

## Chapter-2

# JURISDICTION AND APPLICABILITY OF THE BUILDING BYE-LAWS

- 2.1** The Building Bye-Laws shall apply to the building activity in the State/Urban center/town for which they are framed.
- 2.2 DEVELOPMENT AND CONSTRUCTION:** Except as hereinafter other wise provided, these Bye-Laws shall apply to all development, redevelopment, erection and/or re-erection of a building etc. as well as to the design, construction of, or reconstruction and additions and alterations to a building.
- 2.3 PART CONSTRUCTION:** Where the whole or part of a building is demolished or altered or reconstructed, except where otherwise specifically stipulated, these Building Bye-Laws shall apply only to the extent of the work involved.
- 2.4 CHANGE OF USE / OCCUPANCY:** Where use of a building is changed, except where otherwise specifically stipulated, these Building Bye-Laws shall apply to all parts of the building affected by the change.
- 2.5 RECONSTRUCTION:** The reconstruction in whole or part of a building which has ceased to exist due to an accidental fire, natural collapse or demolition having been declared unsafe, or which is likely to be demolished by or under an order of the concerned Authority as the case may be and for which the necessary certificate has been given by the Authority shall be allowed subject to these Bye-Laws.
- 2.6 EXISTING APPROVED BUILDING:** Nothing in these Bye-Laws shall require the 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 Authority such a building is unsafe or constitutes a hazard to the safety of adjacent property or to the occupants of the building itself.

**2.7 INTERPRETATION:** In these Bye-Laws, the use of present tense includes the future tense, the masculine gender includes the feminine and the neuter, the singular number, includes the plural and the plural includes the singular. The word person includes a Corporation as an individual, writing includes printing and typing and signature includes thumb impression made by a person who cannot write, if his name is written near to such thumb impression.

## **2.8 DEVELOPMENT**

**2.8.1 Development Permission:** No person shall carry out any development or redevelopment including sub-division on any plot or land (not forming part of any approved layout plan or scheme) or cause to be done without obtaining approval from the Authority for the layout plan.

**2.8.2 Building Permit:** No person shall erect, re-erect or make additions alterations in any building or cause the same to be done without, first obtaining a separate building permit for each such building from the competent Authority.

**2.8.3 Pre-Code Building Permit:** Where any building permit which has been issued by the Authority before the commencement of the Building Bye-Laws and where construction is in progress and has not been completed within the specified period from the date and such permit, the said permission shall be deemed to be sanctioned under these Bye-Laws and shall only be eligible for revalidation thereunder. Accordingly, where the validity of sanction has expired and construction has not commenced, construction shall be governed by the provisions of these Building Bye-Laws.

**2.9 PROCEDURE FOR OBTAINING BUILDING PERMIT.**

**2.9.1 Notice:** Every person who intends to erect, re-erect or make alternation in any place in a building or demolish any building shall give notice in writing to the concerned Authority of his intention in the prescribed form (See Appendix A and A-1) and such notice shall be accompanied by plans and statements in sufficient copies. The plans may be ordinary prints on ferro-paper or any other type, one of them shall be cloth mounted. One set of such plans shall be released and the rest retained in the office of the concerned Authority for record after the issue of permit or a refusal as the case may be.

**2.9.2 Copies of Plans and Statements:** Normally 4 copies of plan and statement shall be made available along with the notice. In case of building schemes where the clearance is required from Fire Service the number of copies of the plans and statements accompanying the notice shall be 6. In case of sites requiring the clearance of lessor, extra copies of the plan shall be made available.

**2.9.3 Information Accompanying Notice:** The notice shall be accompanied by the location plan, site plan, subdivision / layout plan, building plan, services plan, specifications and certificate of supervision, ownership title and other documents as prescribed by the Authority.

**2.9.4 Documents:**

Application for building permit shall be accompanied by the following documents:

- a) Ownership Documents-lease-deed/sale-deed etc. duly accompanied by an annexed site plan; giving the physical description of the plot/property. In such cases where lease- deed has not been executed, no objection certificate from the Authority/lessor. Also an affidavit/undertaking for handing over of the land required for road widening as in Appendix B.
- b) In case of any deviation from the terms and conditions stipulated in the lease deed/ ownership document, necessary clearance from the Authority.

