

Department of Urban Administration and Development of Chhattisgarh

User Guide of Online Building Permission Management System for Approval Authorities

User Guide for Online Registration and Availing Department Services Department of Town and Country Planning of Chhattisgarh

Table of Contents

1	About th	ne Department	2
	1.1 Bui	Iding Permission	2
	1.1.1	Stepwise process and timeline for online registration and Proposal approval	5
	1.1.2	Download of the certificates	13
	1.1 Plir	nth Leven and Building Completion cum Occupancy	15
	1.1.1	Stepwise process and timeline for online registration of Users	15
	1.1.2	Download of the certificates	19

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 manifolds 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

User Guide for Online Registration and Availing Department Services Department of Town and Country Planning of Chhattisgarh

1.1 Building Permission Management System

1.1.1 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

Building Permission Approval Process

Department of Town and Country Planning of Chhattisgarh

Step wise process -

Flow of Approval



Detailed Description

1. When the proposal is submitted in online application by Architect,

Sub engineer will get to notify about it via Email and SMS, now Sub Engineer will go to <u>https://bpms.sudacg.in</u> and login through his ID .

Department of Town and Country Planning of Chhattisgarh



2. Sub engineer will verify the "Pre approval Fees" and then architect will pay the amount via "Online Payment" or "Cash Payment" or by cheque or DD or Through Deposit.



Department of Town and Country Planning of Chhattisgarh

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3. 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. 4. 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"

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



6. According to that he do site inspection

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Department of Town and Country Planning of Chhattisgarh

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8. 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.

- 9. 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.
- 10. Sub engineer will go to "Document Checklist" after payment done by architect and then will check the online submitted documents and then will see the validated report and drawing and then will do Site Visit also visit the site through "GIS" by clicking on "Search" and then he can "Recommend it for Approval" or Reassign or Rejection to his higher authority.



Department of Town and Country Planning of Chhattisgarh

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11. Similarly Assistant Engineer ,Executive Engineer /Building officer ,will check the online uploaded documents and Validated report and drawing and will give remark on that and then he can "Recommend it for Approval" or Re-assign or Rejection to his Final authority.

Department of Town and Country Planning of Chhattisgarh

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	No.of Tenements :	0		
	No. of Levels : No. of Buildings :	2		
	Basement Height(m) :	0		
	Plinth Level(m) :	.76	000	
Floor Name	Floor Height(m)	Parking Floor	Floor Area	Floor Use
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12. Now the "Final Approval User" will go on "Proposal Approval" and then will check the online uploaded documents and Validated report and drawing and will give remark on that and then he can "Recommend it for Final Approval" or Re-assign or Reject and will forward it to Sub engineer for checking the "Post Approval" fees.

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13. Now Sub engineer Will verify for the permission of payment of "Post Approval fees" and then "Architect will pay the payable Amount via "Online Payment" or "Cash Payment" or by cheque or DD or Through Deposit

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14. After the Payment of Post Approval fees the "Signing Authority" will Issue the Certificate

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Document Submission Meeting Dates	Long Description : E Description Location : Non Congested Area Zone : R2		
Document Receive Entry	TDR Zone : A		
Proposal Approval	Project Code Number : JAKE-RMC-2014-26		
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Zone Wise Statistical Report			

Building Permission e-Signed Final Issued Certificate

Department of Town and Country Planning of Chhattisgarh



कार्यालय नगर पालिक निगम ,रायपुर छ.ग.

जोन कमांक- 2, भवन निर्माण अनुज्ञा

प्रकरण पंजीयन कसांक - 192643 (VIKS-RMC-2015-02013 दिनांक - 101/07/20173), कसांक20062 दिनांक - 2<u>9/09/2017</u> यह भवन अनुजा - IPUNITRAMSAHU,MOADUBEYCOLONYRAIPURCG3 स्तिथ (प्लाट नं. J5/2 (खयरा नं. 212part3) सलरन सानचित्र दर्शीये सए अनुसार से निर्माण कार्य करने के संबंध से प्रदान की जाती है ।

निर्माण कार्य की विशिष्टीयाः-

आवेदन के साथ प्रस्तृत मानचित्र पर एवं सलरन भवन निर्माण अनुज्ञा में अंकित शती के अनुसार होगी ।

2. यह भवन अनुज्ञा निस्नलिखित निवंधन तथा शती के अधीन मंजूर की जाती है ।

(1) यह निर्माण अनुज्ञा दिनांक - [29/09/2018]] तक प्रभावशील रहेगी |

(2) यदि आवश्कपता हो तो उसके नवीनीकरण हेतु आवेदन पत्र दिनांक - [29/08/2018] के पूर्व प्रस्तुत किया जावेगा |

