



Department of Urban Administration and Development of Chhattisgarh

User Guide for Building Permission
Online Registration and Availing
Department Services

User Guide for Online Registration and Availing Department Services

Department of Urban Administration and Development of Chhattisgarh

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User Guide for Online Registration and Availing Department Services

Department of Urban Administration and Development of Chhattisgarh

1 About the Department

The Urban Administration and Development of Chhattisgarh provide basic services to urban areas in entire state as per the provision of Municipal Corporation/ Municipality Act. Responsibilities of ULBs have increased manifold in recent past after enactment of 74th Constitutional Amendment Act. The twelfth Schedule brings into the municipal domain among others such areas like as urban and town planning, regulation of land use, planning for economic and social development, safeguarding the interests of weaker sections of society including the handicapped and mentally retarded, Slum improvement and up gradation, urban poverty alleviation, promotion of cultural, educational and aesthetic aspects.

. The department has identified following services to be available online for the ease of investors, for improving ease of doing business in the state:

1. Building Permission

The above services are available online under head “Ease of Doing Business” on the departmental website <https://bpms.sudacg.in>. The other services apart from listed above will be provided as it is by the department.

The user guide contains below information regarding each service:

1. General guidelines for Users: Who needs to fill optional/compulsory
2. Complete list of documents required
3. Stepwise process and timeline for online registration of Users
4. Download of the certificates

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1.1 Building Permission

1.1.1 General Information

Who needs to apply?	On behalf of Citizen/ Owner ,Registered Architect will submit online proposal / Application , To view registered architect list go to – bpms.sudacg.in , Login id – guest@edcr.in , Password –password, go to “Registered Architect List ”along with their contact no’s
When to apply	Before starting any construction/Extension
Where to apply	https://bpms.sudacg.in
Total time for closing of application from the day of application	30 days from the day of successful application submission.
Validity of the certificate issued	One year from the date of issue
Reference	CG Bhumi vikas niyam 1984/ Master plan/CG Municipal ACT 1956,Link - bpms.sudacg.in

1.1.2 Documents required to complete the application

- **Land Ownership registration documents**
- **Updated Copy Of B1 And Khasara Map**
- **Diversio n Certificate**
- **Copy Of Approved Layout**
- **Building Permission Letter (If earlier approved for same Land)**
- **Certificate of Structural Design(In case of High rise Buildings above 18 m)**
- **Site Photographs**
- **Municipal Property Tax Receipt of current financial year**
- **No Objection Certificate Of Najul Officer (If Proposed Plot Adjoins Govt Land or Allotted govt.land)**
- **Simankaran Report from revenue department (In case of plot size more than 500 Sq.Meter)**
- **Colony Vikas Anumati (In case of Approved Residential colony)**
- **Proposed Plan ,Service Plan, Estimate and Technical Specifications which will be prepared and submitted by architects**

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1.1.3 Stepwise process and timeline for online registration of Users

Timeline

Status of application	Timeline
Issue of Building Permission certificate	30 days from submission of completed application form
Generation of Inspection report	After 48 hours of inspection by officer from website

Stepwise Process:

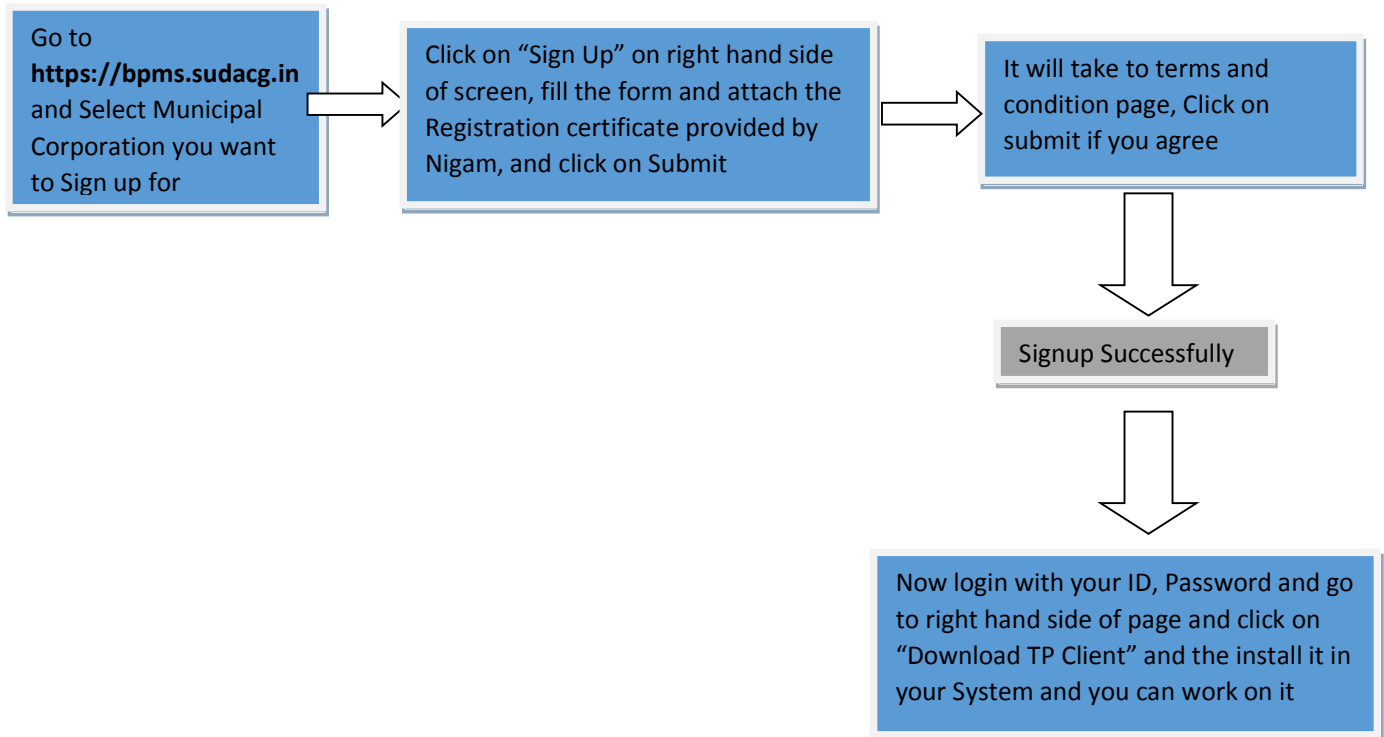
- (a) Architect Registration
- (b) Filling of Application by Architect
 - i. Download and Install TPClient
 - ii. Filling Information in TPClient
 - iii. Validate through CAD Software
- (c) Upload and Submit Completed Application
- (d) Payment
 - i. Approval by Department
 - ii. Online Payment
- (e) Site Visit by Sub Engineer

(a) Architect Registration

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Flow of Registration



Detailed Description

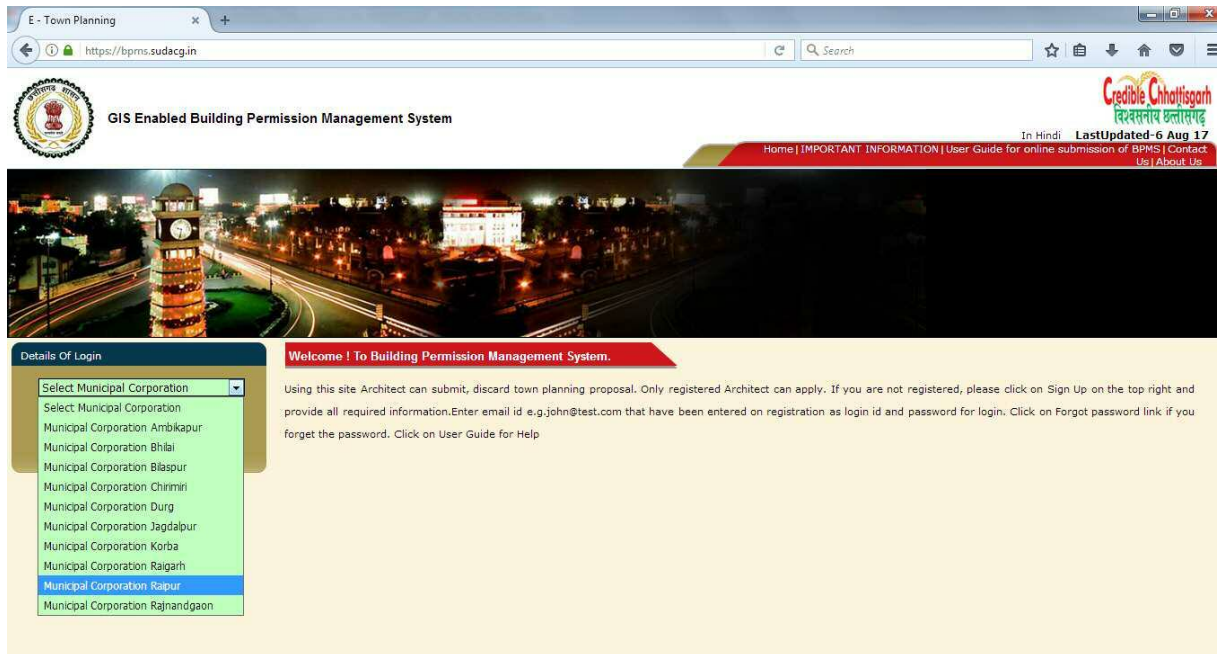
1. Go to <https://bpms.sudacg.in>



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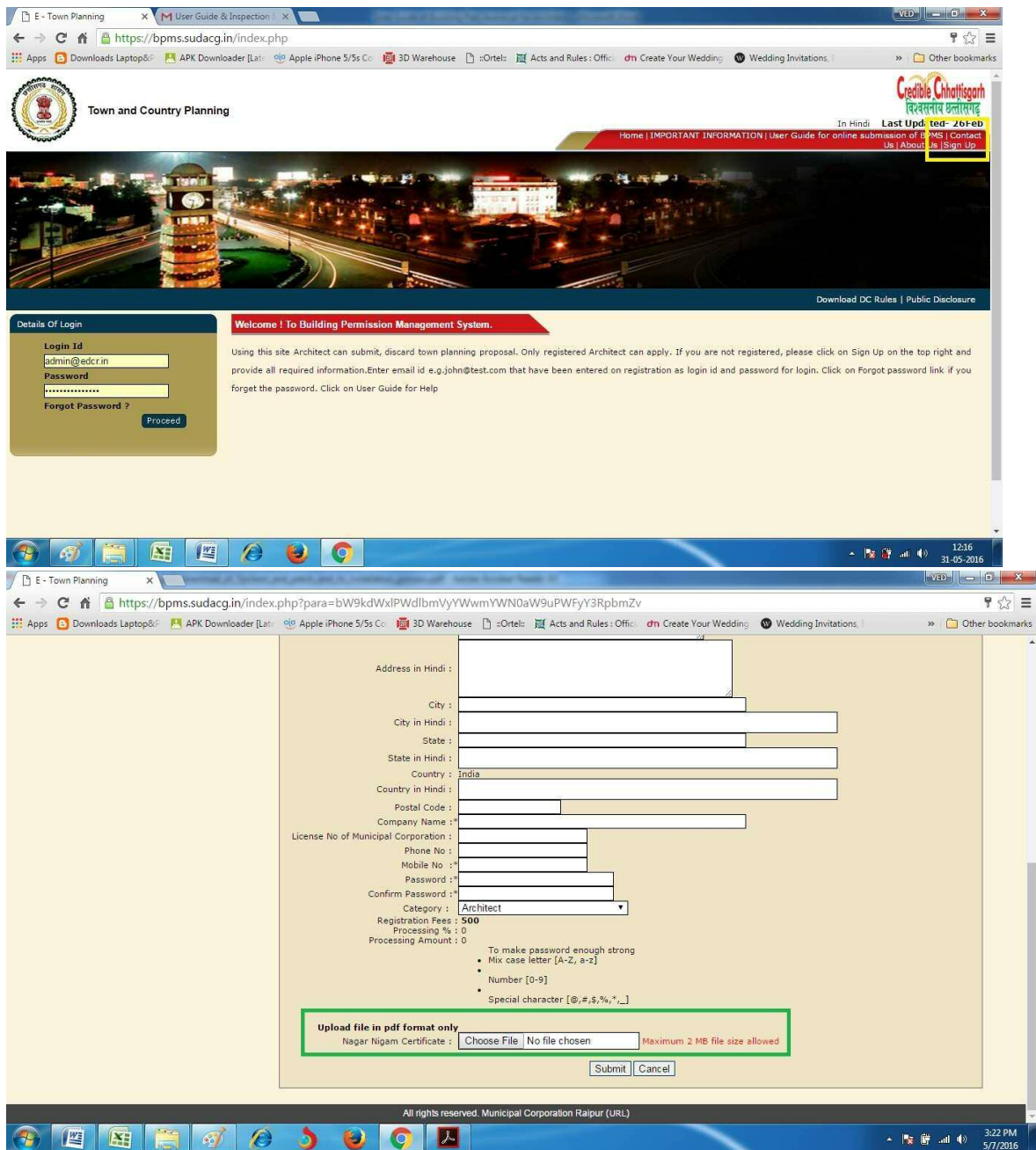
2. Select ULB you want to Register for and click on “Proceed”



3. Click on **Signup**, on right hand side of screen , and fill the required details , also attach copy of the Registration Certificate Provided by ULB in PDF Format

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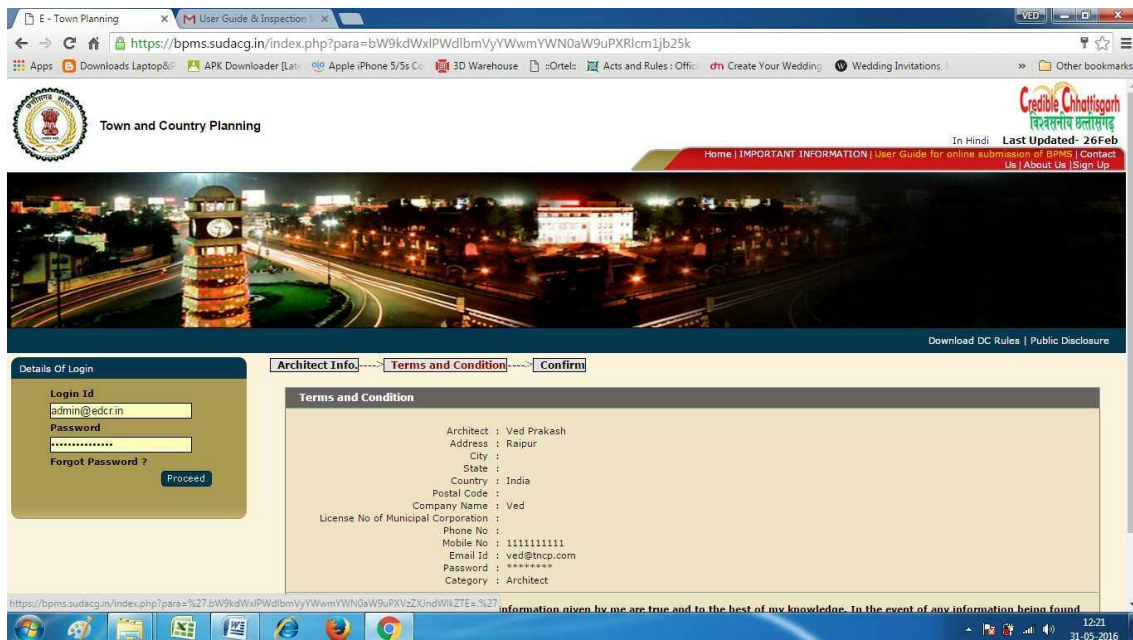
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4. Click on “Submit” and then it will take you to Terms and condition page and then after reading the terms and condition if you agree to that click on submit–

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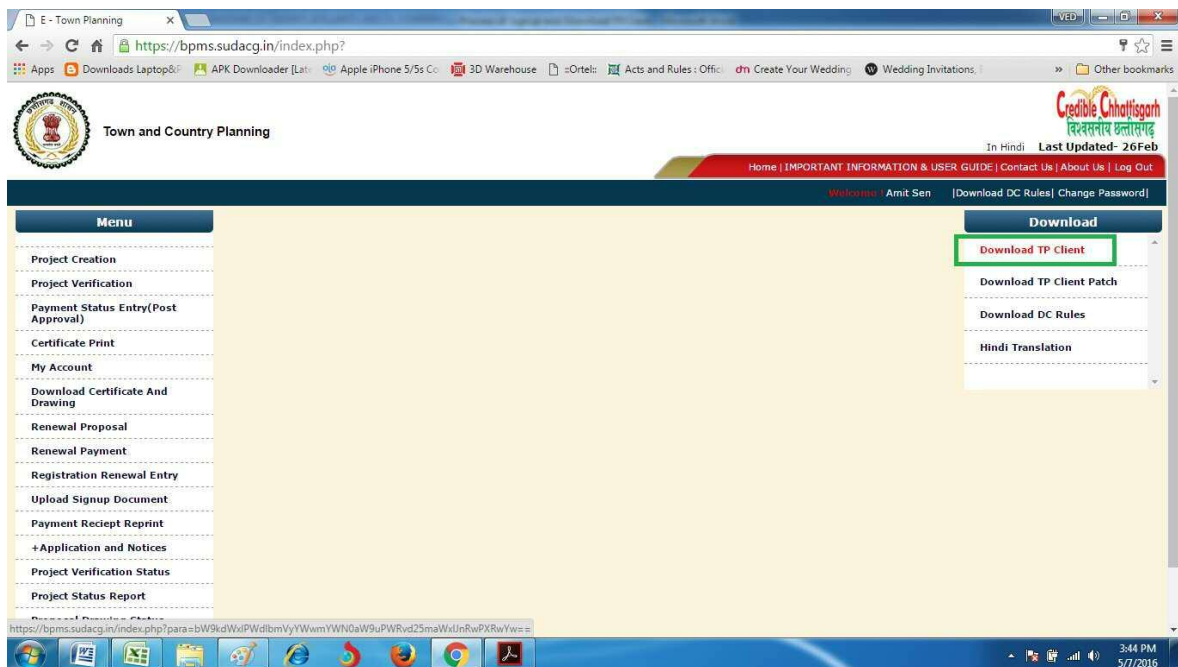
5. After clicking on submit, you will see “Signup Successfully”, you will receive Email and SMS notification for the same.
6. After crosschecking the documents uploaded by you, Authority will provide you login ID, Password and Unique Client code for the time period for which you are registered to ULB, this ID and Password and Unique client code will be sent automatically via Email and SMS.

