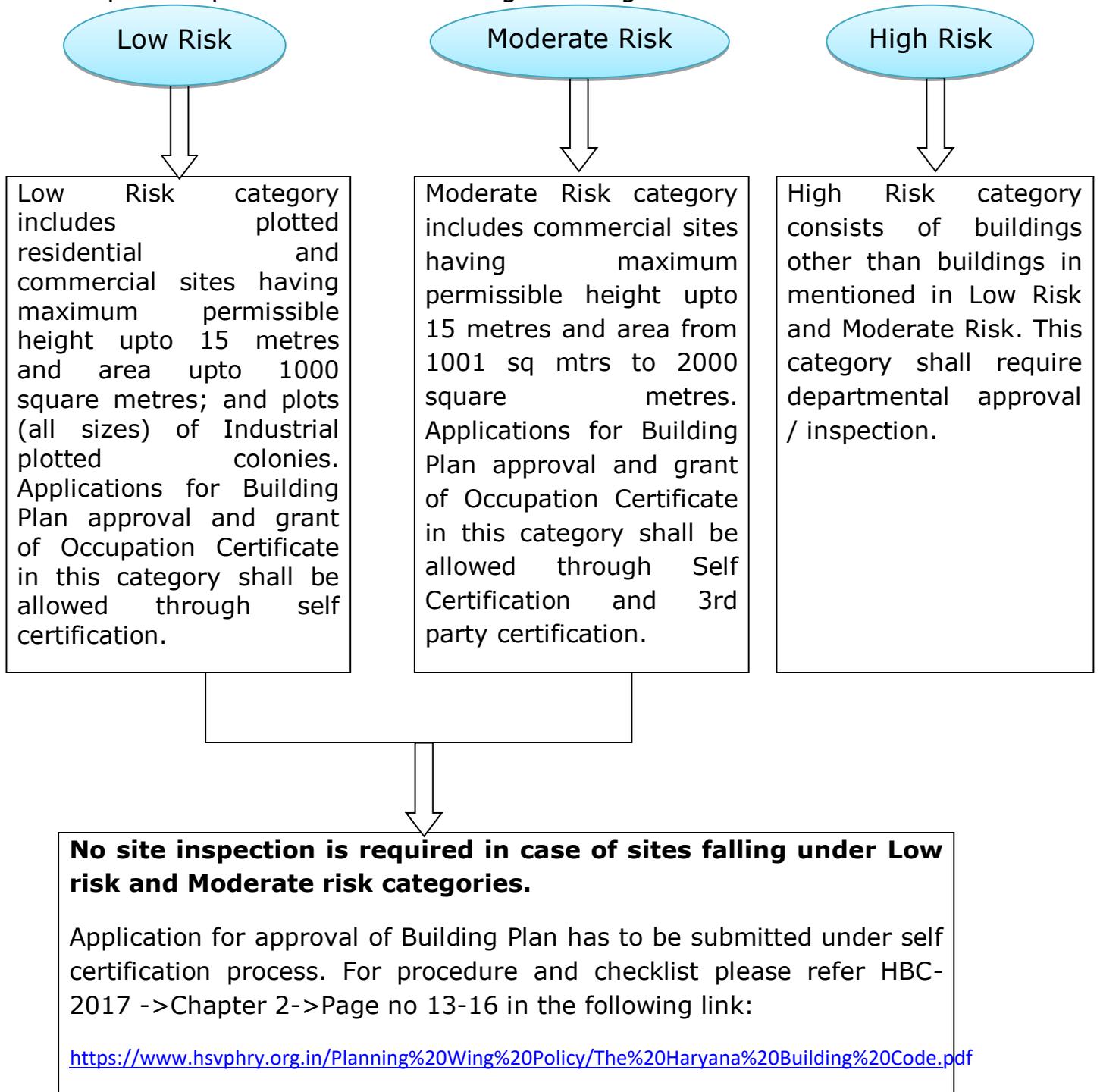


BUILDING PLAN APPROVAL PROCESS FOR INDUSTRIAL AND COMMERCIAL BUILDINGS

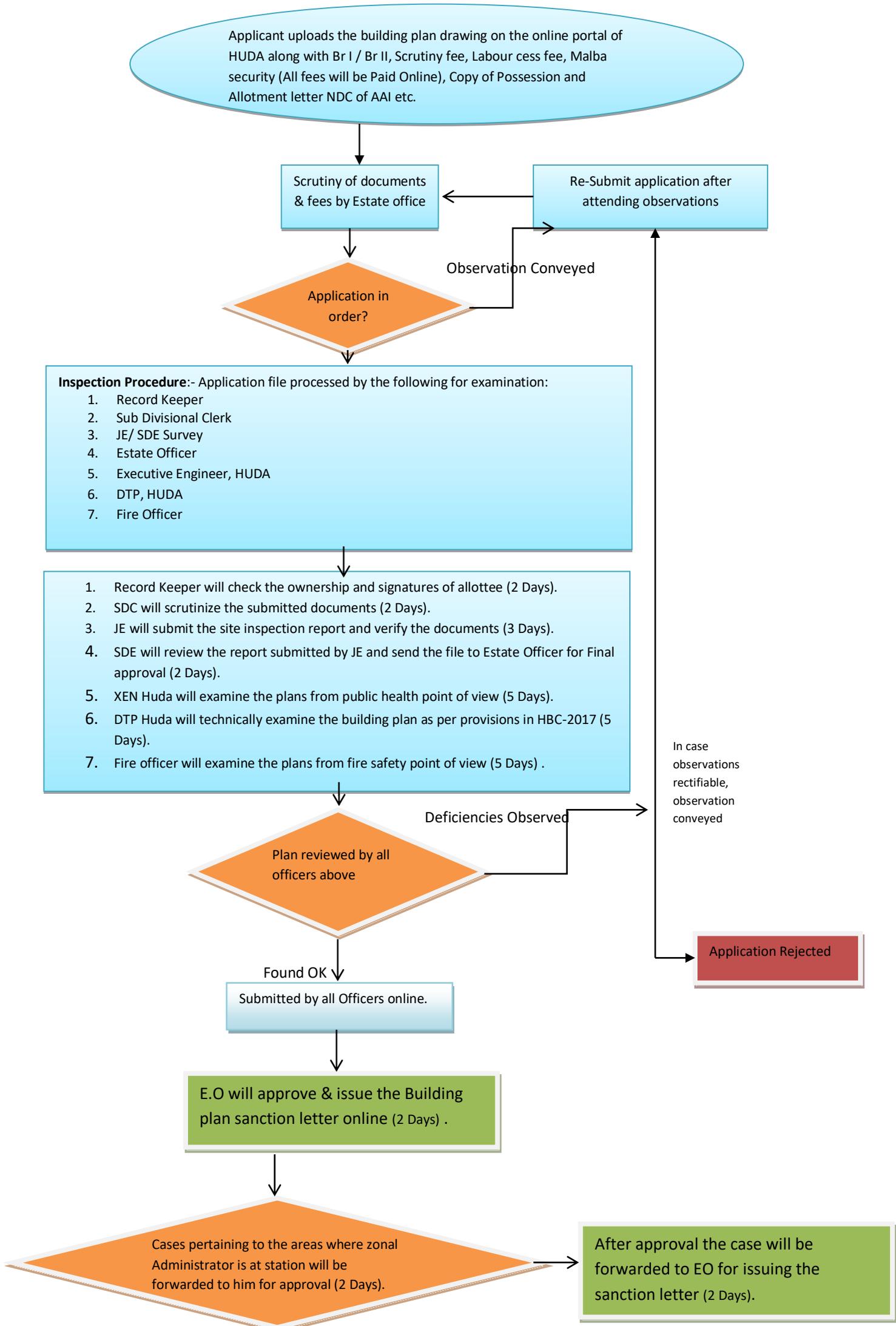
On the basis of height and plot size, buildings are categorized into Low, Moderate and High risk categories. Building plans approved/site inspection process for these categories is given below: -



HARYANA SHEHRI VIKAS PRADHIKARAN

APPLYING FOR ONLINE APPROVAL OF BUILDING PLAN PROCESS FOR HIGH RISE CATEGORIES

Application for erection and re-erection or alteration in a plot/ building is to be submitted to the concerned Estate office.



HARYANA URBAN DEVELOPMENT AUTHORITY

Document Checklist for Fresh Building Plan

S. No	Application Type	Document Name	Remarks
1.	Fresh Building Plan	Duly attested Copy of Possession Certificate	Nil
		Form BR-I duly signed by the owner /owners & the architect with stamp	Nil
		Form BR-II duly signed by the owner/owners & the architect with stamp	Nil
		Photocopy of Allotment Letter duly attested	Nil
		<ul style="list-style-type: none"> • Photocopy of Fee Receipt for Plan Scrutiny and Malba Fee paid online. • Purchasable area amount calculation and receipt. • Labour Cess calculation and receipt. • Security fees, Malba fees calculation and receipt. 	Of the amount applicable for the particular procedure

Procedures involved:

1. The application software will be available on HUDA's portal which will be accessed by the empanelled Architects of HUDA through User ID and Password allotted by HUDA.
2. Public Health Engineering oriented parameters and structural Engineering stability parameters will be captured in the form of check list in the architect's console and the deviations be highlighted by the system automatically wherever HUDA regulations are silent, the provisions of National Building code norms shall be followed.
3. For procedure and checklist please refer HBC-2017 ->Chapter 2->Page no 13 in the following link:<https://www.hsvphry.org.in/Planning%20Wing%20Policy/The%20Haryana%20Building%20Code.pdf>