(3) इस भवन निर्माण अनुजा हेतु भवन अनुजा शुल्क (नया)(2475) मात्र नगर पालिक निगम खजाने में रसीद क्रामांक [8592] दिनाक [08/06/2017] व्यारा संस्थक रूप से जमा करा दी गई है |

प्रस्तृत किये राये मानचित्र के अनुधार तथा जोन आयुक्त जोन क. 2 नगर पालिक निगम रायपुर के आदेश दिनांक- 03/07/2017 के अनुधार उपकर (18699.8), बिकास शुल्क (12779), सड़क बांधा शुल्क (4000) र. के. [9156] दिनांक [19/07/2017] के व्दारा जमा पश्चात् निम्नलिखित शती पर भवन निर्माण की अनुमति दी जाती है ।

1. कार्य पारंभ करने से पूर्व निगम को सुचना दे ।। तिर्माण कार्य का निम्ने चरणों पर तिरिक्षण कराये ।
 (अ) फिर्सथ लेवल पर (व) लिंटल लेवल पर (स) प्रत्येक तल के पूर्ण होने पर अवन पूर्णता प्रसाण पत्र निरास से प्राप्त करे, प्रसाण पत्र प्राप्ति पूर्व अवन का उपयोग ना करे। 4. रूवय के भूखंड के बाहर छज्जा एवं वालकनी प्रोजेक्शन न निकाले । गंबा पानी निकास व्यवस्था स्पुनिधिपल नाली तक स्वयं के सर्च से करना होगा । भूखंड रेखा ग्रहक के मध्य ग्रामने- (4.57) मी. छोड़कर होगी । 7. सेंट बैंक्स छोड़ सामने- (3.763 मी. पीछे- (23 मी. बाजू- (03 मी. ब बुसरे बाजू- (33 मी. कुल निर्माण क्षेत्रफल भूतल तथा तल प्रतेक प्रर (IGROUNDFLOOR 54.42, (FIRSTFLOOR 65.652, ISECONDFLOOR 53.743,3 वर्रामीटर में (IRESIDENTIAL), IRESIDENTIAL2, IRESIDENTIAL3,2 भवन निर्माण से अधिक ना हो, भवन उचाई (10.52 मी. से अधिक ना हो) 9. फर्शी शेत्र (1.25) सूना से अधिक ना हो | . 10. भूमि रूवासित्व संबंधी किसी प्रकार का विवाद होने पर भवन अनुजा निरस्त सामी जायेगी । 11. छ.ग. भूमि विकास नियम १९८४ के नियम ६४ के अनुसार प्रति- (100) वर्शमीटर में प्रति वृक्ष की बर से बुआरोपण करना अनिवार्थ होगा । 12. सोबर लोईन से कनेक्शन लेना अनिवार्य होगा जलनल निकास, सेप्टिक टॅक, स्रोक पिट, नाली वाटर सप्लाई लोईन, आदि सर्विसेस नियमों के अंतर्गत क्षमता की राणना करते हुए निर्मित किया जाना अनिवार्य होगा। । 13. निर्माण रूथल पर निर्माणवधि में एक प्रति स्वीकृत मानचित्र का रखना अनिवार्य है । 14. उक्त निर्माण आवासीय होगां । 15. प्रस्ताबित सडक चौड़ाई में आने वाले भाग को यातायात हेतु सडक के लेवल पर रखें कोई निर्माण चबूतरा निर्माण न करे । 15. रक्ताप्ता स्टब्स नागर के जान पति माने भा मानामा तुनु स्टन के प्रत्य के प्रत्य के गानाम प्रयुत्त निमान पंकर 16. रेक बाद हार्बस्टिंग भूमि विकास निपम ७८ के अनुसार प्रावधानों का पालन करना अनिवार्य होगा । एक वर्ष की समय सीमा सुरक्षा राशि वापसी हेतु नियत होगा अन्यथा उक्त राशि नवार नियम में समाहित की जायेगी । जोन आयुक्त जोन कमांक- 2 नगर पालिक निगम, रायपुर

प्रतिलिपि:-

1. उपायुक्त, नगर पालिक निगम रायपुर (संलग्न प्रति/ मानचित्र)