- c) No objection certificate from the Authority regarding land use as per Master/Zonal Plan, if required.
- d) Approval from the Chief Inspector of Factories in case of Industrial Buildings; as well as from the Pollution Control Board, wherever required.
- e) Approval from Chief Controller of Explosives, Nagpur and Chief fire officer, in case of hazardous buildings.
- f) Indemnity Bond in case of proposal for the construction of a basement as given in Appendix-B-1.
- g) Approval from Chief Fire Officer, Fire Service, in case of building defined under clause 1.13. VI (a to m) shall be required.
- h) The notice shall also be accompanied by an attested copy of house tax receipt/NOC from the Assessment Department of the concerned local body.
- i) No objection certificate from the civil Aviation Department wherever required.
- j) Undertaking as Appendix A-5 on non-judicial stamp paper of the amount prescribed by the Authority.
- k) In case the site falls in the built-up area declared as slum under any Act or provisions approval/no objection certificate from the Competent Authority, from slum clearance and land use points of view.
- l) In case the application is for a Farmhouse, Motel, approval/NOC from the Competent Authority from land acquisition point of view.
- m) In case of the leasehold plots, clearance from the lessor with regard to the lease condition shall be obtained wherever required.
- n) For individual building plot wherever required, approval of the site from the Competent Authority, if not the part of already approved layout plan, to be obtained.
- o) Any other information/document, which the Authority may require in case of listed buildings or otherwise.

### **2.9.5 Size of Drawing Sheets and Colouring of Plans**

The size of drawing sheets shall be any of those specified in table 2.1.

**Table 2.1 Drawing Sheet Sizes**

Sl. No.	Designation	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

**2.9.6 Colouring Notations for Plans:** The plans shall be coloured as specified in table 2.2.

Further, prints of plans shall be on one side of paper only.

**2.9.7 Dimensions:** All dimensions shall be indicated in metric units.

**Table –2.2 Colouring of Plans**

Sl.No.	Type	Colour
1.	Proposed work including services	Red
2.	Existing construction proposed to be Demolished.	Yellow
3.	Existing structure to be retained	Blue
4.	Work in progress duly sanctioned	Green
5.	Open Space	Not to be coloured

## 2.10 KEY/SITE PLAN

**2.10.1 (i) Key Plan:** A key plan drawn to a scale of not less than 1: 10,000 shall be submitted along with notice showing boundary, location of the site with respect of neighborhood land marks, in area where there is no approved layout plans.

**(ii) Site Plan:** The site plan to be sent along with the application for permit shall be drawn to a Scale of 1 : 100 for plots upto 500 sq. mt. in size and on a scale of 1:500 for plots above 500 sq. mt. in size. The plan shall show as below:

- a) The boundaries of the site and of any contiguous land belonging to the owner thereof.
- b) The position of the site in relation to neighboring street.
- c) The name of the streets in which the building is proposed to be situated, if any.

- d) All existing buildings standing on, over or under the site.
- e) The position of the building and of all other buildings, if any, which the applicant intends to erect upon his contiguous land referred to in (a) in relation to.
  - i) The boundaries of the site and in case where the site has been partitioned, the boundaries of the portion; owned by the applicant and also of the portions owned by others.
  - ii) All adjacent streets building (with number of storeys and height) and premises within a distance of 12mt. of the site and of the contiguous land, if any, referred to in (a); and
  - iii) If there is no street within a distance of 12 mt. of the site, the nearest existing street.
- f) The means of access from the street to the building, and to all other buildings, if any which the applicant intends to erect upon his contiguous land, referred to in (a).
- g) Space to be left about the building to secure a free circulation of air, admission of light and access.
- h) The width of the street, if any, in front of the street, at the sides or rear of building.
- i) The direction of north point relative to the plan of the buildings.
- j) Any existing physical features such as well, drains, trees, over head electric supply lines etc.
- k) The ground area of the whole property and the breakup of covered area on each floor with the calculation for percentage covered in each floor in terms of the total area of the plot as required under the Bye-Laws governing the coverage of the area.
- l) Parking plans indicating the parking spaces wherever required.
- m) Such other particulars as may be prescribed by the concerned Authority; and
- n) Building number or plot number of the property on which the building is intended to be erected is to be indicated on the drawing.

