**Annexure**

**FORM: DP – A – 01**

**Application for Development Permission[[1]](#footnote-2)**

Application for development permission under sections 27, 34 and 49 of G.T.P. & U. D. Act. 1976.

To

The Competent Authority

Sir,

I hereby give intimation that I intend to develop the following building in GIFT Area, in accordance with the GIFT Area Development Control Regulations and UDAS provided by the GIFT:.

|  |  |  |
| --- | --- | --- |
| **Sr. No.** |  | **Details** |
| 1. | Building ID |  |
| 2. | Sub Enclave Name |  |
| 3. | Enclave Name |  |

I forward herewith the following plans and specifications in quadruplicate duly signed by me and......................................................................................................................................... (Name in block letters)

|  |  |
| --- | --- |
| **Sr. No.** | **Documents** |
| 1. | True/Attested copy of Letter of Allotment as issued by the GIFT. |
| 2. | True/Attested Copy of ‘Agreement to Lease’, |
| 3. | UDAS as provided by the GIFT. |
| 4. | Key plan |
| 5. | Site plan |
| 6. | Building drawings |
| 7. | Utility Statement |
| 8. | Certificate for Undertaking of Accredited Architect/Engineer |
| 9. | Any other document as prescribed by the Competent Authority or stipulated in the Development Permission. (Please specify) |

I shall abide all the compliance of the GIFT Area Development Control Regulations and any notices through letter in sprit of these regulations. In case of any misrepresentation or by producing false documents, such development permission shall be cancelled/ revoked.

I request that the Development Permission may be accorded to me.

Signature of Developer......................................................

Name of the Developer......................................................

(in block letters)

Address of Developer.........................................................

.........................................................

Date: ......................... ……....................................................

**FORM: DP – A – 02**

**Statement Formats for Development Permission[[2]](#footnote-3)**

1. **Area Calculations and use Distribution for Building \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Sr. No** | **Floor** | **Commercial Use** | **Residential Use** | **Institutional use** | **Services** | **Total in sq.m**  **(A)** | **Deductions as per GIFT Area DCR 5.1.1 (B) in sq.m** | **Built up Area (A-B) in sq.m** |
| 0 | Basement |  |  |  |  |  |  |  |
| 1 | Floor 1 |  |  |  |  |  |  |  |
| 2 | Floor 2 |  |  |  |  |  |  |  |
| 3 | Floor 3 |  |  |  |  |  |  |  |
| 4 | Floor 4 |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| n | Terrace |  |  |  |  |  |  |  |
| Total |  |  |  |  |  |  |  |  |

1. **Utilities Statement for Building\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **BUA (SqM)** | **Total Water Demand** | | | **Total sewerage generation (MLD)** | **Total Solid waste generation (Tones)** | | | |
| **Fire water** | **Potable water** | **Flushing water** | **E- waste** | **Organic waste** | **Inert waste** | **Recyclable waste** |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |

1. **Power Requirement for Building\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Power requirement** | | | | **Ventillation &Cooling Load (KW)** | **Miscellaneous power Requirement (KW)** | **Total Power Requirement (KW)** |
| **Lighting load (KW/ SqM)** | **Power load (KW/ SqM)** | **Water Pumping Load (KW)** | **Lifts and escalators load (KW)** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

1. **DCS Requirement for Building\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **BUA (SqM)** | **HVAC requirement** | | | **Total DCS requirement (TR)** |
| **Cooling area (SqM)** | **Cooling volume** | **Ventilation volume** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

1. **Parking Requirement for Building \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **BUA (SqM)** | **Parking Required / 100 SqM of Gross BUA (Nos) (According to GIFT Plan)** | **Total Parking demand (Nos)** | **Car (%)** | **TW (%)** | **Parking required at Basement (Nos)** | **Parking required at MLP (Nos)** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

**FORM: DP – A – 03**

**Certificate of Undertaking of Accredited Architect/Engineer[[3]](#footnote-4)**

To

The Competent Authority

**Ref:**

|  |  |  |
| --- | --- | --- |
| **Sr. No.** |  | **Details** |
| 1. | Building ID |  |
| 2. | Sub Enclave Name |  |
| 3. | Enclave Name |  |

For\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Name of Owner/Organiser/Developer/Builder)

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tel.No.:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I am a member of Council of Architects/Engineers and I am possessing current registration to act as accredited Architect/Engineer.

