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HOUSING & URBAN DEVELOPMENT DEPARTMENT

NOTIFICATION

The 26th October, 2021

ODISHA TOWN PLANNING & IMPROVEMENT TRUST (PLANNING AND BUILDING STANDARDS) RULES, 2021

S.R.O.No. 374/2021— Whereas , the following draft of certain rules which the State Government proposed to make in exercise of the powers conferred by the sub-sections (1) and (3) of Section 125 of the Odisha Town Planning and Improvement Trust Act., 1956 (Odisha Act. 10 of 1957) by superseding the Odisha Special Planning Authority and Regional Improvement Trust Common Planning and Building Standard Rules, 2017, was published as required by sub-sections (1), (2) and (3) of Section 127 of the said Act. in the Extraordinary issue No. 1103 dated the 13th July, 2021 of the *Odisha Gazette* under the notification of the Government of Odisha in the Housing & Urban Development Department No.12100-TP-Dev-20-2021, dated the 9th July, 2021 bearing **S.R.O. No.218/2021** inviting objections and suggestions from all persons likely to be affected thereby within a period of fifteen days from the date of publication of the said notification in the *Odisha Gazette*;

And, whereas, no objection or suggestion has been received in respect of the said draft within the stipulated period;

Now, therefore, in exercise the powers conferred by sub-sections (1) and (3) of Section 125 of the Odisha Town Planning and Improvement Trust Act., 1956, the State Government do hereby make the following rules further in supersession to the Odisha Special Planning Authority and Regional Improvement Trust Common Planning and Building Standard Rules, 2017 :—

CHAPTER –I PRELIMINARY

1. Short title, extent and commencement. —(1) These rules may be called the Odisha Town Planning and Improvement Trust (Planning and Building Standard) Rules, 2021.

(2) They shall apply to the development and building activities carried out in the area falling in the Master Plan areas under the various Planning Authorities including Special Planning Authorities.

(3) They shall come into force on the date of their publication in the *Odisha Gazette*.

2. Definition. —(1) In these rules, unless the context otherwise requires,—

- (i) “Accreditation” means certification of competency, authority and credibility to undertake the duties and responsibilities as assigned, after such accreditation, to accredited person;
- (ii) “Accredited person” means a Technical Person or an Architect, who has been granted with Accreditation Certificate under these rules;
- (iii) “Act” means the Odisha Town Planning and Improvement Trust Act., 1956 (Odisha Act. 10 of 1957);
- (iv) “Addition” or “Alteration” means change from one occupancy to another or a structural change, such as addition to the covered area or height or the removal of part of a building or construction or cutting into or removal of any wall, partition, column, beam, joist, floor or other support, or a change to the fixture of equipment of the building;
- (v) “Advertising Sign” means any surface or structure with characters, letters or illustrations applied thereto and displayed in any manner whatsoever outdoors for the purpose of advertising or giving information or to attract the public to any place, person, public performance, article, or merchandise, and which surface or structure is attached to, forms part of, or is connected with any building or is fixed to the ground or to any pole, screen, fence or hoarding or displayed in space, or in or over any water body included in the jurisdiction of the Authority;

- (vi) “Affordable Housing Projects”, “Affordable Housing Units” and “Slum” shall have the same meaning as defined in Policy for Housing for All in Urban Areas, Odisha 2015 and as amended, from time to time;
- (vii) “Agricultural use” means use of land for the purpose of agriculture, horticulture, sericulture, animal husbandry, poultry farming, plant nursery, piggery, dairy farming, vegetable farming and any activity related to agriculture or milk chilling plant;
- (viii) “Air-Conditioning” means the process of treating air so as to control simultaneously its temperature, humidity, cleanliness and distribution to meet the requirement of conditioned space;
- (ix) “Air Port Reference Point” means a designated point which is established in the horizontal plane at or near the geometric center of the landing area;
- (x) “Amenity” means roads, street, open spaces, parks, recreational grounds, play grounds, gardens, water supply, electric supply, street lighting, sewerage, drainage, public works and other utilities, services and conveniences;
- (xi) “Annexure” means an Annexure appended to these rules;
- (xii) “Apartment” or “flat” means a dwelling unit in a building;
- (xiii) “Apartment building” means building/s having more than eight dwelling units constructed in one block only;
- (xiv) “Applicant” means the person who is the owner of the land or building or has a title over the land or building and includes, —
 - (a) an agent or trustee who receives rent on behalf of the owner;
 - (b) an agent or trustee who receives rent or is entrusted with or is concerned with any building devoted to religious or charitable purpose;
 - (c) receiver, executor or administrator or a manager appointed by any Court of competent jurisdiction to have the charge of or to exercise the rights of the owner; and
 - (d) a mortgagee in possession;

- (xv) "Approved" means approved by the Authority;
- (xvi) "Architect" means a person whose name for the time being entered in the register of Architect maintained under section 23 of the Architects Act., 1972;
- (xvii) "Assembly building" means a building or part of a building where group of people not less than 50 congregate or gather for amusement, recreation, social, religious, patriotic, civil, political, travel and similar purposes such as, theaters, motion picture houses, assembly halls, auditoria, exhibition halls, museum, skating rinks, gymnasium, restaurants, places of worship, dance halls, club rooms, passenger stations and terminals of air, surface and marine public transportation services, recreation piers and stadia, Baarat Ghar and Kalyan Mandap etc.;
- (xviii) "Authorised Officer" means an Officer authorized by the Government or Authority, for carrying out duties and responsibilities provided under these rules;
- (xix) "Authority" means the Planning Authorities and the Special Planning Authority constituted under the Act ;
- (xx) "Balcony" means a projection to serve as passage or sit out place including a hand rail or balustrade;
- (xxi) "Base FAR" means FAR, which is available to all plot owners without any cost or charge which shall be 2.0 or as prescribed or in the Regulations, whichever is low:

Provided that the Government, or Authority with prior approval of Government, may in the public interest, notify a higher FAR as Base FAR;
- (xxii) "Basement" or "cellar" means lower storey of a building, below or partly below the ground level;
- (xxiii) "Basti area" means an area declared as such under a Master Plan and in the absence of such declaration, any area comprising old settlements covering such extent of lands as may be determined by the Authority in consultation with the concerned Local Body;
- (xxiv) "basti plot" means a plot having a width ranging between 4.0 meters and 6.3 meters, the depth being more than three times the width, and located in a basti area;

(xxv) "Building" means any structure or erection or part of a structure or erection which is intended to be used for residential, commercial, industrial or any other purpose:

- (a) "Assembly Building" refers to a building or part of a building where group of people congregate or gather for amusement, recreation, social, religious, patriotic and similar purposes and includes theatres, assembly halls, auditoria, exhibition halls, museum, skating rings, gymnasium, dance hall, club rooms recreation piers and stadia;
- (b) "Commercial Building" refers to a building or part of a building, which is used for transaction of business, keeping of accounts and records or for similar purposes and includes Banks and Commercial Offices and Corporate offices. It shall include mercantile buildings like shops, stores, market display and sale of merchandise either in wholesale or retail, or offices, storage or services facilities incidental to the sale of merchandise and includes Cinema Halls, Petrol Pumps, Hotels, Restaurants, Clinics (without beds), Pathology Labs,
- (c) Lodge-*cum*-guesthouses and Dharma Kantas, etc.;
- (d) "Educational Building" refers to a building used for school, college or day-care purpose for more than 8 hours per week involving assembly, instructions, education or recreation;
- (e) "Hazardous Building" refers to a building or part of a building which is used for the storage, handling, manufacture or processing of highly combustible or explosive materials or products which are liable to burn with extreme rapidity and/or producing poisonous fumes, or the storage, handling, manufacturing or processing of which involves highly corrosive, toxic, obnoxious alkalis, acids or other liquids, gases or chemicals, producing flame, fumes and explosion, poisonous irritant or corrosive gasses and for the storage, handling or processing of any material producing explosive mixture of dust or which result in the division of matter into fine particles subject to spontaneous ignition. This shall include petrol filling stations;
- (f) "Industrial Building" refers to a building or part of a building in which

products or materials of all kind and properties are fabricated, assembled or processed such as assembly plants, laboratories, power plants, smoke houses, refineries, gas plants, mills, dairies or factories;

- (g) "Institutional Building" refers to a building or part of a building which is used for purposes such as Research and Training Centre, Public/Semi Public offices, Hospitals, Dispensaries and Health Centers;
 - (h) Residential Building" refers to a building in which sleeping accommodation is provided for normal residential purpose with or without cooking or dining or both facilities and includes one or two or multi-family dwelling dormitories, apartment houses, flats and hostels;
 - (i) "Public Utility Building" means and includes Post Office, Police Station, Fire Station, and
 - (j) Telephone Exchange, sub-station, water works, Taxi Stands, Bus Terminals, etc.;
 - (k) "Storage Building" refers to a building or part of building used primarily for the storage or sheltering of goods, storehouses, hangers, terminal depot, grain elevators, barn or stables;
 - (l) "Multi-Level Car Parking Building" means having floors in basement & above ground level, primarily to be used for parking of cars, scooters or any other type of light motorized vehicles;
- (xxvi) "Benchmark Valuation" means principles of valuation of a plot of land determined under the Odisha Stamp Rules, 1952 for the time being in force and such other instructions issued by the Government, from time to time, in this behalf;
- (xxvii) "Building accessory" means a subordinate building, use of which is incidental to that of a principal building on the same plot such as garage, coal or fuel shed or for use by peons, chowkidars or domestic servants;
- (xxviii) "Building envelope" means the horizontal spatial limits up to which a building may be permitted to be constructed on a plot;
- (xxix) "Building height" means the vertical distance measured in the case of flat roofs from the average level of the center line of the adjoining street to the

highest point of the building adjacent to the street and in the case of pitched roofs, upto the point where the external surface of the outer wall intersects the finished surface of the sloping roof and in the case of gables facing the road, the mid-point between the eaves level and the ridges;

Explanation. — If the building does not abut on a street, the height shall be measured above the average level of the ground around and contiguous to the building;

- (xxx) "Building line" means the line up to which the plinth of a building adjoining a street or an extension of a street or on a future street may lawfully extend and includes the lines prescribed in any Master Plan in operation for any area under the jurisdiction of the Authority or specification indicated in any Town Planning or Development Scheme or in these rules;
- (xxxii) "Cabin" means a non-residential enclosure constructed of non-load bearing partitions;
- (xxxiii) "Canopy" means a cantilevered projection from the face of the wall at lintel or slab level over any entrance, provided that—
- (a) it shall not project beyond the plot line;
 - (b) it shall not be lower than 2.3m or 7'-6" when measured from the ground; and
 - (c) there shall be no structure on it and the top shall remain open to sky;
- (xxxiiii) "Carpet area" means the net usable floor area of an apartment, excluding the area covered by the external walls, areas under services shafts, exclusive balcony or verandah area and exclusive open terrace area, but includes the area covered by the internal partition walls of the apartment.

Explanation.— For the purpose of this clause, the expression "exclusive balcony or verandah area" means the area of the balcony or verandah, as the case may be, which is appurtenant to the net usable floor area of an apartment, meant for the exclusive use of the allottee; and "exclusive open terrace area" means the area of open terrace which is appurtenant to the net usable floor area of an apartment meant for the exclusive use of the allottee;

- (xxxiv) "Chajja" or "sun-shade" means a sloping or horizontal structural overhang, usually provided for protection from sun and rain or for architectural considerations at lintel level;
- (xxxv) "Chimney" means an upright shaft containing and encasing one or more flues provided for the conveyance to the outer air of any product of combustion; resulting from the operation of any heat producing appliance or equipment employing solid, liquid or gaseous fuel;
- (xxxvi) "Commercial building" means a building or part of a building, which is used for transaction of business, keeping of accounts and records or for similar purposes and includes Banks, Commercial Offices, Corporate offices, mercantile buildings like shops, stores, market display and sale of merchandise either in wholesale or retail, or offices, storage or services facilities incidental to the sale of merchandise, Cinema Halls, Petrol Pumps, Hotels, Restaurants, Lodge-cum-guest houses and Dharma Kantas, etc.;
- (xxxvii) "Common plot" means a single or multiple plots of land which are, reserved during the layout approval for providing community facilities and public utilities and 50% of the area so reserved shall be used to provide required infrastructure for integration of public transport requirement, public washroom complexes, bus-stops, Origin-Destination Terminals etc. and the land so required shall be provided to the concerned Authority or any other Public Authority for building of such public infrastructure;
- (xxxviii) "Completion certificate" means a certificate issued under rule 85;
- (xxxix) "Conversion" means the change of occupancy to another occupancy or change in building structure or part thereof resulting in change of space or use requiring additional occupancy certificate;
- (xl) "Competent Authority" means an Officer appointed as such by the concerned Planning Authority or Special Planning Authority or appointed by the Government;
- (xli) "Corner plot" means a plot at the junctions of, and fronting on, two or more intersecting streets and in such cases, frontage would be on the street having larger width and where two streets are of same width, then the larger side of the plot will decide the frontage and the location of a garage on a corner plot if

provided within the open space shall be located diagonally opposite the point intersection;

- (xlii) “Cornice” means a sloping or horizontal cantilevered projection at lintel level over any entrance or external walls to provide protection from sun and rain;
- (xliii) “Country Homes” means a building in Agricultural Use zone as specified in these rules;
- (xliv) “Covered area” means in respect of ground floor, area covered immediately above the plinth level by the building but does not include the open space covered by, —
 - (a) garden, rockery, well and well-structures, rainwater harvesting structures, plant nursery, water-pool (if uncovered), platform round a tree, tank, fountain, bench, chabutara with open top unenclosed on sides by walls, boundary wall, swing, and area covered by chajja without any pillars etc. touching the ground;
 - (b) drainage, culvert, conduit, catch-pit, gully pit, inspection chamber, gutter and the like; and
 - (c) compound wall, gate, slide or swing door, canopy and areas covered by chajja or similar projections and staircases which are uncovered and open at least on three sides and also open to sky;
 - (d) watchmen booth, pump house, garbage shaft, electric cabin or substations, and such other utility structure meant for the services of the building under construction;
- (xlv) “Cul-de-sac” means such means of access having length up to 150 meters with an additional turning space not less than 81 square meters in area having no dimension less than 9 meter.;
- (xlvi) “Damp-proof course” means course consisting of some appropriate water proofing material provided to prevent penetration of dampness;
- (xlvii) “detached building” means a building whose walls and roof are independent of any other building with open spaces on all sides;

(xlviii) “Developer” means, —

- (a) a person who constructs or causes to be constructed an independent building or a building consisting of apartments or converts an existing building or a part thereof into apartments for the purpose of selling all or some of the apartments to other persons and includes his assignees; or
- (b) a person who develops land into a project, whether or not the person also constructs structures on any of the plots, for the purpose of selling to other persons all or some of the plots in the said project, whether with or without structures thereon; or
- (c) any other person who acts himself as a builder, coloniser, contractor, promoter, estate developer or by any other name or claims to be acting as the holder of a power of attorney from the owner of the land on which the building or apartment is constructed or plot is developed for sale; or
- (d) such other person who constructs any building or apartment for sale to the general public; or
- (e) the Authority or any other public body in respect of allottees of buildings or apartments, as the case may be, constructed by the Authority or such body on lands owned by them or placed at their disposal by the Government, for the purpose of selling all, or some of, the apartments or plots; or
- (f) an apex State level co-operative housing finance society and a primary co-operative housing society which constructs apartments or buildings for its Members or in respect of the allottees of such apartments or buildings;

(xlix) “deviation” means any construction made in departure from the approved plan by way of alterations or additions, modifications in the total floor area, coverage, floor area ratio (FAR), setbacks, height, parking space or provision of public utilities and any other provisions of these rules;

(l) “Director” means Director of Town Planning, Odisha;

(li) “drain” means a line of pipes including all fittings and equipment such as

manholes, inspection chamber, traps, gullies and floor traps used for the drainage of a building or a number of buildings or yards appurtenant to the buildings within the same cartilage and includes open channels used for conveying surface water;

- (lii) “drainage” means the removal of any liquid by a system constructed for purpose;
- (liii) “dwelling unit” means an independent housing unit with facilities for living, cooking and sanitary requirements;
- (liv) “educational building” means a building exclusively used for a school or college recognized by the appropriate Board or University or any other Competent Authority involving assembly for instruction, education or recreation incidental to educational use including quarters for essential staff required to reside in the premises, and building used as a hostel captive to an educational institution whether situated in its campus or outside and a building for such other uses as research institution;
- (lv) “enclosed stair-case” means a staircase, separated by fire resistant walls from the rest of the building;
- (lvi) “encroachment” means an act to enter into the possession or rights either of permanent or temporary nature on a land or built-up property of other persons or local body or State or Central Government;
- (lvii) “EWS House” means a house or dwelling unit intended for Economically Weaker Sections with a carpet area of minimum 21 square meters and maximum 30 square meters or as decided by the State Government, from time to time;
- (lviii) “EWS Plot” means a residential plot intended for Economically Weaker Sections having plot area of minimum 30 square meters or more and less than 50 square meters or as may be decided by the State Government, from time to time;
- (lix) “existing building” means a building, structure or its use, as sanctioned, approved or regularized by any Authority competent to do so, existing before the commencement of these rules;
- (lx) “existing use” in relation to use, means a building or structure existing with due approval of the Authority before the commencement of these rules;

- (lxi) "exit" means a passage, channel or means of egress from any building, storey or floor area to a street or other open space of safety;
- (lxii) "external wall" means an outer wall of a building even though adjoining to a wall of another building and also means a wall abutting on an interior open space of a building;
- (lxiii) "Farm house" means a plot of land measuring such area as mentioned in the rules, including construction thereon in the area designated for agricultural use by the Authority;
- (lxiv) "Farm shed" shall include permanent or temporary structures erected in the plot used for farmhouse;
- (lxv) "Fire Alarm System" means a system of arrangement of call joints or detectors, sounders and other equipments for the transmission and indication of alarm and sometimes used as signals for testing of circuits and whenever required for the operation of auxiliary services and such device may work, automatically or manually, to alert the occupants in the event of fire;
- (lxvi) "fire lift" means lift specially designed for use by fire service personnel in the event of fire;
- (lxvii) "fire proof door" means a door or shutter fitted to a wall opening, and constructed and erected with the requirement to check the transmission of heat and fire for a specified period;
- (lxviii) "fire resisting material" means the material which is normally used for fire resistance;
- (lxix) "flatted factory" means a group of small industrial units of non-polluting nature located in a multi-storeyed building with common services and facilities;
- (lxx) "floor" means the lower surface in a storey on which one normally walks in a building;
- (lxxi) "floor Area" or "Built-up Area" means the total covered area on all floors of a house;
- (lxxii) "Floor Area Ratio" (FAR) means the ratio obtained by dividing total covered area on all the floors by the area of the plot;

- (lxxiii) “footing” means the part of a structure, which is in direct contact with the ground and transmitting loads to the ground;
- (lxxiv) “Form” means a form appended to these rules;
- (lxxv) “foundation” means that part of a structure, which is in direct contact with and meant for transmitting loads to the ground;
- (lxxvi) “gallery” means an intermediate floor or platform projecting from a wall of an auditorium or a hall providing extra floor area, additional seating accommodation, etc. and shall also include structures provided for seating in stadia;
- (lxxvii) “garage-private” means a building or a portion thereof designed for parking of privately owned motor vehicles or any other vehicles;
- (lxxviii) “garage-public” means a building, or a portion thereof designed or used for repairing, servicing, hiring, selling or parking of motor driven or any other vehicles;
- (lxxix) “Government” means the Government of Odisha;
- (lxxx) “ground coverage” means the ground area covered by a building including cantilevered portion on any floor but excluding the areas exempted in the calculation of open space;
- (lxxxii) “ground floor” means the storey, which has its floor surface nearest to the ground around the building;
- (lxxxiii) “habitable room” means a room having area of not less than 9.0 square meters, width 2.4 meters (min.), height 2.75 meters (min.) occupied or designed for occupancy by one or more persons for study, living, sleeping, eating, cooking if it is used as a living room, but does not include bathrooms, water closet compartments, laundries, serving and storage pantries, corridors, cellars, attics and spaces that are not used frequently or during extended periods;
- (lxxxiiii) “Hazardous Building” means a building or part of a building which is used for the storage, handling, manufacture or processing of highly combustible or explosive materials or products which are liable to burn with extreme rapidity or producing poisonous fumes, or the storage, handling, manufacturing or processing of which involves highly corrosive, toxic, obnoxious alkalis, acids or other liquids, gases or chemicals, producing flame, fumes and explosion, poisonous irritant or corrosive

gasses and for the storage, handling or processing of any material producing explosive mixture of dust or which result in the division of matter into fine particles subject to spontaneous ignition and includes petrol filling stations;

(lxxxiv) "Hazardous and obnoxious industry" means industry which creates nuisance to the surrounding development in the form of smell, smoke, gas, dust, air pollution, water pollution and other unhygienic conditions;

(lxxxv) "Hazardous material" means—

(a) radioactive substances;

(b) material which is highly combustible or explosive or which may produce poisonous fumes explosive emanations, or storage, handling, processing or manufacturing of which may involve highly corrosive, toxic, obnoxious alkalis or acids or other liquids;

(c) other liquids or chemicals producing flame, fumes, explosive, poisonous, irritant or corrosive gases or which may produce explosive mixtures of dust or fine particles capable of spontaneous ignition;

(lxxxvi) "Heritage Zone" means the area as delineated in the Master Plan or notified by the Authority under these rules;

(lxxxvii) "High rise building" means a building whose height is 15 meters or more;

(lxxxviii) "Hotel building" or "Hotel premises" means a premise having minimum 10 lettable rooms for lodging of and boarding of 15 persons or more on short / long term basis;

(lxxxix) "Housing Project" means housing complex on plotted developments or having multiple apartment blocks or multiple buildings within one premises having more than 8 dwelling units;

(xc) "illuminated exit signs" means a device for indicating the means of escape during normal circumstances and power failure;

(xci) "Industrial building" means a building or part of a building in which products or materials of all kind and properties are fabricated, assembled or processed such as assembly plants, laboratories, power plants, smoke houses, refineries, gas plants, mills, dairies or factories;

- (xcii) “Institutional building” means a building constructed by Government, Semi-Government Organizations or Registered Trusts, buildings used for medical or other treatment, Research and Training Centre, educational buildings, Public or Semi Public offices, Hospitals, Dispensaries, nursing homes, poly clinics and Health Centers or for an auditorium or complex for cultural and allied activities or care of orphans, abandoned women, children and infants, convalescents, destitute or aged persons and for penal or correctional detention with restricted liberty of the inmates ordinarily providing sleeping accommodation and includes dharamshalas, hospitals, sanatoria, custodial and penal institutions such as jails, prisons, mental hospitals, houses of correction, detention and reformatories;
- (xciii) “Land Use Zone” or “LUZ” means use assigned to a particular plot of land in the Master Plan or Town Planning Schemes or Land sub-division Layout as prepared under the Act;
- (xciv) “Layout” includes sub-divisional layout and site layout;
- (xcv) “Ledge” or “Tand” means a shelf-like projection supported in any manner whatsoever, except by means of vertical supports within a room itself but not having projection wider than 1.0 meter and at a minimum clear height of 2.1 meters from the floor level;
- (xcvi) “LIG House” means a house or dwelling unit intended for low-income groups with a carpet area of minimum 31 square meters and maximum 60 square meters or as specified by the Government, from time to time;
- (xcvii) “LIG Plot” means a residential plot intended for low-income groups with a plot area of minimum 50 square meters and maximum 100 square meters or as specified by the Government, from time to time;
- (xcviii) “Loft” means an intermediate floor between two floors or a residual space in a pitched roof, above normal floor level with a maximum height of 1.5 meters and which is constructed or adopted for storage purposes;
- (xcix) “Low risk buildings” means a building which has been proposed to be constructed—
- (a) on a plot which is part of the layout approved by the Authority under sub-section (3) of Section 31 or under sub-section (1) of Section 33 developed and allotted by the Government or Statutory

Bodies or is a final plot in town planning schemes or development schemes;

(b) having the size of the plot not more than 500 square metres; and

(c) the total height of building which is not more than 10 metres without a basement;

(c) "masonry" means an assemblage of masonry units properly bonded together with mortar;

(ci) "Maximum Permissible FAR" means maximum limit of FAR, to the extent of which development can be taken up on a particular plot of land as prescribed in these rules;

(cii) "Mezzanine Floor" means an intermediate floor between two floors, above ground level, accessible only from the lower floor;

(ciii) "MIG House" means a house or dwelling unit intended for middle-income groups with a carpet area of more than 60 square meters and maximum 200 square meters or as specified by the State Government, from time to time;

(civ) "mitigation" means measures taken in advance of a disaster aimed at minimizing or eliminating its impact on society and on environment including preparedness and prevention;

(cv) "mixed land use" means mixed use of the building or premises as per provisions of these rules;

(cvi) "mixed use building" means a building with mix of two or more uses as specified in these rules;

(cvii) "multi-level car parking building" means a building partly below ground level having two or more basements or above ground level, primarily to be used for parking of cars, scooters or any other type of light motorized vehicles;

(cviii) "multiplex building" shall mean one or more cinema hall and a group of shops or showrooms not less than 20 in number;

(cix) "mumty" or "stair cover" means a structure with a covering roof over staircase and its landing built to enclose only the stairs for the purpose of providing protection from weather and not used for human habitation;

- (cx) “natural hazard prone areas” means areas likely to have moderate to high intensity earthquake or cyclonic storm or significant flood flow or inundation or landslides or mud flows or avalanches, or one or more of these hazards;

Explanation: Moderate to very high damage risk zones of earthquakes are shown in Seismic Zones III, IV and V specified in IS:1893; moderate to very high damage risk zones of cyclones are those areas along the sea coast of India prone to having wind velocities of 39 m/s or more as specified in IS:875(Part 3;) and flood prone areas in river plains (unprotected and protected) are indicated in the Flood Atlas of India prepared by the Central Water Commission, besides, other areas which can be flooded under conditions of heavy intensity rains, inundation in depressions, back flow in drains, inadequate drainage, etc. as identified through local surveys in the Master Plan of the area and landslide prone areas as identified by State Government or Land surveys;

- (cxi) “non-combustible material” means a material, which does not burn nor add heat to a fire when tested for combustibility in accordance with good practice;
- (cxii) “non-conforming use” means the use which does not conform to the zoning regulations;
- (cxiii) “No-Objection Certificate” means a Certificate issued by a Public Agency certifying that it does not have any objection if the concerned authority permits the applicant to carry on development;
- (cxiv) “nursing home” means an establishment which is defined as such under any Act or guidelines of Health and Family Welfare Department of State Government;
- (cxv) “occupancy or use” means the principal occupancy for which a building or a part of a building is used or intended to be used;
- (cxvi) “Occupancy Certificate” means a Certificate issued by the Authority on the basis of completion certificate and on being satisfied that the applicant has made necessary infrastructure provisions such as electricity, water and sanitation and certifying that the building is fit to be occupied for the intended purpose;

- (cxvii) “old settlement area” means an area declared as such under a Master Plan and in the absence of such declaration, any area comprising of old village settlements and covering such extent of land as may be determined by the Authority in consultation with the concerned Local Body;
- (cxviii) “old settlement plot” means a plot having a width ranging between 4.0 meter and 6.3 meter, the depth being more than three times the width and located in an old settlement area;
- (cxix) “open space”, —
- (a) with respect to a plot, means an area forming an integral part of the plot, left open to the sky;
 - (b) with respect to a lay-out, means community open spaces reserved for recreational purposes such as parks, playground, tot-lots, etc.;
 - (c) with respect to the Master Plans, means a land-use demarcated as Open space use zone in the Master Plan;
- (cxx) “overlay rules” means rules mentioned as such under these rules for specific purpose or area or zone, which shall supersede all other corresponding provisions of these rules to the extent provided in such overlay rules;
- (cxxi) “parapet” means a low wall or railing built along the edge of a roof or a floor having a minimum height of 1.0 meter;
- (cxxii) “parking space” means an area enclosed or unenclosed, covered or open, of sufficient size to park vehicles, together with a driveway connecting the parking space with a street or any public area and permitting ingress and egress of the vehicles;
- (cxxiii) “partition” means an interior non-load bearing wall, one storey or part of a storey in height;
- (cxxiv) “performance security” means a security deposit to be deposited with the Authority by the Builder or Developer or Applicant, as the case maybe, as per provision of these rules;
- (cxxv) “permit” means a permission or authorization given by the Authority in writing to carry out the development as regulated by these rules.