**2.10.2 Layout Plan:** The layout plan shall be formulated as per the norms of Master Plan and shall be approved as per the procedure followed by the concerned Authority, under the provision of relevant act.

**2.10.3 Landscape Plan:** Landscape plan is to be in the scale of 1:100 for plot upto 500 sq.mt in size and for plots above 500 sq. mt, the scale shall be 1:500, indicating the circulation and parking spaces, pathways (hard surface), greenery and plantation (soft area) etc.

**2.10.4 Building Plan:** The plans of the building, elevations and sections accompanying the notice with dimensions shall be drawn to a scale of 1: 50 for plots measuring upto 250 sq. mt. for plots measuring above 250 sq. mt. to a scale of 1: 100, and for plots measuring 2000 sq. mt. and above to a scale of 1: 200 with details on a scale of 1:100 and shall:

- a) Include floor plans of all floors together with the covered area clearly indicating the size and spacing of all frame member and sizes of rooms and the position and width of staircases, ramps and other exit ways, lift ways, lift machine room and lift pit details.
- b) Show the use or occupancy of all parts of the building
- c) Show exact location of essential services, for example W.C. Sink. Bath etc.
- d) Include sectional drawing showing clearly the sizes of the footings, thickness of basement wall, wall construction, size and spacing of framing members, floor slabs and roof slabs with their materials. The section shall indicate the heights of building and rooms and also the heights of the parapet; and the drainage and the slope of the roof. At least one section shall be taken through the staircase, kitchen and toilet, bath and W.C.
- e) Show all elevations;
- f) Indicate details of service privy, if any;
- g) Give dimensions of the projected portions beyond the permissible building line.
- h) Include terrace plan indicating the drainage and the slope of the roof;
- i) Give indications of the north point relative to the plan:

- j) Details of parking spaces provided;
- k) Give indication of all doors, windows and other openings including ventilators with sizes in proper schedule form; and
- l) Such other particulars as may be required to explain the proposal clearly and as prescribed by the concerned Authority.

**2.10.5 Building Plans for Multi-Storeyed/Special Buildings:** For multi-storeyed buildings, which are above 4 storeyed and building above 15 mt. in height and for special buildings like assembly, institutional, industrial storage and hazardous occupancies as also defined under clause 1.13. VI (a to m) the following additional information shall be furnished/indicated in the building plans in addition to the item (a) to (i) of Building Bye-Laws 2.10.4.

- a) Access to fire appliances/vehicles with details of vehicular turning circle/and clear motorable access way around the building;
- b) Size (width) of main and alternate staircase along with balcony approach, corridor ventilated lobby approach;
- c) Location and details of lift enclosures;
- d) Location and size of fire lift;
- e) Smoke stop lobby/door where provided;
- f) Refuse chutes, refuse chamber, services duct, etc.
- g) Vehicular parking spaces
- h) Refuge area if any;
- i) Details of building service-air conditioning system with position of dampers, mechanical ventilation system, electrical services, boilers, gas pipes etc.
- j) Details of exits including provision of ramps, etc. for hospitals and special risks.
- k) Location of generator, transformer and switchgear room;
- l) Smoke exhauster system if any;
- m) Details of fire alarm system network;
- n) Location of centralized control, connecting all fire alarm system, built in fire protection arrangements and public address system, etc.

- o) Location and dimension of static water storage tank and pump room;
- p) Location and details of fixed fire protection installations such as sprinklers, wet risers, hose reels, drenchers, CO<sup>2</sup> installation etc. and
- q) Location and details of first aid fire fighting equipment/installation;
- r) The proper signs/symbols and abbreviation of all fire fighting systems shall be shown in diligent as per the relevant I.S. Code.