(b) Filling of CAF by Architect

(i) Download and Install TPClient

1. Login with Your ID and Password on

<https://bpms.sudacg.in> and On the right hand side you have to “Download TP Client”

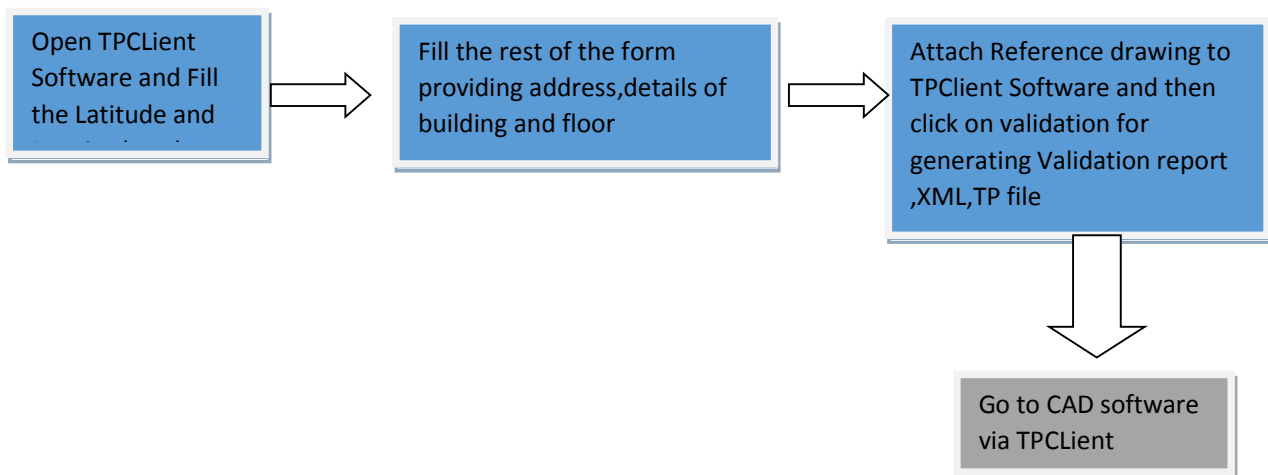


2. Go to the downloaded file of TPClient, Open it and Click on Next, Next, and the Finish, now the software is installed in your System and you can Work on it.

Note – If there is any Updation in Software, Notice will be flashed on the top of screen to download the new Patch, and you can download that patch while going to on “Download TP Client Patch”, and read the instructions given along with it to update your TPClient.

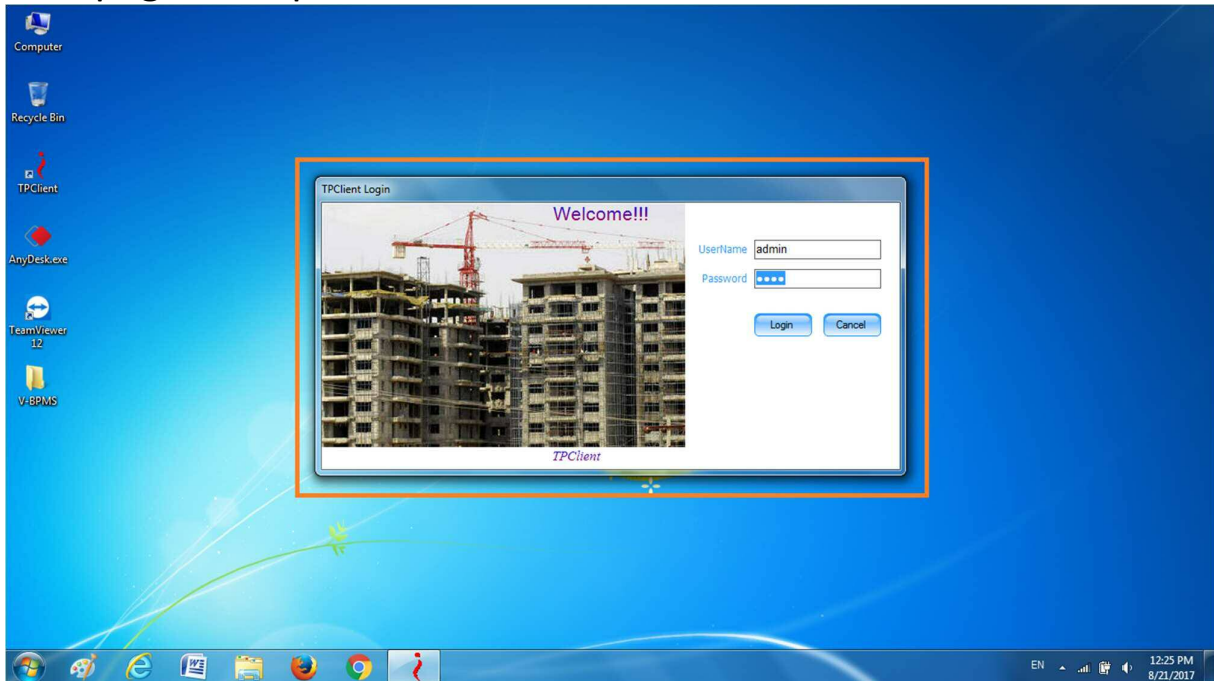
(ii) CAF Information in TPClient

Flow of TPClient



Detailed Description

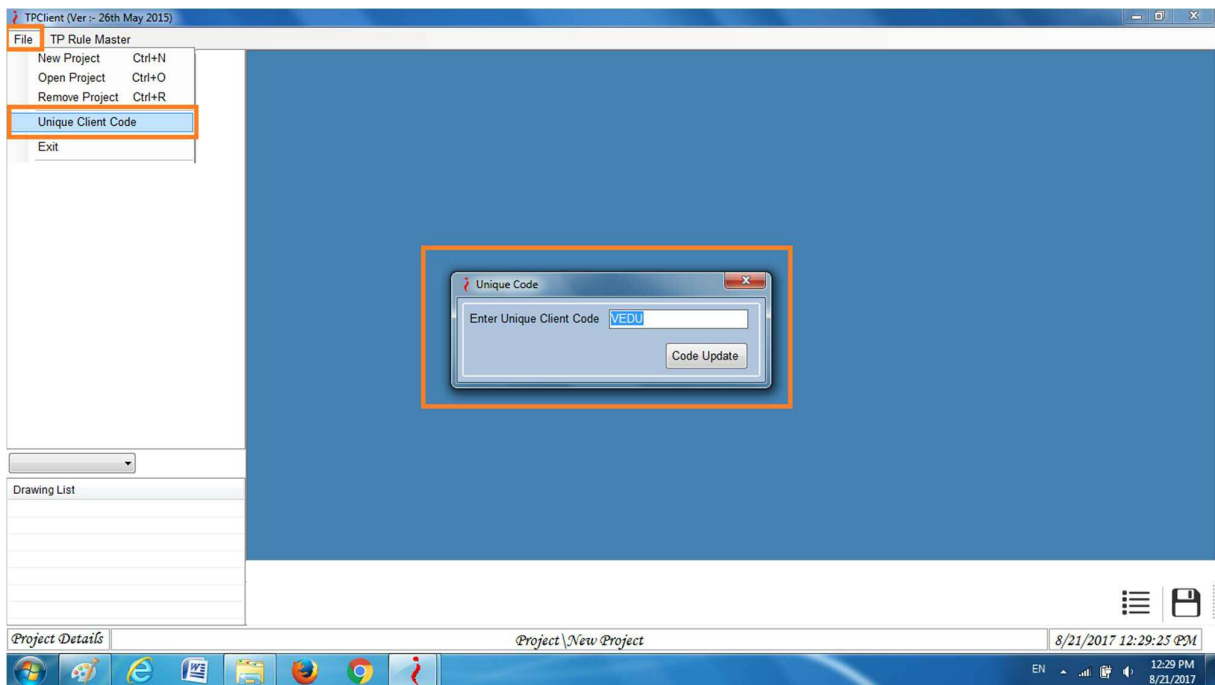
Open the TPClient software and click on "login" and then a new page will open, click on "new"



1. Go to Project ,Click on Unique client code ,and update your "Project Code and click on Code Update , Now click on new project

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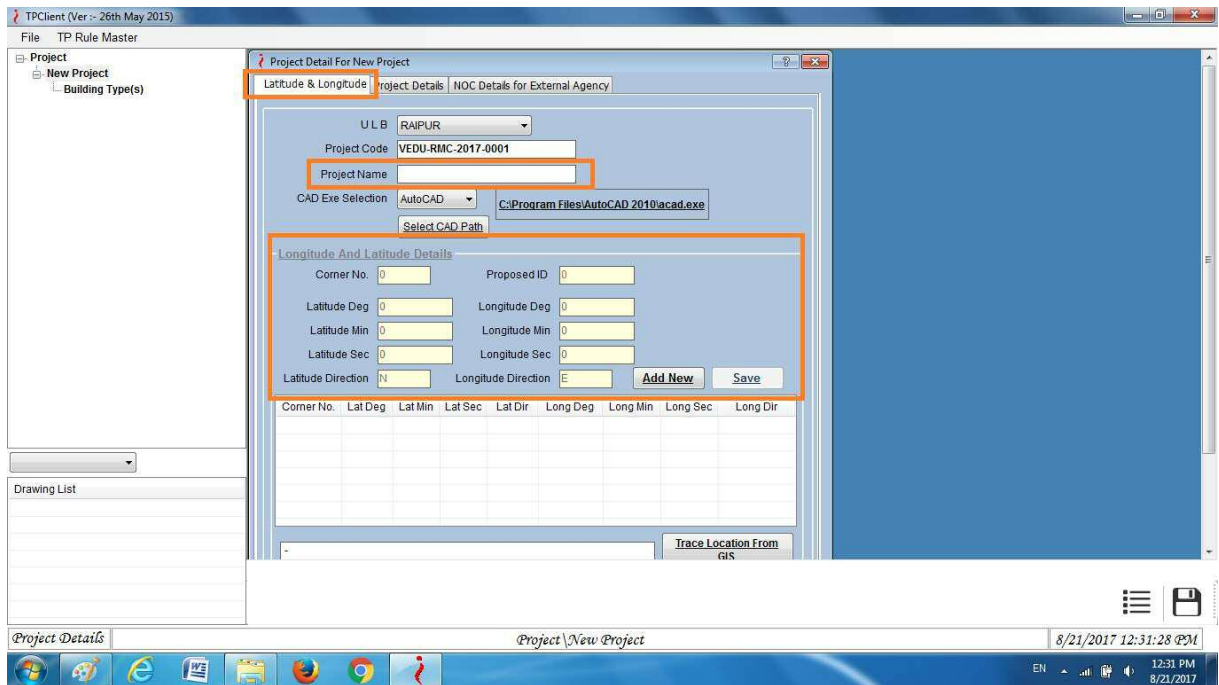


2. Go to "Project name"- Define your project name here like - Residential Building, Commercial Building and Industrial building.
3. Fill Latitude and Longitude details of your Proposed site, also you can directly fill Property ID and after filling these details Click on "Trace Location From GIS" it will take you to GIS and from there is any correction in Latitude / Longitude then correct it or Simply Download the GIS File and Upload

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it here by clicking on “Collect Information and Update”



4. Go to PROJECT DETAILS Tab , "Project type"- select "Building Development" for newly Proposed Residential and commercial building or you can select according to your

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project type.

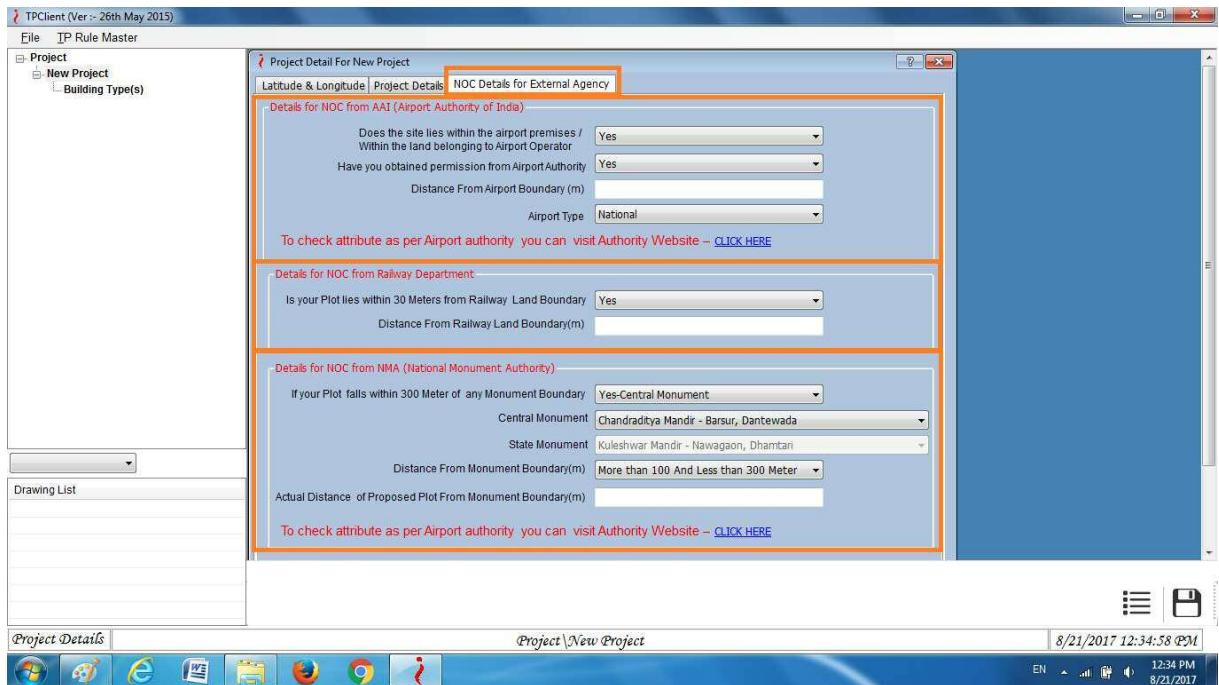
5. Now "Dwelling Unit Type", you can select "LIG, EWS, Row House, Single semi Detached, Detached.
6. Go to "Development Area Category" here you have to select the area of site, i.e., "central, Developed, under Develop, civil line, developing"
7. Go to "Proposed Land use Type" here you have to select the type of land you are using for, i.e., "Agricultural, Residential, Commercial-General, Commercial -Special, Industrial, Transportation, Entertainment, Public Semi Public" based on Proposed Land Use, Select Values from Permissible / Permitted
8. Go to "Revised Plan" in case of Alteration to Existing, Alteration to Existing (Change in built-up area), Put details of Old uploaded Date and Project code.
9. Now fill the "Client and site Details" option here, Go to "Client name", here you have to type the name of client

whose drawing you are validating (name given in the drawing)

10. Go to "Postal address", here type the address given in the drawing or the postal address of client.
11. Go to "Proposed site address", here type the site address given in the drawing.

12. Now go through the right side of the page and there you can see "client email id" if it is given in the drawing then fill it otherwise you can fill it your id here.
13. Go to "client contact no." if it is given in the drawing then fill it otherwise you can fill it yours.
14. Go to "Patwari Halka NO." if it is given in the drawing then fill it otherwise put "0"(zero) in its place.
15. Go to "Khasra no." if it is given in the drawing then fill it otherwise put "0"(zero) in its place.
16. Go to "plot no." if it is given in the drawing then fill it otherwise put "0"(zero) in its place.
17. Now you can see the "Proposal Details" Go to "Type of Proposal" here you can select "Residential, Commercial, Industrial, Mixed" according to your drawing.
18. Go to "Proposal category" here you have to select the category like "Residential, Commercial, Industrial, Mixed.
19. Go to "Proposal ward Detail" here select the ward given in the drawing ward name and ward no. and then "Zone No" will be selected automatically.
20. Go to "Area Density " here select the type of location of site, i.e., "Congested or Non congested"
21. Now go through the right side of the page and there you can "Pro.date" you can give reference date here.

22. Go to "Plot Area" here put the total plot area of site given in drawing (in square meter).
23. After clicking to the "Save "icon and that will take you automatically to Next Tab.



