

# CHECK LIST

## DOCUMENTS REQUIRED FOR BUILDING PLANNING PERMISSION

S.No.	Documents
1.	<b><u>Revenue Documents</u></b> a. Tatima –Original Tatima alongwith two photocopies clearly showing approach path, PWD Roads, Forest Land/ any other Govt. Land alongwith their Khasra No.(s).etc. b.Original jamabandi with two photo copies containing all details of the plot/flat. c. Demarcation Report-original d. Sale deed : Attested photocopy g. G.P.A attested photocopy (if required)
2.	<b>Photographs</b> : Six Nos. from different angles showing pucca burjis clearly visible fixed at site and trees, electricity lines etc.
3.	<b>No dues certificate</b> from M.C. Tax Deptt.
4.	<b><u>Affidavits :- Duly filled up.</u></b> a. Affidavit regarding surrender of path from own land attested by Oath Commissioner ( only with proposed plan) . . b. Affidavit of surrender of land for path from the owner of the adjoining land (if required) c. Affidavit of general conditions attested by Oath Commissioner. d. Affidavit regarding sewerage line, electricity line over the plot, location of trees existing on the plot etc. no Govt. land /Forest abutting plot etc. attested by Executive Magistrate. e. Affidavit from all the co-sharer attested by Oath Commissioner( if required).
5.	<b>N.O.C</b> from H.P.P.W.D, Forest, Electricity Deptt. (if required),.
6.	<b><u>Structural Design</u></b> a. Structural Analysis : Signed by Structural Engineer b. Structural drawings : --do-- c. Structural stability certificate: Signed by All the owners --do-- A class Architect/Engineer --do-- Structure Engineer
7.	<b><u>Application form</u></b> as prescribed under the law. Date of submission of the case : 1 <sup>st</sup> to 10 <sup>th</sup> of every month.
8.	<b>a. <u>Drawings</u></b> i. Building plans/drawings to the scale of 1:100 alongwith location plan, site plan in 1:200 scale. on tracing cloth alongwith ferro Prints:5 Nos. and Signed by A Class Architect/ Engineer, Signed by all the owners  ii. Solar Passive Design and Rain Harvesting Tank etc.  iii. Disposal of waste water, sewerage and drainage etc.

## DOCUMENTS REQUIRED FOR REVISED/COMPLETION BUILDING PERMISSION

S.No.	Documents
1.	<p><b><u>Revenue Documents .</u></b></p> <p>a. Tatima –Original tatima alongwith two photocopies clearly showing approach path, PWD Roads, Forest Land/ any other Govt. Land alongwith their Khasra No.(s).etc.</p> <p>b. Original jamabandi with two photo copies containing all details of the plot/flat.</p> <p>c. G.P.A attested photocopy (if required).</p>
2.	<p><b>Photographs</b> : Six Nos. from all sides of existing building and No. of storeys.</p>
3.	<p>No dues certificate from M.C. Tax Deptt.</p>
4.	<p><b>N.O.C from H.P.P.W.D, Forest, Electricity Deptt. (if required),</b></p>
5.	<p>Structural stability certificate: Signed by All the owners</p> <p>--do-- A class Architect/Engineer</p> <p>--do-- Structure Engineer</p>
6.	<p>a. <b><u>Drawings</u></b> i. Building plans/drawings to the scale of 1:100 alongwith location plan, site plan in 1:200 scale. on tracing cloth alongwith ferro Prints:5 Nos. and Signed by A Class Architect/ Engineer, Signed by all the owners.</p> <p>ii. Solar Passive Design and Rain Harvesting Tank etc.</p> <p>iii. Disposal of waste water, sewerage and drainage etc.</p>