I hereby certify that I am appointed as the Accredited Architect/Engineer/Surveyor to prepare the plans, sections and details as required under the provisions of the GIFT Area Development Control Regulations for the above mentioned project and that I have prepared and signed the same and that the execution of the project shall be carried out under my direction and supervision of supervisor or owner, as per the approved drawings. I am fully conversant with the provisions of the GIFT Area Development Control Regulations, which are in force, and about my duties and responsibilities under the same and I undertake to fulfill them in all respects, except under the circumstances of natural calamities.

I also undertake to provide my guidance for the adequate measure to be taken by the owners for installation of plumbing, drainage, sanitation and water supply. The appointment of site supervisor, clerk of works, building contractor, plumbing contractor and electrical contractor shall be made at the appropriate stage by the owner before the relevant work commences.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Reg. No.\_\_\_\_ \_\_ \_\_

Date: \_\_\_ \_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature of Owner:\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tel.No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**FORM: CC – A – 01**

**Application for Commencement Certificate[[4]](#footnote-5)**

Application for development permission under sections 27, 34 and 49 of G.T.P. & U. D. Act. 1976

To

The Competent Authority

Sir,

I hereby give intimation that I intend to develop the following building in GIFT Area, in accordance with the GIFT Area Development Control Regulations and UDAS provided by the GIFT:

|  |  |  |
| --- | --- | --- |
| **Sr. No.** |  | **Details** |
| 1. | Building ID |  |
| 2. | Sub Enclave Name |  |
| 3. | Enclave Name |  |

I forward herewith the following plans and specifications in quadruplicate duly signed by me and ..................................... the Architect/Engineer/Structural Engineer/ Supervisor/ Town Planner/ Landscape Architect/ Urban Designer), Accreditation No. ........................................... who will supervise its development.

(Name in block letters)

|  |  |
| --- | --- |
| **Sr. No.** | **Documents** |
| 1. | Development Permission |
| 2. | Structural Drawings |
| 3. | MEP Drawings |
| 4. | Fire Drawings |
| 5. | Specifications, general and detailed |
| 6. | Construction Manual and Methodology along with the proposed provisions during construction. |
| 7. | Application and Compliance for Certification of buildings as per LEED India at design stage. |
| 8. | Certificate for Undertaking of Accredited Supervisor/Project Management Consultant (PMC) |
| 9. | Certificate from Safety Agency as communicated by the GIFT |
| 10. | Any other document as prescribed by the Competent Authority or stipulated in the development permission. (Please specify) |

I request that the Commencement Certificate may be accorded to me.

Signature of Developer ......................................................

Name of the Developer......................................................

(in block letters)

Address of Developer.........................................................

.........................................................

Date: .........................

**FORM: CC – A – 02**

**Certificate of Undertaking of Accredited Structural Engineer/Designer[[5]](#footnote-6)**

To

The Competent Authority

**Ref:**

|  |  |  |
| --- | --- | --- |
| **Sr. No.** |  | **Details** |
| 1. | Building ID |  |
| 2. | Sub Enclave Name |  |
| 3. | Enclave Name |  |

Owner\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tel.No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I am possessing the required qualification and experience to act as a Structural Designer. This is to certify that I am appointed as the Accredited structural engineer/designer to prepare the structural report, structural details and structural drawings for the above mentioned project. I am fully conversant of my duties and responsibilities under the GIFT Area Development Control Regulations and assure that I shall fulfill them in all respects. I have prepared and signed the structural design and drawing of the proposed building as per the prevailing Indian Standard Specifications and further certify its structural safety, adequacy, constructability, maintainability and stability in design.

Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Reg.No. \_\_ \_ \_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_ \_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature of Owner:\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tel.No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**FORM: CC – A – 03**

**Certificate of Undertaking of Accredited Site Supervisor/ PMC/Developer/ Owner[[6]](#footnote-7)**

To

The Competent Authority

**Ref :**

|  |  |  |
| --- | --- | --- |
| **Sr. No.** |  | **Details** |
| 1. | Building ID |  |
| 2. | Sub Enclave Name |  |
| 3. | Enclave Name |  |

Owner\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tel.No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I possess a current Registration to act as Accredited.....................................................

I hereby certify that I am appointed as a Accredited .................................................on the above mentioned project and that all the works under my charge shall be executed in accordance with the stipulations of the relevant codes/ standards of practices National Building Code and relevant standards of the I.S.I.

I am fully conversant with the provisions of the GIFT Area Development Control Regulations which are in force and about the Duties and Responsibilities under the same and I undertake to fulfill them in all respect.

I undertake not to supervise work simultaneously at one point of time on any other sites during my supervision of the execution of this work.

Signature:…………………..……….

Registration No......................

Date.......................................

Name.................................................................................. Signature of Owner:\_\_\_\_\_\_\_\_\_

Address...............................................................................

..................................................................................

Tele.No................................................................................

............................................................................................................................................

**FORM: PC – A – 01**

**Progress Certificate - Plinth Stage[[7]](#footnote-8)**

To

The Competent Authority

**Ref :**

|  |  |  |
| --- | --- | --- |
| **Sr. No.** |  | **Details** |
| 1. | Building ID |  |
| 2. | Sub Enclave Name |  |
| 3. | Enclave Name |  |

Developer\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tel.No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I hereby inform you that the work of execution of the building as per approved plan, working drawing and structural drawings has reached the Plinth Level and is executed under my supervision.

Signature:…………………..……….

Accreditation No......................

Date.......................................

Name..................................................................................

Address...............................................................................

..................................................................................

Tele.No................................................................................

............................................................................................................................................

**FORM: PC – A – 02**

**Progress Certificate – First Storey[[8]](#footnote-9)**

To

The Competent Authority

**Ref :**

|  |  |  |
| --- | --- | --- |
| **Sr. No.** |  | **Details** |
| 1. | Building ID |  |
| 2. | Sub Enclave Name |  |
| 3. | Enclave Name |  |

Developer\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tel.No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I hereby inform you that the work of execution of the building as per approved plan, working drawing and structural drawings has reached the First Storey and is executed under my supervision.

Signature:…………………..……….

Accreditation No......................

Date.......................................

Name..................................................................................

Address...............................................................................

..............................................................................

Tele.No...............................................................................

...........................................................................................

**FORM: PC – A – 03**

**Progress Certificate – Middle Storey[[9]](#footnote-10)**

To

The Competent Authority

**Ref :**

|  |  |  |
| --- | --- | --- |
| **Sr. No.** |  | **Details** |
| 1. | Building ID |  |
| 2. | Sub Enclave Name |  |
| 3. | Enclave Name |  |

Developer\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tel.No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I hereby inform you that the work of execution of the building as per approved plan, working drawing and structural drawings has reached the \_\_\_\_\_\_\_ Storey and is executed under my supervision.

Signature:…………………..……….

Accreditation No......................

Date.......................................

Name..................................................................................

Address...............................................................................

..............................................................................

Tele.No...............................................................................

...........................................................................................

**FORM: PC – A – 04**

**Progress Certificate – Last Storey[[10]](#footnote-11)**

To

The Competent Authority

**Ref :**

|  |  |  |
| --- | --- | --- |
| **Sr. No.** |  | **Details** |
| 1. | Building ID |  |
| 2. | Sub Enclave Name |  |
| 3. | Enclave Name |  |

Developer\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tel.No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I hereby inform you that the work of execution of the building as per approved plan, working drawing and structural drawings has reached the \_\_\_\_\_\_\_ Storey and is executed under my supervision.