24. **NOC Details for External Agency : -**
 - **Details for NOC From AAI (Airport Authority of India) –**
 - a) Here, Does the site lies within the airport premises / Within the land belonging to Airport Operator , you have to select value from Dropdown, If “NO” then proceed to further details of NOC or else fill rest of details explained below
 - b) Have you obtained permission from Airport Authority , you have to select value from Dropdown , if “NO” is selected then you can

proceed further , you have to take NOC from AAI then only you can proceed , and if you select “YES” then **Upload Permission from Airport Operator (only if sites within Airport Premises) while submitting this proposal in Online Application**

c) To check attribute as per Airport authority you can visit Authority Website – [CLICK HERE](#)

- **Details for NOC From RAILWAY :-**

a) Is your Plot lies within 30 Meters from Railway Land Boundary , If “NO” then proceed to further details of NOC or else fill rest of details explained below

b) Define value of Distance From Railway Land Boundary(m)

- **Details for NOC From NMA (National Monument Authority) :-**

a) If your Plot falls within 300 Meter of any Monument Boundary, If “NO” then proceed to further details of NOC or else fill rest of details explained below

b) If Yes – Central Monument is Selected then select name of Monument from Central Monument dropdown list and if State Monument is Selected then select name of Monument from State Monument dropdown list

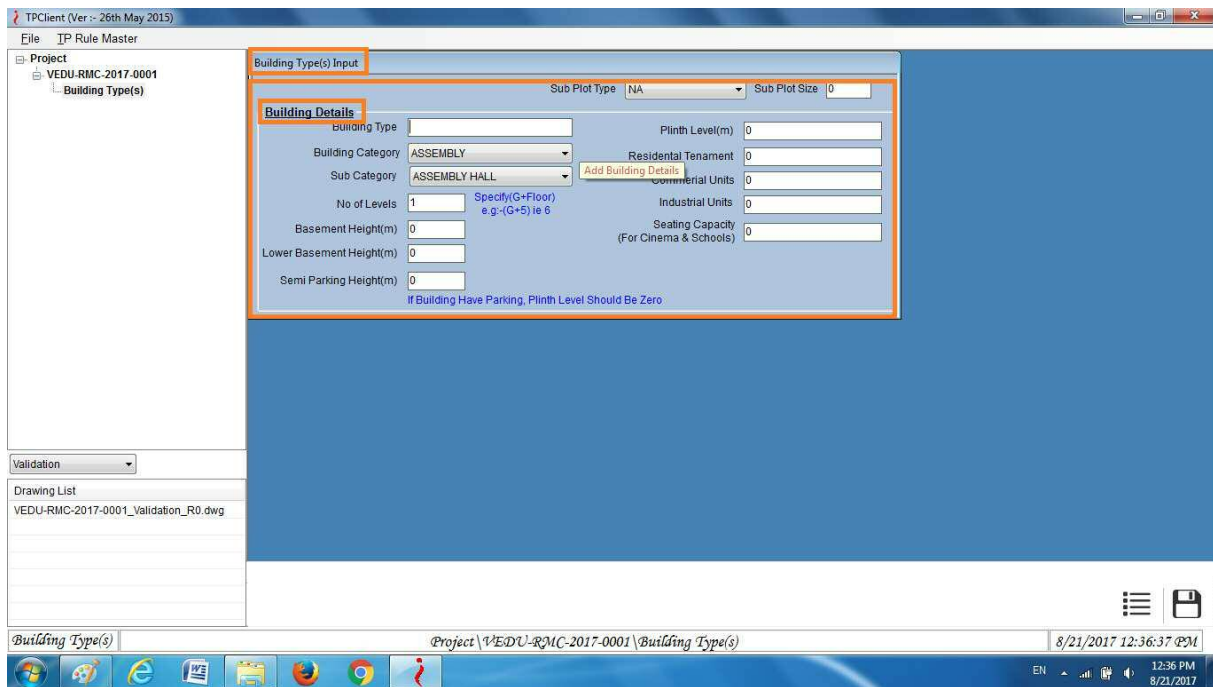
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- c) Define Distance From Monument Boundary(m)
- d) Also Define Actual Distance of Proposed Plot From Monument Boundary(m)
- e) To check attribute as per Monument authority you can visit Authority Website – [CLICK HERE](#)

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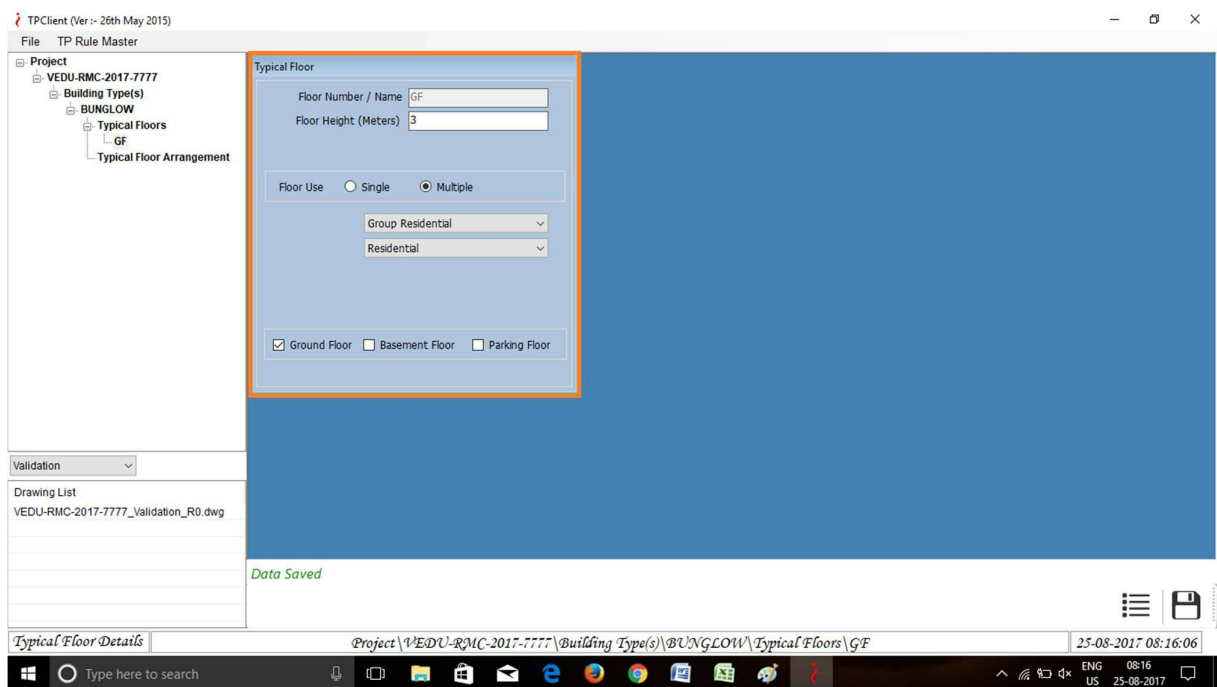


25. Click on "Save" icon. you can see on the left hand side of the page "Building Type(s)" will be appeared, right click on it and select "Add new Building Type(s)"
26. A new page will open now, here you have to fill the "Basic Inputs" here let the "sub plot type - NA" and "sub plot size" blank (don't fill anything here).
27. Go to "building type" type here "bungalow" for house, Hotels, complex "for commercial building, Industrial.
28. Go to "building Category" select "residential, Commercial, mercantile, Farm house, Public semi-public, Storage, Hazardous, Industrial, Factory
29. Go to "Sub Category" select sub category you want to work for according to your drawing.
30. Go to "No.of levels"- here put the value of no. of floors (Specify G+Floor value, ex-g+5="6").

31. Go to "Basement height" put the height of basement here in meters and if there is no basement then leave this as it is.
32. Go to "Lower Basement " put the height of basement here in meters and if there is no basement then leave this as it is.
33. Go to "Plinth level" put the height of plinth level (in meters) and if Building has parking, then plinth level should be "0"(Zero).
34. Go to "Semi parking height" if it is given in the drawing then put it here, otherwise leave it as it is.
35. Now go to right hand side of the page and there select "sub category" - "residential single unit, row housing "according to drawing.
36. Go to "Tenement for Residential"- here put the total no. of kitchen in house/building, and if your drawing is not residential then let it be as it is,i.e, "0"(Zero).
37. Go to "Tenement for Commercial"- here put the total no. of Toilet in the building, and if your drawing is not Commercial then let it be as it is,i.e, "0"(Zero).
38. Go to "Tenement for Industrial"- here put the total no. of Toilet in the building, and if your drawing is not Industrial then let it be as it is,i.e, "0"(Zero).
39. Go to "seating capacity for cinema hall"- let it be "0"(Zero). And click on the "Save "icon.

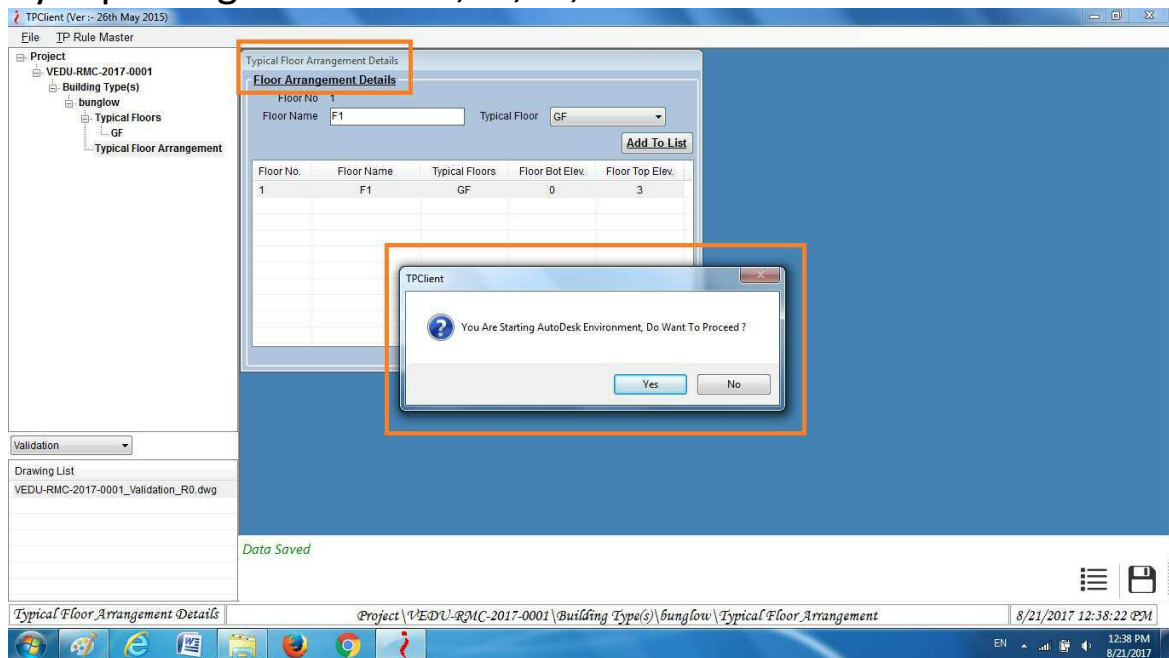
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40. After saving it, on the left hand side of the page you will see your Building name like "bungalow" or anything that you have given earlier, click on it and "Typical Floors" option will be opened.
41. Right click on "Typical Floors" option and select "Add new [Typical Floors]" here you can see the "Floor Number/Name" here write the floor name like - basement, G.F., F.F, S.F (As many no. Of floor you are proposing), from the lower level of building.
42. Go to "Floor Height (meters)" - here put the height of the floor.
43. Go to "Floor Use" - here Select its use is Single or Multiple, according to your selection select value from dropdown of floor use, and if your floor use is of Commercial (Storage / Ware House) then select from dropdown Type of Material Storage and its Staking Height

44. Select the "parking floor" for floor used for parking , "ground floor" for floor used as ground floor, and "basement floor" for the floor used for basement.
45. Click on "Save" icon and now you can add more floors by repeating STEP No.44,45,46,47. and click on "Save "icon.



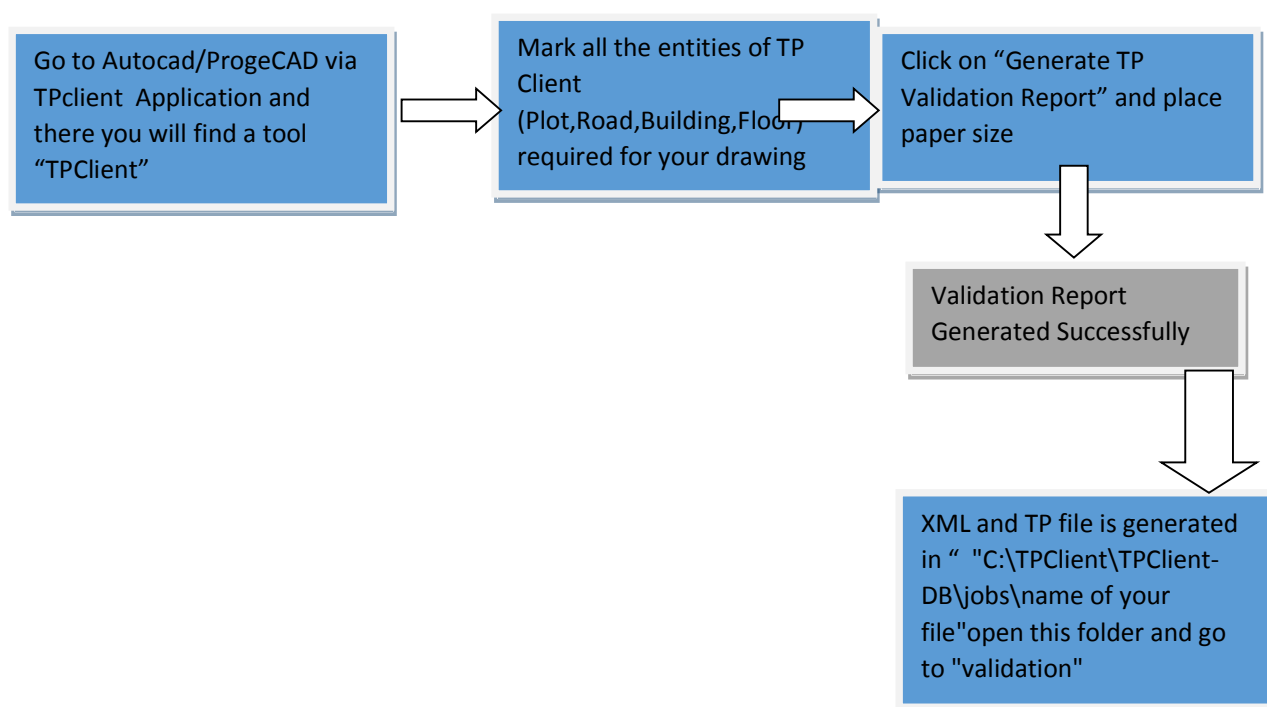
46. After saving it, on the left hand side of the page you will see "Typ.Floor Argument" click on it and new page will open now "Floor Arrangement Details"
47. Select the "Floor name" - F1 , then Go to "Typical Floor"- here select your lowest floor which you have given earlier like - basement, and then click on "Add into list"
48. Similarly do for other floors and then click on "Save "icon.
49. Now on the lower portion of the left hand side of the page, click on - "Validation "and change it to "Ref.arch.Drawing" and then go 1 row below.
50. There you can see the code of your drawing in TPCClient which you have seen on the first page ,Right click on it and

select "Add new Drawing", here a new small page will be opened.

51. Here Go to "Source file" and click on "browse" and select your drawing which is to be imported in CAD Software through TPClient and click on "ok"
52. Here a small page will open and it will ask "Do you want to replace "click on "yes"
53. Go to left hand side of the page and select "Ref.arch.Drawing" and change it to "Validation" and then go 1 row below.
54. Double Click on the "Project code "which you have seen earlier and then a new small page will be opened and it will be asking that "Do you want to proceed" click on "yes".
55. Now CAD software will be opened and you can mark your building through TPClient.

(iii) Validate Through CAD Software

Flow of Using TPClient tool in CAD Software



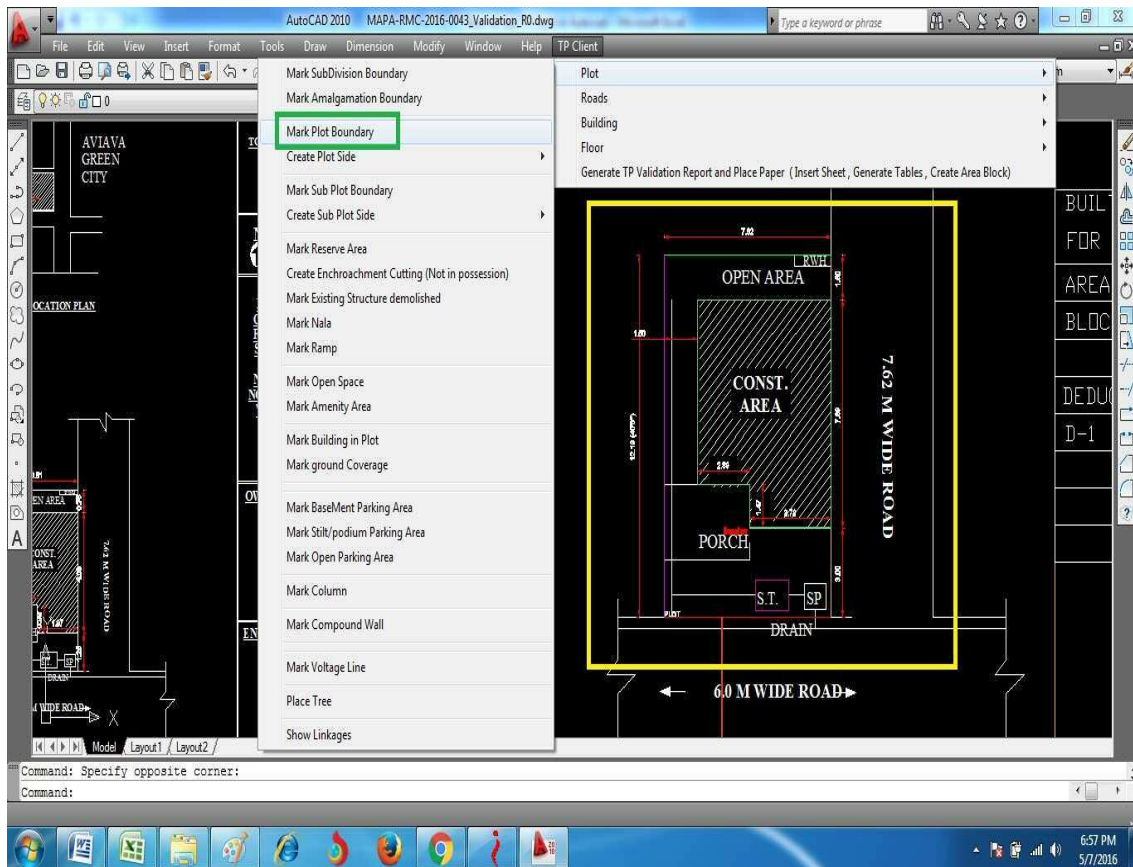
Detailed Description

Marking of Plot

1. When Drawing from TPClient is imported in Autocad,then go to the ribbon bar on the top portion of AutoCAD screen right hand side, there you can see the "TPClient "option click on it.

