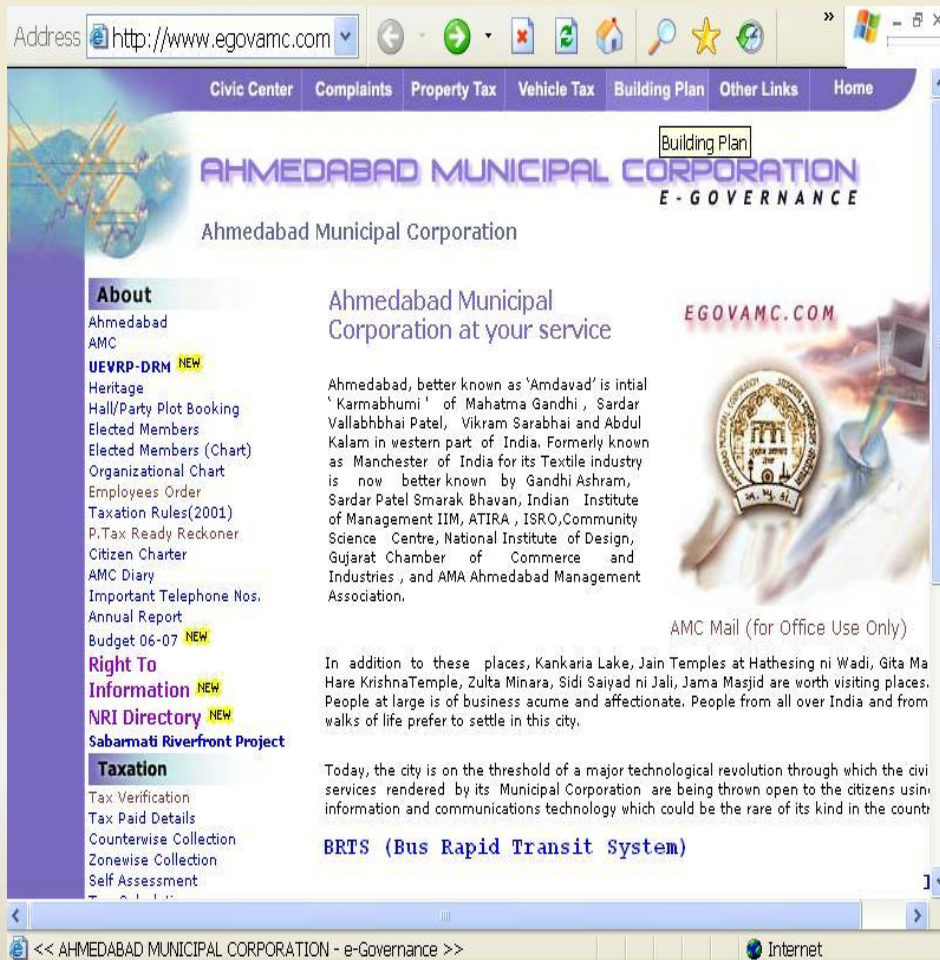


# Approval of Building Plan



The screenshot shows the website of the Ahmedabad Municipal Corporation (AMC) with the following details:

- Address:** <http://www.egovamc.com>
- Navigation Menu:** Civic Center, Complaints, Property Tax, Vehicle Tax, Building Plan, Other Links, Home
- Page Title:** AHMEDABAD MUNICIPAL CORPORATION E-GOVERNANCE
- Section:** Building Plan
- Left Sidebar:**
  - About**
    - Ahmedabad AMC
    - UEVRP-DRM NEW
    - Heritage
    - Hall/Party Plot Booking
    - Elected Members
    - Elected Members (Chart)
    - Organizational Chart
    - Employees Order
    - Taxation Rules(2001)
    - P.Tax Ready Reckoner
    - Citizen Charter
    - AMC Diary
    - Important Telephone Nos.
    - Annual Report
    - Budget 06-07 NEW
  - Right To Information** NEW
  - NRI Directory** NEW
  - Sabarmati Riverfront Project**
  - Taxation**
    - Tax Verification
    - Tax Paid Details
    - Counterwise Collection
    - Zonewise Collection
    - Self Assessment
- Main Content:**
  - Ahmedabad Municipal Corporation at your service**
  - EGOVAMC.COM**
  - AMC Mail (for Office Use Only)**
  - BRTS (Bus Rapid Transit System)**

Ahmedabad Municipal Corporation has introduced computer-aided procedure for building plan and land development plan approval as a part of its e-governance project since the year 2002.