- (cxxvi) "plantation" means plantation of plants and trees;
- (cxxvii) "Planning Officer" means an officer of the Authority;
- (cxxviii) "plinth" means the portion of a structure between the surface of the surrounding ground and the surface floor, immediately above the ground;
- (cxxix) "plinth area" means the built-up area measured at the floor level of ground floor;
- (cxxx) "porch" means a covered surface supported on pillar or otherwise for the purpose of pedestrian or vehicular approach to a building;
- (cxxxii) "Public Agency" means an Agency under the State Government which is notified as such and from whom No-objection Certificates are required under these rules prior to grant of permission for development or occupancy;
- (cxxxiii) "public utilities" or "public utility service" means drainage, sewerage, electricity, water supply, solid waste disposal, sanitation, fire services, roads and any other support or infrastructure and the like for which a building has to depend on public bodies, authorities or agencies;
- (cxxxiv) "purchasable FAR" means the Floor Area Ratio (FAR) which may be allowed to the applicant above the base FAR and up to the maximum permissible FAR in absence of TDR certificate and shall on payment of such charges as prescribed under these rules;
- (cxxxv) "Project Management Organization" means an Architect or a Firm of Architects or a Firm of Architects and Technical Person registered under these rules;
- (cxxxvi) "ramp" means a passage with gradual slope joining two level surfaces;
- (cxxxvii) "real estate project" means the development of a building or a building consisting of apartments, or converting an existing building or a part thereof into apartments, or the development of land into plots or apartment, as the case may be, for the purpose of selling all or some of the said apartments or plots or building, as the case may be, and includes the common areas, the development works, all improvements and structures thereon, and all easement, rights and appurtenances belonging thereto;

- (cxxxvii) "receiving plot" means Revenue plot of land over which TDR certificate is proposed to be consumed;
- (cxxxviii) "residential building" means a building in which sleeping accommodation is provided for normal residential purpose with or without cooking or dining or both facilities and includes one or two or multi-family dwelling dormitories, apartment houses, flats and hostels;
- (cxxxix) "Resident's Welfare Association" or "RWA" means an association, formed under the Societies Registration Act, 1860 or under Odisha Apartment Ownership Act, 1982 or any other provision of law prescribed in this regard, of the group of residents of a particular defined locality which may include Housing Projects, residential township or any such inhabited areas, for representation of its residents and for improvement and maintenance or up-keep of infrastructure of such locality or residential areas;
- (cxl) "road" means any access, that it is to say, highway, street, lane, pathway, alley, or bridge, whether a thoroughfare or not, over which the public have right of passage or access or have passed and had access uninterruptedly for a specified period and includes all bunds, channels, ditches, storm water drains, culverts, side tracks, traffic islands, road side trees and hedges, retaining walls, fences barriers and railings within the road line;
- (cxli) "road width" or "width of road or street" or "right of way of road or street" means the whole extent of space within the boundaries of a road when applied to a new road or street as laid down in the city survey or Master Plan or prescribed road lines by any act of law and measured at right angles to the course or intended course of direction of such road;
- (cxlii) "room height" means the vertical distance measured from the finished floor level to the finished ceiling;
- (cxliii) "row housing" means a row of contiguous houses with only front and rear open spaces;
- (cxliv) "Scrutiny Committee" means a Committee constituted and notified as such by the concerned Authority for the purpose of these rules;
- (cxlv) "section" means section of the Act;

- (cxlvi) "semi-detached building" means building detached on three sides (front, rear and side) with open spaces as specified under these rules;
- (cxlvii) "sending Plot" means Revenue plot of land or part thereof which is proposed to be surrendered to Competent Authority in lieu of TDR certificate;
- (cxlviii) "service area" means such non-habitable spaces required for accommodating service equipment and machinery related to building services such as electrical and allied installations, air-conditioning, heating and mechanical ventilation, plumbing services, sewerage treatment plant, solid waste management facilities, utility and ventilation shafts /ducts and any other such utilities and services;
- (cxlix) "service floor" means a storey of maximum 2.40 mtrs. height below the beam between any two storeys above ground floor to be allowed in case of more than four storied buildings for running electrical cables, water or sewerage lines, service ducts or AC ducts and services and their maintenance only;
 - (cl) "service lane" means a lane provided at rear or side of a plot for service purposes;
 - (cli) "service road" means a road or lane provided at the front, rear or side of a plot for service purpose;
 - (clii) "set back" means the distance between the plinth lines of the building and the boundary of the plot;
 - (cliii) "settlement" means a human settlement, whether urban or rural in character which includes inhabited villages, towns, townships, cities and the notified areas which is under the jurisdiction of the Authority;
 - (cliv) "side depth" means horizontal distance between the front and rear side boundaries;
 - (clv) "site" means a parcel or piece of land enclosed by definite boundaries;
 - (clvi) "site with double frontage" means a site having frontage on two streets other than corner plot;
 - (clvii) "site layout" means carving out a final plot from a parcel of land, comprising of one or more than one revenue plots into a buildable site with a provision for streets giving adequate access to the proposed site, other boundary plots and

roads and drains as per Master Plan leaving a common plot for common utilities and other public infrastructure development;

(clviii) "smoke stop door" means a door for preventing or checking the spread of smoke from one area to another;

(clix) "special building" means all buildings like assembly, industrial, buildings used for wholesale establishments, hotels, hostels, hazardous, mixed occupancies with any of the aforesaid occupancies and centrally air conditioned buildings having total built up area exceeding 500 square meters;

(clx) "spiral staircase" means a staircase forming continuous winding curve round a central point or axis provided in an open space having tread without risers;

(clxi) "standard building plan" means a residential building plan of low risk building category, prepared and approved by the authority for such standard-size residential plots which is part of the layout approved by the Authority under sub-section (3) of section 31 and sub-section (1) section 33 of the Act or developed and allotted by the Government or Statutory Bodies or is a final plot in town planning schemes or development schemes:

Explanation. —standard-size residential plots in the context of standard building plan shall mean a plot of such dimensions/size, abutting such road width and located in such areas/villages/zones, as may be specified in the standard building plans;

(clxii) "stilt floor" means a floor supported by pillars with all four sides open to be used for parking, switch room, generator room, society room and information room with minimum height of 2.4 meter;

(clxiii) "storage building" means to a building or part of building used primarily for the storage or sheltering of goods, storehouses, hangers, terminal depot, grain elevators, barn or stables;

(clxiv) "storage space" means a space where goods of non-hazardous nature are stored and includes cold storage and banking safe vaults;

(clxv) "store room" means a room used as storage;

(clxvi) "storey" means the space between the surface of any floor and the surface of the floor next above it, or if there be no floor above it then the space between any floor and the ceiling next above it, but shall not include a mezzanine floor;

- (clxvii) “sub-divisional layout” means division of a plot or parcel of land, with or without amalgamation of revenue plots, into two or more final plots after providing for streets, roads and drains as per Master Plan, right of way for utilities, common plot, open space etc. as per norms specified;
- (clxviii) “supervisor” means a person having Diploma in Architectural Assistantship or Diploma in Civil Engineering or equivalent qualification;
- (clxix) “Technical Person” means a Civil Engineer or a Structural Engineer or a Mechanical Engineer or an Electrical Engineer or a Town Planner or a Surveyor or any other person having specialized skills, which are required for planning, development and construction of buildings and who is not registered under provisions of any Act., Rules or Regulation;
- (clxx) “tenements” means room or rooms in the occupation of, or meant for the occupation of one tenement;
- (clxxi) “Through Block Linkage” means a non-motorised, open-to-sky public path or walkway within the block (i.e., land parcel, defined by public streets on all sides) to provide shorter access to pedestrians and Non-Motorised Transport (NMT) and to improve walkability;
- (clxxii) “to abut” means to abut on a road so that any portion of the building is on the road boundary;
- (clxxiii) “transit priority corridors” means major public streets which will be prioritized by public agencies for providing public transport systems including mass transit systems;
- (clxxiv) “Transferable development rights certificate” (TDR certificate) means a certificate issued by the Competent Authority to an owner or a lessee of the land permitting him to exercise transferable development right in accordance with the provisions of these rules;
- (clxxv) “unauthorized construction” means the erection or re-erection, addition or alternation which is not approved or sanctioned by the Authority;
- (clxxvi) “Underground or Overhead Tank” means an underground or overhead water tank, constructed or placed, to store water;

- (clxxvii) “unsafe building” means buildings which are structurally and constructional unsafe or in-sanitary or do not provide adequate means of egress or which constitute fire hazard or are otherwise dangerous to human life or property or which, in relation to existing use, constitute a hazard to safety, health or public welfare by reason of inadequate maintenance, dilapidation or abandonment;
- (clxxviii) “ventilation” means the supply of outside air into a building through window or other openings due to wind outside and convection effects arising from temperature or vapour pressure differences (or both) between inside and outside of the building;
- (clxxix) “verandah” means space with at least one side open to the outside with the exception of one-meter parapet on the upper floors to be provided on the open side;
- (clxxx) “water closet(W.C.)” means a privy with arrangement for flushing the pan with water but does not include a bath room;
- (clxxxii) “watercourse” means a natural channel, or an artificial channel formed by draining or diversion of a natural channel meant for carrying storm and wastewater; and
- (clxxxiii) “window” means an opening to the outside other than a door, which provides all or part of the required light or ventilation, or both to an interior space;

(2) Words and expressions used in these rules, but not defined, shall have the same meaning as respectively assigned to them in the Act and any other rules made thereunder or in the National Building Code of India, as amended, from time to time.

CHAPTER –II. ADMINISTRATION

3. Applicability of rules. —Subject to the provisions of the Act., these rules shall apply to —

- (a) all development, redevelopment, erection and or re-erection of a building as well as to the design, construction of, or reconstruction and additions and alterations to a building.
- (b) all parts of the building whether removed or not, and in case of removal of whole or any part of the building;
- (c) the remaining part of the building after demolition and work involved in demolition in case of demolition of whole or any part of a building;
- (d) all parts of the building affected by the change in occupancy of a building; and
- (e) use of any land or building where sub-division of land is undertaken or use of land or building is changed.

4. Applicability to existing buildings. —(1)The construction of any building in respect of which permission has been issued before coming into force of these rules shall, continue to be validly made and the said permission shall be deemed to have been issued under the corresponding provisions of these rules.

(2) Where any building has been constructed without an approved plan under the Act., the provisions of these rules shall be insisted upon.

(3) Where any building has been constructed with deviation of an approved plan under the Act, the provisions of these rules shall be insisted upon, except for the provisions relating to the norms of compounding where benefit of compounding under earlier rules or regulations of the concerned Authority, under which approval was given would have been extended:

Provided that where the benefit of compounding is allowed, the charges for such compounding shall be as per regulations in operation.

5. Registration of Technical Persons. —No person shall be eligible to prepare and submit building plans on behalf of the applicant for the purpose of obtaining permission under these rules unless such technical person is registered under the provisions of any rules made under the Act. or the Odisha Development Authorities Act., 1982 or under any other Act or rules made there under as a Registered Technical Person.

6. Power to Accredit. — The Authority shall have the power to accredit any registered Technical person or Architect, under provisions of these rules, who shall be designated as Accredited Persons of the Authority.

7. Application for Accreditation. — (1) The Competent Authority shall invite applications, through a public notice for the purpose of accreditation, at least once in a year.

(2) Any registered Technical Person or Architect, as the case may be, apply in response to such public notice to the Competent Authority, in Form I.

(3) The application shall be accompanied by fees of Five Thousand rupees only.

8. Grant of Accreditation Certificate. —(1) The Competent Authority on recommendation of Accreditation Committee, may either grant or refuse an Accreditation Certificate within sixty days from last date of receipt of application.

Explanation: - For the purpose of these rules, the expressions “Accreditation Committee” means a committee consists of not more than five members nominated by the concerned Authority:

Provided that the Competent Authority before refusing to grant Accreditation Certificate to a person shall give a reasonable opportunity of being heard.

(2) The Competent Authority shall grant to the registered technical person or Architect, an Accreditation Certificate in Form II.

(3) Before issue of an Accreditation Certificate, the applicant shall execute an agreement with the Competent Authority.

(4) The agreement shall have provisions for performance of duties and responsibilities as assigned to Accredited Persons under these rules along with performance security and other matters, as decided by the Authority, from time to time.

9.Duration of Accreditation. — (1) The Accreditation Certificate shall remain valid for the period of three years from the date of issue of the same, unless otherwise cancelled or suspended.

(2) The Accreditation Certificate may be renewed for a further period of three years on an application to be submitted before its expiry period on payment of fees equal to one half of the fees as payable for grant of Accreditation certificate under sub-rule (3) of rule 8:

Provided that the validity of Accreditation Certificate shall be coterminous to that of cancellation of Registration Certificate under the provisions of these rules.

10.Qualification and Experience.— (1) For the purpose of accreditation, Architect or Technical Person, as the case may be, must have experience of at least five years in preparation of building plans, supervision of construction of buildings.

(2) The Accredited Persons shall maintain an office, which shall be accessible by general public on any of the working days between 10.00 A.M. to 5.00 P.M.

11.Duties and responsibilities of Accredited Persons. —(1) On behalf of authority, it shall be the duty of the Accredited Person to take up site and field verifications, as required for approval of building plan by him:

Provided that it shall be the duty of the applicant to ensure that the respective Accredited Person take up site and field verifications and submit report in Form III to the Authority at the stage of foundation level, plinth level and roof casting for each floor of the building which has been permitted and further, on completion of the building, applicant must ensure that a Completion Certificate is issued by the Accredited Person in Form IV and submitted to the Authority for verification and issuance of occupancy certificate.

(2) The fees as applicable shall be collected by the Accredited Person and deposited with Authority within 30 days.

(3) The Accredited Persons shall also give information approved by him in Form V to the Authority.

12. Inspection by Accredited Person. —(1) The Authority may assign the work of conducting an independent inspection with respect to ongoing building operations being taken up within the jurisdiction of the Authority to any accredited person; for such inspection. Accredited Person shall submit a report on his findings to Authority.

(2) The fees and charges payable to an Accredited Person by Authority for such inspections shall be as per the terms and conditions of the agreement, entered between the Authority and such Accredited Person.

13.Failure to meet Standards of Performance. — (1) In case, an Accredited Person fails to take up any work as required to be performed in discharge of his professional duties as prescribed under any Act or rules or regulations made thereunder, then the Competent Authority may, after giving reasonable opportunity of being heard to the Accredited Person, cancel the Accreditation Certificate granted under these rules.

(2) The cancellation of the accreditation may be done by the Competent Authority after an enquiry is conducted on the allegation made against the Accredited Person, for failure to meet standards of performance, misconduct or otherwise:

Provided that the cancellation shall be done only on recommendation of Accreditation Committee:

Provided further that pending enquiry, the Competent Authority shall have the power to suspend the Accreditation Certificate, if the same is not in public interest.

14. Maintenance of Register. — (1) The Competent Authority shall maintain “Register of Accredited Persons” in Form VI wherein the details of all persons to whom Accreditation Certificates have been issued shall be entered including the facts on suspension or cancellation, as the case may be.

(2) A copy of the updated register shall be made available on official website of State Government, Director and Authority.

15. Appeal— Any Accredited person being aggrieved by the decisions of the Competent Authority, may prefer an appeal to the Authority within thirty days from the date of such decision.

16. Project Management Organization.— Every applicant, who applies for permission as required under sub-section (3) of section 31 and sub-section (1) Section 33 of the Act. for Buildings other than low risk building shall engage a Project Management Organization to carry out duties and responsibilities as given under these rules:

Provided, that in case of any Department of Central or State Government or an authority of the Central or State Government established or constituted under any law for the time being force it is not required to engage Project Management Organization but their in-house Architects and Technical persons, shall carry out the duties and responsibilities as assigned to the Project Management Organization, under these rules.

17. Agreement for Building Operations. — For the purpose of taking up services of Project Management Organization for building operations of the buildings other than low risk building, an applicant shall enter into an agreement with any of the Project Management Organizations.

18. Project Management Services. —The agreement between the applicant and Project Management Organization shall include the scope of services and provisions for Project Management Services which shall be in conformity with scope of services as defined by Council of Architecture; from time to time, for providing comprehensive architectural services:

Provided that, it shall be the duty of the applicant to ensure that Project Management Organization engaged by him for this purpose takes up site and field verifications and submit report in Form VII to the Authority at the stage of foundation level, plinth level and roof casting for each floor of the building which has been permitted by the Authority for erection of new buildings.

Provided further that, on completion of the building, applicant must ensure that a Completion certificate in Form IV is issued by the PMO and submitted to the Authority for verification and issuance of occupancy certificate.

Explanation: - The applicant will be responsible for ensuring compliance to provision of various Acts, rules, regulations, and codes made thereunder, which control or provide for various norms governing development including but not limited to planning

norms, fire safety norms, environmental norms, as applicable in each case.

19. Change of Project Management Organization. — The applicant may change the Project Management Organization, at any time, provided that the applicant shall submit to the Authority details of the new Project Management Organization and copy of the agreement entered between the Applicant and new Project Management Organization along with the copy of the receding agreement within seven days of such change.

20. Failure to meet Standards of Performance.— (1) In case the Project Management Organization fails to take up any work as required to be performed in discharge of their professional duties under any Act. or rules, then the same shall be treated as failure to meet the prescribed standards of performance and in such a case, the Competent Authority or his authorised officer may direct the applicant to change the Project Management Organization within fifteen days of issue of such directions failing which permission granted may be revoked after giving reasonable opportunity of being heard.

(2) If the development taken up by the applicant contravenes any provisions of the Act., rules and regulations made under the Act or any other Codal provisions applicable for building operations, then action will be initiated against the applicant and an officer of the authority duly authorised for the purpose may issue such directions as required under the law and may revoke the permission granted after giving reasonable opportunity of being heard.

21. Information on Technical Persons. —The Project Management Organization shall submit to the Authority at the time of submission of the application for permission made under rule 74 or rule 106, as the case may be, a copy of the Registration Certificate of Technical Persons or Architects as applicable, along with such applications.

22. Issues of duplicate certificates. —The duplicate of the Registration Certificate or Accreditation Certificate may be issued respectively by the Registering Authority and the Authority, on payment of fee one hundred rupees:

Provided that prior to grant of duplicate certificate, the Registering Authority or the Authority, as the case may be, shall be satisfied that the reasons for issuance of such duplicate certificate is genuine and has arisen out of mutilation, damage, destruction, theft or loss or otherwise, of the original certificate.

CHAPTER –III

GENERAL

Part I (Land use and Zone)

23. Zoning Regulations. —(1) In the Master Plan various Land Use Zones (LUZ) are indicated with their specific boundaries and these land use zones shall be regulated in accordance with the provisions of the Table No. 1 herein after provided.

24. Different uses of Land. —(1) Permission for different uses shall be accorded for principal use earmarked in the different zones as described in column (c) of Table No. 1.

(2) Permission for different uses specified in column (d) of Table No. 1 shall be accorded on special consideration by the MP and BP Committee and reasons for such consideration shall be recorded in writing and it is further provided that Authority may prescribe terms and conditions including levy of fees and charges for guidance of the committee for consideration of such cases.

(3) The activities specified in column (e) of the said Table No. 1 shall not be permitted in the areas reserved for particular uses.

(4) The purposes which are not specified in column (c), column (d) and column (e) of the Table No.1 shall be interpreted by the MP and BP committee on basis of such analogous entries in these columns.

(5) Developments may be permitted on recommendation of MP and BP Committee in the open space LUZ if the following conditions are satisfied along with other conditions of these rules, namely: —

- (i) the land is a stitiban land and not a leasehold land;
- (ii) the coverage is not more than 50%;
- (iii) the height is not more than 7.0 meters:

Provided that if applicant reserves 40% of the area as public open space then the above said restrictions shall not apply:

Provided further that such 40% public open space shall be surrendered by way of free gift to the Authority for development of community space, public park, playground etc.:

Provided also that the Competent Authority shall have the discretion to combine two or more such surrendered plots of land to form one large contiguous plot of land and may also allow exchange of such surrendered plots with other landowners in similar land use zones so as to form a contiguous bigger plot of land for public use after such reservation. And while doing so principles followed for the purpose of implementation of Town Planning Scheme, shall be taken into consideration.

(6) Mixed use of the building, may be permitted in a particular zone on a plot size of 500 square meters and above and abutting a road of width of minimum 12 meters:

Provided that the principal use of the building shall cover not less than 2/3rd of the total floor area and other permitted uses shall not exceed 1/3rd of the total area. However, for FAR over and above Base FAR, the applicant will have the option to change the above proportion subject to minimum 1/3rd of built-up area towards principal use.

(7) Subject to the provisions contained in rule 87, the following provisions shall be applicable for all constructions in Special Heritage Zone earmarked in the Master Plan, namely: —

- (i) the maximum height of the building shall not exceed 15 meters; and
- (ii) all proposals for development over an area of more than 500 square meter or ten-meter height or both shall only be considered on recommendations of the MP and BP committee with representation from the Archaeological Survey of India and the Odisha State Archaeology.

(8) Sub-divisional Layouts shall be permitted in Environmentally Sensitive Zone, if the following conditions are satisfied along with other conditions of these regulations, namely: —

- (i) the minimum size of the plot shall be more than 2 Ha;
- (ii) the minimum width of approach road as required under these rules shall not be less than 12 meters;
- (iii) no relaxation on required width of approach road specified for sub divisional layouts shall be permitted;
- (iv) the proposal for development shall only be considered on recommendation of

MP and BP Committee with representatives from Water Resource Department, State Pollution Control Board and Public Health Engineering Department.

- (v) Notwithstanding anything to the contrary to the provisions specified in these rules all other conditions applicable for Sub divisional layout shall be applicable.

(9) Construction of building shall be permitted in Environmentally sensitive Zone, if the following conditions are satisfied along with other conditions of these rules, namely: —

- (i) the minimum size of the plot shall be 4000 square meters;
- (ii) the minimum width of approach road shall be 12 meters;
- (iii) the maximum coverage shall not exceed 40% of the area;
- (iv) the proposal for development shall only be considered on recommendation of MP and BP Committee with representatives from Water Resource Department, State Pollution Control Board and Public Health Engineering Department.
- (v) approval of building plan on a sub-plot within such sub-divisional layout which has been approved as per the provisions prescribed under sub-rules (8) shall be considered as per provisions of these rules without the restrictions specified under Clause (i) to (iv) above.

