

## PROCEDURE IN CASE OF SANCTION OF BUILDING PLAN.

- i. Application in prescribed form no. VII ([Annexure-VII-1](#)).
- ii. Attach proof of ownership (Allotment/Re-allotment letter, letter of change of ownership)
- iii. Attach 3 copies of plans made by Architect registered under Architect Act, 1972 (Certificate of Architect as per PUDA byelaws).
- iv. Attach water supply, drainage plans, structural stability certificate, scheme for fire safety and fire-fighting system and equipment, electrical scheme for air conditioning and air cooling as required by the rules *ibid*.
- v. Attach attested copy of GPA/Sub Attorney (where applicable).
- vi. Attach security/scrutiny fee in the form of Bank Draft in the name of Estate Officer of Concerned Development Authority i.e GMADA/ GLADA/ ADA/ BDA/ JDA/ PDA (as applicable) payable at Station where amount is being deposited is prescribed below:-

### Details of Security Fee (refundable after completion)

#### A) RESIDENTIAL :

- |      |                    |                                      |
|------|--------------------|--------------------------------------|
| i)   | Plots upto 10-M    | Rs. 1000/-                           |
| ii)  | From 10-M to 16-M  | Rs. 2500/-                           |
| iii) | Above 16-M         | Rs. 5000/-                           |
| iv)  | Group Housing      | Rs. 1000/- per Flat/D.U.             |
| v)   | Boundary wall only | @Rs. 1000/- per Acs. or part thereof |

#### B) COMMERCIAL :

- |      |                                 |                                       |
|------|---------------------------------|---------------------------------------|
| i)   | Booths                          | Rs. 2500/-                            |
| ii)  | Single Storey Shops             | Rs. 5000/-                            |
| iii) | SCO/SCF                         | Rs. 20000/-                           |
| iv)  | Individual Site, multiples etc. | @ 25,000/- per Acs. or part thereof   |
| v)   | Boundary wall only              | @ Rs. 1000/- per Acs. or part thereof |

#### C) (i) Govt. Offices/ Govt. aided Educational Charitable & Religious Institutions

- |                   |                                       |
|-------------------|---------------------------------------|
| ii) Boundary wall | @ Rs. 1000/- per Acs. or part thereof |
|-------------------|---------------------------------------|

#### D) i) Other offices. Institutions/ Educational Non Charitable Institutions

- |                   |                                       |
|-------------------|---------------------------------------|
| ii) Boundary wall | @ Rs. 1000/- per Acs. or part thereof |
|-------------------|---------------------------------------|

**Note:**

- 1) This amount is refundable on taking completion certificate from Concerned Development Authority i.e GMADA/ GLADA/ JDA/ ADA/ BDA/ PDA.
- 2) No security would be required to be deposited in case of institutions where land is allotted free of cost.

**DETAILS OF PLAN SCRUTINY FEE (NON-REFUNDABLE)**

1. In case of Fresh Plans:-
  2. @ Rs. 2.50 per Sq. ft. of total covered area for Residential.
  3. @ Rs. 5/- per sq. ft. of total covered area for commercial.
  4. Construction of boundary wall @ Rs. 2.50 per running feet for all building excluding residential plots upto 2 kanal category specified in (i) above and Rs. 5/- per running feet for buildings mentioned at (ii) above.
- b) In case of Revised/Superseded plans, the fee charged shall be 50% (half) of the rates to be charged for fresh plans for such category of plots as mentioned in (i), (ii) & (iii) above.

**TIMELINE**

30 working days (for plots size of 500 sq.yds. and below) 60 days (for plots size 500 sq.yds. and above) from the date of receipt of application.

**PROCEDURE FOR APPROVAL OF BUILDING PLANS OF  
RESIDENTIAL PLOTS UPTO 500 SQ. YDS.  
BY THE EMPANELLED ARCHITECTS WITH GMADA.**

- (i) List of Empanelled Architects for approving building plans of residential plots upto 500 Sq. Yds. at ([Annexure-VII-2](#))
- (ii) Empanelled Architect will submit the building plan one week prior to start construction (in Duplicate upto 10 marla and in Triplicate above 10 marla upto 500 sq. yds.) duly signed with stamp of "sanctioned". The plan submitted should confirm to the provisions of PUDA Building Rules-1996 as amended from time to time and approved zoning plan. A certificate regarding this will be given on the plan is at ([Annexure-VII-3](#))
- (iii) The requisite amount of security & scrutiny fee will be deposited at the time of submission of building plan, as under in the shape of Bank Draft, in favour of Estate Officer of Concerned Development Authority i.e GMADA/ GLADA/ PDA/ ADA/ JDA/ BDA :-

**DETAIL OF SECURITY FEE (REFUNDABLE AFTER COMPLETION)**

(i)	Plots upto 10 m.	Rs. 1000/-
(ii)	From 10 m to 16 m.	Rs. 2500/-
(iii)	Above 16 m.	Rs. 5000/-

**DETAIL OF PLAN SCRUTINY FEE ( NON – REFUNDABLE)**

- (i) @ Rs. 2.50 per sq. ft. of total covered area.
  - (ii) In case of Revised/Superceded plans, the fee charged shall be 50% (half) of the rates to be charged for fresh plans.
- (iv) In case, it is found that a building plan approved by the empanelled architect is in contravention of PUDA Building Rules-1996 and zoning plan, his/her name shall be removed from the panel.