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2. Go to "Plot" then click on "Mark plot boundary" and then mark the outer boundary of plot by using draw tool and at the end when you will click enter then it will ask a name, give it "plot "and then press entry

3. Go to "Plot" then click on "Create plot side" and then click on "create plot front Boundary" and mark the front portion

of plot then Go to "Plot" then click on "Create plot side" and then click on "create plot rear Boundary" and mark the rear portion of plot then Go to "Plot" then click on "Create plot side" and then click on "create plot left Boundary" and mark the left portion of plot then Go to "Plot" then click on "Create plot side" and then click on "create plot right Boundary" and mark the right portion of plot.

4. Go to "Plot" then click on "Mark ramp" and now mark the ramp, if it is not in drawing then skip the step.

5. Go to "Plot" then click on "Mark building in plot" and mark the building area in plot and click enter then an option will open like Residential,commercial,industrial,which you have given It earlier, press enter.

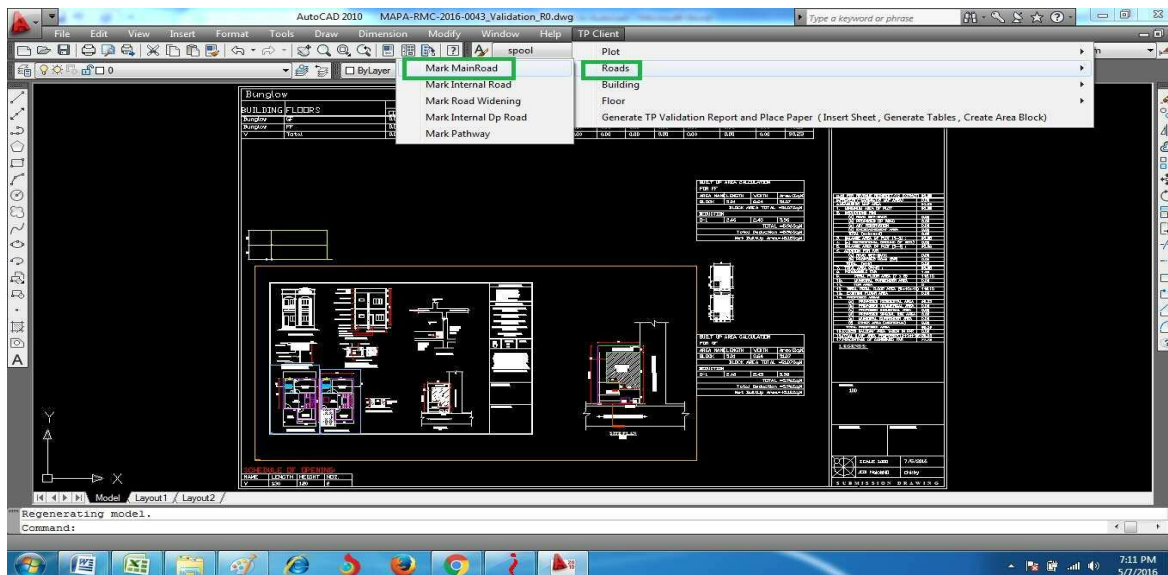
6. Go to "Plot" then click on "Mark basement parking area" and mark the basement parking area and press enter, if it is not in drawing then skip the step.

7. Go to "Plot" then click on "Mark still parking area" and mark the still parking area and press enter, if it is not in drawing then skip the step.

8. Go to "Plot" then click on "Mark open parking area" and mark the open parking area in road and press enter, if it is not in drawing then skip the step.

Marking of Road

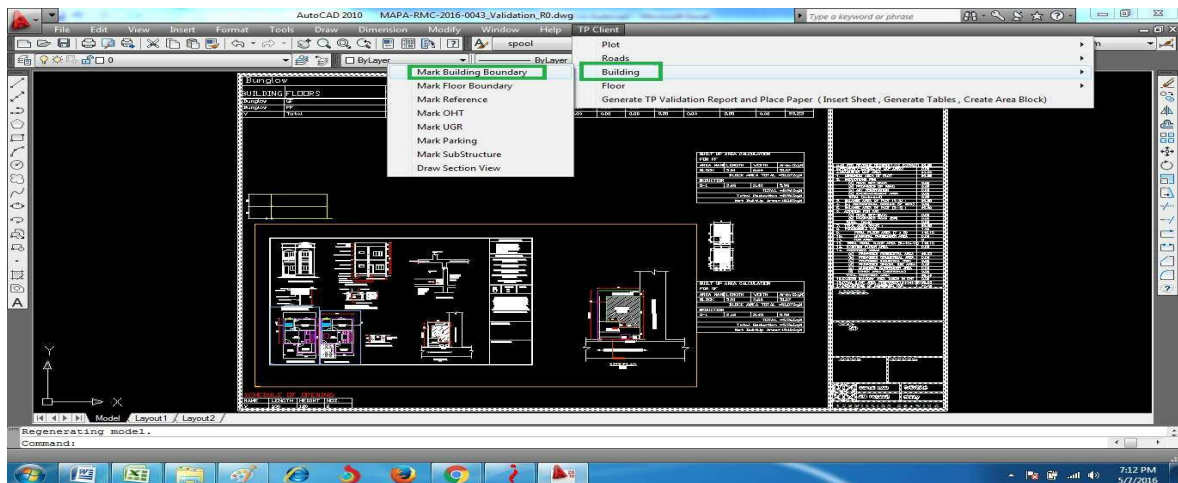
9. Go to "Roads" then click on "Mark main road" "put the width of road given in drawing and press enter then specify the first point on the front portion of plot and then give road width and press enter 2 times.



10. Go to "Roads" then click on "Mark road widening" and press enter and then select the tool (Rect or draw) and then mark the road widening area and press enter if it is not in drawing then skip the step.

Marking of Building

11. Go to "Building" then click on "Mark building boundary" and make a rectangle around the whole drawing and press enter and a small new window will open ,click "ok".



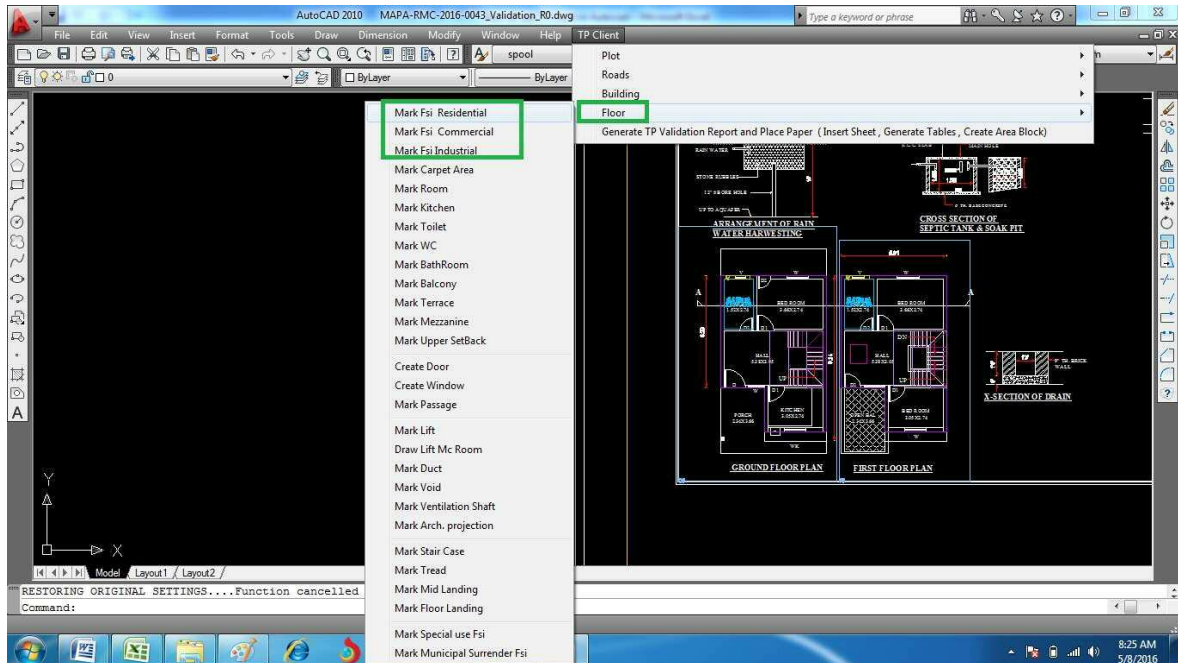
12. Go to "Building" then click on "Mark floor boundary" and make a rectangle around the floor given in drawings like g.f.,f.f.,etc,and press enter,it will ask for "select a building" then click on "building boundary", Similarly do for other floors.

12. Go to "Building" then click on "Mark Reference" and mark a reference point on plot and press enter and then mark same point on floor's like g.f.,f.f.,etc,and press enter.

- 13.** Go to "Building" then click on "Mark OTH" and mark over head tank,in the top floor of building and give its capacity,like for 2 floor bungalow take "1500"liters and press enter.
- 14.** Go to "Building" then click on "Mark UGR" and mark under ground tank,in plot of building and give its capacity,like for 2 floor bungalow take "3000"liters and press enter.
- 15.** Go to "Building" then click on "Mark parking"and take car parking for total plot area more than 100 square meter and for less than 100 square meter by pressing "1" or "2"and mark it and press enter.
- 16.** Go to "Building" then click on "Draw section view"and then "select a building" option will be come,then select the "building boundary" and give a point little bit above to that building boundary line.

Marking of Floor

17. Go to "Floor" then click on "Mark Fsi residential "and mark the buildup area of g.f.,f.f.,etc.excluding porch area,similarly do for other floors,if it is not in your drawing then skip this step,Similarly for Commercial and Industrial area.

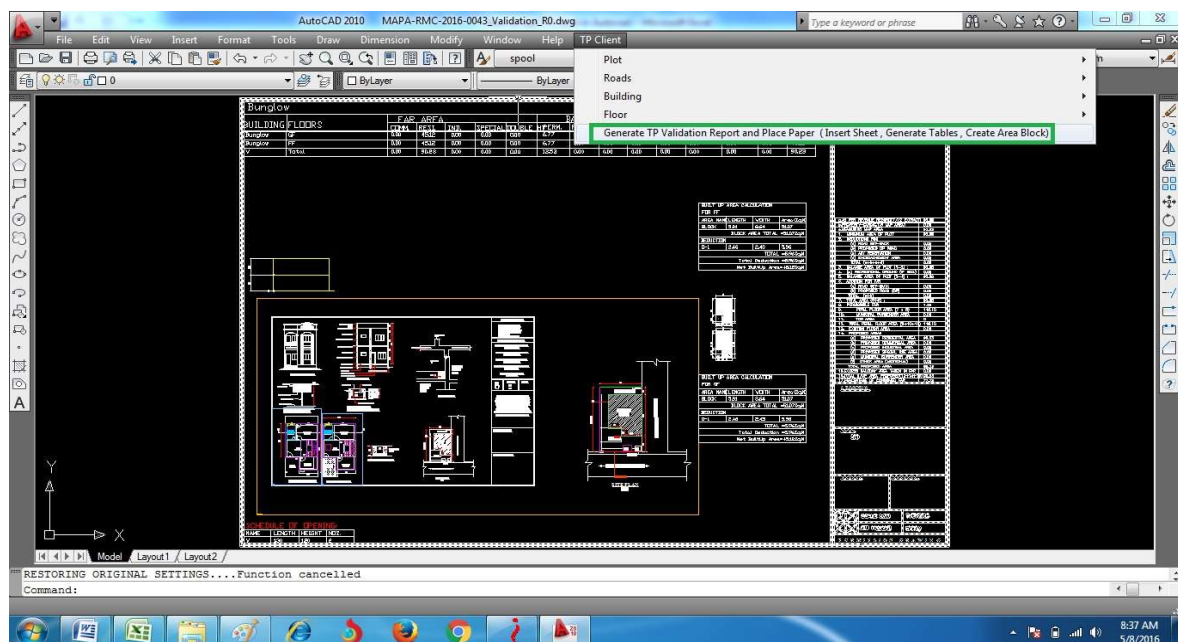


18. Go to "Floor" then click on "Mark Carpet area" and mark the inner wall portion of floor including toilet and kitchen, excluding porch.
19. Go to "Floor" then click on "Mark Toilet" and mark mark the toilet area and press enter then it will ask a name ,so press "t"and press enter,Similarly you can do Wc,Bathroom,Room,Kitchen.

- 20.** Go to "Floor" then click on "Create Window" and mark the window area and press enter then it will ask a name ,so press "V"or "W"then it will ask for height,provide its height and press enter.
- 21.** Go to "Floor" then click on "Mark Lift"and mark the take "fsi 1"for the starting floor of lift and "fsi 2"for rest of the floor except last floor and "fsi 3"for last floor.
- 22.** Go to "Floor" then click on "Mark Duct" and mark the duct portion in the drawing ,if given in the drawing otherwise leave it, similarly do for void and ventilation shaft.
- 23.** Go to "Floor" then click on "Mark Stair case"and mark the portion of staircase by taking "fsi 1"for starting and rest of the floor and for last floor take "fsi 2", Go to "Floor" then click on "Mark Tread"and mark the portion of Tread, Go to "Floor" then click on "Mark Mid landing"and mark the mid landing portion of staircase, Go to "Floor" then click on "Mark floor landing"and mark the floor landing portion of staircase on starting and ending of every floor

Generate TP Validation Report

24. Go to “Generate TP Validation Report” , IF you have left any marking then it will show a popup of marking that has not been done, do that marking and then click on “Generate TP Validation Report and Place Paper”, Press "A2" and provide a point where the report will be generated, After generating report reframe your drawing as shown in below image and then go to “Insert” , “Xref Manager”, right click on Loaded drawing and click on “Bind”, then zoom “Z” and extend “E” your drawing and then save it and close the drawing.

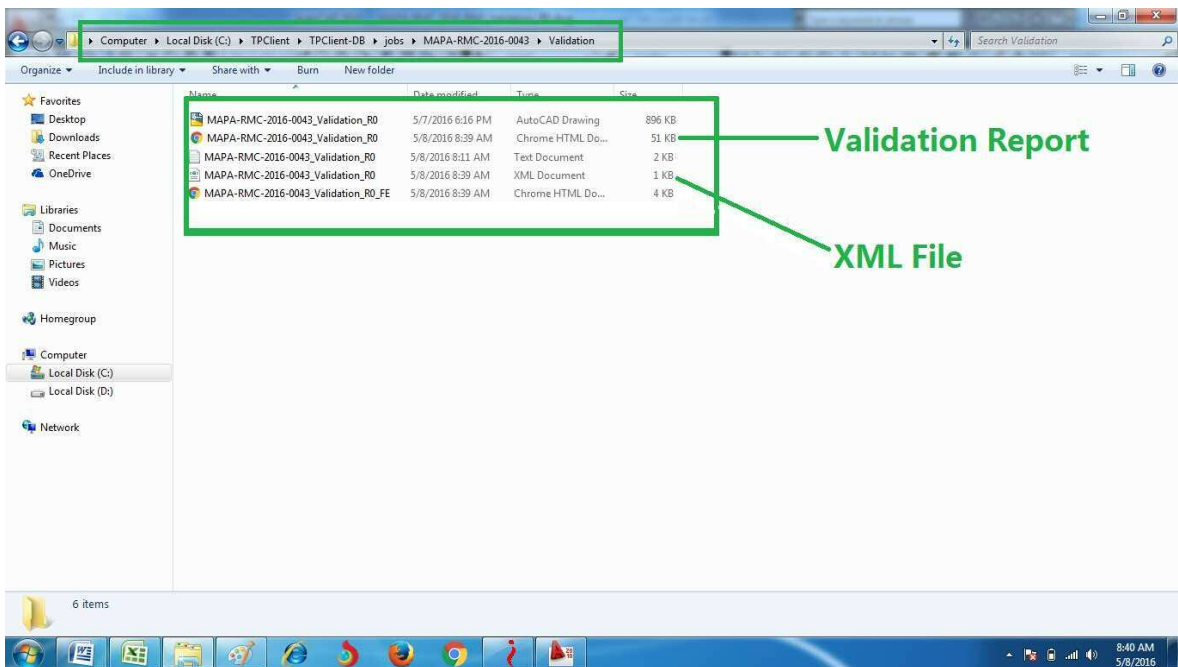
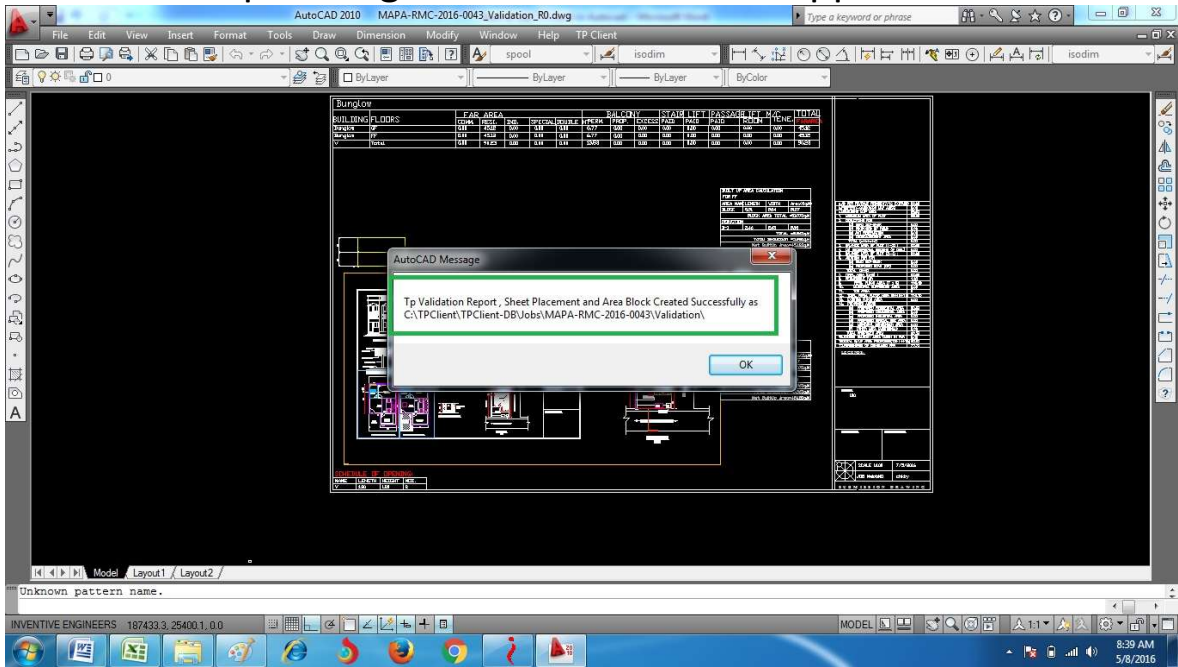