Table 1: Land Use Permitted/Prohibited in different Land Use Zones				
Sl. No	Use Zone	Uses/Activities Permitted	Uses/Activities Permissible on recommendation of MP and BP Committee	Uses/Activities Prohibited
(a)	(b)	(c)	(d)	(e)
1.	Residential Use Zone (R)	<ol style="list-style-type: none"> 1. All types of Residential activities 2. Hostel, Boarding and lodging houses 3. Night shelters, dharamshalas, guest houses 4. Services for households (saloon, parlors, bakeries, sweet shop, dry cleaning, internet kiosk, etc.) 5. Retail shopping 6. Neighborhood level Social, cultural and recreational facilities with adequate parking provisions 7. Community centers, club, auditoriums 8. Marriage and community halls 9. Educational buildings (nursery, primary, high – school) 10. Health clinics, yoga centers, dispensaries 11. Library and gymnasiums 12. Exhibition and art galleries 13. Places of worship 14. Municipal, state and central Government offices 	<ol style="list-style-type: none"> 1. Shopping Mall & Multiplex 2. Places of entertainment, cinema halls 3. Restaurants and hotels 4. Tourism related services 5. Markets for retail goods 6. Petrol Filling Stations 7. Motor vehicle repairing workshop/ garages, 8. Colleges and research institutions 9. IT, IT enabled services 10. Stadiums, shooting range 11. Storage of LPG cylinders 12. International conference center 13. district battalion offices, 14. Burial grounds, 15. forensic science laboratory 	<ol style="list-style-type: none"> 1. Use/activity not compatible to the land use 2. Heavy, large and extensive industries, noxious, obnoxious and hazardous industries 3. Warehousing, storage godowns of perishables, hazardous, inflammable goods, wholesale mandis, junk yards 4. Workshops for buses 5. Slaughter houses 6. Hospitals treating contagious diseases 7. Sewage disposal sites 8. Solid waste dumping grounds 9. Zoological garden, botanical garden, bird sanctuary

Table 1: Land Use Permitted/Prohibited in different Land Use Zones				
Sl. No	Use Zone	Uses/Activities Permitted	Uses/Activities Permissible on recommendation of MP and BP Committee	Uses/Activities Prohibited
(a)	(b)	(c)	(d)	(e)
		15.Outdoor and indoor games 16.Public utilities and building except service and storage yards, electrical distribution depots and water pumping stations 17.Nursery and green houses. 18.Police posts/station and post offices. 19.Banks and professional offices not exceeding one floor. 20.nursing homes and health centers (20beds) 21.Household industries if the area for such use does not exceed one floor and there shall be no public display of the goods. 22.Bus stops, taxi stands,3 wheeler/auto stands, rickshaw stands 23.Parks and tot-lots	16.Sewage treatment plant 17.Solid Waste Treatment Plant/Composting Sites 18.Water treatment plants 19.Printing presses employing not more than 10 persons 20.Godowns/warehousing of non-perishables 21.Consulates 22.Hospital 23.Public Bus depots	
		1. Retail business, mercantile 2. Commercial center 3. Residential uses 4. Service garages 5. Banks and financial		1. Polluting industries 2. Heavy, extensive, noxious, obnoxious,

Table 1: Land Use Permitted/Prohibited in different Land Use Zones				
Sl. No	Use Zone	Uses/Activities Permitted	Uses/Activities Permissible on recommendation of MP and BP Committee	Uses/Activities Prohibited
(a)	(b)	(c)	(d)	(e)
2.	Retail Commercial & Business Use Zone (C-1)	<p>services and stock exchanges</p> <p>6. Printing presses employing not more than 10 persons.</p> <p>7. Perishable goods markets</p> <p>8. 20 bedded Hospitals</p> <p>9. Business and</p> <p>10. Professional Offices</p> <p>11. Solid Waste</p> <p>12. Treatment</p> <p>13. Plant/Composting</p> <p>14. Sites</p> <p>15. Private institutional offices, Govt. and</p> <p>16. semi-Government offices</p> <p>17. Shops and shopping malls</p> <p>18. Commercial services</p> <p>19. Colleges, polytechnics and higher technical institutes</p> <p>20. Restaurants and hotels</p> <p>21. Sports complex and stadiums</p> <p>22. Transit Home</p> <p>23. Hostels, boarding houses social and welfare institutions guest houses</p> <p>24. Convenience and neighborhood shopping centers, local shopping centers, weekly and formal</p>	<p>1. Associate Wholesale Storage Yards</p> <p>2. Weigh bridge</p> <p>3. slaughter houses,</p> <p>4. Sewage treatment plants</p> <p>5. Solid Waste Treatment Plant</p> <p>6. Hospital with more than 20 beds</p> <p>7. Agricultural uses, storage of perishable and inflammable commodities</p> <p>8. District battalion offices</p>	<p>hazardous and extractive industrial units</p> <p>3. Hospitals/ research laboratories treating contagious diseases</p> <p>4. Poultry farms, dairy farms,</p> <p>5. Sewage's disposal sites, solid waste dumping grounds</p> <p>6. Quarrying of gravel, sand, clay and stone</p> <p>7. Zoological gardens, botanical gardens and bird sanctuary</p> <p>8. Use/activity not compatible to the land use</p>

Table 1: Land Use Permitted/Prohibited in different Land Use Zones				
Sl. No	Use Zone	Uses/Activities Permitted	Uses/Activities Permissible on recommendation of MP and BP Committee	Uses/Activities Prohibited
(a)	(b)	(c)	(d)	(e)
		markets, bakeries and confectionaries 25.Cinema halls, theatres, banquet halls, auditorium 26.Places of entertainment, recreational uses and museums 27.Convention centers 28.Marriage and community halls, night shelters 29.Public utilities, telephone exchanges 30.Clinics and nursing homes, Hospitals 31.Religious places 32.Petrol Pumps 33.Police posts/station and post offices 34.Residential projects 35.IT and IT enabled services 36.Commercial institutes, research and training institutes 37.Parking lots, Taxi stands, 3-wheeler/auto stands, rickshaw stands 38.Picnic Hut 39.Forensic science laboratory		

Table 1: Land Use Permitted/Prohibited in different Land Use Zones				
Sl. No	Use Zone	Uses/Activities Permitted	Uses/Activities Permissible on recommendation of MP and BP Committee	Uses/Activities Prohibited
(a)	(b)	(c)	(d)	(e)
3.	Wholesale Commercial Use Zone (C-2)	<ol style="list-style-type: none"> 1. Wholesale and retail business 2. Wholesale and storage buildings 3. Service centers, garages, workshops 4. Banks and financial, services 5. Government and Semi Govt.offices 6. Associated residential uses, residential, apartment 7. Commercial and business offices and work places 8. Petrol pumps and service stations on roads of 30 meter 9. or more ROW 10.Godowns, covered storage and warehousing 11.Weigh bridges 12.Bus stops, taxi stands, 13. 3-wheeler/auto stands, rickshaw stands 14.Parking spaces 15.Restaurants 16.Water treatment 17.Plants 18.Public utilities 19.Police station/ posts, post 	<ol style="list-style-type: none"> 1. Truck terminal, bus depots and parking, Freight terminal 2. Warehousing, storage godowns of perishable, inflammable goods, coal, wood, timber yards 3. Non-polluting, nonobnoxious light industries 4. Junkyards 5. Gas installation and gas works 6. Railway yards and stations, road freight stations 	<ol style="list-style-type: none"> 1. Use/activity not compatible to the land use 2. Polluting Industries 3. Large scale storage of hazardous and other inflammable materials except in areas, specifically earmarked for the purpose

Table 1: Land Use Permitted/Prohibited in different Land Use Zones				
Sl. No	Use Zone	Uses/Activities Permitted	Uses/Activities Permissible on recommendation of MP and BP Committee	Uses/Activities Prohibited
(a)	(b)	(c)	(d)	(e)
		office		
4.	Industrial Use Zone (I)	<ol style="list-style-type: none"> 1. All kind of nonpolluting industries 2. General business 3. Industrial Research Institute 4. IT and ITES 5. SEZs notified by Government of India 6. sports/stadiums/ playgrounds 7. Cold storage and ice factory 8. Loading, unloading spaces 9. Warehousing, storage and depots of non-perishable and non- inflammable commodities 10. Gas godowns 11. Govt semi –govt. 12. private business offices, 13. Wholesale business establishments 14. Banks, financial institutions and other commercial offices 15. Petrol filling station with garages and service stations 16. Bus terminals and bus 	<ol style="list-style-type: none"> 1. Heavy, extensive and other obnoxious, hazardous industries subject to the approval of the Odisha Pollution Control Board 2. Control Board 3. Recreational sports or centers 4. Technical Educational Institutions, Schools and colleges 5. Junkyards, 6. Sewage disposal works, electric power plants, service stations 7. Religious buildings 8. Major oil depot and LPG refilling plants 9. Residential building in non-polluting industrial area, 10. Affordable Housing 11. Gas installations and gas works 12. Helipads 13. Hotels, motels, guest houses 	<ol style="list-style-type: none"> 1. Use/activity not compatible to the land use 2. Irrigated and sewage farms

Table 1: Land Use Permitted/Prohibited in different Land Use Zones				
Sl. No	Use Zone	Uses/Activities Permitted	Uses/Activities Permissible on recommendation of MP and BP Committee	Uses/Activities Prohibited
(a)	(b)	(c)	(d)	(e)
		depots and workshops 17. Parking, taxi stands, 3-wheeler/auto stands, rickshaw stands 18. Residential buildings for essential staff and for watch and ward 19. Public utilities 20. Agro-based industries, dairy and farming 21. Workshops garages 22. Industrial Housing, 23. Museum, Hospitals and medical centers, 24. Social buildings		
5.	Public and Semi-public Use Zone(PS)	1. Government offices, 2. Central, state, local and semi-Government, public undertaking offices 3. Residential 4. Commercial and IT services 5. Defense quarters 6. Universities and specialized educational institutions, colleges, schools, research and development centers 7. Social and welfare centers 8. Libraries 9. Hostels, transit	1. Workshops for servicing and repairs 2. Processing and sale of farm products 3. Bus and Truck terminals, helipads	1. Use/activity not compatible to the land use 2. Heavy, extensive and other obnoxious, hazardous Industries 3. Slaughterhouses 4. Junkyard 5. Wholesale mandies 6. Dairy and poultry farms farmhouses

Table 1: Land Use Permitted/Prohibited in different Land Use Zones				
Sl. No	Use Zone	Uses/Activities Permitted	Uses/Activities Permissible on recommendation of MP and BP Committee	Uses/Activities Prohibited
(a)	(b)	(c)	(d)	(e)
		accommodation 10.Nursery and kindergarten, welfare center 11.Retail commercial including 12.Entertainment and recreational complexes 13.Open air theater, playground 14.Residential club, guest house and Hotels 15.Parking areas, taxi stands, 3-wheeler/ auto stands, rickshaw stands 16.Hospitals, health centers, dispensaries and clinics 17.Social and cultural institutes 18.Religion buildings 19.Conference halls 20.Community halls, kalyan mandap, dharamshala 21.Museums, art galleries, exhibition halls, auditorium 22.Police stations, police lines, jails 23.Local state and Central Govt. offices uses for defence purpose 24.Educational and research institutions		

Table 1: Land Use Permitted/Prohibited in different Land Use Zones				
Sl. No	Use Zone	Uses/Activities Permitted	Uses/Activities Permissible on recommendation of MP and BP Committee	Uses/Activities Prohibited
(a)	(b)	(c)	(d)	(e)
		25.Social and cultural and religious institution 26.Local municipal facilities 27.Uses incidental to Govt. offices and for their use 28.Monuments		
6.	Utility and Service Use Zone (U)	1. Post offices, Telegraph offices, public - utilities and buildings Service industry 2. Water Treatment Plant, Sewage Treatment Plant, Solid waste Treatment Plant solid waste dumping grounds 3. Radio transmitter and wireless stations, telecommunication centers, telephone exchange 4. Information/ Payment kiosk 5. Water supply installations 6. Sewage disposal works 7. Service stations 8. Cremation grounds and 9. cemeteries/burial ground 10.Power plants/ electrical substation 11.Radio and television	1. Warehouse/storage godowns 2. Health center for public and staff or any other use incidental to public utilities and services 3. Residential use 4. Truck terminals, helipads 5. Commercial use center 6. Institutional building	1. Use/activity not compatible to the land use 2. Heavy, extensive and other obnoxious, hazardous industries

Table 1: Land Use Permitted/Prohibited in different Land Use Zones				
Sl. No	Use Zone	Uses/Activities Permitted	Uses/Activities Permissible on recommendation of MP and BP Committee	Uses/Activities Prohibited
(a)	(b)	(c)	(d)	(e)
		station 12.Fire stations		
7.	Open Space Use Zone (OS)	<ol style="list-style-type: none"> 1. Specialized parks/maidans for multipurpose use 2. Building and structure ancillary to use permitted in open spaces and parks such as stands for vehicles on hire, taxis and scooters 3. Commercial use of transit nature like cinemas, circus and other shows 4. Regional parks, district parks, playgrounds, children's parks 5. Open Parking areas, Caravan parks 6. Stadiums, 7. Shooting range, sports training centre 8. Swimming pools 9. Botanical and Zoological garden, bird sanctuary 10.Green belts 11.Animal racing or riding stables 12.Open air cinemas/ theatre 13.Open air theatre, theme parks, amphitheatres 	<ol style="list-style-type: none"> 1. Public assembly halls 2. Restaurants, picnic huts, holiday resorts 3. Entertainment and recreational complexes 4. Community hall, 5. library 6. Residential club, guest house 7. Camping sites 8. Yoga and meditation centers 9. Commercial uses center 10. Special education areas 11. Institutional 12. Bus and railway passenger terminals 13. Public utilities and facilities such as police post, fire post, post and telegraph office, health center for players and staff 	<ol style="list-style-type: none"> 1. Use/activity not compatible to the land use

Table 1: Land Use Permitted/Prohibited in different Land Use Zones				
Sl. No	Use Zone	Uses/Activities Permitted	Uses/Activities Permissible on recommendation of MP and BP Committee	Uses/Activities Prohibited
(a)	(b)	(c)	(d)	(e)
		14. Residential		
8.	Transportation Use (T)	1. All types of roads 2. Way side shops and restaurants 3. Railway stations and yards 4. Airport 5. Bus stops and Bus and Truck Terminals 6. Taxi stands, auto stands, rickshaw stands, Ferry ghats 7. Institutional Use 8. Parking areas 9. Multi-level car parking 10. Filling stations, Transport offices, booking offices 11. Night shelter, boarding houses, 12. Banks, Restaurants 13. Commercial use 14. Workshops and garages 15. Automobile spares and services Godowns, 16. Warehouses, Storage depots 17. Loading and unloading platforms (with/without cold storage. facility, weigh bridges)	1. Authorized/ Planned Vending areas 2. Incidental/ ancillary residential use 3. Emergency health care centre 4. Tourism related project 5. All ancillary (complimentary) uses for above categories (subject to decision of the Authority)	1. Use/activity not compatible to the land use

Table 1: Land Use Permitted/Prohibited in different Land Use Zones				
Sl. No	Use Zone	Uses/Activities Permitted	Uses/Activities Permissible on recommendation of MP and BP Committee	Uses/Activities Prohibited
(a)	(b)	(c)	(d)	(e)
		18. Utility networks (drainage, sewage, power, telecommunications)		
9.	Agriculture and Forest Use Zone (A)	1. Agriculture and Horticulture 2. Parks and other recreational uses 3. Dairy and poultry farming, milk chilling center 4. Storage, processing and sale of farm produce 5. Agro Serving, agro processing, Agro business 6. Dwelling for the people engaged in the farm (rural settlement) 7. Farm houses and accessory buildings, 8. Country Homes 9. Afforestation	1. Houses incidental to this use. 2. Wayside shops and restaurants 3. Cottage industries 4. Hospital for infectious and contagious diseases, mental hospital after clearance from the Authority 5. Burial and crematorium grounds. 6. Ice factory, cold storage 7. Service industries accessory to obnoxious and hazardous industry 8. Godowns and ware houses 9. Normal expansion of land uses only in the existing homestead land 10. Soil testing lab 11. Solid waste management sites, Sewage disposal works 12. Electric	1. Use/activity not compatible to the land use 2. Heavy, extensive, obnoxious, noxious and hazardous industries 3. Any activity which is creating nuisance and is obnoxious in nature 4. For notified forest lands, only afforestation is permitted

Table 1: Land Use Permitted/Prohibited in different Land Use Zones				
Sl. No	Use Zone	Uses/Activities Permitted	Uses/Activities Permissible on recommendation of MP and BP Committee	Uses/Activities Prohibited
(a)	(b)	(c)	(d)	(e)
			substation 13. Quarrying of gravel, sand, clay or stone 14. Building construction over plots covered under town planning scheme and conforming uses 15. Brick kilns and extractive areas 16. Eco-tourism, camping sites, eco-parks, eco lodges, Special outdoor recreations (permissible by the Competent Authority)	
10.	Water Bodies Use Zone (W)	1. Rivers, canals 2. Streams, water spring 3. Ponds, lakes, Reservoir 4. Wetland, Water logged/marshy area, aquaculture pond	1. Fisheries 2. Boating, water theme 3. parks, water sports, lagoons, Public Projects of entertainment parks as per approved plan of Government. 4. Water based resort 5. with special by-laws 6. Any other use/activity incidental to Water bodies Use Zone	1. Use/activity not compatible to the land use

Table 1: Land Use Permitted/Prohibited in different Land Use Zones				
Sl. No	Use Zone	Uses/Activities Permitted	Uses/Activities Permissible on recommendation of MP and BP Committee	Uses/Activities Prohibited
(a)	(b)	(c)	(d)	(e)
11.	Special Heritage Zone (SH)	<ol style="list-style-type: none"> 1. Restoration of protected and enlisted monuments and precincts by the concerned Authority only (ASI/ State Archaeology) 2. Heritage interpretation centre, art galleries and sculpture complex 3. Recreational, Theme Parks, 4. Archeological Parks/Gardens. 5. Amphitheatres, Open Air Museums 6. Residential and Public semi-public 7. uses, Commercial activities 8. Educational and 9. research Institutions 10. Auditorium 11. social and cultural 12. institutions, Hospitals and health centers 13. Craft based cottage 14. industries 15. Hotels, guest houses, lodges, resorts 16. camping sites, special training camps 17. Multi-Level Parking 	<ol style="list-style-type: none"> 1. Any other compatible use Multiplex, Shopping Mall 	<ol style="list-style-type: none"> 1. Use/activity not compatible to the land use 2. Dumping ground Sewerage Treatment Plant

Table 1: Land Use Permitted/Prohibited in different Land Use Zones				
Sl. No	Use Zone	Uses/Activities Permitted	Uses/Activities Permissible on recommendation of MP and BP Committee	Uses/Activities Prohibited
(a)	(b)	(c)	(d)	(e)
12.	Environmentally Sensitive Zone (ES)	<ol style="list-style-type: none"> 1. River side green areas, River front developments 2. Scenic value areas, Theme parks, yoga parks, sports centers and community 3. recreational areas, 4. sculpture complex, 5. lagoons and lagoons 6. resort, 7. water sports, 8. Art academy, 9. music pavilions 10. media centres, 11. food courts, 12. Parking areas, 13. visitor facilities 14. Existing village settlements, Existing residential or other uses 15. Boating, Picnic huts, 16. Camping sites Special Training camps 17. Tourist and pilgrim related commercial activities, hotels and lodges 18. Non-polluting, agrobased and processing industries, Storage or Godowns for food grains 	<ol style="list-style-type: none"> 1. Hospitals and health 2. Institutions 3. Educational technical, research institutes of higher order 4. Water Treatment 5. Plant, Sewage 6. Treatment Plant, 7. Solid waste Treatment Plant solid waste dumping ground 8. Micro Composting 9. Site 10. Apartment buildings having 100% stilt. 11. Plotted Development Scheme with minimum 2 Ha area 12. Development between river, stream, canal and the embankment with clearance of Water Resource 13. Department or any other competent authority 14. International convention centre 15. Kalyan Mandap 16. Resorts 	<ol style="list-style-type: none"> 1. Use/activity not compatible to the land use 2. Plotted Housing 3. Small industries or small institutions

25.Restriction on Permission. —Without prejudice to any other stipulation in these rules, no permission to construct a building on a site shall be granted, —

- (i) in areas of natural waterways or drains, as detailed in the Master Plan, and drainage plan as modified from time to time;
- (ii) if the use to which the site is proposed to be put does not conform to the Land Use Zones as earmarked in the Master Plan or uses as earmarked in the approved layout plan;
- (iii) if the building is to be constructed over or under a municipal drain, sewerage line, electrical line, water main, any other Government or public land, or public utility services;
- (iv) if the foundation of the external wall along a street is located at a distance less than 0.5 meters from the edge of the street or road margin including the drain;
- (v) if all Structural Plans are not prepared taking into account, the Seismic Zone of the area.

26.Distance from Electric Lines. —As provided in clause-6.4 of Part-III of the National Building Code of India, no verandah, balcony or the like shall be allowed to be erected or re-erected or any additions or alterations made to a building within the distances mentioned in Table No.2 below in accordance with the provisions made under the Electricity Act., 2003 between the building and any overhead electric supply line:

Table No. 2: Minimum distance from the electric line			
Sl. No.	Type of voltage line	Vertical distance in meters	Horizontal distance in meters
(a)	(b)	(c)	(d)
1	Low and medium voltage lines and service lines	2.5	1.2
2	High voltage lines up to and including 11,000 Volt	3.7	1.2
3	High voltage lines above 11,000 volt and up to and including 33,000 Volt	3.7	2.0

Table No. 2: Minimum distance from the electric line			
Sl. No.	Type of voltage line	Vertical distance in meters	Horizontal distance in meters
(a)	(b)	(c)	(d)
4	Extra high voltage line beyond 33,000 Volt	3.7 (Plus 0.3 meters for every additional 33,000 volts or part thereof)	2.0 (Plus 0.3 meters for every additional 33,000 volts or part thereof)

27.Plantation. — (1) Provision for plantation shall be given at the rate of minimum one tree per every 80 square meters of plot area for plot sizes more than 115 square meters and planted within the open spaces of the plot.

Note. — The existing trees within the plot shall be considered for this purpose.

(2) Where trees need to be cut, compensatory plantation for felled trees in the ratio 1:3 (i.e., planting 3 trees for every 1 tree that is cut) within the premises shall be done and maintained.

(3) Choice of species for plantation on site and abutting the road to be adopted as per section 8 of the Urban Greening Guidelines, 2014.

(4) At least 50% of the open spaces shall be pervious and use of grass pavers, paver blocks with at least 50% opening, landscape would be considered as pervious surface.

28. Means of access. — (1) Every building or plot shall abut on a public or private means of access like streets, roads duly formed of width as specified in these rules.

(2) In no case, development of plots shall be permitted unless it is accessible by a public or private street of width not less than 6 meters, unless specified otherwise.

(3) In case of roads having less than 6m and reflected in Revenue Mouza map/ Municipal roads shall be considered.

(4) In case of non-high rise, institutional, administrative, assembly, industrial, mixed-use buildings, and other non-residential and non-commercial activities the minimum road width shall be 9 meters

(5) In case of non-high rise, hotels, restaurants, office complex, shopping complex/mall, LPG storage, multi-storey car-parking, the minimum road width shall be 9 meters:

Provided further that, in case of pre-primary school/kindergarten/crèche, the MP & BP committee may relax the road width criteria to 9 meters, considering the site condition and requirement of such facility in the area.

(6) In case of high-rise buildings, the minimum road width shall be 12 meters

(7) In case of a private road, which gives access to one or more buildings, the owner of the said private road shall develop the road and storm water drain as required by the Local Authority and transfer the same by way of deed of gift to the local body for maintenance.

29. Minimum setbacks for low risk buildings. —(1) The minimum setbacks permissible in a given size of plot for low risk building shall be as mentioned in Table No.3 below:—

Table No. 3: Minimum setbacks for low-risk buildings				
Sl. no	Plot size	Min Front setback	Total cumulative Front and rear Setback	Total cumulative side Setbacks
(a)	(b)	(c)	(d)	(e)
1	Upto 115 Sq.m. (\cong Upto 1200 Sq. ft)	1.0 m.	—	0 m
2	above 115 -170 sq.m (\cong 1200 - 1800 Sq. ft)	1.0 m.	2.0 m.	0 m
3	above 170 –225 sq.m (\cong 1800- 2400 Sq. ft)	1.0 m.	2.0 m.	1.5 m
4	above 225 - 300 Sq.m (\cong above 2400 Sq. ft and upto 3200 Sq.ft)	1.5 m.	2.5 m.	2.0 m.

5	above 300 sq.m and upto 500 Sq.m (\cong above 3200 Sq.ft and upto 5300 Sq.ft)	1.5 m.	3.0 m.	3.0 m.
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(2) The width of a required setback on any one side shall be maintained for the entire length of that side and cannot alternate from one side to the other.

30. Minimum setbacks and maximum ground coverage for other than low risk buildings. —(1) For other than low risk buildings, the open spaces around the building and ground coverage shall be as given in Table No. 4 below:

Table No. 4: Minimum setbacks and maximum ground coverage for other than low-risk buildings			
Sl. no	Height of the building (in meters)	Minimum Setbacks on all sides (in meters)	Maximum permissible Ground Coverage (%age of total plot area)
(a)	(b)	(c)	(d)
1	Up to 12	2	—
2	More than 12 & less than 15	3	—
3	15 and up to 18	4.5	50%
4	More than 18 & up to 40	6	40%
5	More than 40	9	40%

Note: In case of high-rise buildings the exterior open space around a building for a width of 7.5 meters shall be kept unbuilt except where the open space requirement is less than 7.5 meters, the entire specified open space shall be kept unbuilt. It shall be constructed of hard surface capable of taking load of fire engine weighing up to 45 tonnes.

(2) For Institutional buildings, the minimum setback around the building shall be 3.00 meters;

(3) In case of Assembly buildings, the open space in front shall be not less than 12 meters and the other open spaces around the building shall not be less than 6 meters:

Provided that, in specific assembly buildings where higher setback is prescribed in the National Building Code of India or Indian Standard (IS) Code or any other law for the time being in force governing such building activities then the higher prescribed setbacks shall be provided in such buildings:

Provided further that the front open space shall be relaxed up to 6m. in buildings with total assembly area of 1000 square meter:

Provided further that, for such assembly buildings for which fire safety certificate is not mandatory under the provisions of Odisha Fire Prevention & Fire Safety Rules, 2017, as amended, from time to time, the setback around the building shall be as specified in Table No. 4.

(4) For Storage and warehousing buildings, in case of plots up to 500 square meter area, for which fire safety certificate is not mandatory, the open spaces around the building shall not be less than 3 meters and for plots of more than 500 square meters area, the open spaces around the building shall not be less than 4.5 meters;

(5) In case of Industrial buildings, the open spaces around the building shall not be less than 4.5 meters for heights up to 15 meters, with an increase of 0.25 meter for every increase of 1 meter or fraction thereof in height:

Provided that for IT and ITES buildings and flatted factories, the minimum setback for building height above 15 meters shall be as specified in Table No.4:

Provided further that, for such industrial buildings for which fire safety certificate is not mandatory under the provisions of Odisha Fire Prevention & Fire Safety Rules, 2017, as amended, from time to time, the setback around the building shall be as specified in Table No. 4;

(6) In case of Hazardous occupancies, the open spaces around the building shall not be less than 6 meters;

(7) In case, the height of the buildings specified under sub-rule (2) to (6) requires a higher set-back under sub-rule (1), then the provisions of Table No. 4 shall be applicable for such buildings.

31.Open Space between buildings. — The width of open space between the buildings on a plot shall be the setback specified in rules 29 and 30 for the tallest building subject to a minimum of three meters and the minimum width of internal road shall be 6 meters.

32.Floor Area Ratio. — (1) The Floor Area Ratio (F.A.R) for all category of buildings shall be decided on the basis of the road width on which the plot and site abuts as specified in Table No.5 below:

Table No. 5: FAR as per existing road width			
Sl. no	Road width (in meters)	Base FAR	Max permissible FAR
(a)	(b)	(c)	(d)
1	Less than 6	1.50	1.50
2	6 or more& less than 9	2.00	2.00
3	9 or more& less than 12	2.00	3.00
4	12 or more& less than 18	2.00	4.00
5	18 or more& less than 30	2.00	5.00
6	30 or more& less than 60	2.00.	6.00
7	60 and above	2.00.	7.00

(2)For residential or commercial buildings on plot size of 115 Sq.m (\cong 1200 Sq. ft) or less and building height of maximum 10 meters shall be permitted without any FAR limitation:

Provided that, if the building height on such plot exceeds 10 meters, then the provisions specified in Table No.5 shall be applicable.

(3)The Authority shall allow use of FAR beyond Base FAR on production of TDR certificate or on purchase of FAR (purchasable FAR), provided that the total FAR shall be limited to the maximum permissible FAR available on the plot:

(4)The Authority with prior approval of the State Government may notify a subsidised rate of purchasable FAR for projects in public interest within Transit Oriented Zone, Mixed Use Zone or any other area as may be decided by the Authority.

(5) Additional 25% F.A.R. above the maximum permissible FAR shall be allowed for projects taken up in the Transit Oriented Zone or Mixed-Use Zone, subject to following conditions, namely: —

- (i) the plots/ project site abuts roads having width of 18 meters or above;
- (ii) plot size is more than 2000 square meters;
- (iii) this FAR will be available over the Base FAR on production of TDR certificates or on payment of charges which are equivalent to charges prescribed for purchasable FAR;
- (iv) the on-site infrastructure shall be provided by the developer for zero-discharge of sewage, waste water and storm water within the site and provide infrastructure within the site for waste segregation and 100% composting of organic waste.

