Date:



Form 9:Application for Revalidating Development Permission

(See Regulation No. 3.7.2)

To

The Chief Executive Authority / Municipal Commissioner /Chief Officer

Urban Development Authority / Municipal Corporation /Area Development Authority/  
Nagarpalika

Proposed building:

(Title of the work)

Plot No.:

Area of the Plot:

Survey No.:

City Survey No.:\_

Block No. :

Final Plot No.:

Sub Plot / Property No.:

Address and location of proposed building:

Sir/Mm,

I am the Owner/Developer of the plot and wish to undertake construction of the proposed building on the Building-unit.

The Development Permission has been granted to me by the Competent Authority vide Letter

No.        dated    . The Development Permission that was issued on

(date) by the Competent Authority shall lapse on

(date) due to

I shall be responsible for ensuring that the building complies with the General Development Control Regulations. I request that the Revalidated Development Permission be granted to me.

Name of the Owner/Developer:

Address:

Tel. No.:

Signature: Date: `

Form 10: Notice for Commencement of Construction

(See Regulation No. 5.5.1)

To

The Chief Executive Authority / Municipal Commissioner/Chief Officer

Urban Development Authority / Municipal Corporation /Area Development Authority/  
Nagarpalika

File No:    Dated:

Proposed building:

(Title of the work)

Plot No.:    Area of the Plot:

Address and location of proposed building:

Sir/Mm,

This is to notify you that the construction of the proposed building shall commence on  
..... (date). The construction of the building shall be undertaken in compliance with  
the sanctioned drawings and the Development Regulations.

Enclosed with this Notice are:

1) Detailed Working Drawings including structural design and specifications duly verified  
and certified by the AOR or EOR and SEOR for the project.

Name of AOR/EOR Registration No.: Address: Tel. No.: Signature: Date:	Name of Clerk of Works: Registration No.: Address: Tel. No.: Signature: Date:
	Signature of Owner with date Name Address

Form 11: Notice of Progress of Construction

(See Regulation No. 5.5.3)

To

The Chief Executive Authority / Municipal Commissioner /Chief Officer

Urban Development Authority / Municipal Corporation Area Development Authority/  
Nagarpalika

File No: Dated:

Proposed building:

(Title of the work)

Plot No.: Area of the Plot:

Address and location of proposed building:

Sir/Mm,

This is to notify you that the construction of the proposed building has reached the following stage:

NoStage Date

1. Plinth level
2. Ground Floor
3. Middle storey
4. Last storey

The construction of the building is in compliance with the sanctioned drawings and the General Development Control Regulations. We declare that the amended plan is not necessary at this stage.

Name of AOR/EOR Registration No.: Address: Tel. No.: Signature: Date:	Name of Clerk of Works: Registration No.: Address: Tel. No.: Signature: Date:
	Signature of Owner with date Name Address

Form 12: Notice of Completion of Construction and Compliance Certification

(See Regulation No. 3.9.1)

To

The Chief Executive Authority / Municipal Commissioner /Chief Officer

Urban Development Authority / Municipal Corporation /Area Development Authority/  
Nagarpalika

File No: Dated:

Proposed building:

(Title of the work)

Plot No.: \_Area of the Plot:

Address and location of proposed building:

Sir/Mm,

This is to notify you that the construction of the proposed building has been completed under our supervision.

We hereby certify that the construction of the building has been undertaken in compliance with the sanctioned drawings and the General Development Control Regulations. We declare that the building is to be used for \_purpose as per approved plan and it shall not be changed without obtaining written permission.

Any subsequent change from the completion drawings will be our responsibility.

Name of AOR/EOR Registration No.: Address: Tel. No.: Signature: Date:	Name of SEOR Registration No.: Address: Tel. No.: Signature: Date:
	Signature of Owner with date Name Address

## Form 13: Application for Building Use Permission

(See Regulation No. 3.9.1, 3.9.3)

To

The Chief Executive Authority / Municipal Commissioner/Chief Officer

Urban Development Authority / Municipal Corporation/Area Development Authority/  
Nagarpalika

File No: Dated:

Proposed building:

(Title of the work)

Plot No.: Area of the Plot:

Address and location of proposed building:

Sir/Mm,

This is to notify you that the proposed building/ part of the building has been completed in compliance with the sanctioned drawings and the General Development Control Regulations.

Enclosed with this application are:

1. Notice of Completion of Construction and Compliance Certification as prescribed in Form No. 12;
2. One set of Completion Plans and as-built drawings, duly certified by the POR;
3. Form No. 2A: Certificates of Undertaking by the Architect on Record or Engineer on Record; and form No. 2E: Certificates of undertaking by the FPCOR
4. Form No. 2A: Certificates of Undertaking by the Structural Engineer on Record,
5. Form No. 2A: Certificates of Undertaking by the Clerk of Works on Record,
6. Clearance from Chief Fire Officer, Ahmedabad, as applicable & mentioned in Schedule No.22
7. A copy of valid Registration Certificate of the Persons on Record issued by the Competent Authority.
8. Certificate of lift Inspector (Govt. of Gujarat) for buildings taller than 15 mt.

