

CHECK LIST FOR ISSUE OF COMPLETION CERTIFICATE

(GROUP HOUSING)

NAME OF FIRM.....

ADDRESS.....

LOCATION OF SITE

LAND USE.....PLOT AREA.....

SUBMISSION DATE.....TIME EXTENTION AVAILABLE UPTO.....

(A) DOCUMENTS

1. Time Extension Certificate (If Applicable).....
2. Soft copy of drawings (Checked/Working).....
3. Latest Photograph of Building.....
4. Fire N.O.C (If Applicable).....
5. N.O.C. From Airport Authority (If applicable).....
6. NOC from ministry of Environmental.
7. **Structural Design Verification from IIT for equivalent (If applicable)**.....
8. **Lift Functional Certificate (with A.R.D.)**.....
9. **Electrical Safty Certificate**.....
10. **Consent to operate from UPCB for STP & D.G. sets**.....
11. Board Resolution for Authorised Signatory.....
12. Form "A" Original.....
13. Form "A" Revised.....
14. Applicant NOC given by M/s (As per u.p. Apartment 2010).....
15. N.O.C. from N.P.C.L.....
16. N.O.C. for Swimming Pool.....

(B) DRAWING:

1. Three copies of drawing.....
2. One copy cloth bound.....
3. Signature of applicant and Architecture.....
4. Building plan including service plan.....
5. Layout Plan signed by Town Planner.....
6. Guard Room Detail.....
7. Coverage plan of each floor.....
8. Total Building Height.....
9. Area statement

(C) COMPLETION FORM

1. Appendix 8A, 8B, 8C.
2. Appendix-9
3. Photo copy of registration of architect signing the building plan and appendix.
4. Photo copy of certificate of M.E. structural engineer
5. Copy of certificate of town planner
6. Report of **Horticulture Department**.....
7. Water supply, sewerage, drainage and Site verification from **Eng. Dept.**
8. Rain water harvesting verification from **Urban services**.....
9. Electrical verification from **Electrical Dept.**.....
10. Defaulter certificate from **Property Dept**

(D) Challan copy of fees/charges

S.No	Heads/Category	Required	Deposited
1.	Completion fee @ Rs=35.0		
	Malba charges @ Rs=10.0		
3.	Compounding fee @ Rs=		
4.	Sewer, Water, Drain, Electric & Telephone pipe Connection (Service connection)		
5.	Unsanction Area Fees @ Rs=1250.0		
6.	Revalidation Fees @ Rs=20.0		
7.	Revision fees @ Rs=7.50		
8.	Revised Layout Fees @ Rs=1.50		
9.	Rain water Harvesting		
10.	Inspection charges @ 2515.0		
11.	Purchasable FAR Fees		
12.	Declaretion Fees		
13.	Add. Water Bill		
14.	Labour Ces		
15.			

(E) AFFIDAVITS

1. Affidavit regarding Tree plantation.
2. Affidavit regarding Central Ground Water Authority/STP Water
3. Affidavit regarding **Revision in Peevishly Approved Drawing**
4. Affidavit regarding **Labour Cess**
5. Affidavit regarding **Declaretion (Appt Act 2010)**
6. Affidavit regarding **Architect NOC**
7. Affidavit regarding **Structural engineer NOC**
8. News Paper-1.....
9. News Paper-2.....

(F) SET BACK

S.N.	PLOT SIZE	FRONT IN mts.	REAR IN mts.	SIDE(1) IN mts (Laft Side)	SIDE(2) IN Mts (Right Side)
1.	Up to 150	3.0	1.5	0.0	0.0
2.	151-300	3.0	3.0	0.0	0.0
3.	301-500	4.5	3.0	3.0	0.0
4.	501.2000	6.0	3.0	3.0	3.0
5.	2001-6,000	7.5	6.0	4.5	4.5
6.	6001-12,000	9.0	6.0	6.0	6.0

7.	12,001-20,000	12.0	7.5	7.5	7.5
8.	20,001-40,000	15.0	9.0	9.0	9.0
9.	Above 40,001	16.0	12.0	12.0	12.0

(G) AREA STATEMENT

S.N.	PARTICULARS	PERMISSIBLE	SANCTIONED	EXISTING
1.	GROUND COVERAGE			
2.	BASMENT (including in F.A.R.)			
3.	F.F. COVERAGE			
4.	S.F. COVERAGE			
5.				
6.				
7.				
8.	F.A.R.			
9.	<i>Facility 15%</i>			
10.	<i>METER ROOM</i>			
11.	<i>GUARD ROOM</i>			
12.				
13.	<i>BASMENT (free from F.A.R.)</i>			
14.	<i>STILT</i>			
15.	<i>PODIUM</i>			
16.				
17.	TOTAL F.A.R.			
18.				
19.	COMPLETION FEES			
20.				
21.	Density Calculation Lease Deed /B.B.L per Unit Persons			

Block wise /Floor wise Area Chart is enclosed at

(H) HEIGHT OF BOUNDARY WALL FROM TO OF THE DRAIN

(1) FRONT- (1.0M.solid+1.1m.railing from drain top)

(2) SIDE-

(3) REAR-

(I) Sun Shade (750 mm)

(J) Canopy 2.No (2.40X 4.50)

(K) SPECIAL CONDITION OF LEASE DEED (SHOPS/KIOSK)

a) AREA STATEMENT

S.N.	PARTICULARS	PERMISSIBLE	SANCTION	EXISTING
1.	AREA			
2.	GROUND COVERAGE			
3.	BASMENT			
4.	FAR			

(L) Detail of Community Center

a) AREA STATEMENT

S.N.	PARTICULARS	PERMISSIBLE	SANCTION	EXISTING
1.	AREA			
2.	GROUND COVERAGE			
3.	BASMENT			
4.	FAR			

(M) PARKING AND LANDSCAPING DETAIL (TO BE FILLED BY HORTICULTURE DEPT)

- a) Plot area=.....
- b) Ground coverage=.....
- c) Open area=.....
- d) F.A.R =.....

i) PARKING DETAIL

PARTICULAR	AS PER DIRECTION-1	EXISTING	REMARK
Total E.C.S. Required (A)	F.A.R./ =		
required Nos. of Car Parking			
Area required for car parking			

- 1. Car parking indicated on drawing.....
- 2. Two wheeler parking indicated on drawing.....
- 3. Circulation of the traffic on the plot.....

ii) LANDSCAPING DETAIL

PARTICULAR	AS PER DIRECTION-1	EXISTING	REMARK
Nos. of TREES required	Open area/100		
EVER GREEN TREES	Nos. of trees/2		
SOFT LANDSCAPING For plot areas less than 12000 sqm.	Open area/4		
For plot areas more than 12001 sqm.& above	Open area/2		

1. Variety of trees indicated on drawing.....
2. Showing hard & soft landscaping on drawing.....