**2.10.6 Service Plan and Water Supply Provisions**

- i) Plans, elevations and sections of private water supply, sewage disposal system and details of building services, where required by the concerned Authority, shall be made available on a scale not less than 1: 100.
- ii) For residential plots more than 2000 sq. mt. and non-residential plots more than 1 hectare in size, the following provisions shall be made:
  - a) Separate conveying system to be provided for sewerage and sullage to facilitate reuse of sullage water for gardening and washing purposes. This may require suitable storage facilities that are to be indicated on the building plans
  - b) For recharging ground water, rainwater-harvesting provisions are to be provided within the plot, which are to be indicated on the building plans.

**2.10.7 Specifications :** General specification of the proposed construction giving type and grade of material of public use in the form given in appendix A-2 duly signed by the Architect/Engineer/Supervisors may be shown accompanying the notice as the case may be.

**2.10.8 Supervision and Execution of Drainage / Sanitary works:** A certificate of supervision and execution of drainage/sanitary works shall further accompany notice in the prescribed form given in Appendix A-3, by the Architect/Engineer/Supervisors as the case may be.

## **2.11 SIGNINIG OF PLANS**

### **2.11.1 Signing the Building Plans**

All plans before submission to the concerned Authority shall be signed by the owner(s) and by a qualified Architect who has valid registration with Council of Architecture.

### **2.11.2 Layout Plans**

All layout plans before submission to the concerned Authority shall be signed by the owner(s) and by one of the following:

- a) Architect holding a valid registration with the Council of Architecture for Layout Plans of plots measuring more than 1 Ha. and below 10 Ha.
- b) Town Planner holding valid registration with the Institute of Town Planners, India (plots measuring 10 Ha. and above)

## **2.12 NOTICE FOR ALTERATION**

When the notice is only for an alteration of the building only such plans and statement as may be necessary, shall accompany the notice-

**2.12.1 No notice and building permit, is necessary** for the following alterations, which do not otherwise violate any provisions regarding general building requirements, structural stability and fire safety requirements of these Bye-Laws;

- a) Plastering and patch repairs;
- b) Re-roofing or renewals of roof including roof of intermediate floors at the same height;
- c) Flooring and re-flooring;
- d) Opening and closing of windows, ventilators and doors not opening towards other's properties and (or) public road/property;
- e) Replacing fallen bricks, stones, pillars, beams etc.
- f) Construction or re-construction of sunshade not more than 75cms. in width within one's land and not overhanging over a public street;
- g) Construction or re-construction of parapet not more than 1.5 mt. in height and also construction or re-construction of boundary wall as permissible under these Bye-Laws;
- h) White-washing, painting, etc. including erection of false ceiling in any floor at the permissible clear height provided the false ceiling in no way can be put to use as a loft etc;
- i) Reconstruction of portions of buildings damaged by storm, rains, fire, earthquake or any other natural calamity to the same extent and specification as existed prior to the damage provided the use conforms to provisions of Master Plan/Zonal Plan;
- j) Erection or re-erection of internal partitions provided the same are within the purview of the Bye-Laws.

### **2.13 BUILDING PERMIT FEES**

Building fees for covered area in plotted development/group housing; additions/alterations/revised plan; revalidation of plans; plan submission fee; for NOC/occupancy; for use of city infrastructure during the construction and other charges may be as determined by the Competent Authority.

## 2.14 SANCTION

**2.14.1 a) Planning Permission/Norms with respect to the provisions of Master Plan/Development Plan :** The owner, if he/she so desires, may apply to the Authority in a format (Appendix -"C") for planning permission/Norms through his Architect submitting (i) title documents; (ii) Development Code/Zoning Regulations of Master Plan/Development Plan and (iii) Building Bye-Laws, which he/she intent to follow.

The owner/architect may indicate the Development Code interpretation of Master Plan/Development Plan and may support through schematic drawings/sketches.

The Authority may verify the title document and scrutinize, the interpretation of Development Code / Zoning Regulations and accord planning permission within 60 days of submission of the application to the owner/architect. Procedure may however, be prescribed by the Authority in this behalf.

