

CHECKLIST -1 B (For buildings other than those on individual residential plots)

- (i) Ownership documents; copies of allotment letter, possession certificate, the lease deed (transfer deed in case of transfer), and dimension plan issued by the authority.
- (ii) Form for first application to erect, re-erect, demolish or to make material alteration in a building (Appendix 1).
- (iii) Certificate prescribed in Appendix- 2 for undertaking the supervision by the Technical Person. Any change of the technical personnel during construction work shall be intimated to the Chief Executive Officer in writing.
- (iv) Structural stability certificate from the Architect/Structural Engineers as per Appendix-3.
- (v) Certificate for sanction of Building Plan as per Appendix-4.
- (vi) Where basement is proposed to be constructed, Indemnity bond on Rs. 100/- stamp paper duly attested by a Notary, shall have to be submitted.
- (vii) Specification of proposed building as per Appendix -6.
- (viii) Application for drainage of premises as per Appendix-7.
- (ix) Photocopy of the registration of the Technical Person as per Appendix 12 duly authenticated with Plot No, for which it is submitted.
- (x) Photocopy of receipt of fees deposited, and such other charges, if any, as required by the Authority from time to time.
- (xi) Three copies of drawings (one cloth mounted) duly signed by the Technical Person and owner.
- (xii) Certificate of registered structural engineer and owner regarding earthquake resistance of the building as per Appendix 8(A)/8(B)/8(C), where-ever applicable.
- (xiii) Two copies of the drawings giving details of provisions for fire safety, security as per National Building Code.
- (xiv) Approval from the competent authority in case of hazardous buildings.
- (xv) Soft copies of the drawings in compact disc.
- (xvi) Valid time extension, where- ever applicable.
- (xvii) NOC from Airport Authority if building is more than 30.0 mtrs high.
- (xviii) NOC from Ministry of environment if covered area is more than 20,000-sq mtrs.
- (xix) Any other document as may be required by the Authority from time to time.
- (xx) In case of revision and revalidation original sanction plan to be surrendered/ submitted as the case may be.

CHECKLIST - 1C (For layouts and sub-division of plots)

- (i) Ownership documents; copies of allotment letter (transfer/mutation letter in case of transfer) possession certificate, lease deed (transfer deed in case of transfer), and dimension plan issued by the Authority.
- (ii) Form for first application to develop, redevelop or to make material alteration. (Appendix 1).
- (iii) Certificate prescribed in Appendix- 2 for undertaking the supervision by the Technical Person. Any change of the technical personnel during development work shall be intimated to the Chief Executive Officer in writing.

shall be applicable in all allotments. In the old allotments, the provisions of project report or lease deed or previous options may be followed.

- (ii) However validity of plans may be granted to the allottee in multiples of 5 years after taking completion of minimum area.
- (iii) In all the projects of 40 hectares and above, blockwise temporary Occupancy may be allowed subject to a minimum of 1,00,000sqm built up area, the building completed with all mandatory provisions of services and the allottee shall segregate these blocks for the purpose of security during construction period.

(17) Provision of following item in building shall be mandatory for issue of completion certificate:

- (i) Flooring; i.e hard surface and completely finished floors for common areas or/and public use areas.
- (ii) Electrical wiring;
- (iii) Plumbing work to be complete.
- (iv) Parking and landscaping as per Table no. 5 and Table no. 6 respectively or as per directions issued from time to time whichever is higher;
- (v) Number plate and illumination board as per direction amended or direction issued from time-to-time;
- (vi) Internal and external finishing (Plastering may not be mandatory);
- (vii) Boundary wall and gates shall be mandatory;
- (viii) Buildings shall be lockable i.e. all external doors and windows shall be provided. In case grill is provided in the windows the fixing of glass in the windows pane shall not be mandatory;
- (ix) No violation should be there in the overall building or site at the time of issue of occupancy certificate;
- (x) Any other special provision as mentioned in the lease deed;
- (xi) In case of completion of whole project, all temporary structures to be removed. In case if any special clause is mentioned in the lease deed or Memorandum of Understanding then the requirement mentioned in the same shall be applicable.

24.3 INDUSTRIAL BUILDINGS:

Ground coverage, Floor Area Ratio and height

S.No.	Plot Area (square metre)	Maximum Ground coverage (%)	Maximum Floor Area Ratio	Maximum Height in mtrs
1	Upto 1000	60	1.50	18
2	Above 1000 but not exceeding 12000	60	1.30	24
3	Above 12000	55	1.00	No Limit
4	Flattd Factories	35	1.40	24

24.3.1 Other Provisions:

(1) No construction of any kind shall be permitted beyond the building envelope (on setbacks) except

No construction of any type or any material shall be permitted over projections other than mentioned herewith.