Signature:…………………..……….

Accreditation No......................

Date.......................................

Name..................................................................................

Address...............................................................................

..............................................................................

Tele.No................................................................................

............................................................................................

**FORM: OC – A – 01**

**Application for Occupancy Certificate[[11]](#footnote-12)**

To

The Competent Authority

Sir,

The Super-Structure of the following building has been constructed as per the approved Plan, GIFT Area Development Control Regulations, UDAS and Development Permission provided by the GIFT. Construction has been done under our supervision/guidance and it adheres to the drawings submitted and records of supervision have been maintained by us.

|  |  |  |
| --- | --- | --- |
| **Sr. No.** |  | **Details** |
| 1. | Building ID |  |
| 2. | Sub Enclave Name |  |
| 3. | Enclave Name |  |

I forward herewith the following documents in accordance with the GIFT Area Development Control Regulations, duly signed by me and ..................................... the Architect/Engineer/Structural Engineer/ Supervisor/ Town Planner/ Landscape Architect/ Urban Designer), Accreditation No. ........................................... who will supervise its development.

(Name in block letters)

|  |  |
| --- | --- |
| **Sr. No.** | **Documents** |
| 1. | As Built Drawings. |
| 2. | No Objection Certificate (NOC) from relevant department |
| 3. | Inspection reports during construction. |
| 4. | Completion Report |
| 5. | O&M provision compliances as mentioned in clause 7.24 of part 3 of these Regulations |
| 6. | Compliance/certification of buildings from LEED India |
| 7. | Any other document as prescribed by the Competent Authority or stipulated in the development permission |

I request that the Occupancy Certificate may be issued to me.

Signature of Developer......................................................

Name of the Developer......................................................

(in block letters)

Address of Developer.........................................................

.........................................................

Date: ......................... …......................................................

**FORM: DP – B – 01**

**Development Permission**

(to be filled by Competent Authority)

**Ref :**

|  |  |  |
| --- | --- | --- |
| **Sr. No.** |  | **Details** |
| 1. | Building ID |  |
| 2. | Sub Enclave Name |  |
| 3. | Enclave Name |  |

Development Permission is hereby granted/refused under Section 29(1) (i)/29(1)(ii)/29(1)(iii), 34, 49(1)(b) of the Gujarat Town Planning and Urban Development Act, 1976.

To (name of the person)

For (Description of work)

on the following conditions/grounds

Conditions:

(in case of grant)

Grounds:

(in case of refusal)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Competent Authority.

No. …………………………………………

Stamp……………………………………..

Date : ……………………………………….

**FORM: CC – B – 01**

**Commencement Certificate for Sub-Structure level**

(to be filled by Competent Authority)

To,

…………………………………………………………

…………………………………………………………

…………………………………………………………

**Ref :**

|  |  |  |
| --- | --- | --- |
| **Sr. No.** |  | **Details** |
| 1. | Building ID |  |
| 2. | Sub Enclave Name |  |
| 3. | Enclave Name |  |

Sir,

Please refer to your application No. …………………………………………………………….. dated ………………………………..regarding the commencement of construction work up to plinth level in Building Id No……………………………….Sub Enclave Name ………………………Enclave name ………………………… You may/may not proceed with the further work as per sanctioned plans with the following conditions:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Competent Authority.

No. …………………………………………

Stamp……………………………………..

Date : ……………………………………….

**FORM: CC – B – 02**

**Commencement Certificate for Super- Structure level**

(to be filled by Competent Authority)

To

…………………………………………………………

…………………………………………………………

…………………………………………………………..

**Ref :**

|  |  |  |
| --- | --- | --- |
| **Sr. No.** |  | **Details** |
| 1. | Building ID |  |
| 2. | Sub Enclave Name |  |
| 3. | Enclave Name |  |

Sir,

Please refer to your intimation No. …………………………………………………………….. dated ………………………………..regarding the commencement of construction work for Super-Structure in Building No……………………………….Sub Enclave Name ………………………Enclave name ………………………… You may/may not proceed with the further work as per sanctioned plans / as the construction for substructure level does/does not conform to the sanctioned plans.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Competent Authority.