(6) For optimum utilisation of available urban land and infrastructure which has been developed and to achieve compact development, the Authority may prescribe, by notification, standards of minimum intensity of development in terms of minimum FAR that shall be used for one or any category of following plots:

- (i) All projects on Government land in consultation with the State Government.
- (ii) On specific streets or zones or areas within the municipal limits.

(7) FAR shall not include, —

- (i) Basements or cellars and space under a building constructed on stilts and used as a parking space, and air conditioning plant room used as accessory to the principal use;
- (ii) Electric cabin or substation, watchman booth of maximum size of 10 square meters with minimum width or diameter of 1.732 meters, pump house, garbage shaft, space required for location of fire hydrants, electric fittings and water tank, society room of maximum 12 square meters;
- (iii) Projections and accessories buildings specifically exempted from the open space or setback requirement;

- (iv) Balconies above 17.5 meter building height in high rise buildings at roof slab level of 1.2 m. width and area not exceeding 3.5 sqm per bedroom but not exceeding 2 in number per flat;
- (v) staircase room and lift rooms above the topmost storey architectural features (such as louvers, pergolas, shading devices), and chimneys and elevated tanks of dimensions as permissible under the National Building Code of India;
- (vi) **Note.** —The area of the lift shaft shall be taken only on one floor;
- (vii) any architectural roof top structures would also be permitted out of FAR if not used for habitable or commercial purposes;
- (viii) service floors and service area on habitable floors shall not be counted in FAR if it adheres to the provisions of these rules;
- (ix) Atrium or Atria at any floor will be counted only once in the FAR and the atriums shall be permitted as per the provisions of the National Building Code of India;
- (x) building elements such as sky bridges and landscape terraces which are meant for community purposes only shall be permitted free of FAR;
- (xi) firefighting shaft (fire tower), fire stair case area and fire refuge area; and
- (xii) the space in stilt in the building constructed for EWS housing and used for community facility without enclosures.

33. Permitted use of Land under Transferable Development Rights. —(1) Where a scheme has not been notified under these rule 130, the Authority shall issue TDR certificate, if a part of the plot proposed for development is required for widening or further extension of existing roads or drains proposed in the Master Plan or the said road or drain is under implementation:

Provided that, the aforesaid land shall be surrendered to the Authority for the award of TDR certificate and the Authority shall issue the TDR Certificate to the applicant as per the general terms and conditions for issuance of Transferable Development Rights, prescribed under rule 129.

Provided further that, in such case, the applicant may apply for issue of TDR certificate. In accordance with the Provisions provided in Chapter V of these rules notwithstanding the facts that the scheme has been notified under these rules.

(2) In case, a part of the land proposed for development is affected by proposed roads or drains in the Master Plan and where provisions of sub-rule (1) are not applicable, then the applicant shall submit an undertaking in Form VIII, to surrender the land to the Authority or local body or agencies of Government, as and when required by the Authority and to keep the said land undeveloped:

Provided that, the undertaking shall accompany a clear sketch showing the portion of the land in respect of which the undertaking is given and also enclose the photos of the stakeholder(s), Power of Attorney Holder(s), as the case may be, with identification document.

(3) In case of sub-divisional layouts, where the land reserved for roads and open spaces is required to be surrendered to the local body, subject to provisions specified in Table No. 6 below, the applicant shall be entitled to be issued TDR certificate, after development of the roads, open spaces and public utilities in all respect and after mutation of land so surrendered in the name of the local body and issue of Record of Right:

Provided that the applicant shall apply for issue of TDR certificate prescribed in rule 129 to these rules along with the copy of the registered deed of gift and copy of Record of Right issued after mutation and the same shall be deemed to be applied under Transferable Development Rights and all other provisions shall be applicable:

Provided further that sub-rule (1) to (6) and (8) to (13) of rule 130 shall not be required in above cases.

Provided also that, the provision of sub-rule (1) of rule 129 shall be superseded to the extent provided under this rule.

Table No. 6: TDR incentive for roads and open spaces provided in the sub-division layout		
Sl. No.	Category of land reservation	Award of TDR amount (FAR for the surrendered plot)
(a)	(b)	(c)
1	Roads with minimum RoW of 12m	0.10

(a)	(b)	(c)
2	Roads with minimum RoW of 18m	0.20
3	Roads with minimum RoW of 24m and above	0.30
4	Organised Open Spaces of minimum width not less than 10 meters on any side and contiguous area of not less than 500 Sq.m	0.20

Note: The applicant shall show the area and length under each type of road in tabular format with proper indexation in the layout plan, to be eligible to avail the TDR certificate.

(4) In transit-oriented zone and mixed-use zones under the overlay rules TDR incentives equivalent to FAR of 2.00 shall be awarded for the area surrendered towards the land under public open space, setback area and through block linkage.

34. Off Street Parking Space. —(1) In all buildings including Apartment buildings, Housing Projects, Hotels, Restaurants and Lodges, business buildings, commercial buildings, Institutional buildings like hospitals, educational buildings like schools and colleges, high rise building or complexes and in all other non-residential buildings, provision shall be made for parking spaces as per the requirements as given in the Table No. 7 below:

Table No. 7: Off Street Parking Space for Different Category of Occupancies		
Sl. No.	Category of building/ activity	Parking area to be provided as percentage of total built-up area towards FAR
(a)	(b)	(c)
1	Multiplexes, Cineplexes, Shopping Malls, Cinema Halls, Kalyan Mandaps, Banquet Halls, Auditorium, Stadium, Sports Complex, Gymnasium, Convention Halls and clubs	40

2	Restaurants, Local Retail Shopping, Convenience Shopping, Banks, Commercial and Corporate Office, Mercantile Buildings like shops/stores/ market display and sale of mercantile either wholesale or retail stores, IT / ITES Complexes, Community Centres and Hospitals	30
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Table No. 7: Off Street Parking Space for Different Category of Occupancies		
Sl. No.	Category of building/ activity	Parking area to be provided as percentage of total built-up area towards FAR
(a)	(b)	(c)
3	Residential Apartment buildings ,Housing Project, Guest Houses, Dharmasalas, Hostels, Work-cum-Residence, Lodging, Boarding, Institutional , Hotels , Clinics, Nursing Home, Industrial Buildings	25
4	Storage Godown.	20

Note..—

- (i) Parking to be provided at ground level, basement or stilt floor. Permissible services in these areas shall not be accounted for parking;
- (ii) In commercial and public & semi-public buildings, minimum 15% of the total parking space shall be demarcated for two-wheeler parking and minimum 2% of the total parking space shall be demarcated for bicycle parking. The bicycle parking space shall be equipped with bicycle parking rack, to which parked bicycles can be securely attached;
- (iii) For residential apartments and housing projects, for the dwelling units in EWS/LIG category; parking requirement shall be calculated at minimum of 10% of total built-up area of such dwelling units;
- (iv) Mandatory parking shall not be required to be provided, in case of residential buildings having 4 dwelling units or less and 20% parking space shall be provided, in case of residential buildings, exceeding 4 dwelling units and upto 8 dwelling units; and

(v) Surface parking for differently abled persons for all buildings specified under rule 43 shall be provided as per the provisions prescribed in Annexure-III.

(2) The parking spaces may be provided in for all schemes and which shall be—

(i) in Basements or cellars; or

(ii) on stilt floor; or

(iii) on open parking area; or

(iv) exclusive multi-level parking; or

(v) on roof top parking in case of commercial, IT, ITES and Corporate building; or

(vi) a Stacked or Multi-level or Automated parking.; or

Explanation. —For Stacked or Multi-level or Automated parking, the number of Equivalent Car Space (ECS) accommodated shall be specified in the parking plan and the area for 1 ECS in such parking shall be taken as 15 square meters for parking area calculation purpose; or

(vii) in a combination of any or all of the above.

Explanation. —For parking purposes, single basement shall be allowed in case of plot size of 500 square meters or more, and multiple basements shall be allowed in case of plot size of 1,000 square meters or more. The roof top parking with car lift shall be allowed only in case of plinth area or roof area of 2,000 square meters or more.

(3) Parking spaces shall be paved and clearly marked and signages specifying the same shall be placed conspicuously for different type of vehicles, namely, 4-wheeler, 2 wheeler, bicycle, and e-vehicle, physically challenged.

(4) Off-street parking spaces shall be provided with adequate vehicular access to a street and the area of drives, aisles and such other provisions required for adequate manoeuvring of vehicles.

(5) All open parking shall be constructed with permeable material and provisions of Rainwater Harvesting and ground water recharging shall be provided for such parking area.

(6) If the total off-street parking space required under these rules is provided by a group of property owners at a place not more than 300 meters for their mutual benefit, such parking spaces may be construed to have met the off-street parking requirement, subject to the approval of the Authority and if the Authority decides to develop such parking spaces, the cost of the development shall be proportionately charged from the property owners according to their share in such parking space.

(7) Garage with locking facilities shall be included in the calculation of floor space for determining the requirement of parking space, unless this is provided in the basement of a building or under a building constructed on stilts with no external walls.

(8) The parking spaces to be provided shall be in addition to the open spaces (setback) required around a building under these rules and parking may be provided in the front open space and other side open spaces without reducing the clear vehicular access way to less than 6.0 meters and 7.5 meters, respectively, for non-high rise and high-rise buildings.

(9) Misuse of the area specified for parking of vehicles for any other purpose shall be summarily removed or demolished by the Authority.

(10) In the case of parking spaces provided in basement(s) and upper storey of parking floors, at least two ramps of width and slope as per Table No.8 shall be provided, located preferably at opposite ends.

Table No. 8: Requirements for ramp for vehicles						
Sl No.	Type of Vehicle	One way ramp width (in meters)	Two-way ramp width (in meters)	Maximum continuous ramp length (in meters)	Minimum width of ramp landing (in meters)	Maximum slope of ramp (in meters)
(a)	(b)	(c)	(d)	(e)	(f)	(g)
1	LMV	3.0	6.0	40	6	1:8
2	LCV	4.5	9.0			
3	HMV	6.0	12.0			
4	Fire tender	7.5		40	6	1:10

Explanation. —

- (1) Such ramps may be permitted in the side and rear setbacks after leaving 6 meters space for movement of firefighting vehicles;
- (2) The parking of vehicles at different level may also be mechanized; and
- (3) In case of underground/multistoried parking, special measures with regard to fire safety shall be taken in compliance to Part 4-Fire and Life Safety of NBCI.
- (4) Ramp also to be provided in setback area (not less than 4.5 m having one way and shall not be less than 6m in case of two ways) which can be sloped considering unhindered movement of fire Engine and in no case the gradient shall be less than 1:10.

(11) Up to 20%of basement or stilt may be utilized for utilities and non-habitation purpose like A/C plant room, Generator room, Electrical installations, laundry.

(12) At least 10%of the parking in housing Projects, apartment buildings shall be earmarked for visitors and such parking facility shall be open to all visitors and in all other cases, not more than 1/3rd of the mandatory parking shall be reserved for staff or own use.

(13) In respect of Apartment Building, on plot area up to 750 square meters, the parking requirement shall be deemed to be met if the entire stilt floor is left for parking.

Note. —WC/Toilet facility may be provided for watch and ward in the stilt floor.

(14) The Competent Authority may also prescribe guidelines for integrating off-street parking facilities with City Level Smart Parking Management System, if any.

(15) To cater to requirements of charging for electric vehicles, minimum 30% of parking spaces of new developments in the following types or a mix of the following types shall have facilities to enable Electric Vehicle charging points and such points shall be shown clearly in the building plan with proper indexation.

- (a) Parking spaces in projects more than 1 acre;
- (b) Parking spaces in high-rise buildings;
- (c) Parking spaces in multi-level car parking (MLCP) projects:

Provided that the Authority may change the minimum requirement of 30% of parking spaces for EV charging facility in accordance with relevant policy of the Government.

(16) The Competent Authority, as and when required, may direct the owner to install and operationalize the Electric Vehicles charging facilities as per the locations shown in the building plan and the technical, operational and any other requirements for such Electric Vehicles charging facility shall be as per guidelines notified by the Authority, from time to time.

35. Interior open space.— (1) At least one side of all the rooms intended for human habitation, if such room does not abut on the front or the rear or the side setbacks, shall abut on an interior open space whose minimum area in cases of non-high rise buildings shall not be less than 9 square meters with no side less than 2 meters and in high rise buildings, the width of the interior open space shall be increased at the rate of one meter for every additional 3 (three) meters height.

Explanation. — For removal of doubt it is hereby declared that this provision shall be applicable to all categories of buildings, including residential, apartment, commercial, institutional, administrative, assembly.

(2) For ventilating the spaces for water closets and bathrooms ventilation shafts shall be provided with size and specifications as provided in the National Building Code of India.

36. Height exemption of a building. —The following appurtenant structures shall not be included in the height of the building, namely:—

- (i) roof tanks and their supports (with support height not exceeding 1 meter);
- (ii) Ventilating, air conditioning, lift rooms and similar service equipment's;
- (iii) Staircover (mumty) not exceeding 3.0meter in height;
- (iv) chimneys, parapet walls, roof top swimming pool and architectural features not exceeding 2.5meter in height;
- (v) height of the ceiling of the upper basement roof not exceeding 1.5 meter from the average surrounding ground level; and
- (vi) stilt floor, if the height of the ceiling of the stilt floor roof is not exceeding 2.4 meter.

Note: The provision under rule 39 shall not exempt any of the provisions regarding the NOC given by Airports Authority of India or National Monument Authority or State Archaeology, as the case may be.

37.Exemption in open space. — (1) Every open space provided either in the interior or exterior in respect of any building shall be kept free from any erection thereon and shall be open to the sky and no cornice, roof or weather shade of more than 0.75 meter in width shall overhang or project over such open space.

(2) A portico of up to 2.5 meters width and 4.6 meters length with a minimum height of 2.4 meters from the plinth level may be permitted within the side setback.

(3) A garage is permissible at the rear end of side open space where no openings are located on the side and rear boundary:

Provided that access to the top of the portico or garage shall not in any way affect the privacy of the neighbouring plot.

(4) The portico provided as above shall not rest on the boundary wall and shall be opened to provide through access to the rear:

Provided that where the portico is not a cantilevered one and supported by pillars, the area shall be included in the FAR.

(5) A guard room, electric cabin, sub-station, area for generator set, ATM of area less than 10 square meters may be allowed in the open space, provided no exemption shall be allowed on minimum setback area.

(6) Ledges of width not more than 1 meter shall be permitted without obstructing the clear vehicular access way to less than 6.0 meters for non-high-rise buildings and 7.5 meter for high rise buildings up to height of 15 meter.

38.Basement or Cellar. —(1) Basements or cellars shall not be permitted in low lying area and areas without adequate drainage facilities to ensure drainage from the basement and basement shall not be allowed in flood prone areas.

(2) Construction of basements or cellars may be allowed by the Authority in accordance with the provisions contained in the Master Plan applicable to the concerned area.

(3) The basements or cellars shall only be put to the following uses, namely: —

- (i) Storage of house hold or other non-combustible materials;
- (ii) strong room, bank cellars;
- (iii) installation of air-conditioning equipment's and other machines used for service and utilities of building;
- (iv) parking places, in case of plot size of 500 square meter or more;
- (v) library, study room, games room and laundry only in case of residential and institutional buildings; and
- (vi) such medical facilities which are permitted by Atomic Energy Regulatory Board (AERB) in hospital buildings.

(4) Individual residential and small commercial buildings (plot size maximum 500 square meters) may have one basement subject to a maximum of 50% of the covered area.

(5) Multiple basements or cellars may be permitted to be constructed leaving the prescribed setback and open space applicable to the building.

(6) In case of apartment building or housing projects or commercial or corporate and IT or ITES buildings, the basements may be allowed to be constructed under the entire plot area leaving 3 meters space from the boundary of the premises subject to the following conditions namely: —

- (i) in all such cases the owner has to indemnify the Authority against any damage caused by him to the adjacent property in the format given in Form IX; and
- (ii) the portion of the basement projecting out of the building line shall flush with the ground.

(7) The basements shall be used exclusively for parking or services or storage.

(8) The basement shall fulfil the following requirements; namely: —

- (i) every basement shall be in every part, at least 2.5 meters in height from the floor to the soffit of the roof slab or ceiling;

- (ii) adequate ventilation shall be provided for the basement and the standard of ventilation shall be the same as required by the particular occupancy according to regulations; any deficiency may be met by providing adequate mechanical ventilation in the form of blowers, exhaust fans (one exhaust fan for 50 square meters of basement area), air conditioning system;
- (iii) the minimum height of the ceiling of upper basement shall be 0.90 meters and the maximum, 1.5 meters above the average surrounding ground level:

Provided that, in case of parking, mercantile or business occupancy at ground floor, minimum height of the ceiling of the basement maybe 0.3 meters above the average surrounding ground level subject to mechanical ventilation being provided;

- (iv) adequate arrangement shall be made, so that surface drainage does not enter the basement;
- (v) the walls and floors of the basement shall be water-tight and be so designed that the effect of the surrounding soil and moisture, if any, are taken in to account in design and adequate damp proofing treatment is given;
- (vi) the access to the basement shall be separate from the main and alternative staircase providing access and exit from higher floors shall be provided and where the staircase is continuous in the case of buildings served by more than one staircase, the same shall be of enclosed type serving as a fire separation from the basement floor and higher floor;

39.Provision of Lift. —(1) Lift shall be provided for buildings above 10 meters height in case of apartment building, housing projects, commercial, institutional and office buildings:

Provided that provision of lift for EWS/LIG houses in apartment or housing project building with a height less than 15 meters shall not be insisted upon.

(2) Lift shall be provided for residential buildings at the rate of one lift for 20 (twenty) dwelling units, or part thereof, and for non-residential buildings at the rate of one lift per one thousand square meters, or part thereof of built-up area per floor.

Note. —

- (i) The dwelling unit or built-up area, as the case maybe, on the ground floor and two upper floors shall be excluded in computing the above requirement; and in case of affordable housing projects, the EWS/LIG dwelling units up to building height of 15 meters shall be excluded in computing the lift requirement.
- (ii) Where the lifts to be provided are complying to the applicable lift provisions of NBCI 2016, then the same shall be considered as compliance of sub-rule (2)

(3) At least one lift in every building block shall be a stretcher lift.

(4) Not with standing anything contained in these rules, in case of building with 21 meters or more in height, at least two lifts shall be provided.

(5) All lifts shall be inspected or cause to be inspected at least once a year by the agency designated by the Authority including through any outsourced agency.

(6) In case of car lift for roof top parking, there shall be at least two car lifts for 2000 square meters of roof area and there shall be addition of one car lift for every 1000 square meters of roof top parking area and fraction thereof.

40. General Building Requirements. —The general building requirements of a building shall be as follows, namely:—

- (i) services can be permitted on roofs with adequate screening for the same;
- (ii) scissor staircase would be permitted provided all travel distance and fire norms are adhered to;
- (iii) multilevel car parking with car lifts would be permitted with adequate fire safety;
- (iv) buildings of height 200 meters and above, shall have provision for a Helipad.
- (v) mezzanine floor may be permitted above any floor in all types of buildings up to an extent of one-third of the actual covered area of that floor which shall have a minimum height of 2.2 meters and all mezzanine floors shall be counted towards FAR calculation.

- (vi) Notwithstanding anything to the contrary to the general provisions specified in this chapter, the building components such as doorways, stairways, lifts, ramps, corridors and other parameters, as applicable in case of a low-risk building shall be as per the norms given in *Annexure-I*.
- (vii) building components such as doorways, stairways, lifts, ramps, corridors and other parameters for other than low risk buildings shall be as per norms given in *Annexure-I*.

Provided that, for buildings which require fire safety certificate under the provisions of Odisha Fire Prevention and Fire Safety Rules, 2017, as amended, from time to time, the building components such as doorways, stairways, lifts, ramps, corridors and other such parameters shall be as per norms given in *Annexure –II*.

41. Heritage Zone. —(1) The Authority may notify the Heritage Zones in consultation with the Archaeological Survey of India, State Department of Archaeology, Urban Local Body and the Art Commission”:

Provided that, the Authority with prior approval of the Government may also prescribe specific heritage zone regulations in respect of the planning and building standards, urban design guidelines, form-based code, street design guidelines, signage guidelines, value capture financing and any other matter as may be required for the development of heritage zones and the provisions specified in such regulations shall supersede the provisions prescribed under these rules:

Provided further that the Authority with prior approval of the Government may also prepare heritage management plan for any heritage zone delineated in the Master Plan or notified under this rule.

(2) Conservation of buildings, artifacts, structures, areas and precincts of historic or aesthetic or architectural or cultural significance (Heritage buildings and heritage precincts) or natural features of environmental significance shall be taken up by the Urban Local Body in accordance with the relevant rules or regulations or instructions in-force.

(3) The Handbook on Conservation of Heritage Buildings, 2013' published by Central Public Works Department, Ministry of Urban Development, Government of India, shall be referred to before taking up any building construction activity within the heritage precincts or streets or in the vicinity of notified heritage zones.

(4) The Authority may prescribe guidelines from time to time, for any building construction activity undertaken in the areas referred to in sub-rule (3).

(5) The Authority may, by notification, prescribe TDR for plots within prohibited area of protected monuments.

42.Coastal Regulation Zone. —Land use and Buildings falling under the coastal zone shall be governed by the Coastal Regulation Zone (CRZ) Notification, New Delhi, vide No. G.S.R. 37(E) dated 18th January, 2019 and its amendments and replacement, from time to time.

43.Barrier free access for the physically challenged differently abled person, elderly and children.— (1) To promote universal and barrier free access for persons with disabilities, the owner of all buildings and facilities used by the public such as educational, institutional, assembly, commercial, business, mercantile buildings and Housing Projects constructed on plots having an area of more than 2000 square meters excluding private residential buildings, shall make provisions as per the guidelines in 'Handbook on Barrier Free and Accessibility, 2014', published by Central Public Works Department (CPWD), Ministry of Urban Development, Government of India.

(2) The provisions mentioned at *Annexure-III* shall also be adhered to in such buildings.

44.Rainwater harvesting system. — (1) Provision of rain water harvesting is mandatory for all sizes of plots, which are more than 115 square meters in area including open spaces.

(2) Detailed technical specification for selection of appropriate rainwater harvesting system has been provided in *Annexure-IV*.

(3) The provisions for rainwater harvesting in various building categories as given in Table No. 9 below:

Table No. 9: Rainwater Harvesting provisions for various building categories			
Sl. No	Category	Provisions to be Made	Other Conditions
(a)	(b)	(c)	(d)
1	Residential Plotted Housing		
	New Proposals	Construction of Rainwater Harvesting Structure	Emphasis on both storage and reuse
2	Housing Projects		
	New Proposals	i. Construction of Rainwater Harvesting Structure ii. Concrete paving to be avoided and permeable materials to be used for all open parking spaces	Indicate the system of Storm Water Drainage, Rainwater Harvesting System and Recharge Well
3	Public and Semi-Public Buildings		
	All Proposals	i. Shall have Rainwater Harvesting System and Storage ii. Shall have Recharge pits	Emphasis on both storage and reuse
4	Commercial / Mixed Use		
	All Proposals	i. Construction of Rainwater Harvesting System ii. Soft landscape provisions and open spaces with percolation pits. iii. Common Treatment plan to be part of the integrated development	Indicate the system of Storm Water Drainage, Rainwater Harvesting System and Recharge Well. Emphasis on both storage and reuse.
5	Industrial		
	All Proposals	i. Construction of Rainwater Harvesting System ii. Soft landscape provisions and open spaces with percolation pits. iii. Use of abandoned bore wells for recharging of ground water iv. Common Treatment plan to be part	Indicate the system of Storm Water Drainage, Rainwater Harvesting System and Recharge Well. Provision to be made not to inject contaminated water into recharge structures in industrial areas. Care to be taken to keep such structures away from sewer lines,

Table No. 9: Rainwater Harvesting provisions for various building categories			
Sl. No	Category	Provisions to be Made	Other Conditions
(a)	(b)	(c)	(d)
		of the integrated development	septic tanks, soak pits, landfill and other sources of contamination.
6	Other Proposals	Similar as above	Similar as above

(2) Recharging of ground water is mandatory for all types of buildings having a plot area more than 300 square meters and above.

(3) The ground water recharge shall also be mandatory for open spaces like parks, parking, plazas and playgrounds.

(4) The dimension of recharging pits or trenches shall be at least 6 cubic meters for every 100 square meter of roof area.

(5) Inspection of Rainwater Harvesting system shall be done before issuing Completion Certificate or NOCs for the structures.

45.Rooftop Solar Energy Installation. —(1) Norms for Rooftop PV systems Installation: All residential plotted housing with plot area of 300 square meters and above, educational, institutional, commercial, industrial, mercantile and recreational buildings having plot size of 500 square meters and above and all housing projects shall be installed with a minimum generation capacity of 5% of the connected load or 20 W/sq. for available roof space, whichever is less.

(2) All building of the category as mentioned in the Table No.10 below may provide Solar Water Heating System and Solar Roof Top System:

Table No. 10: Norms for Rooftop PV systems Installation		
Sl. No	Category / Use	Standard for determination of capacity
(a)	(b)	(c)
1	Solar Water Heating System:	
(a)	Hospital	10 ltr. /bed

Sl. No	Category / Use	Standard for determination of capacity
(a)	(b)	(c)
(b)	Hotels 5 star	15 ltr. /room
(c)	Hotel other than 5 star	10 ltr./bed
(d)	Police/Army/Barrack	200 LPD
(e)	Canteen/Messes	200 LPS
(f)	Hostel (School, Colleges and other Institutions where hot water is needed).	10 ltr./student
(g)	Laboratory and Research Institutions	100 LPD
(h)	Residential Structures: (Plinth area 200 square meters or above)	100 LPD/flat
(i)	Guest Houses/Banquet Hall/Circuit House	200 LPD
2	Off Grid/Grid connected Solar Roof top System:	
(a)	Individual household or above (Plinth area more than 300 square meters).	Minimum 500 watt
(b)	Hotel Five star	Minimum 5 KWp
(c)	Other hotels	Minimum 2 KWp
(d)	Commercial building (Covered area more than 500 square meters)	2 KWp

(3) Installation of Solar Water Heating System, —

- (i) In case of new buildings, clearance of plan for the construction of such buildings of the categories mentioned in Table No.10 above shall only be given if they have a provision in the building design itself for an insulated pipeline from the rooftop in the building to various distribution points where hot water is required and such building must have a provision for continuous water supply to the solar water heating system and shall also have open space on the rooftop, which receives direct sunlight and the load bearing capacity of the roof shall be at least 50 kg per square meter;
- (ii) all new buildings of the above said categories must complete installation of solar water heating systems before obtaining necessary license to commence their business;

- (iii) Installation of Solar Assisted Water Heating Systems in the existing building shall be mandatory at the time of change of use to the category mentioned in Table No.10 above, provided there is a system or installation for supplying hot water;
- (iv) Installation of Solar Assisted Water Heating Systems shall conform to BIS specification IS 12933 and the solar collectors used in the system shall have BIS certification mark;
- (v) Wherever hot water requirement is continuous, auxiliary heating arrangement either with electric or oil of adequate capacity can be provided.