25. Now the report has been generated and can be seen by going to "C:\TPClient\TPClient-DB\jobs\name of your file" open this folder and go to "validation" and open the "HTML" file which is big in size (kb), also XML file has been

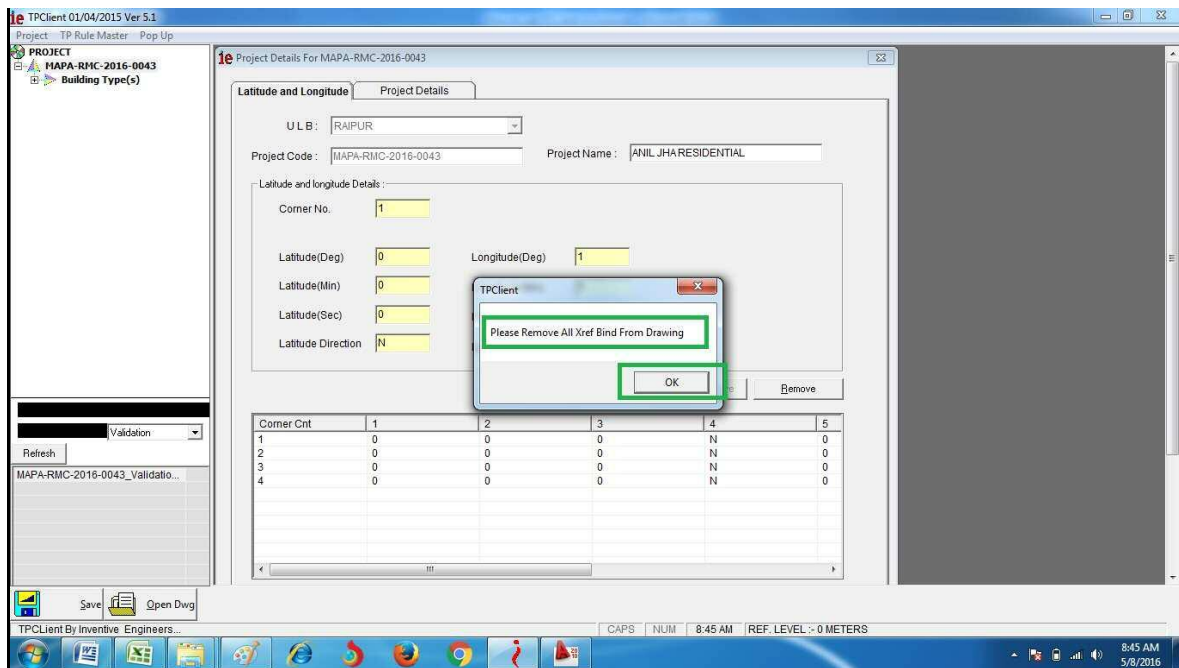
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generated on the same path with extension “.xml” which will be used for uploading case in online BPMS application.



26. Now for generating “TP” file , go to Tpclient tSoftware , and right Click on validation Path as shown in below image and click on “Export to TP” , it wil ask for “Please remove all xref bind from drawing,click on OK .



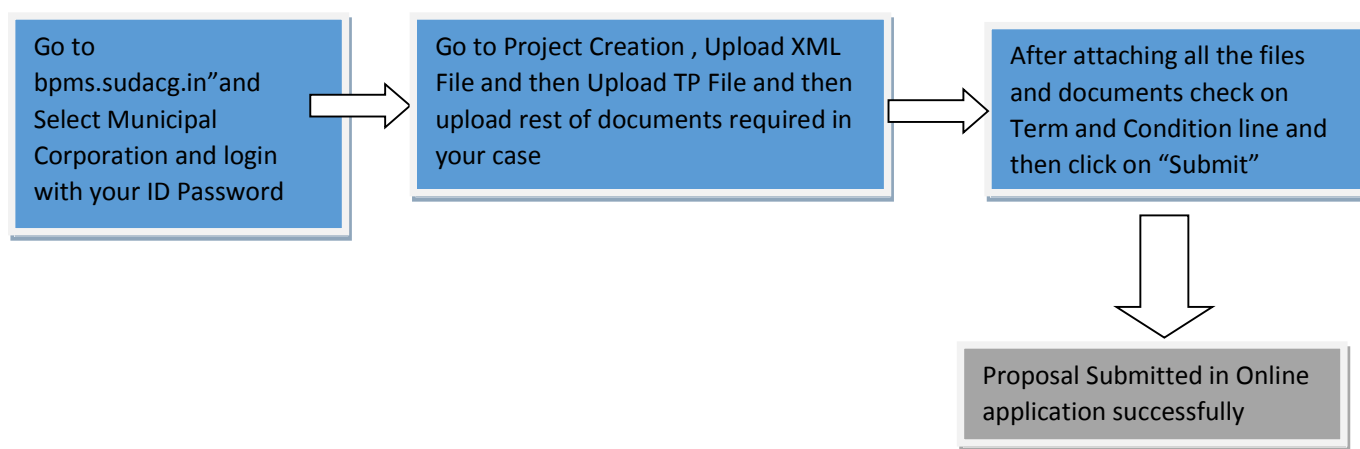
27. You can find “TP” file at - "C:\TPClient\TPClient-DB\jobs\name of your file"open this folder and go to "validation", file with extension “.TP”

Now You can upload the proposal in online application with the help of “XML” and “TP” file generated by TP Client Application.

A large yellow trapezoidal shape with a slanted top edge, serving as a background for the section header.

Upload and Submit Completed Application

Flow of Online Submission of Proposal

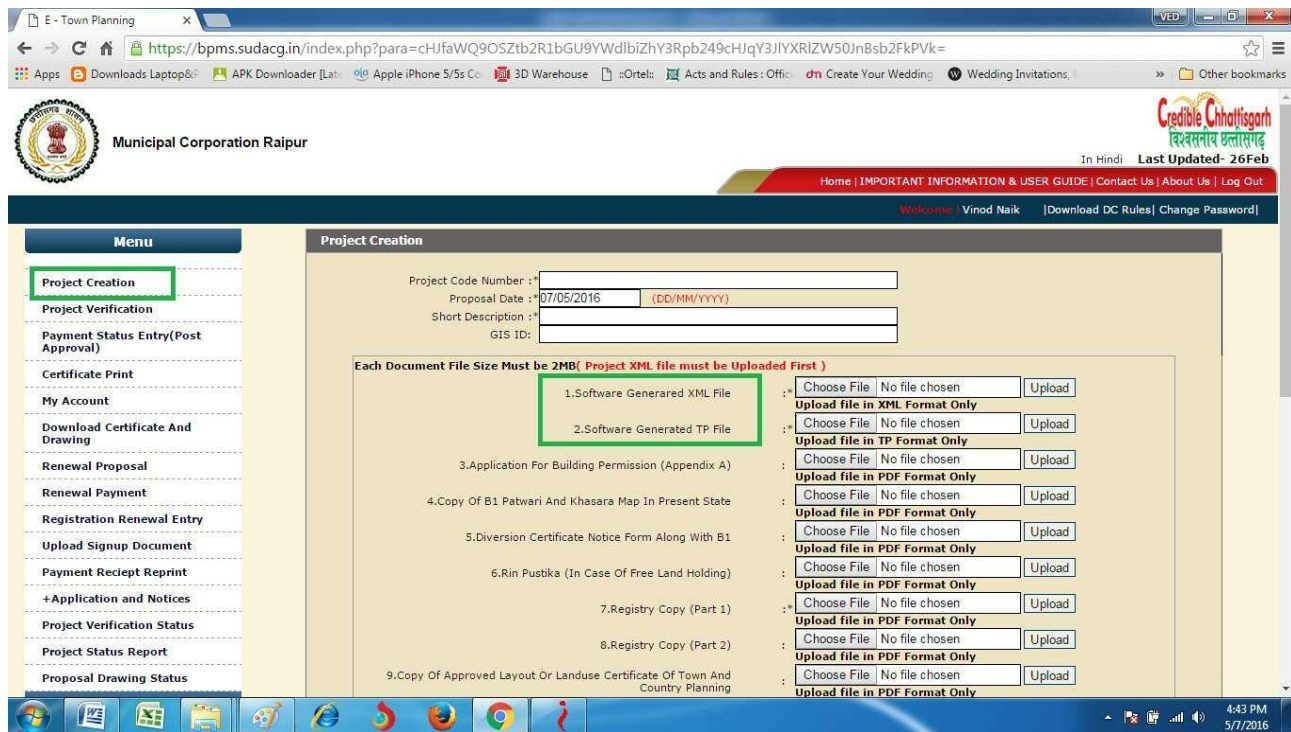


Detailed Description

1. Go to bpms.sudacg.in" and Select Municipal Corporation and login with your ID Password
2. Go to Project Creation, Upload XML File and then Upload TP File and then upload rest of documents required as per Risk Factor also Documents required for NOC from External Agency in your case, After uploading XML file it will show you details of Risk Factor

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RISK MATRIX

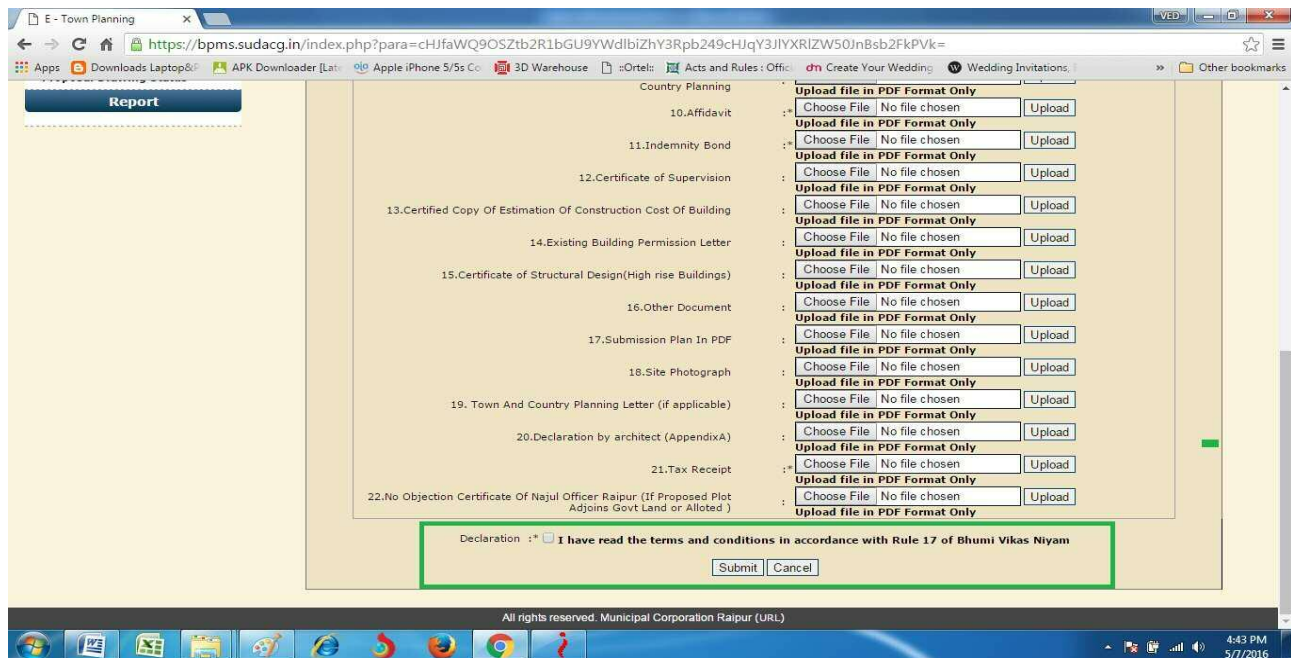
Risks	Very Low	Low	Moderate	High
Criteria				
RESIDENTIAL				
Size of Plot	Below 105 Sq.M	Above 105 to 500 Sq.M	Above 500 to 1000 Sq.M	Above 1000 Sq.M
Height of Building	Below 15 M	Below 15 M	Below 15 M	15 M and Above
Use of Premises	Residential Plotted	Residential Plotted	Residential Plotted	Group Housing
For Bulding Permission Inspection	Third Party Inspection Required	Third Party Inspection Required	Third Party Inspection Required	Departmental Inspection
For Plinth Inspection	Third Party Inspection Required	Departmental Inspection	Departmental Inspection	Departmental Inspection
For BCC cum OC Inspection	Departmental Inspection	Departmental Inspection	Departmental Inspection	Departmental Inspection
COMMERCIAL (STORAGE / WAREHOUSES)				
Covered Area on all Floors / Builtup Area	Upto 250 Sq.M	Above 250 to 2000 Sq.M	1 Sq.M to 2000 Sq.M	Above 2000 Sq.M
Height of Building	Below 15 M	Below 15 M	Below 15 M	Below 15 M
Abutting Road	Minimum 12 M	Minimum 12 M	Minimum 12 M	Minimum 12 M
Type of Material Storage	Category A	Category A	Category B (Staking Height - Medium)	Category B (Staking Height - High)

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For Bulding Permission Inspection	Third Party Inspection Required	Third Party Inspection Required	Third Party Inspection Required	Departmental Inspection
For Plinth Inspection	Third Party Inspection Required	Departmental Inspection	Departmental Inspection	Departmental Inspection
For BCC cum OC Inspection	Departmental Inspection	Departmental Inspection	Departmental Inspection	Departmental Inspection
INDUSTRIAL				
Size of Plot	NA	Upto 350 Sq.M	Above 300 Sq.M	All Sizes
Height of Building	NA	Less than 15 M	Less than 15 M	15 M and Above
Abutting Road	NA	Minimum 12 M	Minimum 12 M	Minimum 12 M
For Bulding Permission Inspection	NA	Third Party Inspection Required	Third Party Inspection Required	Departmental Inspection
For Plinth Inspection	NA	Departmental Inspection	Departmental Inspection	Departmental Inspection
For BCC cum OC Inspection	NA	Departmental Inspection	Departmental Inspection	Departmental Inspection + Fire Department

3. After attaching all the files and documents check on Term and Condition line and then click on “Submit”



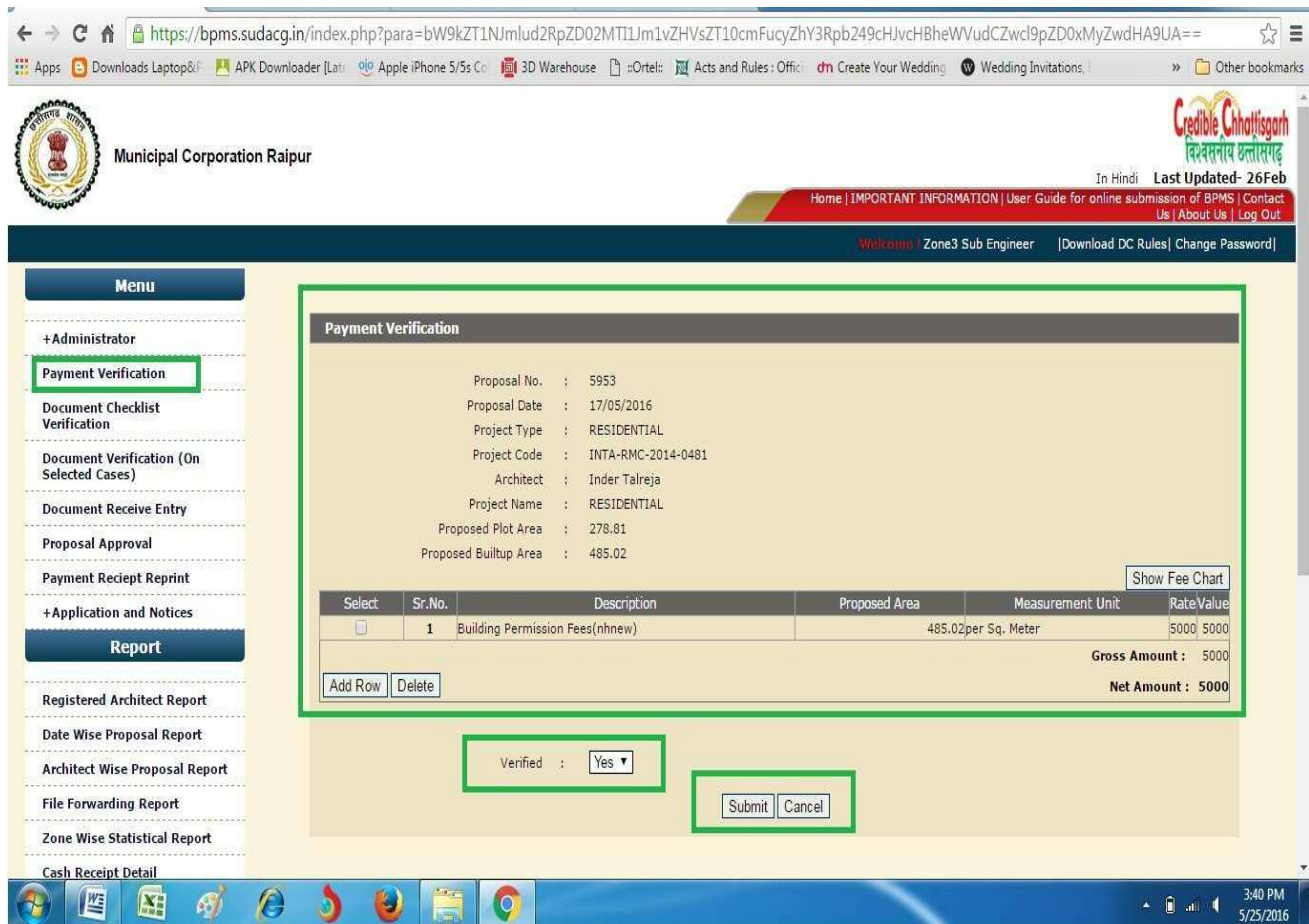
4. Proposal Submitted in Online application successfully



(d) Payment

(i) Approval By Department

When proposal is submitted in online application, Sub Engineer will verify the Fees.