No. …………………………………………

Stamp……………………………………..

Date : …………………………………….

**FORM: OC – B – 01**

**Occupancy Certificate**

(to be filled by Competent Authority)

To

…………………………………………………………

…………………………………………………………

…………………………………………………………..

**Ref :**

|  |  |  |
| --- | --- | --- |
| **Sr. No.** |  | **Details** |
| 1. | Building ID |  |
| 2. | Sub Enclave Name |  |
| 3. | Enclave Name |  |
| 4. | Nature of Development |  |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_( Building ID) completed and constructed as per plan prepared by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Architect/Engineer) under the supervision of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Supervising Engineer/Owner/Architect) has been inspected on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and I declare that the development has been carried out in accordance with the Development Permission No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ dated \_\_\_\_\_\_\_\_\_\_\_ and that the development is fit for the use for which it has been permitted.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Competent Authority.

No. …………………………………………

Stamp……………………………………..

Date : ……………………………………….

**Annexure: 01**

**General Notation for Plan**

|  |  |  |
| --- | --- | --- |
| **Item** | **Site Plan** | **Bldg. Plan** |
| Plot line | Thick black | Thick black |
| Existing Street | Green | ------ |
| Future Street if any | Green dotted | ------ |
| Permissible lines | Thick black dotted | ------ |
| Open space | No colour | No colour |
| Existing work | Blue | Blue |
| Work proposed to be demolished | Yellow Hatched | Yellow Hatched |
| Proposed work | Red | Red |
| Work without permission if started on site | Grey | Grey |
| Drainage and sewerage work | Red dotted | Red dotted |
| Water supply work | Black dotted | Black dotted |

**Annexure: 02**

**Drawing Requirements for Development Permission**

|  |  |  |  |
| --- | --- | --- | --- |
| **Drawing name** | **Content** | **Scale** | **Requirements pertaining to soft formats** |
| Key plan  {As per Annexure I(C)} | GIFT boundary  Sub-enclave boundary  Building envelope  X-Y Co-ordinates – building envelope  Surroundings roads | 1: 5000 | Software:  Auto CAD 2007 or lower  Layer standards, drawing numbering format and title sheets standards : Refer soft copy provided |
| Site plan  {As per Annexure I(C)} | Sub-enclave boundary Building envelope  X-Y Co-ordinates – building envelope  Surroundings roads with their levels and width  Circulation plan & surrounding roads and Exit, and Entry movement of vehicles  Landscaped area / Tree plantation area  Dimensions and areas of recreational space  Location of Utility connections  All site levels in respect with proposed Buildings  The direction of north point relative to the plan of the buildings | 1: 500 |
| Building drawings  {As per Annexure II (C)} | All floor plans showing covered areas considered in built up area calculations, semi-covered areas, open areas, uses assigned, doors, windows, openings  Terrace plans to show drainage and slope of the roof  Basement plan showing entry and exit movement of vehicles and people  Access to fire appliances/vehicles with details of vehicular turning circle and clear motorable access way around the building  All side elevations of proposed Building  Minimum four sections to explain all important features of building  Elevations and sections to indicate floor heights and total height  Vehicular parking plan  Location of Building services  Location of generator, transformer and switching room  Location of centralized control  Refuge area, fire escape, horizontal exits, vertical separation | 1:100 |