46. Water re-use and recycling. — All building having a minimum discharge of 10,000 liters and above per day shall incorporate waste water recycling system and the recycled water shall have to be used for horticultural purposes.

47. Provision of Public Washroom complexes.—(1) In order to ensure that public toilets or wash rooms are built in various parts of the city, all the buildings constructed for the purpose of being public buildings (Railway stations, Bus stands, market places, Government offices, Hospitals, educational institutions, commercial buildings, religious centers, etc.) and the plot owners of the plots having an area of 1 acre or more shall, in addition to the other mandatory sanitary requirements, compulsorily construct public washroom complexes within their plots which shall be earmarked on site plan or a layout plan at the time of seeking building approval (Refer to Annexure-V).

(2) Such complexes should be constructed mainly in the frontal setback area within the plots, subject to the condition that they shall not obstruct passage for the fire tender.

(3) All complexes should have single storey, with a maximum floor to ceiling height of 2.8 meter and water tanks concealed with a parapet wall or jali not exceeding 1 meter in height.

(4) All complexes should at least have 1 wash basin, 2 urinals and 1 water closet (WC) each, for men and women separately, with adequate electricity, drainage, water and sewerage facilities and same shall be connected to the infrastructure being developed for the project.

(5) The complex shall be well ventilated with adequate provisions for lighting.

(6) The Public Washroom Complex shall have direct access from outside the plot i.e., direct access from the road, so as to permit usage by the general public.

(7) Such complexes shall be free of FAR and Ground Coverage and will form part of full schemes prepared by owner or architect for approval.

(8) Such complexes shall have provisions for outdoor signage, advertisements and space for public art with permission from the concerned agencies or local authorities.

(9) Complexes shall be either constructed and maintained by the plot owner or constructed by the plot owner and maintained by a service provider or constructed as well as maintained by a service provider.

(10) Such complexes are not permitted to be used for purposes other than specified above.

48.Provisions for Green Buildings. — (1)Green Building norms regarding water conservation and management, solar energy utilization, energy efficiency and waste management, as given in the Table No.11 below, shall be mandatorily provided in the residential and non-residential buildings depending on the plot sizes. —

Table No. 11: Applicability of Green Building Provisions			
Sl. No.	Plot Size (in Sq.m)	Provision for Residential use	Provision for Non- Residential use
(a)	(b)	(c)	(d)
1	Up to 115 Sq.m	Not mandatory	Not mandatory
2	Up to 300 Sq.m.	(i) Rain water harvesting;	(i) Rain water harvesting;
3	Above 300 and up to 500 Sq.m.	(i) Rain water harvesting and ground water recharging; (ii) Installation of solar PV cells; (iii) Installation of solar assisted water heating systems; and (iv) Segregation of waste	(i) Rain water harvesting and ground water recharging; (ii) Installation of solar assisted water heating systems; and (iii) Segregation of waste
4	Above 500	(i) Rain water harvesting and	(i) Rain water harvesting and

Table No. 11: Applicability of Green Building Provisions			
Sl. No.	Plot Size (in Sq.m)	Provision for Residential use	Provision for Non- Residential use
(a)	(b)	(c)	(d)
	and up to 1000 Sq.m.	ground water recharging; (ii) waste water recycling and reuse; (iii) Installation of solar assisted water heating systems; (iv) lighting of common areas by solar energy or LED devices; (v) Segregation of waste	ground water recharging; (ii) waste water recycling and reuse; (iii) Installation of solar PV cells; (iv) Installation of solar assisted water heating systems; and (v) lighting of common areas by solar energy or LED devices; (vi) Segregation of waste
5	Above 1000 and up to 3000 Sq.m.	(i) Rain water harvesting and ground water recharging; (ii) waste water recycling and reuse; (iii) reduction of hardscape; (iv) Installation of solar PV cells; (v) Installation of solar assisted water heating systems; (vi) energy efficiency in HVAC (vii) lighting of common areas by solar energy or LED devices; (viii) Segregation of waste	(i) Rain water harvesting and ground water recharging; (ii) waste water recycling and reuse; (iii) reduction of hardscape; (iv) Installation of solar PV cells; (v) Installation of solar assisted water heating systems; (vi) energy efficiency in HVAC (vii) lighting of common areas by solar energy or LED devices; (viii) Segregation of waste
6	Above 3000 Sq.m.	(i) Rain water harvesting and ground water recharging; (ii) low water consumption and plumbing fixtures, (iii) waste water recycling and reuse;	(i) Rain water harvesting and ground water recharging; (ii) low water consumption and plumbing fixtures, (iii) waste water recycling and reuse;

Table No. 11: Applicability of Green Building Provisions			
Sl. No.	Plot Size (in Sq.m)	Provision for Residential use	Provision for Non- Residential use
(a)	(b)	(c)	(d)
		(iv) reduction of hardscape; (v) Installation of solar PV cells; (vi) Installation of solar assisted water heating systems; (vii) low energy consumption lighting fixtures, (viii) energy efficiency in HVAC (ix) lighting of common areas by solar energy or LED devices; (x) Segregation of waste (xi) Organic waste management	(iv) reduction of hardscape; (v) Installation of solar PV cells; (vi) Installation of solar assisted water heating systems; (vii) low energy consumption lighting fixtures, (viii) energy efficiency in HVAC (ix) lighting of common areas by solar energy or LED devices; (x) Segregation of waste (xi) Organic waste management

(2) In pursuance of the National Sustainable Habitat Mission on Energy Efficiency in Building, the Authority shall encourage for adoption of Green Rating for Integrated Habitat Assessment (GRIHA), Leadership in Energy and Environmental Design (LEED), Indian Green Building Council (IGBC) and Energy Conservation Building Code (ECBC) (for Odisha ECBC Code and Guidelines -2011 refer Annexure-VI) rating certification for new and existing buildings. The incentive for the same would be based on applicable State Government policy as applicable from time to time.

49. Signs and outdoor display structures. —(1) Signs and outdoor display structures shall be governed by the relevant provisions of the Odisha Municipal Corporation Act, 2003 or the Odisha Municipal Act., 1950, as the case maybe, for Municipal Corporation area and other Urban Local Bodies areas coming within the jurisdiction of Authority:

Provided that the Authority may specify, with the approval of the State Government, design signage guidelines for any urban area or part of urban area or a group of urban areas.

(2) For the areas outside Urban Local Body, which is coming within the Master Plan area, the Authority shall specify the guidelines.

50.Promotion of Sustainable Urban Transport.—To promote and develop sustainable urban transport infrastructure, the authority, with prior approval of State Government, may specify in the regulations, the standards of street design, setting up and operationalization of Public Bicycle Sharing (PBS) programme, infrastructure at plot or project level to promote non- motorized transport and public transport, street improvement programme etc.

51.Urban Design and Built Form. —The Authority, with the prior approval of the State Government, may specify regulations to regulate or preserve or achieve a certain Urban Design and Built-form characteristics of any defined area or street within its jurisdiction and the Authority may specify different regulations for different areas based on its locality or context.

52.Wetland and Water Sensitive Urban Design. —The Authority, with prior approval of the State Government, may specify regulations to regulate development activities near notified wetlands, lakes, reservoirs and low lying areas including Environmentally Sensitive Zones and water bodies demarcated in the Master Plan and to encourage sustainable drainage and low impact development in such areas.

53.Reference to standards. —The standards relating to water and sanitation requirements, fire protection and fire safety requirements shall be referred to as given at Annexure-VII, Annexure-IX and V and Annexure-II, respectively.

54.Development norms for smart infrastructure.—(1) Every apartment, commercial, institutional, high-rise building and all buildings with a plot size of 1 acre and more shall have provision for Information and Communication Technology (ICT) landing point in the form of a room near the main entrance gate of dimension not less than 3 meters x 4 meters and having 3 meters clear height and the room shall have two fire proofs of 1.2 meters width opening outwards along with adequate ventilation in the form of windows or ventilators and such room shall not be counted in coverage and FAR calculations.

(2) Provision of smart metering shall be mandatory for every apartment, commercial, institutional, high-rise buildings and all buildings with a plot size of 1 acre and more within the jurisdiction of Municipal Corporation and the Authority may notify, from time to time, standards for provision of such smart metering and infrastructure required for the same.

(3) The Competent Authority may specify standards and norms from time to time, for development of smart buildings, smart infrastructure and open spaces within the areas being taken up for development under the Smart City Mission and such other programme.

PART II

(Requirement of Special Occupancy)

55. Apartment. — (1) In an Apartment building with joint ownership of land, the owner or developer shall provide floor space for house owner's society office and assembly at the rate of one square meter per flat, provided that the minimum area shall not be less than 12 square meters.

(2) One staircase for every 6 dwelling units or fraction thereof in a floor shall be provided.

(3) The minimum width of approach road to the plot shall be 9 meters for Apartment buildings.

(4) Reservation of affordable housing i.e., EWS and LIG housing shall be done as per provisions of affordable housing overlay.

56. Outhouse. — An outhouse with zero rear and one side set back may be permitted on a plot having an area not less than 150 square meters:

Provided that—

- (i) the coverage of the outhouse shall not exceed 30 square meters and the height shall not exceed 3 meters;
- (ii) the built up area of the outhouse and that of the main building together shall not exceed the permissible FAR for the concerned plot;
- (iii) the outhouse shall not cover more than one third of the width and more than one fourth of depth of the plot and shall not abut any public road;
- (iv) a minimum 1.5 meters strip of land shall be kept open to the sky between the main building and the outhouse;

- (v) no opening either in the form of windows or doors or ventilators shall be provided to the adjoining properties; and
- (vi) out houses with sloping or flat roof without access to the roof would only be permitted.

57. Requirements for old settlement area. — (1) In an old settlement area, permission to erect a building may be given on the basis of the available width of means of access, provided that where the width of means of access is 4.5 meters or less, the coverage shall be limited to 50% of the plot area and the maximum height of the building shall be limited to two storey and the F.A.R. shall be limited to 1.00.

(2) For plots with narrow width, i.e., width of 7.5 meters or less, zero setbacks may be allowed on one side with a passage of one meter on the other side.

(3) The rear setback and front setback shall not be less than 3.0 meters and 1.5 meters, respectively.

(4) In each house on an old settlement plot having one side setback, an internal court-yard of not less than 10 square meters in area and not less than 2.5 meters in width shall be provided in such a way that at least one wall of each living room abuts such courtyard or a verandah opening to such courtyard.

(5) Construction proposed in all existing buildings which have been divided into parts by partition or sale or otherwise may be permitted (without insisting on front, rear or side setbacks) subject to fulfilment of following provisions, namely: —

- (i) coverage provided for the upper floor shall not exceed 75% of the plinth area of existing floor for organizing an open terrace to facilitate light and ventilation to the habitable rooms;
- (ii) separate arrangement shall be made for drainage of the storm water;
- (iii) ventilators may be permitted above lintel height on production of no objection certificate from the owners of the adjacent plot to which the ventilators abut, but no window overlooking others property may be permitted without obtaining his written consent in the shape of an affidavit.

(6) For construction on the first and subsequent floors on existing floors in old settlement area, on zero setbacks on one side may be permitted, provided that the construction does not lead to closing down of windows or ventilators or skylights of the neighbouring plot which are already existing lawfully.

(7) While according to permissions without providing required setbacks, no-objection certificate in the shape of an affidavit from the side neighbour may be obtained and reasons for the same may be recorded in writing.

58. Semi- detached and row housing. — (1) Owners of adjacent similar dimension plot abutting a road may be permitted to construct row or semi-detached buildings.

(2) The orientation of the row or semi-detached building shall preferably be such that the prevailing summer breeze can be availed by each dwelling unit.

(3) For semi-detached buildings over two adjacent plots, the setbacks, the height and the FAR shall be regulated by treating both the plots as one.

(4) In case of row housing, the length of a row shall not exceed 50 meters along the road on which such houses abut.

(5) In case, the dwelling units in a row are scattered, the maximum length of the road shall be 100 meters.

(6) For row houses the ground coverage shall not be allowed to exceed 60% and the FAR more than 1.75.

(7) The minimum size of the plot on which a unit of a row housing may be allowed shall be 30 square meters.

59. Shop cum residence. — Where plots are allotted in a row for shop-cum-residential purpose, the Authority may allow construction of shop-cum-residential building without any side set backs up to a depth of 10 meters from the front exterior wall:

Provided that no part of the building up to said depth is used for residential purpose on the ground floor and no building exceeding 12 meters in height shall be allowed to be constructed on a shop-cum-residential plot, unless so permitted under the Master Plan:

Provided further that the shop-cum-residence shall have only 2/3rd of the total floor area used for shops:

Provided also that the FAR and other parameters shall conform to that specified for commercial buildings.

60.Assembly Buildings (Cinemas, Theatres, Multiplex, Auditorium, Museum, Exhibition hall, Gymnasium, Stadia, Restaurant, Club room, etc.). —(1) The relevant provisions of the Odisha Cinemas (Regulations) Rules, 1954 shall apply for planning, designing and construction of Cinema and Theatre buildings.

(2) The minimum width of the means of access for Cinema Hall, Multiplex, convention centers and stadium shall be 12 meters.

(3) No permission for construction of an assembly building to be used as a cinema hall, theatre or auditoria for cultural show, shall be granted unless the construction of such buildings conforms to the provisions of the Odisha Cinemas (Regulations) Act, 1954 and the Odisha Cinematograph Rules, 1939, the National Building Code of India or any other law on the subject for the time being in force in the State.

(4) No permission to construct a cinema hall on a site shall be given unless such site has been approved by the Authority for the purpose.

(5) Excepting provision for restaurant and incidental facilities no other use shall be permitted in a cinema building.

(6) All cinema, multiplexes, theatres or auditoria buildings shall conform to IS; 4878-1986 and acoustics design of such buildings shall adhere to the requirements of IS; 2526-1963.

(7) Exits and fire safety requirements shall be in accordance with Part IV (Fire and life safety) of the National Building Code of India.

(8) Parking norms shall apply as per provisions of rule 34 of these rules.

(9) Requirements of water supply, drainage and sanitation shall be as per provisions of the National Building Code of India.

(10) Notwithstanding anything contained in this rule, the setback provision for multiplex shall be as prescribed in Table No.12 below.

Table No. 12: Setback provision for multiplex			
Sl. No	Category of Multiplex	Minimum Front Setback	Minimum setback on all other sides
(a)	(b)	(c)	(d)
1	Independent multiplex building (Total built up area of 90% or more under cinema hall with commercial use limited to 10% of total built-up area shall be considered as Independent multiplex building.)	12	6
2	Multiplex within commercial building where the area under multiplex is more than 1/3 rd of total built-up area or total number of seats exceeding 400	9	6
3	Multiplex within commercial building where the area under multiplex is not more than 1/3 rd of total built-up area or total number of seats is not more than 400.	7.5	6

Note: —

(i) In case of multiplex within commercial building, special buildings or high-rise buildings, the higher setback prescribed for any of the aforesaid activities under these rules shall be applicable

(ii) In case of multiplex buildings, the exterior open space around a building for a width of 7.5 meters shall be kept unbuilt except where the open space requirement is less than 7.5 meters, the entire specified open space shall be kept unbuilt. It shall be constructed of hard surface capable of taking load of fire engine weighing up to 45 tonnes.

61. Commercial activity in mixed use building. —(1) Subject to provisions of the zoning regulations, in mixed-use buildings, commercial activity shall be permitted as per the following criteria, namely:—

- (i) for road width of 12m, commercial use shall only be allowed in ground floor:
Provided, if additional front- setback of 2m. is provided above the minimum setback and without front boundary wall, then the total front setback may be considered towards parking area calculation as surface parking;
- (ii) for road width of 18m and above but less than 24m, only ground and first floor shall only be allowed for commercial use.

(iii) for road width of 24m and above but less than 30m, commercial use shall only be allowed in the ground, first and second floors.

(iv) for road width of 30m and above, commercial use may be provided in all floors.

(2) Commercial activities shall be permitted on 9-meter-wide road on the ground floor up to a depth of 10 meters from the front setback line:

Provided, if additional front- setback of 1m. is provided above the minimum setback and without front boundary wall, then the total front setback may be considered towards parking area calculation as surface parking;

(3) Subject to provisions prescribed under sub-rules (1) and (2) above and zoning restrictions of the Authority, apartments and housing projects with commercial activities limited to 5% of the built-up area shall not be considered as mixed-use buildings.

62. Hotel Premises. —(1) A hotel premises may also have other permitted activities along with hotel activity, namely, service apartment, banquet, conferencing facilities, restaurant, swimming pool, health club, food court and discotheque.

(2) Commercial offices, retail and service shops to be restricted to 20% of Floor area in Hotel Premises.

(3) In case of land allotted by Government for Hotel purpose the commercial activity shall be permitted up to 20% of floor area, if specific provision for extent of commercial activities is not mentioned in the condition of lease or auction:

Provided that, if the extent of commercial usages has been specified in the terms and conditions of the lease deed/auction and if the same exceeds 20% of floor area, the same shall be allowed, subject to overall limit prescribed by the Authority in the regulations.

(4) The commercial activity to be permitted within a hotel premises, shall be in compliance to the use restriction specified in zoning regulations and other provisions of these rules applicable to the specific commercial activity proposed within the hotel premises.

63.Liquefied petroleum gas or Gas Cylinder Godown. — (1) Vacant space shall be maintained at all times as given in Table No.13 below:

Table No.13: Minimum distances required for storage shed of liquefied petroleum gas cylinders		
Sl. No.	Quantity of Compressed Gas in Cylinders (Kg.)	Minimum Clear Distance to be kept (in meters)
(a)	(b)	(c)
1	0-100	1
2	101 –1000	3
3	1001- 4000	5
4	4001-8000	7
5	8001-12000	9
6	12001-30,000	12
7	Over 30,000	15

(2) Notwithstanding anything contained in the conditions specified in the Table, cylinders containing liquefied petroleum gas exceeding 100 kilograms but not exceeding 300 kilograms, may be kept in a storage shed forming part of, or attached to building, if it is separated there from by a substantial partition and the only means of access to it is from outside and such a storage shed shall not be situated under any staircase or near other entrances to or exits from the rest of the building or other buildings.

(3) A shed used for storage of liquefied petroleum gas cylinders shall be surrounded by a suitable fence to prevent unauthorized persons from having access to the shed.

64.Norms for Petrol Pump. —(1) Minimum distance from the road intersections shall be—

- (i) for minor roads having less than 30 meters width
50 meters.; and
- (ii) for major roads having width 30 meters or more
-- 100 meters.

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(2) The minimum distance of the property line of petrol pump from the Centre line of the road shall not be less than 15 meters on roads having less than 30-meter width. In case of roads having 30 meter or more width, the width of the road shall be protected.

(3) Plot size shall be—

- (i) for filling stations only -- 30 meters × 17 meters;
- (ii) for filling-cum-service station -- 36 meters × 30 meters;

(4) The frontage of the plots mentioned in clause (i) and (ii) of sub-rule (3) shall not be less than 30 meters.

(5) Other conditions shall include—

- (i) new petrol pump shall not be located on roads having less than 30 meters width;
- (ii) every petrol pump shall adhere to the norms as prescribed in IRC Code: 12-2009, as amended from time to time; and
- (iii) every petrol pump shall have public toilets with Water Closet (WC) separately for men and women.

(6) Other controls for installation of petrol pump shall include—

- (i) Ground coverage -- 20%;

Note: Ground coverage will exclude canopy area

- (ii) FAR -- 0.20;
- (iii) Max. height -- 7 meters;
- (iv) Canopy equivalent to permissible ground coverage within setback line;
- (v) Front set back -- minimum 6 meters

(7) Other requirements for installation of petrol pump shall be—

- (i) NOC from Explosives and Fire Department
- (ii) License from the District Magistrate

(8) In case of Compressed Natural Gas (CNG) mother station—

- (i) Plot size (Max) -- 36 meters x 30 meters
- (ii) Maximum ground coverage --20%
- (iii) Maximum height -- 7 meters (single storey)
- (iv) Building component -- control room, office, dispensary, store, pantry and W.C.

65.Farm House. — (1) For construction of Farm House Building in Agricultural Use Zone, minimum size of plot shall not be less than 1.00 hectare.

(2) Maximum coverage and FAR shall be as given in Table No.14 below:

Table No. 14: Maximum Coverage and FAR		
Sl. No.	(a)	(b)
1	Maximum permissible ground coverage for all types of activity	15 percent
2	Maximum built-up area (BUA) allowed	500 square meters for every 1 Ha.
3	Residential accommodation of watch and ward/maintenance staff	100 square meters
4	Maximum height	7 meters
5	Setbacks	Front/side abutting road 15.0 meters and all other sides 9.0 meters

(3) Minimum 65% percent of the total area of the farmhouse shall be under plantation or cultivation and at least 100 trees per hectare shall be planted out of which at least 50 percent shall be evergreen trees.

(4) In case of a plot for a farmhouse having dwelling units, the owner thereof shall be responsible to make lawful arrangements for potable water.

(5) The owner shall be responsible to provide drains in the farmhouse to be used for rainwater and in case of dairy farm open or closed sanitary drains to clean sheds, as may be required by the Authority.

(6) The owner shall be responsible to provide septic tank with necessary disposal trenches for disposal of human and animal waste in the farmhouse within his own premises.

(7) The owner of a farmhouse shall obtain electric connection directly from the appropriate authority authorized for distribution on such terms and conditions at his own cost as decided by the appropriate Authority.

(8) For the purpose of sub-division of land for farmhouse, provisions of rules for approval of layout provided in Part II of Chapter-IV shall apply.

(9) Norms for solid waste management shall apply.

(10) The permitted activity of farmhouse shall not be modified into other activities.

66.Country Homes. —(1) For construction of Country Homes in Agricultural Use Zone, minimum size of plot shall not be less than 2000 square meters which shall be low density residential areas in peri-urban and rural areas and the minimum size of the project in such areas for approval shall be at least 10 acres.

(2) Maximum coverage and FAR shall be as given in Table No.15 herein contained—

Table No. 15: Maximum coverage and FAR		
Sl. No.	(a)	(b)
1	Maximum permissible ground coverage for all types of activity	15 percent
2	Maximum built-up area (BUA) allowed	250 square meters for every 2000 square meters of plot area.
3	Residential accommodation of watch and ward/maintenance staff	20 square meters
4	Maximum height	7meters
5	Setbacks	Front/side abutting road 15.0 meters and all other sides 9.0 meters

(3) Minimum 65% percent of the total area of the country-home shall be under

plantation or cultivation and at least 100 trees per acre shall be planted out of which at least 50 percent shall be evergreen trees.

(4) In case of a plot for a country-home having dwelling units, the owner thereof shall be responsible to make lawful arrangements for potable water.

(5) The owner shall be responsible to provide drains in the country-home to be used for rainwater and in case of dairy farm, open or closed sanitary drains to clean sheds, as may be required by the Authority.

(6) The owner shall be responsible to provide septic tank with necessary disposal trenches for disposal of human and animal waste in the country home within his own premises.

(7) The owner of a country home shall obtain electric connection directly from the appropriate Authority Authorized for distribution on such terms and conditions at his own cost as decided by the appropriate Authority.

(8) For the purpose of sub-division of land for country homes, provisions of rules for approval of layout provided in Part II of Chapter IV shall apply.

(9) Norms for solid waste management shall apply.

(10) The permitted activity of country homes shall not be modified into other activities.

PART III

Additional Requirements for High-rise Buildings, Housing Projects/ Schemes, Apartments and Special Buildings:

67.Restriction on construction of high-rise building. — (1) Construction of high-rise buildings shall not be permitted in villages, as notified by the Authority, from time to time.

(2) The Authority may, with prior approval of the State Government, restrict construction of high-rise buildings in any peri-urban or rural area within its jurisdiction on the basis of assessment of the available utilities or infrastructure such as drainage, solid waste management, transport, water management required for urban settlements or habitats.

(3) Where conditional permissions have been granted before commencement of these rules, development shall be controlled as per regulations under which such permission were given:

Provided that this relaxation shall not be allowed where such development was made in violation of heritage zone condition.

68.Main Entrance. —(1) The main entrance to the premises shall not be less than 6 (six) meters in width in order to allow easy access to fire engine and the gate shall fold back against the compound wall of the premises, thus leaving the exterior access way, within the plot, free for the movement of fire service vehicles:

Provided that if archway is provided over the main entrances, the height of the archway shall not be less than 5 (five) meters.

(2) For high-rise Housing Projects on one plot, the access way within the premises shall not be less than 7.5 (seven and half) meters in width and the open space between buildings shall be as specified under rule 31.

(3) The space set apart for providing access within the premises shall in no case be included in the calculation of requirements pertaining to parking spaces and other amenities required to be provided for the building.

(4) Every access way shall be properly drained and lighted to the satisfaction of the Authority and manhole covers or any other fittings laid within the right of way of the access way shall be flushed with the finished surface level of it so as not to obstruct safe

movement of men and vehicles.

(5) Reconstruction, addition or alteration to any high-rise building shall not be taken in a manner which shall reduce the width of the access way to a level below the minimum prescribed limit under these rules.

69.Exit. — (1) Every high-rise building meant for human occupation or assembly, shall be provided with exit sufficient to permit safe escape of the occupants in case of fire or other emergencies.

(2) An exit may be a doorway, corridor, passageway to an internal or external staircase or to a verandah or roof or terrace having access to a street.

(3) Exits shall be so arranged as to provide continuous means of access to the exterior of a building or exterior open space leading to a street without passing through any occupied unit.

(4) Exits shall be so located that the travel distance on the floor shall not exceed 20 (twenty) meters in case of residential, educational, institutional and hazardous occupancies and 30 (thirty) metres in the case of assembly, business, mercantile, industrial and storage occupancies.

(5) If the provision specified at clause 4.4.2.4 of Part-IV of National Building Code of India 2016 regarding travel distance based on occupancy and construction type (fire resistance rating) is completely adhered to, then such travel distance shall be considered as compliance towards provisions of sub-rule (4).

(6) Wherever more than one exit is required for a floor of a building, exits shall be placed at a reasonable distance from each other as possible.

(7) All the exits shall be accessible from the entire floor area at all floor levels.

(8) There shall be at least two exits serving every floor and at least one of them shall lead to a staircase.

(9) The width of every exit shall not be less than one metre and shall be provided as specified in Table No.16 below:

Table No. 16: Number of Occupants as per type of Occupancy			
Sl. No.	Type of occupancy	Number of occupants per unit exit width	
		Staircase	Terrace
(a)	(b)	(c)	(d)
1	Residential	25	75
2	Mixed and other uses	50	75

Explanation: —

- (a) Lifts and escalators shall not be considered as an exit.
- (b) 'Travel distance' means the distance from any point in the floor area to any exit measured along the path or egress except that when the floor areas are subdivided into rooms, used singly or of rooms and served by suite corridors and passage, the travel distance may be measured from the corridor entrance of such rooms or suites to the nearest staircase or verandah having access to the street.
- (c) The definition of travel distance shall be as specified in NBCI 2016, in case the same is provided in complete compliance of Clause 4.4.2.4 of Part-VI of NBCI.
- (d) The unit of exit width, used to measure the capacity of any exit, shall be 500 mm. A clear width of 250 mm shall be counted as an additional half unit. Clear widths less than 250 mm shall not be counted for exit width.