2.राजस्व अधिकारी नगर पालिक निगम, रायपुर को सूचनार्थ।

ग्रंबंधित उपयंत्री जोन कमांक 2 नगर निवेश विभाग नगर पालिक निगम, रायपुर को सूचनार्थ एवं आवश्यक कार्यवाही हेतु अग्रेपित।



जोन आयुक्त जोन क्रमांक- 2 नगर पालिक निगम , रायपुर

नियम और शर्ते:-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 e-Signed Final Drawing



15. After issuing Building Permission certificate, Work Commencement process and then Plint level completion, BCC cum Occupancy Permit will be given by the approval authority in the same way as of Building Permission

Detailed Process of BCC and Occupancy Certificate

1.1.1 Stepwise process

Department of Town and Country Planning of Chhattisgarh

- 2. After Building Permission architect will apply for plinth level, department will do the site visit and then issue the Plinth level certificate
- 3. 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.



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

Department of Town and Country Planning of Chhattisgarh

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2. Approval Authority will do the site visit and will approve it

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Department of Town and Country Planning of Chhattisgarh

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3. 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

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4. Approval Authority will do the site visit and will approve it

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Department of Town and Country Planning of Chhattisgarh

1.1.2 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**

×

कार्यालय नगर पालिक निगम, रायपुर जोन-6. भवन पूर्णता सह अधिभोग प्रमाणपत्र

दिनांक - 29/09/2017 भवन पूर्णता सह अधिभोग प्रमाणपत्र क्रमांक - 31

TEST SHRI NIRANJAN MEHER SON OF LATE SHRI FALGUNI MEHER TEST VILLAGE BORIYA KHURD, RAIPUR (C.G.) POSTAL ADDRESS of raipur or chhattisgarh and of india and of earth and of universe

विषयः- TEST SHRI NIRANJAN MEHER SON OF LATE.SHRI FALGUNI MEHER को खसरा कमॉक 94/3,97/3का भाग प.ह.नं. 71 ग्राम लाभाणडी में वा वाणिज्यिक उपयोग निर्माण हेतु कार्य पूर्णता प्रमाण पत्र बाबत्।

भाषका भावेदन दिनॉक 27/09/2017

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

(1) पंजीयन कमॉक 9983 दिनॉक 23/09/2017 अनुजा क. 9983 दिनॉक 23/09/2017 में GF पर 360.67 बर्गमीटर Residential, FF पर 360.67 बर्गमीटर Residential पर वाणिज्यिक उपयोग एवं कार्य पूर्णता प्रमाण पत्र प्रदान करने हेतु आपके द्वारा दिये गये आवेदन पर कार्य पूर्णता प्रमाण प्रत्र जारी करने हेतु आयुक्त महोदय द्वारा दिनॉक 29/09/2017 को अनुमति प्रदान की गई है।

अतः निर्माण किये गये भवन का कार्य पूर्णता प्रमाण-पत्र आवेदन के साथ संलग्न वास्तुविद द्वारा संलग्न कार्य पूर्णता पत्र के पारुप में कार्य पूर्ण होने का दिनॉक 27/09/2017 मान्य करते हुए निस्नलिखित शती के साथ कार्यपूर्णता प्रमाण-पत्र जारी किया जाता है।

्रे 1. पूर्णता प्रमाण-पत्र जारी होने के पण्चात किसी भी प्रकार के परिवर्तन अथवा निर्माण कराने पर अनुमति प्राप्त करना आवष्य्यक होगा। यदि बिना अनुमति के किसी प्रकार का निर्माण अथवा परिवर्तन किया जाता है तो यह प्रमाण-पत्र स्वमेव निरस्त माना जावेगा। 2. छण्ठण्ण के पार्ट में दिये गये पावधानों के अनुसार फायर फाइटींग की व्यवस्था नगर निगम के प्रभारी अधिकारी. अग्निषमन विभाग से प्रेति वर्ष नवीनीकरण कराकर जमा करना आवष्यक होगा। 3. विद्युत यात्रिकी संबंधी कार्य के लिए विद्युत विभाग के इलेक्ट्रीकल इन्सपेक्टर से अनुमति प्राप्त करना आवष्यक होगा। 4. पार्किंग हेतु आरक्षित क्षेत्र को पार्किंग हेतु ही सुरक्षित रखा जावे। उक्त क्षेत्र में अन्य गतिविधियां मान्य नहीं होगी। 5. कथरा एव गारवेज को इकठ्ठा करने हेतु परिसर में पर्याप्त सुविधा उपलब्ध कराना आवष्यक होगा।

6. okkk

जोन आयुक्त नगर पालिक निगम रायपुर

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