**Annexure: 03**

**Drawing Requirements for Detailed Building Drawings**

|  |  |  |  |
| --- | --- | --- | --- |
| **Drawing name** | **Content** | **Scale** | **Software Requirement** |
| Structural Drawings   * Include NBC requirement   {As per Annexure II(C)} | * Foundation Drawing * Ground Level * Type of foundation * Size of foundation * Depth of foundation * Reinforcement of foundation * Load carrying capacity of soil * If pile foundation than group plies details * Section of foundation * Framing Plan * Size of Column * Size of beam * Slab thickness * Section of stair, lift portion * Core Drawings * Grade of concrete and steel * Size of shear wall(if any) * Grid size * Design Details * Beam Reinforcement * Column Reinforcement * Slab Details and Shear wall Detail with reinforcement(if any) * Section of beam and column with shear reinforcement * Load consideration for * Gravity loading * Wind loading * Earth quake loading * Load combination * Dynamic analysis | 1: 100 | Software:  Auto CAD 2007 or lower  Layer standards, drawing numbering format and title sheets standards : Refer soft copy provided |
| MEP   * Mechanical (Plumbing) Drawings * Mechanical (HVAC) Drawings * Include NBC requirement   {As per Annexure II(C)} | * Plans showing the size, type and layout of ducting * Diffusers, heat registers, return air grilles, dampers * Turning vanes, ductwork insulation * HVAC unit, type, quantity, location * Thermostats, type, quantity, location * Electrical, water, or gas connections * Ventilation, exhaust fans * Symbol legend, general notes and specific key notes * Heating and/ or cooling load summary * SLD of power supply arrangement * SLD of internal wiring * Lighting layout with details * Earthling and bonding details * Floor wise power distribution drawings * Cabling details with trench * Site Services * Piping Plan (incl. - (heating Systems) * Plans showing the size, type and layout of ducting * Isometric Views * Fixture Schedules * Standpipe Systems * Water Supply Calculations * Heating Systems * Ventilation Systems * Air Conditioning Systems * Equipment Schedules * Misc. Mechanical Systems | 1:100 | Software:  Auto CAD 2007 or lower  Layer standards, drawing numbering format and title sheets standards : Refer soft copy provided |
| Fire   * Include NBC requirement   {As per Annexure II(C)} | * Location and details of fixed fire protection installations, such as, sprinklers, wet risers, hose-reels, drenchers, etc * Fire protection Systems / sprinkler Systems * Water Requirement * Location and details of first-aid fire fighting equipments/installations * Smoke exhaust system * Fire separation distance from the external wall of the building concerned to the external wall of any other building on the site, or from other site, or from the opposite side of street or other public space for the purpose of preventing the spread of fire. * Location of fire enclosures of exit ways, hallways and stairways * Location of exit way access corridors * Location of shafts other than exit ways, elevator * Stair separation on Ground floor and Basement * Horizontal Exit – An exit which is a protected opening through or around at fire wall or bridge connecting two or more buildings. * Vertical separation | 1:100 | Software:  Auto CAD 2007 or lower  Layer standards, drawing numbering format and title sheets standards : Refer soft copy provided |

**Annexure: 04**

**NOC for GIFT Area from Airport Authority of India (AAI)**



**Annexure: 05**

**ACCESS FOR PHYSICALLY HANDICAPPED PERSONS**

1. *Application to be made on the letterhead of the Developer*  [↑](#footnote-ref-2)
2. *Statement Formats to be made on the letterhead of the Developer* [↑](#footnote-ref-3)
3. *Undertaking to be made on the letterhead of the Accredited Architect/Engineer* [↑](#footnote-ref-4)
4. *Application to be made on the letterhead of the Developer* [↑](#footnote-ref-5)
5. *Undertaking to be made on the letterhead of the Accredited Structural Engineer/Designer* [↑](#footnote-ref-6)
6. *Undertaking to be made on the letterhead of the Accredited Site Supervisor/ Developer/ Owner* [↑](#footnote-ref-7)
7. *Certificate to be made on the letterhead of the Developer* [↑](#footnote-ref-8)
8. *Certificate to be made on the letterhead of the Developer* [↑](#footnote-ref-9)
9. *Certificate to be made on the letterhead of the Developer* [↑](#footnote-ref-10)
10. *Certificate to be made on the letterhead of the Developer* [↑](#footnote-ref-11)
11. *Application to be made on the letterhead of the Developer* [↑](#footnote-ref-12)