70. Structural Safety Design, Standards and other requirements.— (1) The structural design of foundation, masonry, timber, plain concrete, reinforced concrete, pre-stressed concrete and structural steel shall be carried out in accordance with provisions related to structural design, loads, foundation, wood, masonry, concrete and steel of the National Building Code of India taking into consideration all relevant Indian Standards prescribed by Bureau of Indian Standards for general structural safety, for cyclone or wind or storm protection, for earthquake protection and for protection of landslide hazard. (Refer to *Annexure-VIII* for list of relevant Indian Standards)

(2) All material and workmanship shall be of good quality conforming generally to the accepted standards of Public Works Department and Indian standard specification and codes as included under Building Materials and Construction practices and safety of the National Building Code of India.

(3) The provisions of these rules are not intended to prevent the use of any material or method of design or construction not specifically prescribed in these rules provided any

such alternative has been approved as part of specification provided under clause (x) of sub-rule (2) of rule 74.

(4) The building materials approved by Bureau of Indian Standards (B.I.S.) or any statutory body will form part of the approved building material and technology as part of the rules.

(5) The Planning design and installation of electrical installations, air conditioning installation of lifts and escalators can be carried out in accordance with provisions prescribed for Building Services, Lighting and Ventilation, electrical and Allied installation, air conditioning and heating, acoustics, sound insulation and noise control, installation of lifts and escalators in the National Building Code of India.

(6) The requirements of electric sub-station and the provisions of electric sub-station shall also require approval from the concerned Authority.

(7) The planning, design, construction and installation of water supply, drainage and sanitation and gas supply system shall be in accordance with relevant provisions of the National Building Code of India.

PART IV

OVERLAY RULES

71.Affordable Housing Overlay Rules. —(1) With a vision to ensure access to formal housing for all Sections of society living in Development Area, following development control norms (affordable housing overlay) are prescribed for facilitating development of EWS or LIG or MIG housing units.

(2) The category-wise, size of the dwelling units shall be as given in Table No.17 below:-

Table No. 17:Category wise size of dwelling units		
Sl. No.	Category of Dwelling Units	Size of the Dwelling Units (in square meters of carpet area)
(a)	(b)	(c)
1	Economical Weaker Section (EWS)	Up to 30 square meters
2	Low Income Group (LIG)	Up to 60 square meters
3	Middle Income Group –I (MIG-I)	Up to 160 square meters
4	Middle Income Group –II (MIG-II)	Up to 200 square meters

Note: The size of the dwelling units shall be modified, if the sizes are varied in the “Policy for Housing for all in Urban Areas, 2015”, as amended from time to time.

(3) The following relaxations in development control regulations and building norms shall be applicable to the extent of Economically Weaker Section (EWS) and Low-Income Group (LIG) housing in apartment building and housing projects, namely: —

- (i) The distance between two building blocks shall be a minimum of 2 meters.
- (ii) Parking requirements for Affordable Housing Projects can be accommodated within setback areas, between building blocks or open areas subject to condition that at least 1.2 meter driveway for one side parking and 1.5 meter driveway for both side parking, shall be provided.
- (iii) The side setbacks may vary depending upon the plot size and plan prepared for a particular project, subject to provision of at least 1 meter side setback on either side. The sum total of both side setbacks in a particular project shall comply with these rules.
- (iv) The MP & BP committee may relax the requirement of minimum RoW of the means of access to not less than 6 meters for non-high rise apartment building.
- (v) One staircase for every 12 dwelling units or fraction thereof in a floor shall be provided.

(4) For the purpose of ensuring provisions of Housing for all, the State Government

has notified a policy that is “Policy for Housing for All in Urban Areas, Odisha- 2015” which prescribes mandatory development of EWS housing, incentives to be given to private developer and Government agencies in terms of FAR, norms for promotion of mixed-use development and relaxations in terms of various fees and charges.

(5) The “Policy for Housing for All in Urban Areas, Odisha- 2015”, as amended from time to time, shall be applicable to building plan approval of all such projects:

Provided that incentives and provisions prescribed in this policy for promotion of affordable housing are model specific that is to say, a provision under one model cannot be made applicable to projects taken up under another model.

(6) To ensure development of MIG housing, following incentive shall be provided, namely: —

- (i) The developer shall be entitled to receive additional FAR equivalent to 20% of the built-up area utilized for MIG units and the said additional FAR can only be utilized in the same project subject to a maximum additional FAR of 0.25.

(7) External infrastructure that is development of road connectivity as per plan, street lighting, water supply, sewerage connection, solid waste management facility and public transport services to the battery limits of projects taken up under Model- 3, 4 and 5 of the Policy for Housing for All in Urban Areas, Odisha— 2015 shall be provided by concerned Government agencies without any infrastructure or development charges to the projects.

(8) In case of Slum Improvement and EWS housing, the building parameters shall be applicable as per “Policy for Housing for all in Urban Areas, 2015”, as amended from time to time.

72. Transit Oriented Zone (TOZ) Overlay Rules. — (1) This Overlay Zone provides opportunity for mixed use and higher density development along the notified transit priority corridors to encourage and promote compact mixed-use development in this zone and TOZ shall help in sustainable urban development by ensuring that maximum number of people can live, work or find means of recreation within walking or cycling distance of the transit priority corridors.

(2) The transit priority corridors, extent of the TOZ along such corridors and

applicability of development control norms in such TOZ shall be notified by Authority, from time to time and the same shall be defined as per the following overall framework, namely: —

- (i) up to maximum of 400 meters wide belt on both sides of centre line of the notified transit priority corridors can be TOZ;
- (ii) in case a part of plot or project site falls within notified TOZ, then the whole plot or project site shall be included in TOZ;
- (iii) development control norms overlay shall be within the overall framework of sub-rule (4).

(3) TOZ overlay will override general provisions of development control regulations to the extent provided herein but the same shall not override the provisions related to following:

- (i) Environmentally Sensitive Zone;
- (ii) Special Heritage Zone;
- (iii) Open Space Use Zone;
- (iv) Agricultural and Forest Use Zone;
- (v) Water Bodies Use Zone;
- (vi) any other use zones in which higher intensity of development allowed under TOZ is not desirable, as decided by Authority, from time to time.

(4) The following Development Control Norms shall be applicable in TOZ Overlay, namely; —

- (i) The TOZ shall allow flexibility in provision of a mix of various uses within the same plot, with the exception of the following polluting and potentially hazardous uses affecting security, safety and environmental quality, of such areas,
 - (a) Retail shops - building materials, timber, building products, marble, iron, steel and sand, firewood, coal,
 - (b) Repair shops - automobile repair and workshops, cycle rickshaw repairs, tyre resorting and retreading, battery charging,

- (c) Service shops - flour mills, (more than 3 KW power load), fabrication and welding,
 - (d) Storage, godown and warehousing,
 - (e) Manufacturing units (excluding household industry),
 - (f) Junk shop,
 - (g) Other hazardous, polluting and nuisance causing uses,
 - (h) any other use which in view of Authority is analogous to entries listed above;
- (ii) maximum permissible FAR shall be allowed in TOZ as prescribed under rule 32;
- (iii) mixed use of the plot or project site and/or building shall be permitted in TOZ subject to following conditions, namely: —
- a) principal use shall cover not less than 50% (fifty percent) of total built-up area and rest of the built-up area may cover any one or more of the permissible uses;
 - b) for the purpose of this rule, principal use may be any of the permissible uses as allowed under clause (i);
- (iv) The front setbacks on some or a part of the Transit Priority Corridors, having character of commercial streets, shall have fixed frontal setbacks as provided in Table No.18. The extent of such streets shall also form the part of the notification of Transit Priority Corridor notified by the Authority under sub-rule (2);

- (v) The fixed frontal setback is required to achieve a continuous building facade along a street edge to form a build-to line and it is further provided that all buildings shall be required to coincide with this line up to a minimum of 50% (fifty per cent) of this line; and

Table No. 18 Fixed frontal setback for Buildings		
SI No.	Front Setback (in meters)	Width of Street Fronting the Plot (in meters)
(a)	(b)	(c)
1	1.5	Up to 9.0
2	3.0	Above 9.0 and up to 18
3	4.5	Above 18 and up to 30
4	4.5	Above 30

Note. — The Authority may modify the norms prescribed in the Table as per character prevailing in their development area concerning to TOZ.

- (vi) In the plots/ project sites for which provisions of 10% (ten percent) EWS housing are mandatory as per affordable housing overlay, additional provisions shall be made for reservation of 10% (ten percent) of built-up residential space for LIG or MIG housing and for such reservations, incentives allowed under affordable housing overlay shall be available;
- (vii) All apartment building, housing projects, commercial, public buildings, mixed-use buildings shall not have any boundary wall and the entire setback area shall be considered as Public Open Space (POS):

Provided that provision of plantation, underground rainwater harvesting structure, ground water recharging pits, electric-substation and public washroom complex shall be permitted in such setback area and the Authority may prescribe guidelines for siting of abovementioned provisions within such public open spaces:

Provided further that in case of high-rise buildings the setback around the building for a width of 7.5 meters shall be kept unbuilt and free from obstruction except where the open space requirement is less than 7.5 meters, the entire specified open space shall be kept unbuilt, and it shall be

constructed of hard surface capable of taking load of fire engine weighing up to 45 tonnes;

- (viii) Provision of a minimum 10% (ten per cent) of additional Public Open Space (POS) shall be mandatory in all developments over plot size of more than 2000 square meters. This shall be subject to the following conditions, namely: —
- (a) This Public Open Space shall be open to all and shall provide facilities like badminton court, tennis courts, basketball courts, bus stops, toilets;
 - (b) Public amenities provided in POS as part of the development shall be exempted from calculation of FAR;
 - (c) The Authority may prescribe guidelines for effective utilization of such public open spaces;
- (ix) For plot size more than 1 Acre, Through-Block Linkages of width not less than 3.0 meters shall be provided to improve connectivity and to encourage walkability within the TOZ; and
- (x) The area under Setbacks, Public Open Space and Through Block Linkage shall be surrendered to the Authority without any cost and the authority, in lieu of such surrendered land shall provide TDR certificate to the applicant as prescribed under sub-rule 4 of rule 33.

73. Mixed-Use Zone Overlay Rules. —(1) This Overlay Zone provides opportunity for development of a diversified and pedestrian oriented urban environment where a mix of uses are encouraged, by allowing greater flexibility in development and to promote walk-to-work environment.

(2) Mixed Use Overlay shall be applicable only on streets with width of 18 meters or more, as notified by the Authority after due consultation with all stakeholders and subject to all such norms, terms and conditions including charges, if any, as are prescribed in such notification.

(3) Mixed Use Zone overlay shall override general provisions of development control regulations to the extent provided herein but same shall not override provisions of other following overlays or land uses, namely: —

- (i) Environmentally Sensitive Zone;
- (ii) Special Heritage Zone;
- (iii) Open Space Use Zone;
- (iv) Agricultural and Forest Use Zone;
- (v) Water Bodies Use Zone;
- (vi) Transit Orientated Zone;
- (vii) any other use zones in which mixed use development under this overlay is not desirable, as decided by Authority from time to time.

(4) The following Development Control Norms shall be applicable in Mixed use Overlay, namely; —

- (i) The Mixed Use Overlay Zone shall allow flexibility in provision of a mix of various uses within the same plot, with the exception of the following polluting and potentially hazardous uses affecting security, safety and environmental quality, of such areas, —
 - (a) Retail shops - building materials, timber, building products, marble, iron, steel and sand, firewood, coal,
 - (b) Repair shops - automobile repair and workshops, cycle rickshaw repairs, tyre resorting and retreading, battery charging,
 - (c) Service shops - flour mills, (more than 3 KW power load), fabrication and welding,
 - (d) Storage, godown and warehousing,
 - (e) Manufacturing units (excluding household industry),
 - (f) Junk shop,
 - (g) Other hazardous, polluting and nuisance causing uses,
 - (h) any other use which in view of Authority is analogous to entries listed above;
- (ii) The FAR utilization and mix of uses within various permissible uses shall be as per following conditions, namely: —

- (a) principal use shall cover not less than 50% (fifty percent) and not more than 75% (seventy five percent) of total built-up area and rest of the built-up area may cover any one or more of the permissible uses and it is further provided that for the purpose of this rule, principal use may be any of the permissible uses as allowed under clause (i); and
- (b) on the ground floor facing the main street, there shall be provision for retail or/and commercial use only and it is further provided that there shall be fixed frontal setbacks as provided in clause (v) of sub-rule (4) of rule 72, under TOZ overlay.
- (c) Maximum FAR shall be allowed as per the provisions prescribed under rule 32.

CHAPTER –IV

Permission for Development

Part-I

Development Plan Approval

74.Common Application Form for Permission.— (1) Subject to the provision of these rules, any person who intends to undertake or carryout any development, whether for building operation, layout of land or for change of use of any land or building as contemplated in sub-section (3) of section 31 and sub-section (1) of section 33, shall apply to the authority in Form X as common application form either online or in such other manner and accompanied by such fees as prescribed in rule 122 and as per such standard operating procedure as may be notified by Competent Authority, from time to time.

(2) The application shall be accompanied with four copies of following documents and particulars duly signed by the persons who have prepared them and the owner or the applicant, namely: —

- (i) a key plan drawn to a scale of not less than 1:10,000 with minimum dimension of the key plan which shall not be less than 75 mm showing—

- (a) the boundary and location of the site,

- (b) means of access,
 - (c) neighborhood landmarks,
 - (d) existing electrical LT/HT/EHT line affecting the site, if any;
- (ii) the site plan on a scale of 1:100 for plots up to 500 square meters in size and on a scale of 1:500 for plots above 500 square meters in size and the boundaries of the site and of any contiguous land indicating—
- (a) the position of the site in relation to neighboring streets,
 - (b) the name of the streets(s) in which the building is proposed to be situated, if any,
 - (c) all existing buildings standing on, over or under the site including service lines,
 - (d) the position of the building and of all other buildings, if any, which the applicant intends to erect upon his contiguous land referred to in sub-clause (a) in relation to, —
 - (1) the boundaries of the site and in case, where the site has been partitioned, the boundaries of the portion owned by the applicant and also of the portions owned by others,
 - (2) all adjacent streets, buildings (with number of storey and height) and premises within a distance of 12 meters of the site and of the contiguous land, if any, referred to in sub-clause (a), and
 - (3) if there is no street within a distance of 12 meters of the site, the nearest existing street;
 - (e) the means of access from the street to the building and to all other buildings, if any, which the applicant intends to erect upon his contiguous land referred to in sub-clause (a),
 - (f) the space to be left about the building to secure free circulation of air, admission of light and access for scavenging purposes,
 - (g) the width of the street, if any, in front of the street, if any, at the side or rear or near the buildings,
 - (h) the direction of north point relative to the plan of the building,

- (i) any physical features, such as well, drains, etc.,
 - (j) parking plans indicating the parking spaces, wherever required,
 - (k) Such other particulars as may be specified by the Authority;
- (iii) the plans of the buildings and elevations and sections accompanying the application shall be drawn to a scale of 1:50 for plots measuring up to 225 square meters, for plots measuring above 225 square meters to a scale of 1:100 and for plots measuring 2,000 square meters and above to a scale of 1:200 with details on a scale of 1:100 and shall, —
- (a) include floor plans of all floors together with the covered area clearly indicating the size and spacing of all framing members and sizes of rooms and the position of staircases, ramps and lift wells,
 - (b) show the use or occupancy of all parts of the buildings,
 - (c) show exact location of essential services, for example, WC, sink, bath and the like,
 - (d) show all elevations,
 - (e) include at least one section through the staircase,
 - (f) include the structural arrangements with appropriate sections showing type and arrangements of footings, foundations, basement walls, structural load bearing walls, columns and beams, shear walls, arrangement and spacing of framing members, floor slabs and roof slabs with the material used for the same,
 - (g) show all street elevations,
 - (h) give dimension of the projected portions beyond the permissible building line,
 - (i) include terrace plan indicating the drainage and slope of the roof,
 - (j) give indications of the north point relative to the plan,
 - (k) details of parking spaces provided,
 - (l) statement and calculation sheets with regard to the plot area, floor wise details of spaces under various categories like apartments or office spaces, lobby circulation, staircase, lift, mezzanine, balconies

and details of such area which are to be exempted from calculation of floor area ratio, and

- (m) such other particulars as may be required to explain the proposal clearly and as specified by the Competent Authority and which may also include prescription of guidelines for color coding of areas to be used for various uses, utilities etc.;
- (iv) in case of high-rise building and special buildings, the following additional information shall be furnished and indicated in the building plan in addition to the items given in clause (iii), as applicable, namely: —
- (a) access to fire appliances and vehicles with details of vehicular turning circle and clear motorable access way around the buildings;
 - (b) size(width) of main and alternative staircases along with balcony approach, corridor, ventilated lobby approach;
 - (c) location and details of lift enclosures;
 - (d) location and size of fire lift;
 - (e) smoke stop lobby/door, where provided;
 - (f) refuse chutes and/or refuse chamber (optional), service duct, etc.;
 - (g) vehicular parking space;
 - (h) refuse area, if any;
 - (i) details of building services- Air-conditioning system with position of fire dampers, mechanical ventilation system, electrical services, boilers, gas pipes, etc.;
 - (j) detail of exits including provision of ramps, etc., for hospitals and special risk buildings/uses;
 - (k) location of generator, transformer and switch gear room;
 - (l) smoke exhauster system, if any;
 - (m) details of fire alarm system network;
 - (n) location of centralized control, connecting all fire alarm systems built-in–fire protection arrangements and public address system, etc.;

- (o) location and dimension of static water storage tank and pump room along with fire service inlets for mobile pump and water storage tank;
 - (p) location and details of fixed fire protection installations, such as sprinklers, wet risers, hose-reels, drenchers, etc.;
 - (q) location and details of first-aid firefighting equipments/ installations;
 - (r) longitudinal cross section of the building including size of footings, basement and super structure framing members and details of building and room heights and of staircase;
 - (s) location of site for sanitation. (refer to *Annexure-IX*); and
 - (t) segregated sanitation for visitors. (refer to *Annexure-V*);
- (v) the building services plan, which shall include all details of building and plumbing services and also plans, elevations and sections of private water supply, sewage disposal system and rain water harvesting system and this plan shall be made available to a scale not less than 1:100;
- (vi) the electrical layout plan on a scale not less than 1:100 for all buildings for which fire safety certificate is required under the provisions of Odisha Fire Prevention and Fire Safety Rules, 2017, as amended, from time to time;
- (vii) the landscape plan, which is to be developed to a scale of 1:100 for plots up to 500 square meters in size and the scale shall be 1:500 for plots above 500 square meters indicating the circulation and parking spaces, pathways, greenery and plantation etc.;
- (viii) the waste management plan for the projects over an area of Ac.1.000 and all proposed institutional buildings and other such bulk generator of solid waste shall include Solid Waste Disposal and Management Plan as per the Solid Waste Management Rules, 2016 and such plan shall also give such other details as required by the Competent Authority;
- (ix) the External Infrastructure Development Plan (EIDP) which shall include provisions of External infrastructure such as roads, road system landscaping, Water supply, sewage and drainage system, electric supply transformer, substations, solid waste management or disposal or any other work which

may have to be executed in the periphery of or outside a project for its benefit and such infrastructure works shall be maintained as per norms prescribed by Competent Authority:

Provided that, the competent technical agency may recommend and issue a No-Objection Certificate for allowing zero-discharge of storm water, waste water and sewage within the site, in cases, where sufficient means of discharge from the site is not possible and zero-discharge is feasible within the site:

Provided further that, where zero discharge is allowed by the competent technical agency, the project shall permanently install a public display board clearly visible to the public with board size not less than 3 meter x 3 meter and minimum text height not less than 20 mm and shall be located adjacent to the main entry gate specifying that the storm water or waste water or sewage, as the case maybe is contained and managed within the premises complying to safe discharge standards and the No-Objection Certificate has been granted by the competent technical agency for zero discharge of aforementioned liquid waste, within the site:

Provided also that, the Occupancy Certificate shall be issued, only after the external infrastructure and fixtures as the case may be or laid down as per Government Notification and as modified by the State Government from time to time;

- (x) specifications, both general and detailed, giving type and grade of materials to be used, duly signed by the registered architect, engineer, structural engineer and other registered technical persons, as may be applicable shall accompany with the application; and
- (xi) for building plan application over a sub-divided plot of an approved layout, the copy of the approved layout plan and permission letter shall be submitted clearly showing the proposed subdivided plot in red (fill) hatch.

(3) The following documents, certificates or clearances shall be accompanied with the application submitted under sub-rule (2), namely: —

- (i) in case the applicant is a trust, group of persons or partnership or a company, a registered agreement or registered general power of attorney (GPA)

between the holder of the right, title and interest and the applicant, valid under the Transfer of Properties Act., 1882 (4 of 1882) and Copies of the Agreement and Article of Association, Memorandum and the Bye- laws;

- (ii) No-Objection Certificate from the Odisha State Housing Board, Authority, for the additional constructions, in case the house is delivered by the Board or the Authority and sale or lease deed has not been executed;
- (iii) necessary environmental clearance as per the EIA notification of the Ministry of Environment, Forest and Climate Change, Government of India.;
- (iv) necessary No-Objection Certificate from Competent Authority, where the land is located within Eco-Sensitive Zone notified by Ministry of Environment, Forest and Climate Change, Government of India;
- (v) necessary fire safety recommendation as required under the provisions of Odisha Fire Prevention and Fire Safety Rules, 2017, as amended, from time to time. (Refer Annexure-II for standards of fire protection and fire safety requirements);
- (vi) No Objection Certificate from Airports Authority of India, as per the Colour Coded Zoning Map (CCZM) of Airports Authority of India, wherever applicable;
- (vii) in case of Apartments, special buildings on plot area of 500 Square meter or above, buildings of height between 15 meter and 30 meter; the structural plan and the structural design vetted and certified by the Civil Engineering Department of any Government engineering college located in Odisha and in case of building more than 30 meters height, the Structural plan and the structural design vetted and certified by any State Resource Centre identified by the Odisha State Disaster Management Authority or Indian Institute of Technology or National Institute of Technology or any other institute of Government of India having structural engineering specialisation; and
- (viii) any other certificates or clearances as required under the Act or rules framed thereunder or as specified by the Competent Authority:

Explanation. —The requirement of submission of any No Objection Certificate along with application may be waived off by the Competent Authority as and

when online system for building plan approvals becomes fully operational and as and when online system gets fully integrated with various Public Agencies for online issuance of No Objection Certificates.

(4) The Distinct features required to be shown on the plan shall be prepared in a clear and legible manner with suitable markings or notations or indexation in order to understand the submitted drawings without ambiguity:

Provided that, in case of online building plan application submission, the drawings are to be prepared in compliance to the provisions specified in the online approval system.

(5) The Competent Authority may prescribe guidelines, from time to time, to standardize and to bring clarity in building plans which may include but not limited to colour code scheme for building features, colour code scheme for amenities and utilities proposed in the project, format for area analysis etc.

75. Permission for low-risk building —(1) No low risk building shall require prior permission of the Authority, if a person who is erecting such building has taken approval of the building plan from accredited person:

Provided that two copies of approved plan along with prescribed fees as applicable are submitted by such accredited person to the Authority within thirty days of according such approval:

Provided further that, if a person is having a building which satisfies the conditions stipulated in clause (xcix) of sub-rule (1) of rule 2 and after commencement of these rules such person intends to carry out, any addition or alteration to such building, provision of this rule shall also apply *mutatis mutandis* to all such cases.

Explanation: - The provision of this rule does not exclude the option of a person to directly apply to Authority for approval of Building Plan, provided that the same is duly prepared by a Project Management Organisation and in such cases provisions under rules 16 to 21 of these rules will apply, *mutatis mutandis*.

(2) For Low-Risk Building category, the requirement for submission of documents and particulars specified under sub-rule (2) and (3) shall be, as per the provisions specified in Table No.19 below.

Table No. 19: Requirement for submission of documents and particulars under sub-rule (2) and (3) of rule 74 for Low Risk Buildings		
Sl. No.	Compliances required under sub-rule (2) and (3) of rule 74	
(a)	(b)	(c)
1	Clause (ii), (iii), (v), (vii), (xi) of sub-rule (2) of rule 74	Site Plan on a scale of 1:100
		Building Plan, all Elevations and atleast one Section through staircase, drawn to a scale of 1:50 for plots measuring up to 225 square meters, and 1:100 for plots measuring above 225 square meters.
		Building Services Plan on a scale not less than 1:100 to be shown in the site plan
		Landscape Plan on a scale of 1:100 to be shown in the site plan
		Copy of approved Layout Plan and approval letter
2	Clause (i), (ii), (iv), (vi), (viii) of sub-rule (3) of rule 74	Registered agreement between the holder of the right, title and interest and the applicant, if applicable
		NOC from OSHB or Authority, if applicable
		NOC from Competent Authority, where the land is located within Eco-Sensitive Zone notified by Ministry of Environment, Forest and Climate Change, Government of India.
		NOC from AAI as per Colour Coded Zoning Map (CCZM) of AAI, if applicable
		NOC from ASI/NMA /State Archaeology or any other site specific clearance, if applicable

76. Standard Building Plans.— (1) The Authority, may prepare and notify standard building plans of low risk building category for different standard-size residential plots and specify the areas or villages where such plans shall be applicable:

Provided that such standard building plan shall only be applicable, if the plot over which the construction of the building is proposed to be undertaken is a standard-size residential plot and the same is a part of the layout approved by the Authority under sub-

section (3) of Section 31 and sub-section (1) Section 33 of the Act. or developed and allotted by the Government or Statutory Bodies or is a final plot in town planning schemes or development schemes.