**b) Sanction by Empanelled Architects :** Architects empanelled under the rules shall be authorized to issue building permit subject to various provisions of the said rules.

**c) Standard Building Plans:** In case of standard building plans prepared by the concerned Authority for residential plots upto 50 sq.mt. in size and forming part of the approved layout plan, the owner shall be entitled to sign such standard plans and the required documents for sanction. In such cases, architect/ licensed engineer / licensed supervisor certificate would not be necessary and the owner shall be responsible to follow the standard plans.

### 2.14.2 Grant of permit or Refusal

a) The concerned Authority may either sanction or refuse sanction to the plans and specifications or may sanction them with such modification or directions as it may deem necessary and there upon shall communicate its decision to the person giving the notice in the prescribed form given in Appendix " A-6" and Appendix " A- 7".

- b) The building plans for buildings identified in Bye-Laws no. 2.10.5. shall be subject to the scrutiny of the Chief Fire Officer and building permit shall be given by the Authority only after the clearance from the Chief Fire Officer is obtained.
- c) In case where the building scheme requires the clearance of Urban Art Commission, if constituted for the city then the competent Authority shall issue the building permit only after getting the clearance from the Urban Art Commission.
- d) If within 60 days of the receipt of notice under 2.9.1 of the Bye-Laws, the Authority fails to intimate in writing to the person who has given the notice, of its refusal or sanction to the notice with its plans and statements, the same shall be deemed to have been sanctioned provide the fact is immediately brought to the notice of the Authority in writing by the person who has given notice and having not received any intimation from the Authority within 15 days of giving such notice subject to the conditions mentioned in these Bye-Laws, nothing shall be construed to authorize any person to do anything in contravention or against the terms of the lease or title of the land or against any regulations, Bye-Laws or ordinance operating at the time of execution of the work at site.
- e) Once the plan has been scrutinized and objections have been pointed out, the owner who has given the notice under 2.9.1 shall modify the plan to comply with the objections raised and resubmit the modified plans. The Authority shall scrutinize the resubmitted plans and if, there are still some objections that shall be intimated to the applicant for compliance. Only thereafter the plans shall be sanctioned. It is clarified further as below that:
  - i) The above provision of deemed sanction shall only be applicable in those cases where construction is to be carried on plot forming part of an approved layout plan of the Authority.

- ii) No notice under 2.9.1 shall be valid unless the information required by the Authority under these Bye-Laws or any further information which may be required has been furnished to the satisfaction of the Authority.
- iii) The Owner/ Architect/Engineer/Supervisors and other shall be fully responsible for any violation of Master Plan/Zonal Plan/ Building Bye-Laws, Architectural controls, lease deed conditions etc. In case of any default they shall be liable for action. Any construction so raised shall be deemed to be unauthorized.

**2.14.3 Duration of Sanction/Revalidation :** Once a building permit is sanctioned, it shall remain valid for three years from the date of sanction for the residential, industrial and commercial building (4 storeyed) and for a period of four years from the date of sanction for multi-storeyed buildings of 15 mt and above in height. However, the validity period of sanction in case of additions/alterations in both the cases, shall be two years from the date of sanction. The building permit shall be got revalidated in the prescribed form (Appendix- A-8) before the expiry of this period on year-to-year basis. Revalidation shall be subject to the Master Plan/Zonal Plan regulation and building Bye-laws, as in force, for the area where construction has not started.

**2.14.4 Revocation of Permit :** The concerned Authority may revoke any building permit issued under the provisions of the Bye-Laws, wherever there has been any false statement, mis-representation of material facts in the application on which the building permit was based.

**Or**

If during construction it is found that the owner has violated any of the provisions of the Building Bye-Laws or sanctioned plan or compoundable limits.

Fresh sanction of building plans and occupancy certificate shall be taken from the Authority after bringing the building within the framework of Master Plan/ Zonal Plan/ Building Bye-Laws.

