

**LIST OF DOCUMENT TO BE FURNISHED ALONG WITH
BUILDING PERMISSION APPLICATION**

Ownership Aspects (Mandatory)	
S. No.	Document Name
1	Copy of registered ownership documents .
2	Link Documents
3	Registered Development Agreement of sale cum General Power of Attorney / Registered lease deed.
4	Pattadar Pass Book / Title deed issued by Revenue authorities.
5	Khasara Pahanie for the year 1954/55 and latest year issued by Mandal Revenue Officer / Thasildar
6	Latest Encumbrance certificate from 1st Jan 1983 till to date. (Searching EC, covering all transactions within last 13 years in respect of applied survey numbers).
7	Declaration cum undertaking forms duly signed by the owner.
8	Valid ID proof of the applicant. (Aadhar card / Passport / Driving License / Voter ID / Pan Card / Bank Passbook)
9	Valid License copy of Architect renewed by COA or License copy of the engineer/Surveyor issued by the concerned authority
Drawing Specifications (Mandatory)	
	Site plan drawn to a metric scale 1: 1 00 showing setbacks, tot-lot, schedule of boundaries and outer measurements of blocks as per Building Rules, 2012. Proposal showing plans drawn to a metric scale 1:100, section, elevation, of all floors of all blocks drawn to appropriate scale in metric system clearly indicating all dimensions, use of each area / room, Wall thickness, columns & beams thickness / dimensions, giving statements of all areas, utility areas, general specifications of materials to be used. (.DWG format)
Technical Aspects (Mandatory)	
S. No.	Document Name
1	Extract of master plan / Base map / ILUP's duly showing the site under.
2	Latest Photographs of the site and its surroundings.
3	Location Plan / Topo plan drawn showing site and surrounding physical features (Only one copy required)
4	Self-Declaration by the Owner appointing the Architect.

Technical Aspects - (Wherever applicable)	
S. No.	Document Name
1	Layout copy in case the site is part of approved Layout / LRS Proceedings.
2	Latest market value certificate per Sq. Yrd. issued by the concerned sub-registrar office, in case the site is not part of approved layout. (VLT calculation)
3	Plans & Sections where required (viz. in case of Group Housing Scheme / Group Development Schemes, etc.) of proposed sewerage disposal system water supply system of proposed building / blocks to suitable scale and as per NBC Standard submit softcopy in .DWG / .DXF format.
4	Copy of Previously approved building plan (in case of addition or alteration)
5	Agricultural to non-Agricultural conversion certificate issued by the RDO / DRO under APAL (Conversion of Non-Agricultural purpose Act-2006).
6	Designs and Structural stability certificate from structural engineer (As per 5.(f) (xviii) of GOMs.No.168, Dt 07-04-2012).
7	Report of Soil Test issued after personal inspection by Institution / Consultant empaneled with / licensed by the local authority. (As per 5.(f) (xviii) of GOMs.No.168, Dt. 07-04-2012).
8	Structural designs and drawings prepared duly taking the soil bearing capacity into consideration and certified by qualified Structural Engineer / Consultant Firm empaneled with / licensed by the local authority. The Structural Engineer / Consultant Firm is held responsible for defect in the design.
9	If the construction is being taken up by a builder/entrepreneur, an attested copy of the registered agreement entered between the owner of the property and the builder shall be submitted. In case of any changes in the agreement at a later date, a copy of the same shall also be submitted to the local authority.
10	An undertaking on a Stamp Paper of Rs.100/- duly signed by the owner and builder specifying that no flat or built-up area shall be given possession to the purchaser / tenant unless they obtain the occupancy certificate from the local authority and provide all regular service connections.
11	Contractor / Builders / Developer / Owner shall submit All Risks Insurance Policy for the construction period.

Technical Aspects – NOCs (Wherever applicable)	
S. No.	Document Name
1	In case site is located adjoining any water body, NOC to be submitted issued by the Irrigation Department not below the rank of Executive Engineer and also NOC from concerned Revenue Authority not below the rank of Joint Collector showing the respective distance from FTL boundary (Duly certified)
2	NOC shall be furnished issued by AAI, if the building falls in the NOC mandatory zone, as indicated in the Colour Coded Zoning Map (CCZM) provided by AAI or if the building specifications (height) is above the permissible height as mentioned in CCZM. http://nocas2.aai.aero/nocas/CCZMPage.html (select CCZM from dropdown menu).
3	NOC from State Environmental Impact Assessment Authority. (Buildings and Construction Projects >20,000 sq.m and <1,50,000 sq.m. of built-up area. Townships and Area Development Projects Covering an area > 50 ha and or built up area >1,50,000 sq.m.) (as per 3(e) of GOMs.No.168, Dt 07-04-2012).
4	Archeological Survey of India (ASI) - For sites within a radius of 100M no construction is allowed near Heritage structures. NOC is not being insisted for the sites in the vicinity of the Heritage structures except for sites between 100M and 200M. (this is as per the rules available in GOMs.No.168, dated 07-04-2012).
5	NOC from Fire Services Department in respect of building proposals exceeding 15 Mt. In height for commercial use and 18 Mt., height for Residential Use and above and for all public assembly buildings.
6	Multiplex - NOC from the Police Department (Traffic) and Director-General of Fire Services will be a pre-requisite for considering the building permission by the Building approving authority.
7	NOC from the Competent Authority, in case site is located in the vicinity of Oil / Gas pipeline.

Note: Above NOC's shall be furnished wherever applicable for obtaining building approval.