- (ii) Underground water tanks with top flush with the adjoining ground level.
- (iii) Watchman Shelters and Watch Towers with following provisions:

Basement
10,000 Setback

- (ii) Basement(s) shall be permissible within the setback line on each floor. However maximum permissible area under basement shall be limited up to:
- Basement area, if used for services, storage etc. then maximum area under such facilities shall be equivalent to maximum permissible ground coverage.
 - Basement area/ Podium parking as defined in parking table, if used for parking, then area equivalent to parking requirement shall be permitted.
 - In plots bigger than 10000 sq mtrs. The basement shall be allowed in setback area after leaving a minimum setback of 6.0 mtrs.
- (iii) Basement, if put to any use other than mentioned above, shall be included in the FAR of the building.
- (iv) Stilt area of non-habitable height 2.40 metres from bottom of beam proposed to be used for parking, landscaping etc.
- (v) Balconies (Upto 1.5 metres width free) from FAR may be projected in open setbacks provided 6 mtrs. clear space is available for fire tender movement.
- (vi) Other features as mentioned in Table 3.
- (vii) Rockery, well and well structures, water pool, swimming pool (if uncovered), uncovered platform around tree, tank, fountain, bench, chabutra with open top and unenclosed by side walls, compound wall, gate, slide, swing, uncovered staircase (unenclosed and uncovered on three sides except for 0.9 metre high railing/wall and open to sky), overhead tanks on top of buildings, open shafts, culverts on drains.
- (viii) Open ramps with no area enclosed below it of usable height. If used for approach to the entrance of the building, then the height as per requirement may be considered. The space under the ramp shall not be used for any commercial purpose. However it can be landscaped with approval of the Chief Executive Officer on case to case basis.
- (ix) Atrium shall be kept free from FAR and ground coverage. In case any commercial activity is proposed in Atrium or any saleable area or any other structure which is counted in FAR & ground coverage, its respective area shall be added in total FAR & ground coverage.
- (x) Any other feature purely ornamental in nature and not enclosing or covering space of commercial use may be permitted by the Chief Executive Officer on case to case basis.
- (xi) Additional 5% of the plot area as ground coverage will be allowed for dedicated multi level parking in plots bigger than 10000 sq mtrs (excluding green areas).
- (xii) In multistorey buildings service floor may be allowed after 4 floors. Maximum of 3 service floors may be allowed in a building. Service floor shall not be counted in FAR and maximum height of service floor shall be 2.40 mtrs. from floor to bottom of the beam.
- (4) 15% of prescribed FAR shall be added towards common areas, which shall include the following built structures. The structures on ground will be counted in Ground Coverage
- Canopy projections of area as mentioned in table 4, no construction of any type shall be permitted over the canopy. Canopy, if cantilevered and no structure on it having a size of 2.4m x 4.5m shall not be counted in Ground Coverage.
 - Loft up to maximum height of 1.5 metre.
 - Air-conditioning plant, electrical installation, generator room, water works, water tank etc.

NOTE :

- (i) No further time extension shall be required if the completion has been taken by the allottee as per table mentioned above. The above mentioned completion requirement shall be applicable in all allotments. In the old allotments, the provisions of project report or lease deed or previous options may be followed.
- (ii) However validity of plans may be granted to the allottee in multiples of 5 years after taking completion of minimum area,
- (iii) In all the projects of 40 hectares and above, blockwise temporary Occupancy may be allowed subject to a minimum of 1,00,000 sqm built up area, the building completed with all mandatory provisions of services and the allottee shall segregate these blocks for the purpose of security during construction period.

(12) Provision of following item in building shall be mandatory for issue of completion certificate:

- (i) Flooring/ i.e hard surface and completely finished floors for common areas or/and public use areas.
- (ii) Electrical wiring;
- (iii) Plumbing work to be complete.
- (iv) Parking and landscaping as per Table no. 5 and Table no. 6 respectively or as per directions issued from time to time whichever is higher;
- (v) Number plate and illumination board as per direction amended or direction issued from time-to-time;
- (vi) Internal and external finishing (Plastering may not be mandatory);
- (vii) Boundary wall and gates shall be mandatory;
- (viii) Buildings shall be lockable i.e. all external doors and windows shall be provided. In case grill is provided in the windows the fixing of glass in the windows pane shall not be mandatory;
- (ix) No violation should be there in the overall building or site at the time of issue of occupancy certificate;
- (x) Any other special provision as mentioned in the lease deed;
- (xi) In case of completion of whole project, all temporary structures to be removed. In case if any special clause is mentioned in the lease deed or Memorandum of Understanding then the requirement mentioned in the same shall be applicable.

24.4 COMMERCIAL BUILDINGS

Ground coverage, Floor Area Ratio and height

SL No.	Use	Maximum ground coverage	Maximum FAR	Maximum height in metres
1	Convenient Shopping Centre	40%	2.00	24.0
2	Sector Shopping	40%	2.00	24.0
3	Sub District Centre, Shopping/commercial uses along MP roads and other Master Plan level Shopping/commercial Centres in the sectors situated on:-			
	i) upto 60 mtrs. wide road	30%	3.00	No limit
	ii) more than 60 mtrs. wide roads	30%	4.00	No limit
4	Hotel	30%	3.00	No limit
5	Banks	30%	1.50	No limit
6	Cinema/Multiplex/Cineplex	30%	As per govt. policy	No limit
7	Warehousing/Godowns	60%	1.50	No limit