# PROCEDURE

All Applications For Development Permission  
are Accepted and Approved On our Web site  
“ [www.egovamc.com](http://www.egovamc.com) ”

At law garden, Nr. Mithakhali  
Building Plan Scrutiny Pool (B.P.S.P.) Office

- It has facility of validating the information provided online, which reduces manual errors.
- User will be able to know various details of application such as final fee structure, type of applicable NOCs etc. online.
- The system is very user-friendly and application forms have been simplified to avoid duplicating manual efforts of providing similar type of information again and again.

APPROVAL OF PLANS  
PROCESS BEFORE CONSTRUCTION

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COMPUTER-BASED PROCESS & SCRUTINY

- All applications for development permission with photographs of site condition are accepted on our web site [www.egovamc.com](http://www.egovamc.com).
- Registered professional submits applications in hard and soft copy with relevant documents and plans as per provisions of GDCR-2021.

## APPROVAL OF PLANS

### PROCESS BEFORE CONSTRUCTION

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- After required preliminary scrutiny the data entry of application details is being made on computer;
- As the building plan approval software program has certain inbuilt checks and controls like FSI, built up area (ground coverage), margins, height of building, parking etc. required under GDCR-2021, the system automatically verifies these provisions and if no query is raised the detailed calculation of payment of fees is generated by the software.

# APPROVAL OF PLANS

## PROCESS BEFORE CONSTRUCTION

# P R O C E D U R E

### DETAILED SCRUTINY AND FINAL APPROVAL

- Detailed scrutiny of all accepted plans and documents is made under provisions of GDCR-2021 by the team of BPSP.
- After corrections and compliances (as may be required) are made by professionals/ applicants, the case is then recommended for final approval.

### HEARING THE ISSUES / REPRESENTATION OF APPLICANTS.

- For any discrepancy or interpretations of regulation or objections, a weekly meeting is held (which is open for all applicants and Engineers / Architect) by Deputy Municipal Commissioner (Urban Development) to discuss and decide the issue related to development permission.

# APPROVAL OF PLANS PROCESS BEFORE CONSTRUCTION

## P R O C E D U R E

### FINAL DEVELOPMENT PERMISSION

- Development Permission is given through Software generated Commencement certificate and the laminated plans with commencement certificate are issued to applicants.

- After giving the final permission approved cases are sent to concerned Zonal office for site verification and monitoring of construction.

**Ahmedabad Municipal Corporation**  
As per Gujarat Town Planning & Urban Development Act, 1975, section 29(1), 34, 49(1)(B) &  
The Bombay Provincial Municipal Corporation Act, 1949, section 253/254