**2.14.5 Qualification and competence**

Qualification and competence of Town Planner/Architect/Engineer/Supervisor/Plumber/Fire consultant/Urban Designer are given in Appendix -"E".

**2.14.6. Penal Action**

- a) The Authority reserves the right to take action and to debar/black list the town planner, architect, engineer, supervisor or plumber, if found to have deviated from the aesthetic and professional conduct or to have made any misstatement or on account of misrepresentation of any material fact or default either in authentication of a plan or in supervision of the construction against the building Bye-Laws and the sanctioned building plans.
- b) If the sanctioning Authority finds at any time any violation of the building Bye-Laws or misrepresentation of fact, or construction at variance with the sanction or building Bye-Laws, inclusive of the prescribed documents, the Authority shall be entitled to revoke the sanction and take appropriate action against such professional and such professional shall not be authorized to submit building plans, fresh plans till finalisation of the case. Before debarring or blacklisting such professional if found to be indulging in professional misconduct or where he/she has misrepresented any material fact the Authority shall give him a show cause notice with a personal hearing and shall pass a speaking order to debar him/her for submission and supervision of the construction with full justification for the same. An appeal against this speaking order shall lie with the Council of Architecture in case of architects. In other cases appeal shall lie with the Authority with whom he is registered.

**2.14.7 Unauthorized Development**

In case of unauthorized development, the Authority shall take suitable action, which may include demolition of unauthorized works, sealing of premises, prosecution and criminal proceeding against the offender in pursuance of relevant laws in force.

**2.15 PROCEDURE DURING CONSTRUCTION WORK**

**2.15.1 a) Construction to be in conformity with Bye-Laws owners liability:** Neither the granting of the permission nor the approval of the drawings and specification, nor inspection by the Authority during erection of the building, shall in any way relieve the owner of the building from full responsibility for carrying out work in accordance with these Bye-Laws.

**b) Notice for commencement of work:** Before commencement of the building work at site for which building permit has been granted, the owner shall within the validity period of sanction give notice to the Authority, of his intention to start the work at the building site in the proforma given in Appendix A-9.

The owner may commence the work after seven days have lapsed from the date of such notice or earlier, if permitted.

**2.15.2 Document at Site :** The person to whom a permit is issued shall during construction keep

- a) Posted in a conspicuous place on the property in respect of which the permit was issued, a copy of the building permit;
- b) A copy of the approved drawings and specifications referred in Bye-Laws 2.14 of the property in respect of which the permit was issued.
- c) Where tests of any materials are made to ensure conformity with the requirements of the bye -laws, records of test data shall be kept available for inspection during the construction of the building and for such a period thereafter as required by the Authority.

**2.15.3 Checking of Building During Construction**

The owner through his Architect /Engineer/supervisor shall give notice to the Authority in the proforma given in Appendix-A-10 on completion of the work up to plinth level to enable the local body to ensure that work conforms to the sanctioned building plans and Building Bye-laws. It will be obligatory on the part of the local body to inspect the work and submit the objection, if any, to the owner and Architect/Engineer within 30 days from the receipt of such notice in Appendix A-11

failing which work will be deemed to be cleared for further construction. It will be the responsibility of the Owner/Architect/Supervisor to ensure further construction of the building in accordance with the sanctioned building plan. .

It will also be obligatory duty of the Authority to carry out periodic inspection as may be determined by the Authority during further construction. A report of each inspection shall be prepared in duplicate by the Authority in the proforma as per Appendix A-11 and a copy of the same duly signed by the Authority shall have to be given to the owner or to his Architect/Engineer /Supervisor.