The screenshot shows the 'Payment Verification' screen in the BPMS application. The page header includes the Municipal Corporation Raipur logo and navigation links. The main content area displays the following details:

- Proposal No. : 5953
- Proposal Date : 17/05/2016
- Project Type : RESIDENTIAL
- Project Code : INTA-RMC-2014-0481
- Architect : Inder Talreja
- Project Name : RESIDENTIAL
- Proposed Plot Area : 278.81
- Proposed Builtup Area : 485.02

A table below shows the fee details:

Select	Sr.No.	Description	Proposed Area	Measurement Unit	Rate/Value
<input type="checkbox"/>	1	Building Permission Fees(nhnew)	485.02per Sq. Meter		5000 5000

Summary: Gross Amount : 5000, Net Amount : 5000

Buttons: Add Row, Delete, Show Fee Chart, Verified: Yes, Submit, Cancel

(ii) Online Payment

User Guide for Online Registration and Availing Department Services

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Verified Fees can be Paid Online by logging in from your account,

Go to Proposal Verification, Select Proposal You want to Pay for, and click on “Pay online” and follow the instruction of payment gateway

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The screenshot displays the 'Project Verification' page on the bpms.sudacg.in website. The page header includes the Municipal Corporation Raipur logo and navigation links. A sidebar menu on the left lists various services. The main content area shows project details for proposal number 1454, including the inward date (09/03/2015), description (POST-RMC-2015-0037), and architect (poonam singh verma). A table below lists the proposed area and measurement unit, with a total gross amount of 1510 and a net amount of 1510. A green box highlights the 'Pay Online' button.

Sr.No.	Description	Proposed Area	Measurement Unit	Rate	Value
1	Building Permission Fees(nhnew)	128.2	per Sq. Meter	1500	1500

Gross Amount : 1510
Net Amount : 1510

The screenshot shows the payment gateway interface for HDFC Bank Credit Card. The page title is 'bpms.sudacg.in'. The order number is 00100014358P00005037 and the total amount is INR 3385. The interface includes fields for Name On Card, Card Number, Card Expiry, and Card CVV. A 'Make Payment' button is visible with the amount INR 3385. Logos for VISA, MasterCard, and SecureCode are displayed. The footer includes the HDFC Bank logo and copyright information.

Order No : 00100014358P00005037 Total Amount : INR 3385

HDFC Bank Credit Card

Name On Card :

Card Number :

Card Expiry : /

Card CVV :

INR 3385

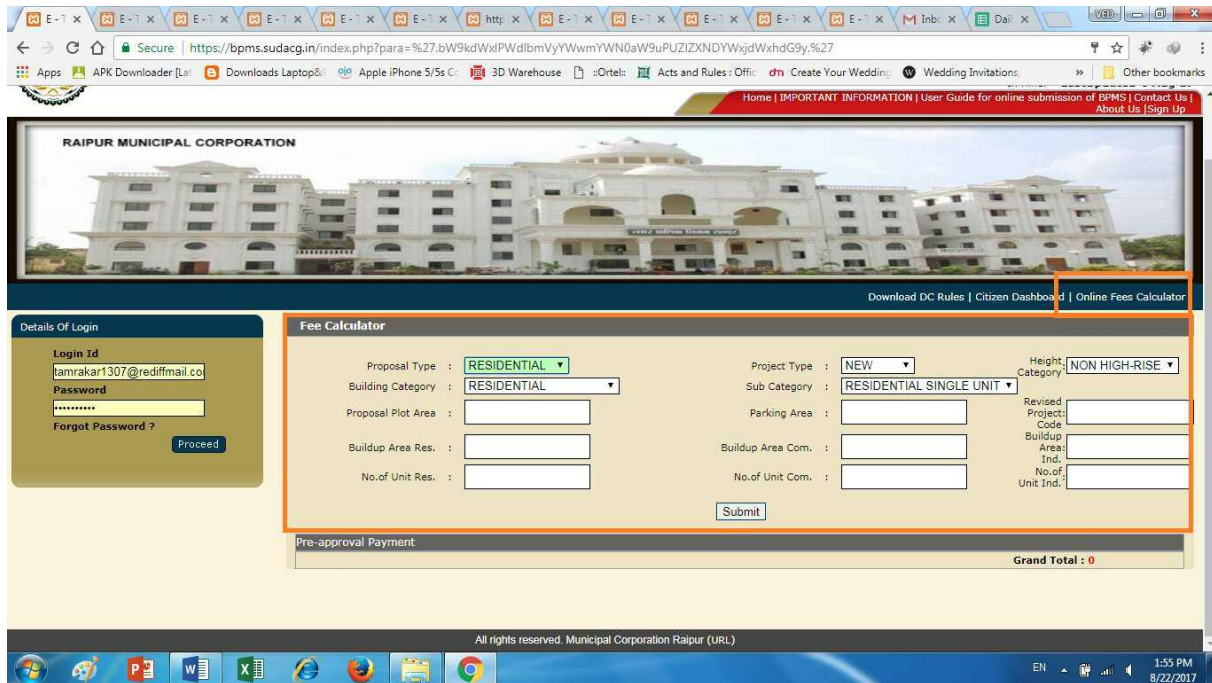
HDFC BANK © 2016 HDFC Bank Ltd. All rights reserved.

- For checking Fees of proposal without Uploading Proposal in Online BPMS Application, go to - <https://bpms.sudacg.in/> and Select Municipal

User Guide for Online Registration and Availing Department Services

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Corporation whose fees you want to check and then click on “Online Fees Calculator” fill the details and click on Submit and you will get to know the fees details.



(e) Automatic Forwarding of Proposal to External Agency for NOC / Rejection

1. As soon as Payment is done, case will be forwarded to External Agency like NMA, AAI, Railway, Fire, High Rise Committee, etc Departments for NOC / Rejection automatically as per the criteria and CAF filled by you.
2. As soon as the Case is Received by any CAF Approval Authority ,case will show at “CAF Document Verification”, Approval Authority will click on CAF Details “View”

User Guide for Online Registration and Availing Department Services

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GIS Enabled Building Permission Management System
Municipal Corporation Raipur



In Hindi Last Updated- 26Feb

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*Helpline Number - 8358

Win.com | Fire Officer Raipur | Download DC Rules | Change Password |

Menu

- CAF Document Verification
- NOC Proposal Approval
- NOC - Rejection Upload
- NOC - Rejection Download

CAF Document Verification

Architect : All

Search : Go

• Type Proposal No. on Search Text To Search Proposal

Proposal No.	Proposal Date	Project Code	Project Name	Architect	Project Type	CAF Details
8986	17/08/2017	DATAOLD1-CMC-2016-0001	RESIDENTIAL	RajanArchitect Shinde	Building Development	View
8987	17/08/2017	DATAOLD1-CMC-2016-0001	RESIDENTIAL	RajanArchitect Shinde	Building Development	View
8988	17/08/2017	DATAOLD1-CMC-2016-0001	RESIDENTIAL	RajanArchitect Shinde	Building Development	View
8994	21/08/2017	DATAOLD1-CMC-2016-0001	RESIDENTIAL	RajanArchitect Shinde	Building Development	View
8998	21/08/2017	DATA-CMC-2016-0001	RESIDENTIAL	RajanArchitect Shinde	Building Development	View

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3. After Viewing Details and Document Authority will decide whether Single Joint inspection is required or not

Corner No	Lat_Deg	Lat_Min	Lat_Sec	Lat_Dir	Long_Deg	Long_Min	Long_Sec	Long_Dir
1	0	0	0	0	0	1	1	0
2	0	0	0	0	0	1	1	0
3	0	0	0	0	0	1	1	0
4	0	0	0	0	0	1	1	0

Building & Floor Details

Building Type : BUNGLOW
 Building Category : RESIDENTIAL
 Sub Category : RESIDENTIAL SINGLE UNIT
 Buildup Area : 73.16
 No. of Tenements : 1
 No. of Levels : 2
 No. of Buildings : 1
 Basement Height(m) : 0
 Plinth Level(m) : 0

Floor Name	Floor Height(m)	Parking Floor	Floor Area	Floor Use
GF	3	No	39.33	RESIDENTIAL
FF	3	No	33.84	RESIDENTIAL

Download Documents

24.Validation Report in PDF: [G0bDxURVnreSign.pdf](#)
 25.Submission Plan (CAD Drawing) in PDF: [P1bknIgabZDocument.pdf](#)
 1.Software Generated XML File: [Z71ImERXG2DATA-CMC-2016-0001_Validation_R0.xml](#)
 3.Application For Building Permission (Appendix A): [UX5c8ydnYDocument.pdf](#)
 7.Registry Copy (Part 1): [hxEiDF4TFdeSign.pdf](#)
 10.Affidavit (Self Certification): [rvzqHln2XXDocument.pdf](#)
 11.Indemnity Bond: [jePESwUeOXeSign.pdf](#)
 2.Software Generated TP File: [WCUaSOy2HiDocument.pdf](#)
 21.Tax Receipt: [WCUaSOy2HiDocument.pdf](#)

CAF Details

Do you require Single Joint Site Inspection? : Yes No
 Your Single Joint Site Inspection Date will be schedule on - 24-AUG-17 11:00 AM

Next Cancel

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4. According to that he do site inspection

The screenshot displays the 'Site Visit Report' form within the GIS Enabled Building Permission Management System. The interface includes a menu on the left, a header with navigation links, and a main form area. The form contains fields for proposal details, visit entry information, and a table for setbacks. There are also fields for fire questions and a submit/cancel button at the bottom.

Menu

- CAF Document Verification
- NOC Proposal Approval
- NOC - Rejection Upload
- NOC - Rejection Download

Site Visit Report

Proposal No. : 8998
Udyam Akanksha No. :
Proposal Date : 21/08/2017
Proposal Type : RESIDENTIAL
Project Code : DATA-CMC-2016-0001
Architect : RajanArchitect Shinde
Project Name : RESIDENTIAL
Proposed Plot Area : 100
Proposed Builtup Area : 73.16
Risk Level : HIGH RISK

Visit Entry

Visit Date : 21/08/2017 (DD/MM/YYYY)
Engineer Name :
Upload Photograph : Browse... No file selected. Upload file in pdf format only
Upload Document : Browse... No file selected. Upload file in pdf format only

Sr.No.	Title	Remark
1	Proposal Application No	8998
2	Client Name	Name
3	Ward no. and Name	1 Yatiyatan Lal Ward (Z-1)
4	Setback Front as per Building Permission	2.5
5	Setback Rear as per Building Permission	1.5
6	Setback Side 1 as per Building Permission	0
7	Setback Side 2 as per Building Permission	0
8	Fire question 1	ok
9	Fire question 2	

Submit Cancel

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5. Now Authority can issue NOC/ Rejection

User Guide for Online Registration and Availing Department Services

Department of Urban Administration and Development of Chhattisgarh

Corner No	Lat_Deg	Lat_Min	Lat_Sec	Lat_Dir	Long_Deg	Long_Min	Long_Sec	Long_Dir
1	0	0	0	0	0	1	1	0
2	0	0	0	0	0	1	1	0
3	0	0	0	0	0	1	1	0
4	0	0	0	0	0	1	1	0

Building & Floor Details

Building Type : BUNGLOW
 Building Category : RESIDENTIAL
 Sub Category : RESIDENTIAL SINGLE UNIT
 Buildup Area : 73.16
 No. of Tenements : 1
 No. of Levels : 2
 No. of Buildings : 1
 Basement Height(m) : 0
 Plinth Level(m) : 0


Floor Name	Floor Height(m)	Parking Floor	Floor Area	Floor Use
GF	3	No	39.33	RESIDENTIAL
FF	3	No	33.84	RESIDENTIAL


Download Documents

24.Validation Report in PDF: [G0bDxUvVoreSian.pdf](#) 25.Submission Plan (CAD Drawing) in PDF: [P1bknGob7Document.pdf](#)
 1.Software Generated XML File: [Z71ImERXcD0DATA-CMC-2016-0001_Validation_R0.xml](#) 3.Application For Building Permission (Appendix A): [UX5o9vlnvYDocument.pdf](#)
 7.Registry Copy (Part 1): [hpEIDF4TFdeSian.pdf](#) 10.Affidavit (Self Certification): [rvzqHnZXXDocument.pdf](#)
 11.Indemnity Bond: [jePESwUeQXeSian.pdf](#) 2.Software Generated TP File: [CMC-2016-0001_Validation_R0.TP](#)
 21.Tax Receipt: [WCUaSQv2HiDocument.pdf](#)

Action*: Approved
 Remark*:

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 GIS Enabled Building Permission Management System
Municipal Corporation Raipur

 In Hindi: **Last Updated- 26Feb**
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 *Helpline Number - 8358920006 - Ved
[\[Download DC Rules\]](#) [\[Change Password\]](#)

Menu

- CAF Document Verification
- NOC Proposal Approval
- NOC - Rejection Upload
- NOC - Rejection Download

NOC - Rejection Upload

Certificate File: (pdf format)

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- This NOC / Rejection will be sent via mail and email to Client , Architect also Approved NOC / Rejection will be shown at ULB Authority to process Further.
- Side by side Case will be processed at ULB authority level and as soon as this NOC / Rejection is issued it will be visible to ULB Authority and they can proceed accordingly.

**(f) Site Visit by Sub
Engineer
(According to Risk
Matrix)**

When Payment is done by architect, Sub Engineer will do the Site Visit according to risk matrix

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The screenshot shows the 'Site Visit Report' form in the BPMS portal. The form includes the following details:

- Proposal No. : 3851
- Proposal Date : 24/10/2015
- Proposal Type : RESIDENTIAL
- Project Code : YOP1-RMC-2014-0103
- Architect : Yogesh Pillai
- Project Name : Deepak raheja,kalash labhandin
- Proposed Plot Area : 3952
- Proposed Builtup Area : 7291.44

The 'Visit Entry' section contains the following fields:

- Visit Date : 25/05/2016 (DD/MM/YYYY)
- Engineer Name : [Empty field]
- Upload Photograph : Choose File No file chosen
- Upload Document : Choose File No file chosen

Below the form is a table with the following data:

Sr.No.	Title	Remark
1	Proposal Application No	3851
2	Client Name	Deepak raheja
3	Ward no. and Name	19 Guru Ghasidas Ward (Z-3)
4	Setback Front as per Building Permission	7
5	Setback Rear as per Building Permission	7

Comprehensive List of Documents Required for Building Permission

- Land Ownership registration documents
- Updated Copy Of B1 And Khasara Map
- Diversion Certificate
- Copy Of Approved Layout
- Building Permission Letter (If earlier approved for same Land)
- Certificate of Structural Design(In case of High rise Buildings above 18 m)
- Site Photographs
- Municipal Property Tax Receipt of current financial year
- No Objection Certificate Of Najul Officer (If Proposed Plot Adjoins Govt Land or Allotted govt.land)
- Simankan Report from revenue department (In case of plot size more than 500 Sq.Meter)
- Colony Vikas Anumati (In case of Approved Residential colony)
- Proposed Plan ,Service Plan, Estimate and Technical Specifications which will be prepared and submitted by architects

After Site Inspection ULB Department will follow their process as shown in below Flow Diagram

Flow of Building Permission Management System



1.1.4 Download of Certificate and Drawing

After Post Approval payment done by Architect / Client ,ULB will issue Building Permission Certificate,After issuing of certificate , Architect can download certificate by going to <https://bpms.sudacg.in> , logging in from their ID, Go To Certificate Print, And you can get certificate from there.

Also can download final drawing from going to link – “Download Final Certificate and Drawing” which will be computer Generated.

Building Permission Final Issued Certificate

7/27/2017

https://bpms.sudacg.in/print_report.php?oboexprint=P



कार्यालय नगर पालिक निगम , रायपुर छ.ग.