**Commencement Letter (Rajachitthi)**

Case No.: BLNTBW2250106/PIA4425/R0/M1 Date: \_\_\_\_\_  
Rajachitthi No.: 8370255108/A4425/R0/M1  
Arch./Engg. No.: ER0520251110 Arch./Engg. Name: PATEL VINODKUMAR NANJIBHAI  
S.D. No.: SD0067020511R1 S.D. Name: DHANWANI GIRISH HRADARAM  
C.W. No.: CW0331291110 C.W. Name: PATEL VINODKUMAR NANJIBHAI  
Owner Name: CH/SEC THE JAIN MERCHANT CO OP HOUS SOC LTD.  
Address: 5TH FLOOR, SHASHWAT COMPLEX, BHULABHAI CHAR RASTA, MANINAGAR, Ahmedabad  
Occupier Name: SHRI HASMUKHBHAI NANJIBHAI PATEL SELF AND AS P O A H. OF (1)HEMLATABEN HASMUKHBHAI PATEL (2)PRAVINABEN NANJIBHAI PATEL (3)ARUNABEN PRAVINBHAI PATEL (4)KANTIBHAI NANJIBHAI PATEL (5)PUSHPABEN KANTIBHAI PATEL (6)VINODBHAI NANJIBHAI PATEL AND (7)PRITIBEN VINODBHAI PATEL  
Address: 5TH FLOOR, SHASHWAT COMPLEX, BHULABHAI CHAR RASTA, MANINAGAR, Ahmedabad  
Election Ward: 7 - Phase: Zone: West  
TP Scheme: 6 - Field: Final Plot No: 174  
Sub Plot No: 29 Block/Tenament: 0  
Site Address: 29, THE JAIN MERCHANT CO OP HOUS SOC LTD, PALDI, SARKHEJ ROAD, AHMEDABAD  
Height of Building: 9.91 METER

Floor Name	Floor Usage	Built up Area (in SQ. MT.)	Total Nos. of Residential Units	Total Nos. of Non Residential Units
1st Cellar	Store	312.31	0	0
Ground Floor	Residential	396.54	2	0
First Floor	Residential	396.54	2	0
Second Floor	Residential	97.14	0	0
Total		1202.53	4	0

Sub-Inspector (Civil Center) \_\_\_\_\_ Asst. T.O. (Civil Center) \_\_\_\_\_ DINESH PATEL Dy TDO West D.B. MAHWANA Dy MC West

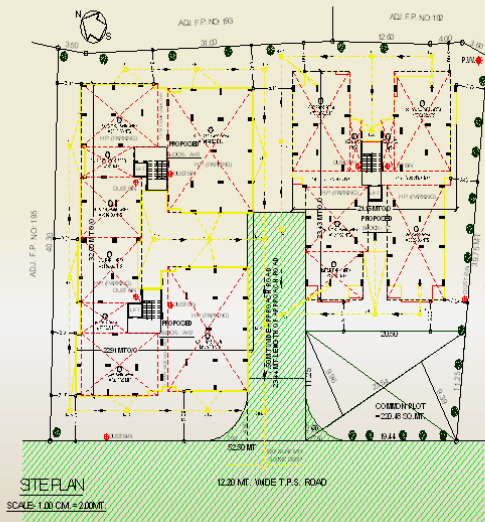
Note / Conditions:

- (1) THIS CASE HAS BEEN SCRUTINIZED AND APPROVED BY BUILDING PLAN SCRUTINY POOL.
- (2) THIS DEVELOPMENT PERMISSION IS GRANTED WITH CONDITION THAT APPLICANT AND ENGG./ARCH. WILL OBEY AS PER ALL BONDS AND AFFIDAVITS PRODUCED BY APPLICANT AND ENGG./ARCH.
- (3) THE OWNER/DEVELOPER SHALL CARRY OUT RAIN WATER HARVESTING SYSTEM AS SPECIFIED BY AUTHORITY ACCORDING TO LETTER OF URBAN DEVELOPMENT AND URBAN HOUSING DEPARTMENT, GANDHINAGAR, DATED PRI-102004/1961/L DATED 27/07/2004 ANNEXTURE A AND OFFICE ORDER-42 DATED 13/06/06.
- (4) THIS APPROVAL IS GIVEN ACCORDING TO MUNICIPAL COMMISSIONER'S OFFICE ORDER DATED 02/03/05
- (5) OWNER - APPLICANT - DEVELOPER SHALL HAVE TO PROVIDE BARRICADE OF STEEL - SHEETS / TIN SHEETS OF SUFFICIENT HEIGHT (NOT LESS THAN 3 MT.) DURING CONSTRUCTION / DEMOLITION ACTIVITY, AT ALL EDGES AT PLOT FACING ON ROADS FOR SAFETY PURPOSE.