We request that the Building Use Permission be granted to the building. Any subsequent change from the completion drawings will be our responsibility.

Name of the Owner/Developer:

Address:

Tel. No.:

Signature: Date:



Form 14: Grant/Refusal of Building Use Permission

See Regulation No. 3.9.1

To

File No: Dated:

Proposed building:

(Title of the work)

Plot No.: Area of the Plot:

Address and location of proposed building:

With reference to your Application No:      dated:      , I am directed to inform you that the Building-unit has been inspected on date\_      and the development is as per sanctioned design and specifications; and that Building Use Permission has been granted. The building/part of building may be used as per sanctioned drawings. This Building Use Permission is to be read in conjunction with all other documents and drawings which are enclosed as per the provisions of Regulation No 6 and its Schedules, and that all such documents, drawings and specifications form part of this Building Use Permission.

OR

With reference to your Application No:      dated:      , I am directed to inform you that the Building-unit has been inspected on date      and that a Building Use Permission has not been granted on the following grounds:

- 1.
- 2.

Yours faithfully

For The Chief Executive Authority / Municipal Commissioner/ Chief Officer  
Urban/Area Development Authority / Municipal Corporation/ Nagarpalika

# Form 15: Structural Inspection Report

(Maintenance of Building - See Schedule 6)

(This form has to be completed by registered Structural Engineer on Record after his site Inspection and verification regarding compliance of all recommendation by the owner, which in the opinion of the registered Structural Engineer on Record is necessary for safety of the structure)

N	Description	Informati	Notes
1.	Title, Location and Address of the building including T.P.No.F.P.No.etc		
2.	Name of Present Owner		
3.	Name of Structural Engineer on Record		
4.	Use of the building		
5.	Year of construction		
	Year of subsequent additions		
	Nature of additions or alterations		
6.	Date of Last Inspection Report		
	SEOR for Last Inspection Report		
7.	Class1Building		
8.	Class2Building		
9.	Type of structure f Load bearing walls f R.C.C frame f R.C.C frame and Shear walls		
10	Soil data f Type of soil f Design safe bearing capacity f Any change subsequent to construction f Any open excavation pit f Any water body nearby f Proximity of drain f Underground water tank		IS:1893Cl.6.3. 5.2 IS:1904



(a)Function	(b)Framed construction							
	Residence(with or without shops)	Apartments (with or Without shops)	Office Bldg.	Shopping centre	School, College	Hostel	Auditoria	Factory
	1	2	3	4	5	6	7	8
A. Load bearing masonry wall construction								
Framed structure								
Construction and structural materials	Critical load bearing element	Brick	RCC	Stone	Timber	Steel		
	Roof Floor	RCC	Timber	RBC	Steel	Jack-arch		

Part2 Loadbearing masonry buildings			
	Description	Information	Notes
1.	Building category		
2.	Any cracks in masonry walls		
	Extent of cracks		
	Location of cracks		
	Sketch of cracks, if necessary		
3.	Recommendations, if any		
Part3 Reinforced Concrete framed buildings			
	Description	Information	Notes
1.	Type of Building		
2.	Any cracks in beams		
	Extent of cracks		
	Probable causes		
3.	Any cracks in columns		
	Extent of cracks		
	Probable causes		
4.	Any cracks in slab		
	Extent of cracks		
	Probable causes		

	Spilling of concrete or plaster of slab		
	Corrosion of Reinforcement		
5.	Cover Spell		
Part 3 Reinforced Concrete framed buildings			
	Description	Information	Notes
6.	Exposure of reinforcement		
7.	Subsequent damage by user for taking pipes, conduits, hanging fans or any other fixtures, etc.		
8.	Loads in excess of design loads		
9.	Recommendations, if any		
Part 4 Buildings in Structural Steel			
	Description	Information	Notes
1.	Building category		
2.	Painting		
3.	Corrosion		
4.	Joints, nuts, bolts, rivets, welds, gusset plates		
5.	Bending or buckling of members		
6.	Base plate connections with columns of pedestal		
7.	Loads in excess of design loads		
8.	Recommendations, if any		

This is to certify that the above is a correct representation of facts as given to me by the owner and as determined by me after Site Inspection to the best of my ability and judgment.