## **2.16 NOTICE OF COMPLETION**

Every owner shall submit a notice of completion (prescribed in Appendix-A-12) of the building to the Authority regarding completion of the work described in the building permit. The notice of completion shall be submitted by the owner through the Architect/Engineer/Supervisor as the case may be who has supervised the construction, in the proforma given in Appendix- A -15 accompanied by three copies of completion plan (as in case of sanctioned plan including one cloth mounted copy) and the following documents along with the prescribed fee:

- i) Copy of all inspection reports of the Authority.
- ii) Clearance from Chief Fire Officer, whenever required.
- iii) Clearance from Chief Controller of Explosives, Nagpur, wherever required.
- iv) Clearance from Electricity Department (Municipal Council / Corporation for areas falling in the jurisdiction of Municipal Council / Corporation) regarding provision of transformers / sub-station / ancillary power supply system etc. wherever required.
- v) Structural stability certificate duly signed by the Architect / Engineer.
- vi) Certificate of fitness of the lift from concerned Department wherever required.
- vii) Two sets of photographs from all sides duly signed by Owner/ Architect/ Engineer, as the case may be.

- viii) Any other information/document that the Authority may deem fit.
- ix) A certificate by the owner and Architect/Supervisor /Engineer for covering up the underground drain, sanitary and water supply work, under their supervision and in accordance with Building Bye-laws and sanctioned building plans stipulated in the Appendix A-13 as applicable.
- x) In case of large campus/complex, completion of individual block/building will be issued by the local body in accordance with the construction work completed phase wise in the proforma Appendix A-13.
- xi) The extension of time up to the date of applying for completion certificate. In case, if the completion certificate is refused due to deviation, which cannot be compounded, the completion will be rejected and extension of time will be required accordingly.
- xii) No Objection Certificate for regular water supply and electricity may be issued only after the completion certificate is obtained.

## **2.17 OCCUPANCY/ COMPLETION CERTIFICATE**

**2.17.1** The Authority on receipt of the notice of completion shall inspect the work and communicate the approval or refusal or objection there to, in the performa given in Appendix A-14 and A-15 within 30 days in case of plotted development and 60 days for Group Housing Schemes from the receipt of notice of completion. Approval to occupancy certificate shall not be refused for the residential buildings as defined under clause 1.12VI (n) unless the Authority is satisfied that major deviations have been carried out after the last inspection of the Authority. If nothing is communicated within this period, it shall be deemed to have been approved by the Authority for occupation provided the fact is immediately brought to the notice of Authority in writing by the person, who had given the notice and has not received any intimation from the Authority within 15 days. Where the occupancy certificate is refused, the reasons shall be intimated for rejecting at the first instance itself.

**2.17.2** In case of buildings as defined in clause 1.12. VI (a) to (m), the work shall also be subject to the inspection of the Chief Fire officer, and the occupancy certificate shall be issued by the Authority only after the clearance from Chief Fire Officer regarding the completion of work from the fire protection point of view.

**2.17.3** In case, where the building scheme requires the clearance of Urban Art Commission, then the Authority shall issue the occupation certificates only after getting clearance from Urban Art Commission.

**2.17.4** Time limitation of 30 days as described in 2.17.1 shall not apply for buildings as described in clause 2.17.2 & 2.17.3.

## **2.18 OCCUPANCY/COMPLETION CERTIFICATE (In Part)**

**2.18.1** In such cases where a project is not complete at one stretch constructed in different stages, part occupancy/completion certificate for the building otherwise complete in all respect, may be issued subject to the condition that such a part occupancy/completion certificate would apply to an independent block/building of the sanctioned project. In case of a residential house part occupancy/completion may be issued for an independent floor.

**2.18.2** For projects referred to building Bye-Laws 2.18.1 the rest of the construction which forms part of the sanctioned plan/scheme shall be completed in the remaining sanctioned or extended period after revalidation as the case may be. Thus the remaining sanction will not lapse if the part completion certificate is issued. The remaining construction should be completed in the validity period.

## **2.19 CONNECTION TO THE MUNICIPAL SEWER / WATER MAINS**

- a) Temporary connection for water, electricity or sewer, permitted for the purpose of facilitating the construction, shall not be allowed to continue in the premises without obtaining completion/occupancy certificate.

- b) No connection to the Municipal water mains or to the Municipal sewer line with a building shall be made without the prior permission of the concerned Authority and without obtaining occupancy /completion certificate.
- c) In case the use is changed or unauthorized construction is made the Authority shall be authorize to discontinue such services or cause discontinuance of such services.