For Other Terms & Conditions See Overleaf

# *Approval of Building Plan*

- ▣ Details of documents and application form submitted by the applicants/engineers are stored in **centralized data server**, which reduce problems of missing papers and the required data is easily retrievable.



# HIERARCHY

**MUNICIPAL COMMISSIONER**



**DEPUTY MUNICIPAL COMMISSIONER (U.D.)**



**TOWN DEVELOPMENT OFFICER (T.D.O.)**



**DEPUTY TOWN DEVELOPMENT OFFICER (BPSP)**



**ASST.T.D.O. (CIVIC CENTRE)**

**ASST.T.D.O. (B.P.S.P.)**



**TDI**

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**TDI: TOWN DEVELOPMENT INSPECTOR**

**TDSI : TOWN DEVELOPMENT SUB INSPECTOR**



<b>PRELIMINARY CHECKLIST OF DOCUMENTS TO SUBMIT</b>	TPS/Village: -	Sub Plot: -	
	Final Plot: -	Block / Tenement: -	
Description		Yes / NA	Page
<b>APPLICATION FORM &amp; SUPPLEMENTRY</b>			
	Declaration Of Owner & Architect / Engineer		
	Photographs Of Plot From Each Directions		
	Application Form Duly Filled And Signed by all Owners		
	License Copy Of Er / Ar [ ] SD [ ] COW [ ]		
	Site Visit Declaration By Engineer/Architect On His Letterhead		
	<b>All Document self - attested By Applicant/ Engineer/Architect/Developer.</b>		
<b>OWNERSHIP DETAILS</b>			
	Record of Rights of land: - Original 7/12 extract, Property Register card, Sanad etc.		
	P.O.A. (Not more then 2 Yrs Old)		
	Resolution Of Co-Op. Society @ Plot/Tenement Holder ship & B.A./F.S.I. Allotted		
	Consent / Sign Of Co-Owners, Society		
<b>OPINIONS</b>			
	Development Control Opinion (from TPI of TDO drawing branch of AMC )		
	Part Plan (from TDO drawing branch of AMC )		
	Zoning Certificate (from TDO drawing branch of AMC )		
	T.P. Scheme Execution Opinion (from concerned Zonal office)		
	R.D.P. Road Line Possession Letter (from concerned Zonal office of Estate dept.)		
	No Due Property Tax Certificate of Current Year (from concerned Zonal office of Tax Dept.)		
	No Due Certificate of Betterment Charge (from concerned Zonal office of Estate dept.)		
	Opinion Of Chief City Planner / Town Planning Officer in case of Non TP or Draft TP area		
	Reduced Level (RL) Certificate in case of site falls within flood control area of river Sabarmati		
	Sabarmati River Front Development Corporation (SRFDCL) for plot on Sabarmati bank		
<b>N.O.C.s</b>			
	Railway Authority (In Case of Development Within 30 M. From Railway Premise)		
	Airport Authority (For High rise bldg/plot within critical Area designated by them)		
	Police Dept. (For Cinema / Theatre, Hotel, Religious Bldg Etc.)		
	GIDC (In Case Of Sub Division Plan In GIDC Area)		
	Irrigation Department (For Plot Abutting Canal/As Per Tpi Opinion)		
	Archeological Survey of India (In case of development near Ancient Monument)		
	Fire Dept. of AMC / controller of Explosives (For High rise/ Special bldg, Fuel filling station)		
<b>AFFIDAVITS AND BONDS</b>			
	By Owner and registered Architect/Engineer/Structural Designer/Clerk of works (site supervisor)		
	By Owner @ Parking, Tree Plantation, Common Plot, TPS Execution, Percolating Well, Height, etc.		
	By Owner For formation of Society/Association in case of proposed Units are 8 or More		
	By Owner For Development In Special Industrial Zone		
<b>APPROVED PLAN OF THE PLOT / BUILDING</b>			
	Approved Plan [ ] + Commencement Certificate [ ] + Bu Permission [ ]		
<b>SOIL INVESTIGATION REPORT IN HARD &amp; SOFT COPY(CD)</b>			
<b>PROPOSED PLANS (TWO SET)</b>			
<b>SOFT COPIES IN CD</b>			
	(i) Original 7/12 extract, Property Register card, Sanad, Allotment letter etc. (in .jpg format)		
	(ii) Part Plan (in .jpg format)		
	(iii) Photographs of Plot/Site (in .jpg format)		
	(iv) Auto Cad Drawing of Proposed plan (in .dwg auto cad format)		
	(v) Soil Investigation Report (in .pdf format)		