The recommendations made by me to ensure adequate safety of the structure are compiled with by the owner to my entire satisfaction

Name of the SEOR:

Registration No.:

Address:

Tel. No.:

Signature: Date:

Form 16:Fire Safety Certificate

(See Regulation, Schedule 6)

To

The Chief Executive Authority / Municipal Commissioner /Chief Officer

Urban Development Authority / Municipal Corporation/Area Development Authority/  
Nagarpalika

Existing Building:

Survey No.:            City Survey No.:\_

Block No. :                      Final Plot No.:

Sub Plot / Property No.:

Address and location of existing building:

Name of Owner:

Type of Structure:

Sir/Mm,

I am currently registered as Fire Protection Consultant on Record for the above building.

This is to notify that I have inspected the above building on    and to the best of my knowledge; I certify that the fire safety of the building has not been compromised due to lack of maintenance.

Name of the FPCOR:

Registration No.:

Address:

Tel. No.:

Signature: Date:

(See Regulation no. 3.6, 3.7)

**AFFIDAVIT**

I, under signed Shri/Smt/Kum. .... Engineer/Architect having Registration No. .... is appointed by the owner. I hereby certify that, for the development on land bearing revenue survey No./Block No./City Survey No. .... of Village ..... T.P. Scheme No. .... O.P. No. .... F.P. No. .... Designated as ..... zone in the development plan of ..... Area/Urban Development Authority. The brief of proposed construction the specified here under. I have scrutinized the plans, documents and other information to be submitted for getting the development permission of a residential unit. I have, after due diligence and proper inquiry found to be in compliance with the regulations. I hereby affirm and allow the owner to commence the construction of building from ..... on the aforesaid land with the following conditions. Further I certify that, for the aforesaid development the layout is sanctioned, a valid Non Agriculture Permission is issued by relevant authority, the built-up area does not exceed 125 sq.mt. and the existing building is owned by the single owner and for which the permission is issued by the competent authority.

I have verified all documents and found to be authentic. I further assure that the owner shall:

- a. comply all regulations required for safety,
- b. carryout the work as per the attached plan which is as per the sanctioned General Development Control Regulations(GDCR), Rules, Regulations, Standing Orders issued by competent authorities.
- c. submit the plans as per regulation before the commencement of the work.

I understand that in case any of the aforesaid conditions/permission/responsibilities are not complied then the competent authority reserves the right to revoke my registration and forfeit my security.

I, Shri/Smt/Kum. .... under signed owner of the above mentioned Land/building hereby declare that the undersigned architect/engineer is appointed by me and is authorized to make representation/application with regard to aforesaid development to any of the authorities. I further declare that I am aware of all the action taken or representation made by the architect/engineer authorized by me. I further declare that during construction I will appoint supervisor/clerk of works as required under regulations. Also I submit that I abide to remove whole or part of the construction, at my cost and risk and as advised by the competent authority or architect/engineer.

If any deviation will found by the supervisor or any person of the concerned authority, I and the owner abide to remove whole/partial construction as shown by authority within stipulated time given by concerned authority at my risk and cost. I agree that, I and the

owner will not challenge any of the action/decision of the concerned authority in this regards.

Name of architect/engineer : .....	Name of Owner : .....
Registration No. ....	Address : .....
Address : .....	.....
Tel. No. ....	Tel. No. ....
e-Mail ID .....	e-Mail ID .....
Signature .....	Signature .....
Date : .....	Date : .....

Form 18: Certificate of Undertaking for Person on Record

See Regulation No.4.4, 4.6 and Schedule 2A

To

The Chief Executive Authority / Municipal Commissioner/Chief Officer

Urban Development Authority / Municipal Corporation/Area Development Authority/Nagarpalika

Proposed building:

(Title of the work)

Plot No.:

Area of the Plot:

Survey No.: City Survey No.:

Inward No.: Final Plot No.:

Sub Plot / Property No.: at Village:

Address of proposed building:

Name of the Owner / Developer:

Sir/Mm,

I am currently registered as Person on Record with the Competent Authority.

I hereby certify that I/we have appointed the following signing person, who are registered as the Person on Record to prepare the plans, sections and details, structural details, supervision as required under the Development Regulations for the above mentioned project and that I/We person on record have prepared and signed the same as responsibilities mentioned in these regulation and that the execution of the project shall

be carried out under as a responsible person/s on record direction and supervision of supervisor or owner, as per the approved drawings, and details given by structural engineer on record. I/we am/are fully conversant with the provisions of the Regulations, which are in force, and about my/our duties and responsibilities under the same and I/we undertake to fulfill them in all respects, except under the circumstances of natural calamities.

Signature of Owner with date_  Name in Block Letters_ Address: Signature of Developer Name in Block Letters_ date_	Signature of Engineer and, or Structural Engineer with date _____ Address: Signature of Architect and, Engineer Name in Block Letters_ date _____
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