(2) Subject to the restrictions under sub-rule (3), prior approval shall not be required for undertaking construction of buildings as per the standard building plan, if the same is complying to the terms and conditions prescribed below. —

- (i) Where standard building plans are notified by the authority, the plot owner of a standard-size residential plot shall identify and select any of such standard building plan applicable to the said plot;
- (ii) It shall be the duty and responsibility of the plot owner to duly verify and ensure that the plot over which the construction of the building is proposed to be undertaken is satisfying the conditions specified at sub-rule (1) and (3);
- (iii) The plot owner shall submit an undertaking for intimation of commencement of construction to the Authorised Officer in Form-XI, at the office of the Authority or urban local body having appropriate jurisdiction, along with enclosures as specified in Form-XI and fee for building operation as prescribed under rule 124, sanction fees and other applicable fees or cess, as may be applicable:

Provided that, where online building plan approval system is operational for standard building plans, the entire procedure prescribed in this rule shall be completed in online system or as notified by the authority, from time to time;

- (iv) After submission of the undertaking and applicable fees, either in online or offline mode, as may be applicable, the plot owner can start the construction immediately as per the selected standard building plan;
- (v) The construction shall be completed within a period of three years and if the construction is not completed within the stipulated period, the applicant shall submit revalidation fees equal to one half of the fee as applicable for building operations under rule 124;

- (vi) The plot owner shall indemnify the authority or urban local body having appropriate jurisdiction from structural safety and any other damages caused by building operations or development of the plot;
- (vii) After completion of the construction, the plot owner shall intimate the Authority or urban local body having appropriate jurisdiction in Form-XII, either in online or offline mode, as the case maybe, that the construction is complete as per the standard building plan;
- (viii) After 15 days from the date of submission of the intimation of construction completion in Form-XII, the plot owner can start occupancy of the building or floor or portion of the building, in compliance of the provisions prescribed;
- (ix) Where the provisions of the standard building plan are violated during the construction period, the applicant shall make an application to the competent authority for regularisation of the unauthorised or deviated constructions through compounding before occupancy of the building and the application for regularisation shall be treated similar to compounding of approved building plans:

Provided that, in such cases, the application procedure shall be as per the general provisions prescribed under these rules for low-risk buildings;

- (x) The Authority or urban local body having appropriate jurisdiction may undertake verification of the buildings constructed under the provisions of this sub-rule, at any time after receipt of the intimation in Form XI or XII; and
- (xi) In case, the authority or urban local body having appropriate jurisdiction at any time identify unauthorised construction or violation of the standard building plan or violation of any of the provisions prescribed in this rule, then such construction shall be deemed as unauthorised construction and such plot owner shall be liable for action under the provisions of the Act and rules and regulations made thereunder and the decision of the Competent Authority shall be final;

(3) The exemption from the condition of prior approval for standard building plan shall not be applicable in following cases. —

- (i) If the means of access along with storm-water drains have not been laid down as per the approved layout plan;
- (ii) Any building which requires No Objection Certificate from a Public Agency notified under the provisions of Common Application Form as prescribed in this chapter;
- (iii) plot which is coming within protected, prohibited or regulated zone of the protected monuments, archaeological sites and remains notified by ASI or State Archaeology;
- (iv) plot for which No Objection Certificate from Airports Authority of India, is required as per the Colour Coded Zoning Map (CCZM) of Airports Authority of India;
- (v) plot located within Eco-Sensitive zones notified by Ministry of Environment, Forest and Climate Change, Government of India;
- (vi) Plot located within Coastal Regulation Zone as per notification vide no. G.S.R. 37(E) dated 18th January, 2019 and its amendments and replacement from time to time;
- (vii) plot located within such land use zones where approval of MP & BP committee is required;
- (viii) areas where restriction on applicability of standard building plan is specified in the Master Plans or regulations prepared under the provisions of Odisha Town Planning and Improvement Trust Act, 1956 and rules framed thereunder;
- (ix) any other areas, as may be notified by the authority, from time to time;
- (x) the plot over which the construction of the building is proposed to be undertaken is not in compliance with the provisions prescribed under rule 25;

(4) A register in Form XIII shall be maintained containing the necessary particulars for all constructions undertaken under sub-rule (2).

(5) The Authority may also prepare and notify standard building plans exclusively for particular areas where specific regulations have been prescribed under the provisions of the Act or rules framed thereunder, in respect of urban design and built-form, heritage

zone or regulations framed under the provisions of rule 149 or any such provisions prescribed in the Master Plans and prescribe the application procedure along with terms and conditions of approval for such standard building plans.

(6) Where exemption from the condition of prior approval is not applicable, the authority may prescribe the application procedure along with terms and conditions of approval of standard building plans.

77. Permission for building other than low risk building. —(1) After receipt of Common Application Form for building operations under rule 74, the Authority shall refer the same to the concerned Public Agencies, for obtaining No-Objection Certificate before granting or refusing permission to the applicant under sub-section (3) of section 31 and sub-section (1) Section 33.

(2) The Authority while referring the Common Application Form to the Public Agency shall notify a date and time for conduct of common inspection programme and any Public Agency which needs to conduct field visit and inspection for giving No-Objection Certificate, shall conduct the same as part of such notified common inspection programme:

Provided that the date to be notified shall normally be ten days after receipt of Common Application Form by the Public Agency but in no case, it shall exceed twenty days from such receipt.

(3) The Public Agencies shall normally issue No-Objection Certificates within three working days from the date of conduct of common inspection:

Provided that if any Public Agency has any objection or requires any further information then an inspection report, specifying points of objection thereof shall be submitted within three working days of conduct of inspection to the Authority with a copy to the applicant.

(4) Where information and document as required under sub rule (3) has been compiled and submitted by the applicant through the Authority to the satisfaction of Public Agency, No Objection Certificate shall be issued within three working days from the date of receipt of such required information and document.

(5) If No-Objection Certificate or an inspection report from any Public Agency is not received within the time limit fixed under sub-rule (3) subject to the provision of these rules, then it shall be deemed that No-Objection Certificate has been issued by the concerned Public Agency.

(6) Permission in respect of such categories of building as notified by the Government, from time to time shall require clearances from following Central Government Agencies: —

- (a) Building plans, which require approvals under the provisions of the Environmental Protection Act, 1986, shall be referred by the Authority to State Level Environment Impact Assessment Authority (SEIAA) or State Coastal Zone Management Authority (SCZMA), as the case may be, for grant of such approval and the application form, if any, referred to such agency shall also become part of Common Application Form and on receipt of such form, Agency empowered to give environment clearance shall finalize its recommendations, within such period as prescribed in the rules and regulations prescribed in the Environmental Protection Act, 1986;
- (b) Applications for permission for construction of building requiring No-Objection Certificate from the National Monument Authority (NMA), shall be referred to Director of Culture, Odisha by the Authority, who shall conduct enquiry as per common inspection programme notified by the Authority under sub-rule (2) and shall submit his views to National Monument Authority(NMA) within the time limits fixed under sub-rule (3) and after receipt of such views, the NMA shall consider and issue such No-Objection Certificate to the Director of Culture, who shall submit the same to the Authority within three working days from the date of receipt of such No-Objection Certificate from the NMA;
- (c) Applicants requiring No-Objection Certificate from the Airports Authority of India (AAI) shall apply to AAI within five days from the date of submission of Common Application Form to the Authority and shall submit a copy of such application to the Authority for records which shall be a proof for determining and notifying the date for common inspection programme under intimation of the same to the Director of concerned Airport for their representation in common inspection programme;
- (d) Applicants whose projects require direct access from National Highways maintained by National Highway Authorities of

India (NHAI) shall require No-Objection Certificate from the office of NHAI under whose concerned jurisdiction part of National Highway, from which direct access is sought for is covered and in such cases, a copy of Common Application Form shall also be sent to the NHAI for issuance of No-Objection Certificate and the process prescribed in this rule shall apply, *mutatis mutandis*.

78. Signing the Plans. —(1) All the plans, drawings, statements, design details before submitting to the Authority shall be signed by the applicant, architect /project management organisation and the registered technical person, as the case may be.

Note. —(a) The project management organisation or the registered technical person shall furnish a certificate to the effect that he shall supervise the construction of the building including the structural part of the construction and shall be responsible for any deviation from the approved plan and any structural failure except caused by unprecedented natural calamities and except if the applicant or project management organisation or registered technical person intimates that their agreement has been terminated.

(b) All aspects related to structural design, building surface, plumbing, electrical installation, sanitary arrangements, fire protection shall adhere to the specification, standards and code of practice recommended in the National Building Code of India and any breach thereof shall be deemed to be a breach of the requirements under these rules.

(2) When it comes to the notice of any member or officer of the Authority or any other person that a plan signed by registered technical person or project management organisation referred to in sub-rule (1) is in violation of the norms of this rule he shall bring this to the notice of the Competent Authority.

(3) The Competent Authority shall issue a notice to show cause within fifteen days from the date of issue of such notice, as to why such registered technical person or project management organisation shall not be disqualified or blacklisted and after receipt of the explanation to the show cause, if any, the matter shall be placed before the Competent Authority for a decision on such disqualification or blacklisting.

(4) The decision of the Competent Authority on such disqualification or blacklisting, as the case maybe shall be published in the Notice Board of the Authority and on the

Website of the Authority for information of all concerned.

(5) An appeal against an order passed under sub-rule (3) shall lie to the State Government as per sub-section (4) of Section 33.

(6) In case of standard building plans notified by the authority, no signature shall be required on the body of such plan, but all other forms and documents required to be submitted shall be signed or attested by the applicant before submission.

79.Permission. —(1) No permission shall be required for the works specified in clause- 12.4.1, Part-2 of National Building Code of India, 2005 as mentioned from time to time .

(2) No permission shall be required for the following alterations, which do not otherwise violate any provisions regarding general building requirements, structural stability and fire and health safety requirements of these rules or National Building Code of India:

- (i) Opening and closing of a window or door or ventilator;
- (ii) Providing intercommunication doors;
- (iii) Providing partitions;
- (iv) Providing false ceiling;
- (v) Gardening;
- (vi) White washing;
- (vii) Painting;
- (viii) Re-tiling and re-roofing;
- (ix) Plastering and patch work;
- (x) Re-flooring; and
- (xi) Construction of sunshades on one's own land.

(3) All clarifications with respect to deficiency in the plan, documents shall be sought for from the applicant within 30 days after receipt of application:

(4) Once the plan has been scrutinized and objections have been pointed out and

intimated to the applicant, the applicant shall modify the plan to comply with the objections raised and re-submit it for further scrutiny and the Authority shall pass orders as per rules and regulations.

(5) The Authority shall communicate either approval in Form-XIV or refusal in Form-XV.

(6) If the Authority does not communicate its decision either granting or refusing permission to the applicant within 60 days from the date of receipt of the application by the Authority, the applicant shall draw the attention of the Authority with regard to his application, in Form-XVI and the Authorised Officer shall within fifteen days from the date of receipt of notice in Form-XVI, place the details of the case before the Authority.

(7) If, within a further period of one month from the date of receipt of the application drawing such attention as mentioned in sub-rule (6), the Authority does not communicate its decision, such permission shall be deemed to have been granted to the applicant on the date following the date of expiry of the three months period.

(8) In case of low-risk buildings, rule 75 shall be followed.

(9) The Authority may make appropriate regulations, not inconsistent with the provisions of these rules, for the purpose of existing buildings which may require house-lifting operation.

80.Maintenance of Register. —A register in Form-XVII containing the necessary particulars including information as to the manner in which applications for permission have been dealt with by the Authority shall be maintained and the same shall also be maintained in case of online approval system.

81.Information at the site of construction. —(1) Whenever tests of any material are made to ensure conformity of the requirements of these rules, records of the tests data shall be kept available for inspection during the construction of building and for such period thereafter as required by the Authority.

(2) The persons to whom a permit is issued during construction shall keep pasted in a conspicuous place on the property in respect of which the permit was issued, the followings —

(i) a copy of the building permit; and

(ii) a copy of approved drawings and specifications

(3) A copy of the Construction and Demolition Waste management Plan shall be also kept at the site for verification by the Competent Authority.

82. Construction and layout not according to plan. —(1) If the Authority finds at any stage that the construction or land development is not being carried on according to the approved plan or is in violation of any of the provisions of these rules, it shall cause notice to the owner disallowing further construction until necessary corrections in the plan are made and the corrected plan is approved.

(2) If the owner fails to comply with the requirements at any stage of construction, the Authority may cancel the building or layout permission issued and shall cause notice of such cancellation to be pasted upon the said construction or place a notice on the site, as the case maybe.

(3) If the owner is not traceable at the address given in the notice, pasting of such notice near the entry gate of the property shall be considered as sufficient notification of cancellation to the owner thereof and no further work shall be undertaken until a valid building permission is issued thereafter.

(4) The notification under sub-rule (3) shall also be published in one widely circulated newspaper as public notice.

(5) The Authority may also be at liberty to forfeit whole, or part of the security deposit obtained from the applicant during sanction of the plan.

(6) An appeal against an order passed under this rule shall lie to the State Government under sub-section (4) of Section 33 of the Act.

(7) The Authority shall also bring all such cases to notice of Odisha Real Estate Regulatory Authority established under the Real Estate (Regulation and Development) Act, 2016.

83.Stage-wise report by the Project Management Organisation. —(1) The applicant shall ensure that the Project Management Organisation engaged by him shall take up site and field verification and submit report in Form-XVIII to the Authority at the stage of foundation level, plinth level and roof casting for each floor of the building which has been permitted by the Authority.

(2) In case, submission of aforesaid stage wise report is not ensured by the applicant at the appropriate construction stage, a fine at the rate of twenty-five rupees per day for non-submission of stage wise report for the first time and the fine shall be imposed at the rate of one hundred rupees per day if construction for subsequent stages have also been undertaken without submitting the respective stage wise report after such first instance of non-submission.

84. Third Party Verification at Plinth Level and Ground Floor Roof Level. —(1) In apartments, housing projects, high rise buildings and special buildings, the applicant shall engage an accredited person who has been listed by the Authority for third party verification of the building, for verification and submission of report at plinth level stage and ground floor roof level stage:

Provided that, the Accredited person engaged for Third Party Verification shall not be involved as a Project Management Organisation or Technical Person in the same project and no Accredited Person shall be engaged twice for verification of subsequent construction stage verification.

(2) The applicant shall pay the fees to the engaged Accredited Person for Third Party Verification at the rate prescribed in the Table No. 20 below.

Table No.20: Fee for third party verification		
SI No.	Built-up Area per floor	Third Party Verification Fee
(a)	(b)	(c)
1	Upto 500 Sq. m	Not exceeding 5 Rupees per Sq.m
2	Above 500 Sq.m	Not exceeding 10 Rupees per Sq.m

(3) Upon detection of unauthorised construction in the third-party verification report, the applicant shall be imposed a fine as given in the Table No. 21 below.

Table No.21: Penalty on detection of unauthorised construction in the third-party verification report		
Sl. No.	Stages of Third Party Verification	Penalty amount and condition for imposition of such Penalty
(a)	(b)	(c)
1	Plinth Level	A penalty at the rate of 100 Rupees per day shall be imposed on detection of deviation at the time of Stage-I verification; and the duration shall be decided from the date of approval.
2	After casting of ground floor roof	A penalty at the rate of 500 Rupees per day shall be imposed, in case, deviation has been detected at Ground Floor Roof Level stage verification; and the duration shall be decided from the date of last third-party verification.

85.Completion of construction.— (1) The Authority shall permit an Accredited Person to approve building plans and to certify completion of building and issue occupancy certificate for all such buildings which are categorised as low-risk buildings and the responsibility of compliance with respect to provisions of these rules shall rest with the concerned Accredited Person approving the low-risk buildings as provided in this Chapter-IV and two copies of the building plan along with prescribed fees as applicable is also required to be submitted to the Authority within thirty days of according such approval.

(2) In case of buildings other than low risk buildings, a completion certificate shall be issued as prescribed in these rules and the same may be submitted by owner to the Authority along with an application for issue of occupancy certificate in Form XIX accompanied by the following documents, namely: —

- (i) three copies of completed building plans;
- (ii) a fee of one thousand rupees;

- (iii) Documents like Record of Rights relating to ownership, Copy of approved plan and permission letter and Structural safety certificate issued by the Technical Person or Accredited` person, as the case maybe.

(3) The deviations, if any, shall also be brought to the notice of the Authority with relevant documents.

Explanation. — In case of low-risk buildings where permission have been given by the accredited person the completion certificate shall also be given by the accredited person and in case of buildings other than low risk building, the completion certificate shall be given by the Project Management Organisation as per provisions of these rules.

86.Liability for Defective Construction. —(1) In case of defective constructions, the Authority shall not be liable for such constructions and the Authority shall sue the owners, builders, Architects or the Engineers, as the case maybe, for both civil and criminal liabilities, besides taking action under the Act and rules and regulations framed thereunder.

(2) Without prejudice to the provisions of the Act., the actions to be taken by the Authority shall include stop construction, cancellation of permission and removal of unauthorized constructions.

87.Construction near protected monuments. —(1) No construction or re-construction of any building shall be permitted within a distance of 100 meters in all directions, or such other distance as may be notified, from time to time, from the outer boundary of a protected monument.

Explanation: For the purpose of this rule, the protected monument shall mean any protected area or monuments declared as such under provision of relevant statute of Central or State Government.

(2) No construction or reconstruction shall be permitted beyond a distance of 100 meters and within a distance of 300 meters in all directions from the outer boundary of a Centrally protected monument:

Provided that for State protected monuments, no construction above 1st floor and above a height of 7 (seven) meters shall be allowed beyond a radius of 100 meters and within a radius of 300 meters of such monuments.

(3) Notwithstanding anything contained in the sub-rules (1) and (2), construction or re-construction or addition or alteration shall be allowed only on production of clearance certificate from the Authority concerned, as per the provisions of law.

(4) If a building or premises, not covered under the Ancient Monument Preservation Act., 1904, or the Ancient Monuments and Archaeological Sites and Remains Act, 1958 and in the opinion of the Authority, is of historical or architectural interest, and is in danger of being demolished or altered or likely to be affected in its character by a development, the Authority may prescribe restrictions for grant of permission for construction over any land situated within such distance as decided from the said building or premises and such restrictions may be imposed by Authority in consultation with Odisha State Archaeology.

(5) An appeal against the decision under sub-rule (4) shall lie to the State Government under section 18.

88. Construction near important buildings. — Subject to any direction of the State Government, no building shall be constructed exceeding of such height and within such radius from the boundary of such important building area and without the permission of such authority, as may be notified by the competent authority, from time to time.

89. Demolition of building. —(1) Before a building is demolished, the owner shall notify all utility agencies having service connections within the building, such as water, electricity, gas, sewer and other connections and a permit to demolish a building shall not be issued until a release is obtained from the utility Agency stating that their respective service connections and appurtenant equipment have been removed or sealed and plugged in a safe manner.

(2) The owner shall take all precautionary measures to avoid noise and dust pollution and shall not create any inconvenience to the neighbouring plot owners.

(3) The provisions of the Construction and Demolition Waste Management Rules, 2016 shall be complied by the owner.

(4) In case of semidetached building, no objection certificate from the neighbours shall be obtained.

90. Responsibility and duty of the applicant. —(1) Neither granting of the permit nor the approval of the drawing and specifications nor inspections made by the Authority during erection of the building shall, in any way, relieve the applicant from full responsibility for carrying out the work in accordance with the requirements of these rules and the National Building Code of India.

(2) Every applicant shall—

- (i) permit the Authority to enter the building or premises, for which the permission has been granted at any reasonable time for purpose of enforcing the provisions of these rules;
- (ii) obtain, where applicable, from the Competent Authority permissions or clearance required in connection with the proposed work;
- (iii) ensure that the Project Management Organisation engaged by him takes up site and field verifications and submit report in Form XVIII to the Authority at the stage of foundation level, plinth level and roof casting for each floor of the building which has been permitted by the Authority;
- (iv) ensure engagement of such accredited persons who are listed by the authority for third party verification of under-construction buildings at plinth level and after casting of ground floor roof level;
- (v) obtain an occupancy certificate from the Authority prior to occupation of building in full or part; and
- (vi) ensure compliance of provision of various Acts, rules, regulations and codes which control or provide for various norms governing development including but not limited to planning norms, fire safety norms, environmental norms, as applicable in each case.

91. Responsibility of the Authority. —(1) Approval of plans and acceptance of any statement or document pertaining to such plan shall not absolve the owner or technical person or project management organisation under whose supervision the building is constructed from their responsibilities imposed under these rules or under any other law for the time being in force.

(2) Approval of plan shall mean granting of permission to construct under these rules and shall not mean among other things, —

- (i) the title over the land or building;
- (ii) easement rights;
- (iii) variation in area from recorded area of a plot or a building;
- (iv) Structural stability;
- (v) workmanship and soundness of materials used in the construction of the buildings;
- (vi) quality of building services and amenities in the construction of the building;
- (vii) the site or area liable to flooding as a result of not taking proper drainage arrangement as per the natural lay of the land, etc.; and
- (viii) other requirements or licenses or clearances required for the site / premises or activity under various other laws.

(3) The approval or permission shall not bind or render the Authority liable in any way with regard to the matter specified in sub-rule (2).

92. Delegation of Power for Building Plan Approvals – (1) The Building plan approval cases up to 10m height and (or) plot area up to 500 sqm, whenever applied before the Authority, shall be disposed by Planning Assistant/Architectural Assistant/Draughtsman or by authorised sub-ordinate planning personnels.

(2) The Building plan approval cases upto 15m height or plot area upto 0.4 ha shall be disposed by the Associate Town Planner/ Assistant Town Planner or any other official dealing with the Building Permission cases of the Authority.

(3) The Building plan approval cases above 15m and upto 30m height or plot area above 0.4 and upto 2ha shall be dealt by the Town Planner/Chief Town Planner or any officer as the Government may decide.

Note: The Chief Town Planner may delegate the above functions to the officers not below the rank of Town Planner.

(4) Whenever the officer vested with the above powers are not available then the application of building permission shall be forwarded to next higher authority as per hierarchy or to any officer as may be decided by the Government.

(5) The Authority may, by notification, delegate such powers in relation to approval of schemes projects and building plans to the MP and BP committee constituted under rule 93;

(6) The Building Plan approval cases beyond 30m height or plot area more than 2ha shall be disposed by the MP and BP Committee.

93. Constitution of Master Plan and Building Permission Committee – (1) The Master Plan and Building Permission Committee (MP and BP committee) consists with the following members namely:—

(a) Chief Town Planner, Directorate of Town Planning	Chairman
(b) Executive Officer or Representative of Executive Officer of the respective ULB	Member
(c) Town Planner (next to Chief Town Planner), Directorate of Town Planning	Member
(d) Chief Fire Officer or representative	Member
(e) Chief Engineer of Public Health Engineering Organisation or representative from respective district	Member
(f) Director, Ground Water Survey and Investigation/Organisation under Water Resources Dept. Odisha or representative	Member
(g) Chief Engineer (Buildings), PWD or representative	Member
(h) Representative of National Highway Authority of India (NHAI): (in case, site is adjacent to National Highway):	Member
(i) Representative of Electricity Distribution Company (DISCOMs):	Member
(j) Municipal Engineer of respective ULB:	Member
(k) SPA/Secretary RIT	Member
(l) Representative of ASI, State Archaeology, OCZMA, any other member as may be decided by the Chairman of the Committee:	Member
(j) Officer dealing with Building Plan Approval in Directorate of Town Planning	Member Convener

(2) Matters and cases in relation to grant of permission under section 31 (3) or Section 33(1) of the Act. and such other matters as decided by the Authority and including

permissions for high rise buildings may be referred to the MP and BP Committee for advice and recommendation and on such advice and recommendation of the committee, permissions are to be granted by the Authorised Officer of the Authority.

(3) The MP and BP committee shall also act as Single Window Mechanism for carrying out functions as mandated under this Chapter..

(4) In cases where any standard or norm such as minimum plot size for a project or distance from electric lines, matters related to Airport, etc. has been modified by a Department or an Agency of the Government, which has statutory powers to specify the same, the same can be considered by the MP and BP Committee for grant of permission under sub-section (3) of Section 31 and sub-section (1) Section 33.

(5) The members of the MP and BP Committee (other than those who are members of the Authority) shall be paid such fees and allowances for attending its meetings and for attending to any other work of the Authority, as may be notified by the Authority, from time to time.

94.Change of Occupancy or use of Building for approved buildings.— For approved projects where the use of building has been changed subsequently after approval or after issue of occupancy certificate, the MP and BP Committee may allow change of occupancy or use of an approved building for a purpose other than for which it was approved, if such change conforms to the provisions of these rules and zoning regulations of the Authority, on payment of such fees and charges and on such terms and conditions as may be determined by the Authority, from time to time.

95.Notification of Standard Operating Procedures by the Public Agencies. — (1) All Public Agencies shall notify their standard operating procedures within thirty days from the date on which these rules come into force for issue of No-Objection Certificate.

(2)The standard operating procedure shall, among others, include following particulars, namely: —

- (a) name and details of the officials of the Public Agencies, who shall be responsible for receipt of Common Application Forms from the Authorities;

- (b) the process and internal time limits fixed by Public Agencies for giving No-objection Certificates;
- (c) form for issue of No-Objection Certificate;
- (d) the jurisdiction-wise details of various field offices and officers responsible for carrying out inspections and issuance of No-Objection Certificates, if any.

96. Single Window Mechanism. — (1) Every Authority shall constitute a committee under these rules, which shall have the representatives from such public agencies, as referred to in sub-rule (1) of rule 77 for deciding on applications received for permission for development.

(2) The committee referred to in sub-rule (1) shall decide on the applications and on recommendations of the committee, the Authorised Officer or any other officer as authorized by the Authority shall issue the permissions under these rules.

(3) If any objection is raised by any Public Agency for which No-Objection Certificate cannot be issued, the same shall be considered by the committee and decided upon, as per rules.

Explanation. — For removal of doubt, it is hereby declared that if any statutory compliance is required, under the provisions of any Act or Rules or Regulations made thereunder, then the same shall have to be complied by the applicant as per the provisions of relevant Acts, Rules and Regulations in this regard.

97. Order for grant or refusal of permission. —(1) Subject to the provisions of sub-section (3) of Section 31 and sub-section (1) of Section 33 , the Authority may refuse permission for building operation if the application form has not been duly filled in or the same is not as per Planning and Building Standard Rules or any Public Agency has refused to give No-Objection Certificate.

(2) Order for grant for permission for development by the Authority shall be in Form XIV.

(3) Order for refusal for permission for development by the Authority shall be in Form XV.

98.Appeal. —(1) The appeal against the order of the Authority passed under these rules shall be submitted to the State Government through the Director of town planning for decision and shall—

- (a) specify the date of order against which the appeal is made with true copy of such order;
- (b) specify a clear statement of facts and the grounds on which the appeal is preferred;
- (c) specify precisely the relief prayed for;
- (d) contain the verification certificate duly signed by the appellant as hereunder:

“I, Sri do hereby declare that facts and contents stated above are true to the best of my knowledge and belief”.

(2)Every appeal shall be accompanied with a Treasury Challan showing deposit of a fee of one thousand rupees in the head of Account to be determined by the State Government in this regard.

99.Application for Occupancy Certificate. — Up on issue of Completion Certificate to a person under rule 85, he shall apply to the Authority in Form XIX accompanied by a copy of completion certificate for issue of Occupancy Certificate.

100.Reference to Other Public Agencies. — (1) After receipt of the application for an occupancy certificate for low risk buildings, Authority shall consider the same as per planning and building standard regulations without reference to any Public Agency.

(2)After receipt of the application for an occupancy certificate for any building other than low risk building, Authority shall consider and refer the same to such Public Agencies as notified by the State Government under clause (cxxxii) of sub-rule (1) of rule 2 having regard to the nature of building for obtaining a No-Objection Certificate from such Public Agency.