OBJECTION OF ANY PERSON (S) REGARDING PLAN PASSING, IF ANY? Yes/No.

## PROCESS DURING CONSTRUCTION

### PROGRESS REPORT OF CONSTRUCTION

# P R O C E D U R E



- It is mandatory for the owner/developers to submit a progress report with sign of developer, architect, structural designer and supervising engineer at different stage of construction specified below.

- (i) Plinth or before casting of cellar slab
- (ii) First storey.
- (iii) Middle storey of High-rise building.
- (iv) Last storey.

- On receipt of the progress certificate from owner/developer the AMC will check the site for any deviation from the approved plan and convey decision within 7 (seven) days to the owner/developer accordingly for the compliance.

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- Inspection at various stages:- AMC at any time during erection/ execution of any building or development, make an inspection thereof without giving prior notice of intention to do so.
- Unauthorized development:- In case of unauthorized development, AMC takes suitable action which may include demolition of unauthorized works as provided in The Gujarat Town Planning & Urban Development Act-1976 and the relevant provisions of the Gujarat Provincial Municipal Corporation Act-1949 and also takes suitable action against the registered architect/engineer, owner/developer.
- Revised (amended) plans:- It shall be incumbent on every person to submit revised (amended) plans for any deviations he proposes to make during the course of construction of the building work.

# P R O C E D U R E



## PROCESS AFTER CONSTRUCTION

- Completion Report: It shall be incumbent on owner and every person who is engaged under this Development Control Regulations to the erection or re-erection of the building to submit the completion report in form prescribed under GDCR.
- The final inspection of the work shall be made by AMC within 21 days from the date of receipt of notice of completion report and communicate its decision after necessary inspection about grant of occupancy certificate/ building use permission.
- The applicant shall obtain occupancy certificate from AMC prior to any occupancy or use of development so completed.

## PROCESS AFTER CONSTRUCTION

### OCCUPANCY CERTIFICATE :-

#### ( BUILDING USE PERMISSION - B.U. SMART CARD )

# P R O C E D U R E

- The Building Use permission or Occupancy certificate is issued in the standard format alongwith Digital Smart Card with micro chip showing area and use of each floor, including areas earmarked as parking, open spaces etc. if AMC ensures and satisfied that the construction completed on site is in accordance with the approved plan along with the requirement as mentioned below;
  - (i) The required numbers of trees as per GDCR are planted on site ( 3 tree for every 200 sq. mt. Plot area).
  - (ii) Parking space is properly paved & the layout of parking space is provided as per the approved plans. And Sign-boards indicating the entrance, exit and location of parking spaces for different types of vehicles are being permanently erected at the prominent place in every building unit.

## PROCESS AFTER CONSTRUCTION OCCUPANCY CERTIFICATE

# P R O C E D U R E

- (iii) In case of High rise / Special Buildings a Certificate of FIRE department for completion of fire requirements as per GDCR has been procured and submitted by the owner.
- (iv) Certificate of Lift Inspector from Government of Gujarat has been procured & submitted by the owner, regarding satisfactory erection of Lift and proper arrangements are made for regular maintenance of lift as provided in GDCR.
- (v) Proper arrangements are made for regular maintenance of fire protection services as provided in GDCR.
- (vi) There shall be a percolating well made on the site as per the design specified in the approved plan which is a mandatory provision made for water harvesting purpose.