जोन क्रमांक- 7, भवन निर्माण अनुज्ञा

Printed on : 27/07/2017

प्रकरण पंजीयन क्रमांक -[936] [MMPE-RMC-2014-0001] दिनांक - [14/01/2015], क्रमांक दिनांक - 23/02/2015

यह भवन अनुज्ञा - [MR. SEWA RAM RAHUJA S/O SHRI JAGNMAL RAHUJA, WARD NO. 37 PT. JAWAHAR LAL NEHRU WARD AT JORA PARA RAIPUR C.G.] स्थित [प्लॉट नं. 37/340 [खसरा नं. 106a/46]] सलग्र मानचित्र दर्शाये गए अनुसार में निर्माण कार्य करने के संबंध में प्रदान की जाती है।

निर्माण कार्य की विशिष्टीया:-

1. आवेदन के साथ प्रस्तुत मानचित्र पर एवं सलग्र भवन निर्माण अनुज्ञा में अंकित शर्तों के अनुसार होगी।
2. यह भवन अनुज्ञा निम्नलिखित निबंधन तथा शर्तों के अधीन मंजूर की जाती है।
 - (1) यह निर्माण अनुज्ञा दिनांक - [23/02/2016] तक प्रभावशील रहेगी।
 - (2) यदि आवश्यकता हो तो उसके नवीनीकरण हेतु आवेदन पत्र दिनांक - [23/01/2016] के पूर्व प्रस्तुत किया जावेगा।
 - (3) इस भवन निर्माण अनुज्ञा हेतु भवन अनुज्ञा शुल्क (नया)(500) मात्र नगर पालिक निगम खजाने में रसीद क्रमांक [668] दिनांक [20/01/2015] द्वारा सम्यक रूप से जमा करा दी गई है।

प्रस्तुत किये गये मानचित्र के अनुसार तथा जोन क्र. 7 नगर पालिक निगम रायपुर के आदेश दिनांक- के अनुसार सड़क बाधा शुल्क (500) र. क्र. [791] दिनांक [13/02/2015] के द्वारा जमा पश्चात् निम्नलिखित शर्तों पर भवन निर्माण की अनुमति दी जाती है।

1. कार्य प्रारंभ करने से पूर्व निगम को सूचना दे ||
2. निर्माण कार्य का निम्न चरणों पर निरीक्षण कराये।
 - (अ) प्लिथ लेवल पर (ब) लिटल लेवल पर (स) प्रत्येक तल के पूर्ण होने पर
3. भवन पूर्णता प्रमाण पत्र निगम से प्राप्त करे, प्रमाण पत्र प्राप्ति पूर्व भवन का उपयोग ना करे।
4. स्वयं के भूखंड के बाहर छज्जा एवं बालकनी प्रोजेक्शन न निकाले।
5. गंदा पानी निकास व्यवस्था म्युनिसिपल नाली तक स्वयं के खर्च से करना होगा।
6. भूखंड रेखा सड़क के मध्य सामने- [14.99] मी. छोड़कर होगी।
7. सेट बैक्स छोड़ सामने- [8.33] मी. पीछे- [0] मी. बाजू- [0] मी. व दूसरे बाजू- [0] मी.
8. कुल निर्माण क्षेत्रफल भूतल तथा तल प्रत्येक पर [[GF 16.27], [FF 58.86],] वर्गमीटर में [

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[RESIDENTIAL], [RESIDENTIAL],] भवन अनमाण स अधिक ना ह, भवन उचाई [0.6] मा. स अधिक ना ह।

9. फर्शी शेव [1.25] गुना से अधिक ना हो।
10. भूमि स्वामित्व संबंधी किसी प्रकार का विवाद होने पर भवन अनुज्ञा निरस्त मानी जायेगी।
11. छ.ग. भूमि विकास नियम १९८४ के नियम ६४ के अनुसार प्रति- [100] वर्गमीटर में प्रति वृक्ष की दर से वृक्षारोपण करना अनिवार्य होगा।
12. सीवर लाईन से कनेक्शन लेना अनिवार्य होगा जलमल निकास, सेप्टिक टैंक, सोक पिट, नाली वाटर सप्लाई लाईन, आदि सर्विसेस नियमों के अंतर्गत क्षमता की गणना करते हुए निर्मित किया जाना अनिवार्य होगा।
13. निर्माण स्थल पर निर्माणवधि में एक प्रति स्वीकृत मानचित्र का रखना अनिवार्य है।
14. उक्त निर्माण आवासीय होगा।
15. प्रस्तावित सड़क चौड़ाई में आने वाले भाग को यातायात हेतु सड़क के लेवल पर रखें कोई निर्माण चबूतरा निर्माण

https://bpms.sudacg.in/print_report.php?cboexpprint=P

1/2

7/27/2017

https://bpms.sudacg.in/print_report.php?cboexpprint=P

न करे।

16. रेन वाटर हार्वेस्टिंग भूमि विकास नियम 3८ के अनुसार प्रावधानों का पालन करना अनिवार्य होगा। एक वर्ष की समय सीमा सुरक्षा राशि वापसी हेतु नियत होगा अन्यथा उक्त राशि नगर नियम में समाहित हो जायेगी।

जोन क्रमांक- 7
नगर पालिक निगम, रायपुर

प्रतिनिधि:-

1. उपायुक्त, नगर पालिक निगम रायपुर (संलग्न प्रति/ मानचित्र)
2. राजस्व अधिकारी नगर पालिक निगम, रायपुर को सूचनार्थ।
3. संबंधित उपसत्री जोन क्रमांक 7 नगर निवेश विभाग नगर पालिक निगम, रायपुर को सूचनार्थ एवं आवश्यक कार्यवाही हेतु अग्रपिप्त।

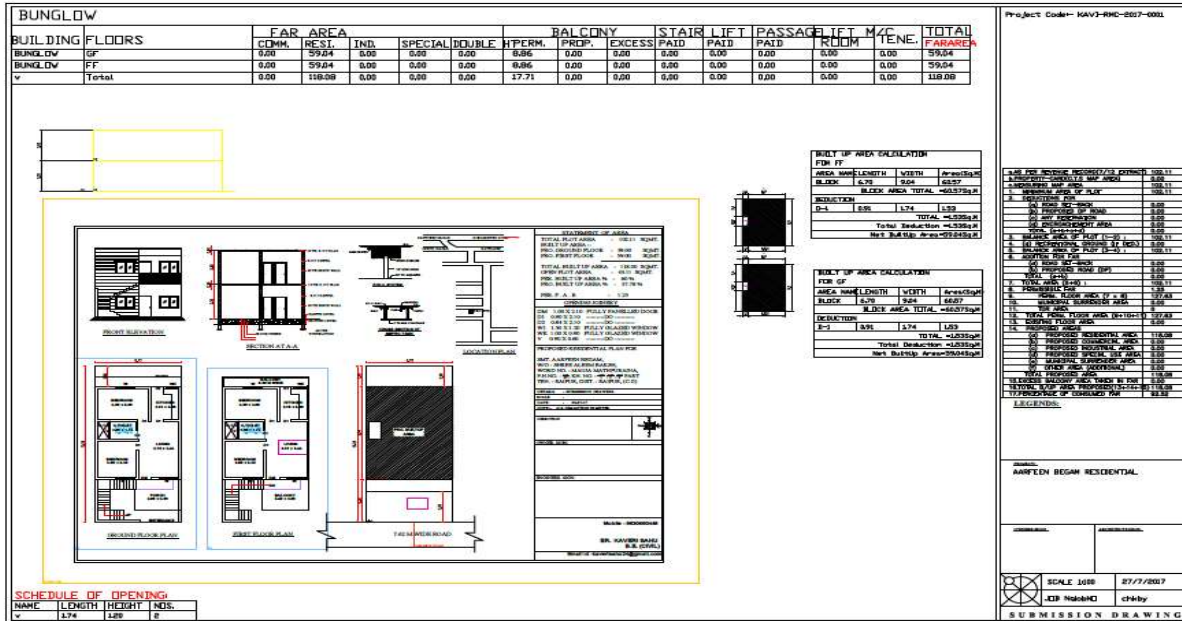
जोन क्रमांक- 7
नगर पालिक निगम, रायपुर

नियम और शर्तें:-

यह एक आवासीय प्रस्ताव है

Its computer generated copy ,so need not to get signed and for verification of this certificate ,please log on to -
bpms.sudacg.in

Building Permission Final Issued Drawing



1.2 Building Completion cum Occupancy Certificate

1.2.1 General Information

Who needs to apply?	Who has taken Building Permission and wants BCC/Occupancy to use the constructed premises
When to apply	After completion of building in all manners including all services
Where to apply	Bpms.sudacg.in
Reference	CG Bhumi vikas niyam 1984/ Master plan/CG Municipal ACT 1956,Link - bpms.sudacg.in

User Guide for Online Registration and Availing Department Services

Department of Urban Administration and Development of Chhattisgarh

1.2.2 Documents required to complete the application

भवन पूर्णता सह अधिभोग प्रमाण-पत्र हेतु आवश्यक दस्तावेजों की सूची

संलग्न आवेदन के प्रारूप के साथ निम्नानुसार दस्तावेज प्रस्तुत किया जाना होगा।

- (1) भवन अनुज्ञा तथा स्वीकृत मानचित्र की प्रति।
- (2) भवनस्वामी तथा वास्तुविद द्वारा हस्ताक्षरित निर्मिति अनुसार मानचित्र ।
- (3) भवन के फोटोग्राफस।
- (4) सनहाल का सम्पत्तिकर रसीद की प्रति।
- (5) निम्नानुसार प्रारूप में भरे हुए प्रपत्र ।

User Guide for Online Registration and Availing Department Services

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भवन पूर्णता सह अधिभोग प्रमाण-पत्र हेतु आवेदन

प्रति,

भवन अधिकारी,
नगर पालिक निगम,
.....

विषय – भवन अनुज्ञा क्रमांक दिनांक अनुसार वार्ड क्रमांक मोहल्ला
..... में निर्मित भवन के भवन पूर्णता सह अधिभोग प्रमाण पत्र बाबत।

प्रिय महोदय,

ऊपर उल्लेखित तथा अनुमोदित भवन का निर्माण एवं आर्किटेक्चरल कार्य मेरे/हमारे द्वारा पूर्ण किया गया है और प्रमाणित किया जाता है कि मेरे/हमारे द्वारा तैयार किया गया भवन छ0ग0 नगर पालिक निगम अधिनियम 1956, विकास योजना तथा छ0ग0 भूमि विकास नियम, 1984 की अपेक्षाओं की पूर्ति करता है तथा ये भारतीय मानक 4326-1993 के विशेष निर्माण अपेक्षाओं के अनुरूप है। स्वीकृत अनुज्ञा के अनुरूप निर्मित है। इस आवेदन के साथ अपेक्षित दस्तावेज संलग्न है। अतः भवन पूर्णता सह अधिभोग प्रमाण-पत्र जारी करने का कष्ट करें।

संलग्नक –

- (1) भवन अनुज्ञा तथा स्वीकृत मानचित्र की प्रति।
- (2) भवनस्वामी तथा वास्तुविद द्वारा हस्ताक्षरित निर्मिति अनुसार मानचित्र।
- (3) भवन के फोटोग्राफ।
- (4) सनहाल का सम्पत्तिकर रसीद की प्रति।
- (5) प्रारूप में भरे हुए प्रपत्र।

.....
वास्तुविद के नाम व हस्ताक्षर

.....
भवन स्वामी के नाम व हस्ताक्षर

User Guide for Online Registration and Availing Department Services

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भवन पूर्णता सह अधिसौग प्रमाण-पत्र हेतु सत्यापन प्रपत्र

=====

मैं, एतद् द्वारा, प्रमाणित करता हूँ कि आपके कार्यालय द्वारा जारी भवन अनुज्ञा क्रमांक दिनांक के अनुसार प्लॉट क्रमांक में भूखंड क्रमांक वस्ती/मार्ग मोहल्ला/बाजार/सड़क में भवन के विकास, निर्माण, पुनर्निर्माण या भौतिक परिवर्तन का पर्यवेक्षण मेरे द्वारा किया गया है तथा मंजूरी रेखाओं के अनुसार दिनांक को पूर्ण हुआ है। कार्य मेरे सर्वोत्तम समाधान कारीगरी के अनुसार पूर्ण हुआ है तथा सभी सामग्री (प्रकार तथा श्रेणी) का उपयोग तथा सामान्य तथा विस्तृत विधिष्ठियों के अनुसार किया गया है। नगर पालिक निगम अधिनियम 1956 एवं मध्यप्रदेश भूमि विकास नियम 1984 के किसी भी उपबन्ध की किसी भी अपेक्षा का विहित किसी भी शर्तों का, जारी किसी भी आदेश का उल्लंघन कार्य के दौरान नहीं किया गया है। भूमि ऐसे निर्माण कार्य के लिए उपयुक्त है जिसके लिए उसका विकास या पुनर्विकास किया गया है तथा भवन उस उपयोग के लिए उपयुक्त है जिसके लिए उसका निर्माण, पुनर्निर्माण या उसमें परिवर्तन तथा उसमें वृद्धि की गई है।

मैं, एतद्द्वारा, सभी दृष्टियों से पूर्ण भवन के रेखांक भी संलग्न करता हूँ।

.....
यास्तुपिद/संरचना इंजीनियर/ इजीनियर/
पर्यवेक्षक/नगर नियेशक का नाम एवं
अनुज्ञापित क्रमांक

.....
यास्तुपिद/संरचना इंजीनियर/ इजीनियर/
पर्यवेक्षक/नगर नियेशक का हस्ताक्षर

स्यामी के हस्ताक्षर
दिनांक

User Guide for Online Registration and Availing Department Services

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After receiving fulfilled application Building Inspector will inspect and check following points of the construction and will upload report within 48 hours

भवन पूर्णता सह अधिभोग प्रमाण-पत्र हेतु स्थल निरीक्षण चेक लिस्ट

- =====
- (1) आवेदक का नाम
- (2) स्थल का पूर्ण पता
- (3) निरीक्षणकर्ता का नाम पदनाम
- (4) भवन के पूर्णता के संदर्भ में उचित उल्लेख, पूर्ण/अपूर्ण की स्थिति टोप सहित -

	कार्य विवरण	पूर्ण/अपूर्ण	टोप
A	भवन निर्माण कार्य की स्थिति	पूर्ण/अपूर्ण	
B	स्वीकृति अनुसार भवन निर्माण की स्थिति	पूर्ण/अपूर्ण	
C	इलेक्ट्रिकल कार्य (ट्रांसफार्मर/इलेक्ट्रिक पोल, इत्यादि) पूर्ण हुआ है।	पूर्ण/अपूर्ण	
D	पयजल तथा अन्य उपयोग हेतु जल की व्यवस्था की गई है। (टयूयपेल की संख्या, आकार ठंड ईक/सम्पन्न की क्षमता लीटर में)	पूर्ण/अपूर्ण	
E	रैन वाटर हार्वैस्टिंग व्यवस्था	पूर्ण/अपूर्ण	
F	स्वीकृति अनुरूप एस.ओ.एस. छांड़ा गया है -	हाँ/नहीं	
G	स्वीकृति अनुरूप सड़क चौड़ाई छांड़ी गई है -	हाँ/नहीं	
H	स्वीकृत ऊंचाई अन्तर्गत भवन निर्मित है, तलों की संख्या -	हाँ/नहीं	
I	स्वीकृति अनुसार पार्किंग की व्यवस्था की गई है -	हाँ/नहीं	
J	स्वीकृति अनुरूप फायर फाईटिंग की व्यवस्था की गई है -	हाँ/नहीं	
K	स्वीकृति अनुरूप लिफ्ट, गार्डन तथा अन्य जन उपयोगी सुविधाओं का विकास किया गया है -	हाँ/नहीं	
L	सड़क तथा नालों के अंतिम छोर तक का निर्माण किया गया है -	हाँ/नहीं	

निरीक्षणकर्ता

User Guide for Online Registration and Availing Department Services

Department of Urban Administration and Development of Chhattisgarh

1.2.3 Stepwise process

1. After Building Permission architect will apply for plinth level, department will do the site visit and then issue the Plinth level certificate
2. When the construction of building is completed Architect will apply for Building Completion cum Occupancy certificate, Department will do the site visit and then issue the BCC cum Occupancy Certificate.