4. The Architects will upload the building plan in the required format. Current outstanding dues will be checked with PPM before the submission of plan by the architect. In case there are outstanding dues then the architect has the option to pay the dues and scrutiny fee online/ offline mode.
5. An amount of Rs 10/- per entry is to be paid by the applicant as processing fee (inclusive of taxes prevailing as on date).
6. If the plan is technically Okayed by the AutoDCR (Automatic Development Control Rule), printout of the plan having the signatures of Architect and the owner of the plot along with the required documents will be submitted at Single window of the concerned Estate office.
7. The ownership of the plot will be checked by the record keeper from the PPM application & the plot file. If the allottee details are found to be correct then the record keeper will enter his comments on the PPM window and forward the same to the concerned JE else reject the case by taking the approval from the Estate officer. Three extra days will be added in the process in case of mismatch in the allottee details.
8. The uploaded building plan will be reflected on the PPM application window of concerned JE, SDO (Survey) & EO. The JE will check the calculations and purchasable area amount visit the site within 2 working days and submit the report to Estate officer through SDO (survey). In the absence of concerned JE, SDO (Survey) will have the power to assign this job to some other JE.
9. On receipt of report of the JE/SDO (Survey), the Estate Officer has the option to accept or reject the plan. In case of rejection, the Estate Officer shall record the reasons for the same on the PPM application. The status of the plan will be sent to the allottee through an SMS automatically triggered from the PPM application on the registered mobile number of the allottee. In case of approval of the building plan, printout of the approval letter will be generated through the system and dispatched on the address of the allottee along with SMS and e mail confirming the acceptance of the building plan by the concerned Estate office. Both the documents i.e. sanction letter & approved building plan will also be reflected on the property account of the allottee.