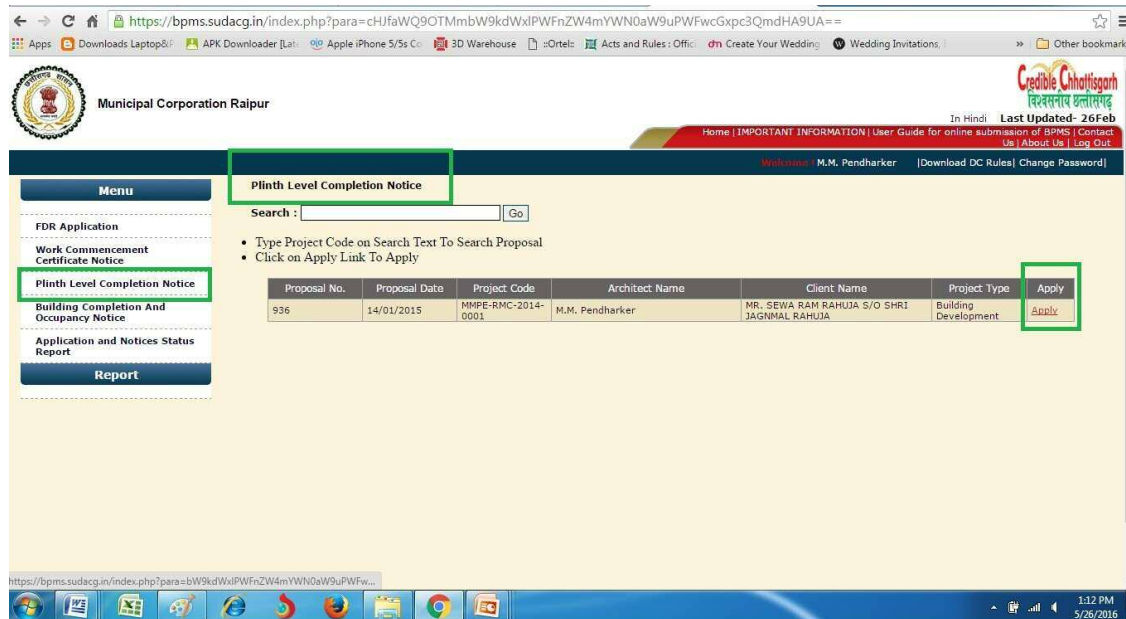
Flow Process



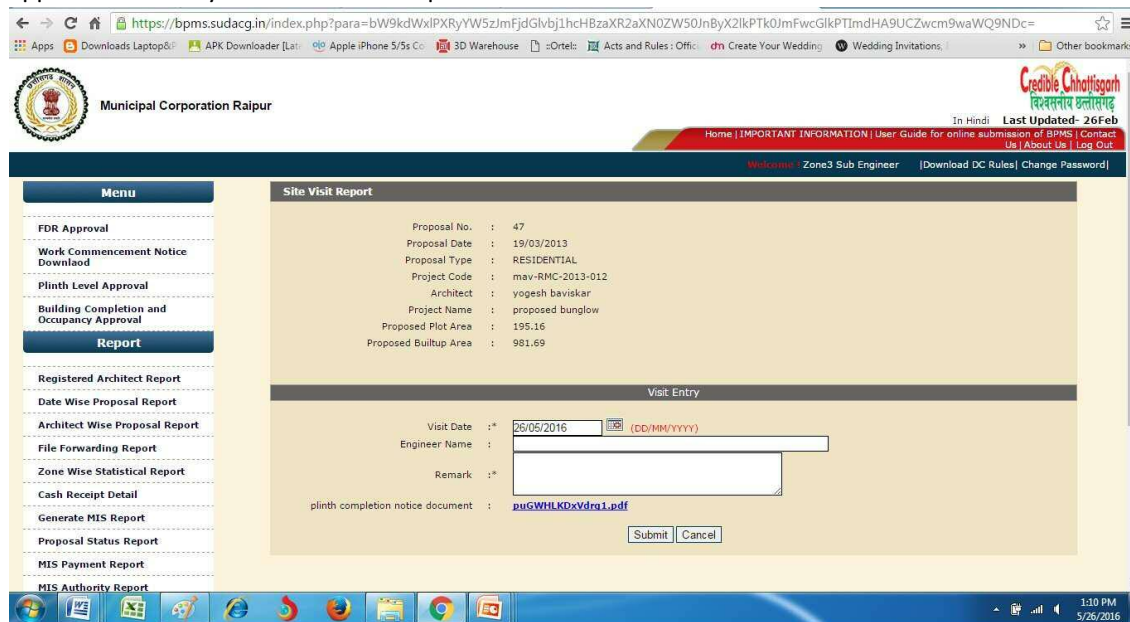
Detailed Process of BCC and Occupancy Certificate

Plinth Level Process

1. Architect will apply for plinth level after Building Permission, by logging in through his account and going to "Application and Notice" and will apply for Plinth level



2. Approval Authority will do the site inspection.



User Guide for Online Registration and Availing Department Services

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Inspection checklist for Plinth Level		
S. No.		
1	Proposal Application No.	
2	Client Name	
3	Permission no and date	
4	Site Visit Date	
5	Village name /Ward no. and Name	
6	Is Location is As per Approved Layout of Town and Country Planning Department	
7	Are the Direction / Orientation and size of plot is same per Drawing	
8	Present Setback Front	
9	Present Setback Rear	
10	Present Setback Side 1/ RHS	
11	Present Setback Side 2/LHS	
12	Any deviation found with respect to approved plan/ previous Site Inspection Report submitted during building permission	
13	Site inspection authority's recommendation	
Recommended for Plinth Completion		with remarks
Rejected for plinth completion		with remarks

3. Approval Authority will Approve / Reject

The screenshot displays the 'Plinth Level Approval' interface on the Municipal Corporation Raipur website. It includes a search bar, a list of instructions, and a table of proposals.

Proposal No.	Description	App.No	App. Date	Architect	Client	Site Visit	View Feedback	Action
47	res	2	17/12/2013	yogeshbaviskar	Mr Navin Tiwari	Submit Report	View	Approve

Plinth Level Approval / Rejection Certificate

प्रति,

.....,
.....,
.....,
.....,
रायपुर (छ.ग.)

विषय :- कुर्सी निर्माण के निरीक्षण के संबंध में आपका आवेदन दिनांक ।

संदर्भ :- प्रस्ताव क्र.अनुज्ञा क्र. दिनांक ।

— 00 —

उपरोक्त विषयांतर्गत संदर्भित अनुज्ञा के तारतम्य में आपके द्वारा प्लीथ स्तर/कुर्सी निर्माण के निरीक्षण के संबंध में प्राप्त आवेदन के परीक्षण हेतु दिनांक..... को स्थल निरीक्षण किया गया है । स्थल निरीक्षण में आपके द्वारा किया गया निर्माण अनुज्ञा के अनुसार पाया गया है। अतः संदर्भित अनुज्ञा में उल्लेखित शर्तों के अनुसार शेष कार्य को पूर्ण करने की अनुमति दी जाती है।

प्राधिकारी के हस्ताक्षर
एवं पदनाम

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प्रति,

.....
.....
.....
रायपुर (छ.ग.)

विषय :- कुर्सी निर्माण के निरीक्षण के संबंध में आपका आवेदन दिनांक

संदर्भ :- प्रस्ताव क्र. अनुज्ञा क्र. दिनांक

— 00 —

उपरोक्त विषयांतर्गत संदर्भित अनुज्ञा के तारतम्य में आपके द्वारा प्लीथ स्तर/कुर्सी निर्माण के निरीक्षण के संबंध में प्राप्त आवेदन के परीक्षण हेतु दिनांक..... को स्थल निरीक्षण किया गया है। स्थल निरीक्षण के दौरान पाया गया कि आपके द्वारा किये गये निर्माण में निम्नानुसार विचलन है :-

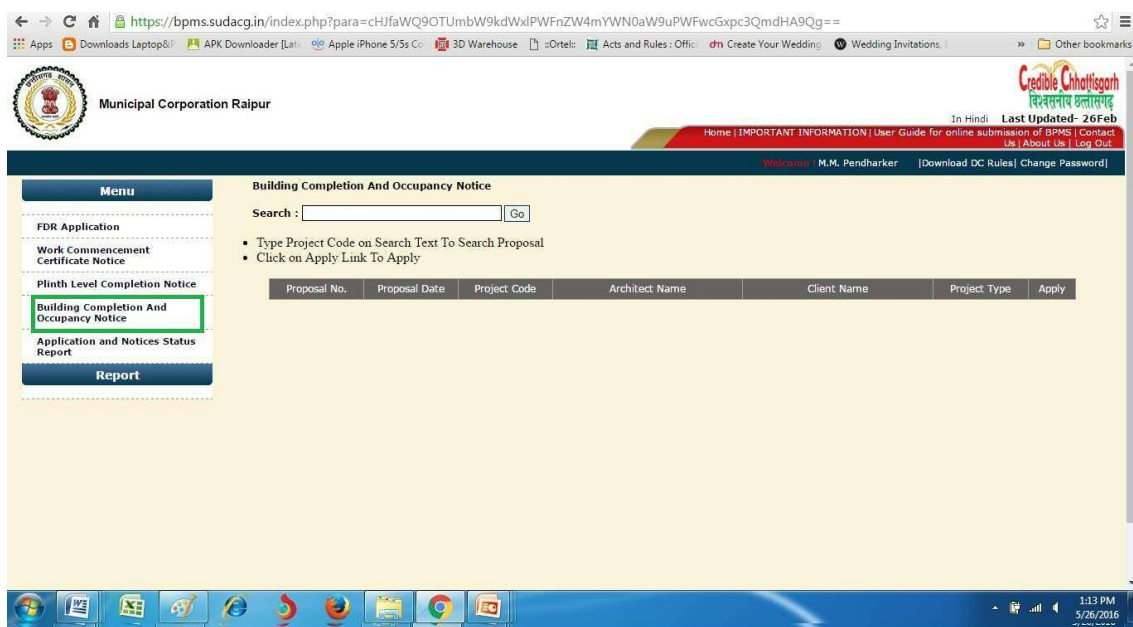
1. |
2. |
3. |

प्लीथ स्तर/कुर्सी निर्माण के निरीक्षण के दौरान उपरोक्तानुसार विचलन पाए गए हैं। जिन्हे नियमानुसार परिवर्तित करा कर पुनः आवेदन प्रस्तुत करें। यदि उपरोक्त विचलन के पूर्णता करने के पूर्व कोई निर्माण किया जाता है तो वह अवैध निर्माण की श्रेणी में आएगा।

प्राधिकारी के हस्ताक्षर
एवं पदनाम

BCC cum Occupancy Process

1. Architect will apply for BCC and Occupancy after Plinth level approval by logging in through his account and going to “Application and Notice” and will apply for BCC and Occupancy



2. Approval Authority will do the site inspection

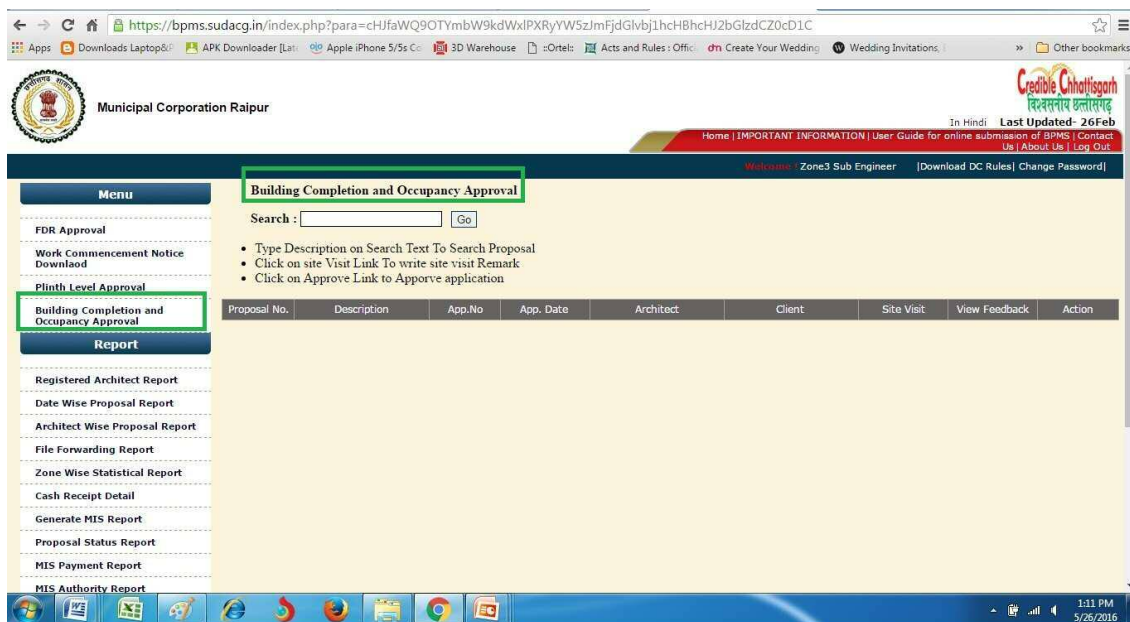
Inspection checklist for BCC cum Occupancy Level	
S. No.	
1	Proposal Application No.
2	Client Name
3	Permission no and date
4	Site Visit Date

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5	Village name /Ward no. and Name	
6	Is Location is As per Approved Layout of Town and Country Planning Department	
7	Are the Direction / Orientation and size of plot is same per Drawing	
8	Present Setback Front	
9	Present Setback Rear	
10	Present Setback Side 1/ RHS	
11	Present Setback Side 2/LHS	
12	Any deviation found with respect to approved plan/ previous Site Inspection Report submitted during building permission	
13	Site inspection authority's recommendation	
Recommended for Plinth Completion		with remarks
Rejected for plinth completion		with remarks

3. Approval Authority will Approve



User Guide for Online Registration and Availing Department Services

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1.2.4 Download of the certificates

After issuing of certificate, Architect can download certificate by going to <https://bpms.sudacg.in>, logging in from your ID, Go To Application and Notice ,Application and Notice status Report - Download BCC cum occupancy Certificate.

BCC Cum Occupancy Final Certificate

मेसर्स आर.के. होटलियर्स एंड डेवलपर्स प्रा.लि.

डायरेक्टर श्री शरण बिहारी अग्रवाल,

लामाण्डी, महर्षि वात्मिकी वार्ड,

रायपुर (छ.ग.)

विषय:- मेसर्स आर.के. होटलियर्स एंड डेवलपर्स प्रा.लि. को खसरा क्रमांक 381/1, 182/1, 3,4 का भाग प.ह.नं. 44 ग्राम लामाण्डी में वाणिज्यिक उपयोग निर्माण हेतु कार्य पूर्णता प्रमाण पत्र बाबत।

आपका आवेदन दिनांक 27.01.2015

उपरोक्त विषयांकित संदर्भ में सूचित किया जाता है कि आपको इस कार्यालय द्वारा जारी भवन अनुज्ञा प्रकरण निम्नांकित है।

(1) पंजीयन क्रमांक 296 दिनांक 14.12.2010 अनुज्ञा क्र. 294 दिनांक 07.02.2011 में लोवर बेसमेंट-239.33 वर्गमीटर, अपर बेसमेंट 3323.74 वर्गमीटर, भूतल पर 2622.84 वर्गमीटर, प्रथम तल पर 1226.21 वर्गमीटर, द्वितीय तल पर 1607.04 वर्गमीटर, तृतीय तल पर 1572.74 वर्गमीटर तथा चतुर्थ तल पर 1572.74 वर्गमीटर पर वाणिज्यिक उपयोग एवं

(2) पंजीयन क्रमांक 251 दिनांक 03.02.2012 अनुज्ञा क्रमांक 254 दिनांक 17.02.2012 में पंचम तल पर 1572.74 वर्गमीटर पर वाणिज्यिक उपयोग हेतु भवन निर्माण की अनुमति दी गयी है।

इस कार्यालय का पत्र क्र. 158/म.नि.अ.प्र/जोन क्र. 3/2014-15 दिनांक 02.03.2015 के द्वारा लोवर बेसमेंट 389.06 वर्गमीटर, अपर बेसमेंट 3294.42 वर्गमीटर, भूतल पर 2688.17 वर्गमीटर, प्रथम तल पर 1186.74 वर्गमीटर, द्वितीय तल पर 1338.35 वर्गमीटर, तृतीय तल पर 1338.35 वर्गमीटर, चतुर्थ तल पर 1338.35 वर्गमीटर तथा पंचम तल पर 1338.35 वर्गमीटर पर वाणिज्यिक निर्माण (होटल उपयोग हेतु) हेतु राजीनामा किया जाना है। कार्य पूर्णता प्रमाण पत्र प्रदान करने हेतु आपके द्वारा दिये गये आवेदन पर कार्य पूर्णता प्रमाण पत्र जारी करने हेतु आयुक्त महोदय द्वारा दिनांक 04.03.2015 को अनुमति प्रदान की गई है।

User Guide for Online Registration and Availing Department Services

Department of Urban Administration and Development of Chhattisgarh

अतः निर्माण किये गये भवन का कार्य पूर्णता प्रमाण-पत्र आवेदन के साथ संलग्न वास्तुविद् द्वारा संलग्न कार्य पूर्णता पत्र के प्रारूप में कार्य पूर्ण होने का दिनांक 01.12.2014 मान्य करते हुए निम्नलिखित शर्तों के साथ कार्यपूर्णता प्रमाण-पत्र जारी किया जाता है।

1. पूर्णता प्रमाण-पत्र जारी होने के पश्चात् किसी भी प्रकार के परिवर्तन अथवा निर्माण कराने पर अनुमति प्राप्त करना आवश्यक होगा। यदि बिना अनुमति के किसी प्रकार का निर्माण अथवा परिवर्तन किया जाता है तो यह प्रमाण-पत्र स्वमेव निरस्त माना जावेगा।
2. **N.B.C.** के पार्ट में दिये गये प्रावधानों के अनुसार फायर फाइटींग की व्यवस्था नगर निगम के प्रभारी अधिकारी, अग्निषमन विभाग से प्रति वर्ष नवीनीकरण कराकर जमा करना आवश्यक होगा।
3. विद्युत यांत्रिकी संबंधी कार्य के लिए विद्युत विभाग के इलेक्ट्रीकल इन्सपेक्टर से अनुमति प्राप्त करना आवश्यक होगा।
4. पार्किंग हेतु आरक्षित क्षेत्र को पार्किंग हेतु ही सुरक्षित रखा जावे। उक्त क्षेत्र में अन्य गतिविधियां मान्य नहीं होगी।
5. कचरा एवं गारबेज को इकट्ठा करने हेतु परिसर में पर्याप्त सुविधा उपलब्ध कराना आवश्यक होगा।

नगर निवेशक
नगर पालिक निगम,
रायपुर

क्रमांक 4423/भ.नि.अ.प्र./जोन क्र. 3/न.पा.नि./2015

प्रतिलिपी:- 1.जोन कमिश्नर जोन क्रमांक-3, नगर पालिक निगम, रायपुर को सूचनार्थ प्रेषित।

नगर निवेशक
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