101. Common Inspection Programme of the Building. — (1) After receipt of application for issue of Occupancy Certificate, the Authority shall notify a date and time for conduct of common inspection programme of the building for which occupancy certificate has been requested.

(2) Every Public Agency, which needs to conduct field visit and inspection for giving their no-objection certificate, shall conduct the same as part of the notified common inspection programme, the date of which shall be a date, which is three days after but not later than seven days of receipt of the application.

102. Time limits. — (1) The Public Agencies shall normally issue No-Objection Certificates within three working days of conduct of common inspection programme.

(2) If any Public Agency has any objection or requires further information, then an inspection report, specifying points of objection thereof shall be submitted within three working days of conduct of inspection to the Authority with a copy to the applicant for compliance.

(3) No-Objection Certificate shall be issued within three working days from the date when compliance to the objection has been made or additional information as required has been submitted by the applicant through the Authority.

103 Deemed Approval. — If No-objection certificate from any public agency is not received as per the time limit fixed under rule 102, then it shall be deemed to have been issued by the concerned Public Agency.

104. Notification of standard operating procedures for permitting occupancy. — All public agencies shall formulate and notify their procedures for giving No Objection Certificates required for grant of occupancy certificate as part of the standard operating procedures to be notified under rule 95, within the days and manner, as prescribed therein.

105. Condition for Grant or refusal of occupancy certificate. — (1) The occupancy certificate shall be granted by Authority for low risk buildings within ten days from the date of receipt of the application in Form XIX duly filled in, if the building has been constructed and completed as per the provisions of Planning and Building Standard Regulations of the Authority.

(2) The occupancy certificate shall be granted by the Authority for the building other than low risk building within thirty days from the date of receipt of duly filled in the

application Form XIX, if the same is as per the Planning and Building standards regulations of the Authority and is in accordance with the provisions of the relevant Acts, rules, regulations or instructions issued by any Public Agency and the applicant has complied to the observations and provided information and documents as required by Public Agencies and Authority.

(3) The Authority may refuse to grant occupancy certificate if application form has not been duly filled or the same is not as per Planning and Building Standard rules and Regulation of the Authority or any Public Agency has refused to give No-Objection Certificate.

(4) Order for grant of Occupancy Certificate by the Authority shall be in Form XXI on payment of fee which shall be equal to one half of the fee payable for the building plan approval as provided rule 124.

(5) Order for refusal of Occupancy Certificate by Authority shall be in Form XX.

106. Certificate for occupancy. —(1) On the basis of intimation to the Authority under sub-rule (2) of rule 85, the Authority shall grant the occupancy certificate as per the procedure prescribed under these rules and after all infrastructure for the utility services for the entire building are physically provided:

Provided that the Departments or line agencies dealing with electric power, water supply, drainage and sewerage shall not give regular connections to the building unless such Occupancy Certificate is produced.

Note. — Regular connection shall mean operationalization of the utility service provided at the site.

(2) In case, the provision of the approved plan is violated during the construction period, the applicant shall make an application to the Competent Authority for regularisation of the unauthorised or deviated constructions through compounding, prior to applying for occupancy certificate:

Provided that the applicant may apply for change of use or occupancy within the purview of the Master Plan and Zoning Regulations, if so required, at the time of compounding of unauthorised constructions.

(3) The occupancy certificate shall also state the use or type of occupancy of the

building.

(4) In all apartments, housing projects, commercial buildings, high-rise buildings, public and semi-public buildings and special buildings, a copy of the permission letter, occupancy certificate and approved drawing shall be displayed in a conspicuous place on the property after occupancy certificate is issued:

Provided that display of the approved plan shall not be mandatory in Government buildings, defence related buildings, buildings related to military, paramilitary, police, prison, jail, banks and any other building for which waiver is given by the Competent Authority, from security reason:

Provided further that, for consideration of aforesaid waiver, the applicant shall apply to the competent authority for approval of the same.

(5) After issuance of occupancy certificate, in case of high-rise buildings and other such special buildings which require fire safety certificate under the provisions of the Odisha Fire Services Act., 1993 and rules made thereunder, periodic inspection shall be carried out by the Fire Authority and officers of the Authority to ensure that the fire protection and fire safety standards in the building are being maintained as per the requirements and if any short comings or deficiencies or violations are noticed during inspection, the Competent Authority may issue a show-cause notice to owner of such building and direct him for such compliances as may be required for compliance to norms within a time frame as specified in such notice.

(6) If such directions are not complied with, then Competent Authority may declare such building as unsafe for occupation and cancel the Occupancy Certificate by way of a written order.

(7) In case of occupied buildings, the Authority shall conduct periodic inspection of the premises and if during such inspection it is found that building constructions or structures have been altered beyond the approved plan or any condition specified in the approved plan is violated or any provisions which is required to be maintained or kept operational is not maintained or the use of the building has been changed, then Competent Authority may take steps for cancellation of Occupancy Certificate and in such cases provisions of sub-rule (5) and (6) shall apply, *mutatis mutandis*.

(8) Where any owner occupies the building before obtaining the occupancy

certificate, the Competent Authority may issue a show-cause notice to owner of such building and direct him for such compliances as may be required for compliance to norms within a time frame as specified in such notice and if such directions are not complied with, then the Competent Authority may declare such building as unsafe for occupation and such construction shall be treated as unauthorised development.

(9) In addition to the general provisions of occupancy, in case of high-rise buildings, apartments and housing projects or schemes, structural stability certificate from the Registered Technical Person or Project Management Organization shall be furnished after due certification by the appropriate agencies or institutions and in such cases, provision of clause (vii) of sub-rule (3) of rule 74 shall also apply, *mutatis mutandis*.

(10) Where the project is required to be registered under the Real Estate (Regulation and Development) Act., 2016 and proposed to be developed in phases, the Authorised Officer with approval of the Competent Authority shall issue occupancy certificate for such phase or phases for which the Developer has obtained registration certificate under the aforesaid Act.:

Provided that for the said phase, the provisions prescribed under sub-rule (1) to (9) shall also be applicable *mutatis mutandis*.

(11) Where the project is not required to be registered under the Real Estate (Regulation and Development) Act, 2016 and the applicant after completion of a part of the building, applies for occupancy certificate, the Authorised Officer with approval of the Competent Authority shall issue Occupancy Certificate for such part:

Provided that for the said phase, the provisions prescribed under sub-rule (1) to (9) shall also be applicable *mutatis mutandis*.

107. Appeal. —For the purpose of filling of memorandum of appeal before the State Government the provisions of rule 98 shall apply *mutatis-mutandis*.

PART-II
RULES FOR APPROVAL OF LAYOUTS

108. Layout approval. —(1) Every owner of land intending to undertake development of land shall make an application in Common Application Form as prescribed in rule 74 for approval of layout and the Authority, after receipt of such application, shall either grant or refuse its approval for layout, as the case may be, in conformity with applicable planning norms.

(2) Layout approval to be given by Authority under these rules shall be either a sub divisional layout or a site layout:

Provided that a separate application for permission for site layout shall not be required if a person has applied for permission for building operations in Common Application Forms under rule 74 subject to payment of fees as specified under these rules.

Explanation. — For the purpose of these rules, the expression. —

- (i) “Subdivisional layout” means division of a plot or parcel of land, with or without amalgamation of revenue plots, into two or more final plots after providing for streets, roads and drains as per Master Plan, right of way for utilities, common plot, open space etc. as per norms specified in these rules.
- (ii) “Site layout” means carving out a final plot from a parcel of land, comprising of one or more than one revenue plots into a buildable site with a provision for streets giving adequate access to the proposed site, other boundary plots and roads and drains as per development plan leaving a common plot for common utilities and other public infrastructure development.

(3) After receipt of Common Application Form, the Authority shall refer the same to the concerned Public Agencies, as notified, for obtaining No-Objection Certificate, before granting or refusing permission to the applicant along with the notified common inspection programme.

(4) The provisions of rule 77 shall apply mutatis mutandis where such layout of site requires clearance from such Public Agencies.

109. Scope and Applicability. —Approval for development of land shall be in nature of layout approval and layout approval to be given by Authority shall be either a Sub-divisional layout or a Site layout approval.

110. Application for Layout Plan Approval. — (1) Any person who intends to undertake development of land, carryout layout of land or for change of use of any land shall apply to the Authority in Form X, either online or in such other manner and as per such standard operating procedure as may be notified by the Competent Authority, from time to time.

(2) Every such application shall be accompanied by fees as specified in Part-IV of Chapter-IV.

(3) The application shall be accompanied with four copies of following documents and particulars duly signed by the persons who have prepared them and the owner or the applicant, namely;

- (i) a key plan drawn to a scale of not less than 1:2,000 showing the boundary and location of the site with respect to neighborhood landmarks and means of access;
- (ii) the site plan on a scale of 1:500 for plots up to 2 Ha in size and on a scale of 1:1000 for plots above 2 Ha in size; and showing the physical details of the land, the surrounding existing layouts/lands, boundaries of the site and of any contiguous land indicating—
 - (a) the position of the site in relation to neighboring streets and plots,
 - (b) the name of the streets(s) on which the layout is proposed to be situated, if any,
 - (c) all existing buildings standing on, over or under the layout site including existing service lines,
 - (d) the means of access to the proposed site showing width of the road;
 - (e) the direction of north point relative to the plan of the building,
 - (f) any physical features, such as well, drains, etc.,
 - (g) Such other particulars as may be specified by the Authority;
- (iii) the part revenue map as per the details prescribed below—

- (a) the site layout plan accompanied with an additional part revenue village map showing the boundary of the proposed project site superimposed over revenue plot boundaries and the revenue plot numbers of all concerned plots within the project area and adjacent plots shall be mentioned on the map;
 - (b) the sub-divisional layout plan accompanied with an additional part revenue village map showing the original revenue plot boundaries in thick black line and the final (sub-divided or amalgamated) plots in thick red line and the revenue plot numbers of all concerned plots within the project area and adjacent plots shall be mentioned on the map;
- (iv) the layout plan drawn on a scale of not less than 1:500 containing—
- (a) the scale and north point,
 - (b) the location of all proposed and existing roads with their existing and proposed or prescribed widths within the land,
 - (c) the dimensions of the plot in metric units along with building lines showing the setbacks with dimensions within each plot,
 - (d) the location of drains, sewers, public facilities and services and electrical lines etc.,
 - (e) the table indicating size, area and use of all the plots in the sub-division layout plan,
 - (f) the statement indicating the total area of the site, area utilized under roads, open spaces for parks, playgrounds, recreation space and Master Plan reservations, schools, shopping and other public spaces along with their percentage with reference to the total area of the site proposed to be sub-divided,
 - (g) in case of plots which are sub-divided in built up areas in addition to the above, the means of access to the sub-division from existing streets;
- (v) the public utility and services network plan, which shall include all details of electricity network, water supply, drainage network, sewage disposal system

and rain water harvesting system and this planshall be made available to a scale not less than 1:500;

- (vi) the landscape plan, which is to be developed to a scale of 1:500 for plots up to 2 Ha in size and the scale shall be 1:1000 for plots above 2 ha indicating the parks, playgrounds, plantation, trees, permeable/semi-permeable circulation and parking spaces, pathways, bio-swales, rain gardens, detention/retention ponds, level of open spaces with respect to road level etc.;
- (vii) the solid waste disposal and management planfor the layouts over an area of 0.4 Ha, showing the composting sites, positions marked for placement of waste bins as well as any other components as per the Solid Waste Management Rules, 2016 and such plan shall also give such other details as required by the Competent Authority;
- (viii) the External Infrastructure Development Plan (EIDP) which shall include provisions of External infrastructure such as roads, road system landscaping, water supply, sewage and drainage system, electric supply transformer, substations, solid waste management or disposal or any other work which may have to be executed in the periphery of or outside a project for its benefit in accordance with Government Notification and as modified by the State Government from time to time;
- (ix) specifications, both general and detailed, giving type and grade of materials to be used, duly signed by the registered architect, engineer, shall accompany with the application.

(4) The following Certificates or Clearances shall be accompanied with the application submitted under sub-rule (2), namely: —

- (i) in case the applicant is a trust, group of persons, partnership or a company, a registered agreement between the holder of the right, title and interest and the applicant, valid under the Transfer of Properties Act, 1882 (4 of 1882) and Copies of the Agreement and Article of Association, Memorandum and the Bye- laws;
- (ii) necessary environmental clearance as per the EIA notification of the Ministry of Environment, Forest and Climate Change, Government of India.

- (iii) any other certificates or clearances as required under the Act or rules framed thereunder or as specified by the Competent Authority.

Note: — the requirement of submission of any No Objection Certificate along with application may be waived off by the Competent Authority as and when online system for building plan approvals becomes fully operational and as and when online system gets fully integrated with various Public Agencies for online issuance of No Objection Certificates.

(5) The distinct features required to be shown on the plan shall be prepared in a clear and legible manner with suitable markings or notations or indexation in order to understand the submitted drawings without ambiguity:

Provided that, in case of online layout plan application submission, the drawings are to be prepared in compliance to the provisions specified in the online approval system.

(6) The Competent Authority may prescribe guidelines, from time to time, to standardize and to bring clarity in layout plans which may include but not limited to colour code scheme for land-use distribution, colour code scheme for amenities and utilities proposed in the project, format for area analysis etc.

(7) The provisions under rule 78 to 82 and any other provisions prescribed under these rules in respect of layouts shall also be applicable.

(8) The Authority after receipt of such application shall either grant or refuse its approval for layout, as the case may be, in conformity with applicable planning norms and which shall be communicated to the applicant in Form XIV and Form XV.

PART-III

SUB-DIVISIONAL LAYOUT

111. Application for Sub-division Layout. —(1) The applications for sub-division of land for residential purpose shall be, in addition to the requirements specified under rule 110, accompanied by—

- (i) a copy of Record of Rights of the land in question;
- (ii) an affidavit with regard to the right, title and interest in the land and any other particular as Authority may require;

- (iii) a no objection certificate, from the less or in case conditions of the lease deed does not permit undertaking sub-divisions as applied for;
- (iv) a site plan traced out of revenue village settlement map in operation indicating therein in red colour the lands to which the application relates and surrounding plots;
- (v) an index plan of the site showing adjoining areas within a radius of 150 meters around the proposed site marking clearly therein the boundaries of the proposed layout in red colour, existing road, structures, burial ground and high tension or low-tension power line passing through the site of the layout plan and the level of the site;
- (vi) a detailed plan to a scale not less than 1:500 showing the proposed layout (sub-division) indicating size of plots, width of the proposed roads, open space and amenities provided;
- (vii) land use analysis indicating the survey plot number, the bye-plot number, the detailed dimensions of all the plots, the area of each-plot and the use for which they are proposed to be put;
- (viii) in case of land originally belonging to any religious endowments, a no-objection certificate from the endowment commissioner or wakf board as the case may be.

(2) The applicant shall deposit security as specified under sub-rule (2) of rule 123 and which may be refunded on compliance of conditions mentioned in sub-rule (5) of rule 123.

112. Use in relation to Master Plan. —(1) Sub-division of land shall normally be permitted for the purpose for which the concerned land is earmarked in the Master Plan and such sub-division may be for residential, commercial, industrial, institutional or combination of one or more of this purpose or such other purpose as may be considered conforming to the provisions in the Master Plan.

(2) Sub-division of land for residential purpose in Agricultural zone shall not be permitted unless such sub-division in the opinion of the Authority forms a part of the normal expansion of existing human habitation.

(3) If a part of the land proposed for development is required for development of

roads and storm water drains under the Master Plan, then such land shall be surrendered to concerned Authority as per the provisions of rule 33.

113. Use in relation to Layout plan. —(1) In every sub-division plan, spaces for roads, open spaces, public utilities and community facilities as specified in these rules or any such other facilities as the Authority may determine shall be incorporated.

(2) After a sub-division plan has been approved, the Authority shall not permit construction of a building on any of the plot unless the owners have laid down and made street or streets along with stormwater drains as per the approved plan.

(3) The land covered by community facilities, waste-segregation area and composting site, shall be handed over to resident welfare association or association of allottees to be used for the purpose for which it has been reserved in the layout.

(4) The land reserved for roads, open spaces and public utilities shall be made available to concerned local body by way of deed of gift, after development of aforesaid internal infrastructure:

Provided that, after surrender of the land reserved for roads and open spaces, the applicant shall be allowed TDR certificate against the surrendered land within the layout area, as per the provisions prescribed under rule 33.

(5) For layouts having total area more than 2-hectare, half of the area reserved for common plot shall be reserved for public transport uses and the said area shall be made available without any fees or charges to Authorities or agencies which are responsible for planning and development of public transport infrastructure for the layout area.

114. Size of the plot. — No sub-divided plot shall be less than 50 square meters and the Authority shall have the right to relax the same in special cases such as Affordable Housing Schemes.

115. Planning standards for reservation of land in sub-division layout. — Reservation of land in the sub-division layout shall be in the following manner, namely:—

(i) For plots having area less than 0.4 hectare, —

(a) all sub-divided plots shall be accessible by road having minimum width as mentioned in sub-rule (1) of rule 117;

- (b) 10% (ten per cent) of the area shall be developed for open space and common plots for community facilities, if number of sub-divided plots are more than 4 (four):

Provided that the reservation of land for open space shall not be less than 5%; and

- (c) provision of plantation shall be given at the rate of minimum one tree per every 80 square meters of area covered under road and open space.

(ii) For plots having area from 0.4 hectare to 1 (one) hectare, —

- (a) reservation of land for open spaces, roads, common plots for community facilities and public utilities shall be a minimum of 25% (twenty five percent) of the total area of the layout, out of which at least 5 percent of the total area shall be reserved for open spaces;

- (b) access road to the adjacent land locked plot is required to be provided and the owner of land has to develop the external access road and storm water disposal drain as determined by the Authority:

Provided that the owner of land shall have the option to pay to the Authority the cost of development of external access road and drain at the rates determined by the Authority in lieu of developing the same;

- (c) the plot area as decided by the Authority shall be earmarked for on-site solid waste management as per relevant rules; and

- (d) provision of plantation shall be given at the rate of minimum one tree per every 80 square meters of area covered under road and open space.

(iii) For plots having area above 1 (one) Hectare and up to 2 (two) Hectare, —

- (a) the minimum reservation of land for open space, streets, community facility and public utilities shall be a minimum of 30% (thirty per cent) of the total area of the layout, out of which at least 7.5 percent of the total area shall be reserved for open spaces;

- (b) common plot with an area of at least 5% (five per cent) shall be reserved for providing community facilities and public utilities;
- (c) a public thoroughfare shall be provided on one side of the land, as decided by Authority, within the layout to provide access to the adjacent land locked plots, if any, which will not have access otherwise;
- (d) the owner or owners of land has to develop the access road to the site and storm water drain to the site as determined by the Authority:

Provided that the owner of the land will have the option to pay to Authority the cost of development of external access road and drain at the rates determined by the Authority in lieu of developing the same;

- (e) the plot area as decided by Authority shall be earmarked for on-site solid waste management as per relevant rules; and
 - (f) provision of plantation shall be given at the rate of minimum one tree per every 80 square meters of area covered under road and open space.
- (iv) For plots having area above 2 (two) Hectare and up to 10 (ten) Hectare, —
- (a) the minimum reservation of land for open space, streets, community amenities and public utilities shall be a minimum of 35% (thirty-five per cent) of the total area of the layout, out of which at least 10% (ten percent) of the total area shall be reserved for open spaces;
 - (b) common plot with an area of at least 7.5 per cent is to be reserved for providing community facilities and public utilities;
 - (c) a public thoroughfare shall be provided on at least one side of the land, as decided by Authority, within the lay out to provide access to the adjacent land locked plots, which will not have an access otherwise;
 - (d) the owner or owners of land has to develop the access road and storm water drain to the site as determined by the Authority:

Provided that, the owner or owners will have the option to pay to Authority the cost of development of external access road and drain at the rates determined by the Authority in lieu of developing the same;

- (e) the plot area as decided by Authority shall be earmarked for on-site solid waste management as per relevant rules; and
 - (f) provision of plantation shall be given at the rate of minimum one tree per every 80 square meters of area covered under road and open space.
- (v) For plots having area above 10 Hectare, —
- (a) the minimum reservation of land for open space, streets and community facilities and public utilities shall be 40% (forty per cent) of the total area of the layout, out of which at least 10% (ten percent) shall be reserved for open spaces;
 - (b) a maximum of 50% (fifty per cent) of the gross area shall be used for residential purpose;
 - (c) mixed land use shall be provided in such layouts with a provision of maximum of 20% (twenty per cent) of gross land area;
 - (d) common plot with an area of at least 10% (ten per cent) is to be reserved for community facilities and public utilities;
 - (e) a public thoroughfare shall be provided at least on two sides of the land, as decided by Authority, within the lay out to provide access to the adjacent land locked plots, which will not have an access otherwise;
 - (f) the owner or owners of land has to develop the access road and storm water drain to the site as determined by the Authority:

Provided that, the owner or owners may have the option to pay to Authority the cost of development of external access road and drain at the rates determined by the Authority in lieu of developing the same;

- (g) the plot area as decided by Authority shall be earmarked for on-site solid waste management as per relevant rules; and
- (h) provision of plantation shall be given at the rate of minimum one tree per every 80 square meters of area covered under road and open space.

116.Reservation for Affordable Housing. —(1) Every plot with area more than 0.4 hectare shall have reservation of land for development of housing units for EWS and LIG.

(2) At least 20% (twenty percent) of saleable residential land shall be earmarked for EWS and LIG category.

(3) It is further provided that plots carved out for EWS and LIG categories in an approved layout shall not be amalgamated and or sub-divided, unless they are proposed to be developed as a housing project consisting of dwelling units of exclusively Economically Weaker Sections and Lower Income Groups.

(4) Minimum size for EWS and LIG plots shall not be less than 30 (thirty) square meters and 50 (fifty) square meters, respectively.

(5) In cases, where the land for layouts is less than 2 (two) hectare and where EWS or LIG plots are not being provided in such layouts, the applicant shall pay a “shelter fee” equivalent to 25% (twenty-five percent) of the Benchmark Value of land that would have been reserved for such EWS and LIG plots.

117.Hierarchy and Width of Roads. —(1) The hierarchy and width of roads in cases of sub-division layout shall be as per following extent, namely:—

- (i) The site of sub-division layout shall have an access road from existing public or private pucca roads as specified in Table No.22 below:—

Table No.22: Minimum road width (ROW) for Sub-division Layouts		
Sl. No.	Area for Development (In Hectare)	Minimum Right of Way
(a)	(b)	(c)
1	Up to 1.0	6 meters
2	1.0 to 4.0	9 meters
3	Above 4.0	12 meters
4	Above 10.0	18 meters

Note: For EWS/LIG housing scheme, the minimum road width may be relaxed by the Authority

(i) The width of the internal roads of a sub-division layout shall be as specified in Table No.23 below:—

Table No.23: Minimum ROW of Internal Roads			
Sl. No.	Length of Road (in Meters)	Minimum ROW (in Meters)	
		Residential	Non-residential and Mixed Use
(a)	(b)	(c)	(d)
1	Up to 250	6.00	9.00
2	Above 250 and up to 500	9.00	12.00
3	Above 500 and up to 1000	12.00	18.00
4	More than 1000	18.00	

Explanation: - The length of the road shall be distance from the middle point where the roads meet the next higher roads.

(2) In case of layout for sub-division of plot in an existing built up area surrounded by buildings, the minimum width of access road can be relaxed by the MP and BP Committee and which can be done only in such cases where there is no possibility of widening the access road to the proposed sub-division layout to the standards as given in clause (i) of sub-rule (1) and this shall be subject to the condition that maximum FAR on the individual plots in such a layout shall be proportionately reduced.

(3) Further, in case of layouts for Economically Weaker Sections, the minimum road width may be relaxed to 6.0 meters.

(4) Provision of Cul-de-sac of minimum 7.5 meters radius shall be provided for dead end streets of 6 meters ROW with a maximum road length of 100 meters, however Cul-de-sac shall not be required in case the length of the road for the dead-end street is only up to 25 meters.

(5) The roadside drainage shall be an integral part of roads with provision of proper slopes so as to dispose-off rainwater runoff.

(6) The side of the roads shall be provided with pathway by using pervious materials so as to ensure maximum ground water recharge.

118. Provisions for Industrial Layouts. —(1) The planning standards for reservations of land for sub-divisional layouts for industrial estates shall be as per rule 115 except as provided hereunder:

- (i) except for the land reserved for open space, streets and common plots, the rest of the land may be utilized for any purpose as specified in the applicable industrial policy resolution of the State Government;
- (ii) for areas above 10 hectare, also reservations for open space, streets, common plots may be limited to 35% of the total area of the layout, out of which 10% each shall be reserved for open space and common plots;
- (iii) for layouts having total area more than 2 hectare, 5% of the total area shall be reserved for public transport uses. This area can be reserved out of half of the total reservation applicable for common plot areas and the said area shall be made available without any fees or charges to Authorities or agencies which are responsible for planning and development of public transport infrastructure for the layout area;
- (iv) The land reserved for open space shall be located in one central place and out of which, an area to the extent of 5 percent of the open space area may be developed only with ground floor structure for the purpose of parking, water tank, public toilets, crèche and library and other such proposes which are incidental to the main purpose for which the open space is used; and
- (v) provision of plantation shall be given at the rate of minimum one tree per every 80 square meters of area covered under road and open space.

(2) The common plot area may be used for Local Area offices, Post Offices, Telephone Exchange, Fire Stations, Police Stations, Electric Sub-station, Water Supply Works, Drainage Works, Common Facility Centre/Recreation Centre, Industries Association offices, Training Centre, Pollution Control Laboratories, Sulabh Sauchalaya, informal shopping.

(3) The size of the plot shall not be less than 300 square meters with minimum plot width of 15 meters.

119.Special Provisions. — (1) For plots or Bye plots which are sub-divided amongst members of a family under relevant laws, the provisions made under sub-division layout shall not apply provided such sub-divided land parcels are accessible by adequate width of road.

(2) For development of a sub-divisional layout for farmhouses and country homes following norms shall apply, namely: —

- (i) Plot size shall not be less than 1.0 hectare and 2000 square meters for farm houses and country homes; respectively;
- (ii) Access road to each of the plot shall not be less than 9 meters; and
- (iii) Community facilities and public utilities shall be developed over 10 percent of the area of the project.

(3) The land covered by roads, open spaces or other purposes shall be handed over to resident welfare association for use and maintenance, out of which, land reserved for roads and open spaces shall be made available to concerned local body or any Government agencies by way of deed of gift, if same is required by them.

120.Applicability. — (1) Site layout approval shall be applicable to projects which are located on plots where layout approval for sub-division has not been taken.

(2) Site layout approval shall be for all category of projects including apartment building, housing projects, commercial, industrial, institutional or combination of one or more of this purpose or such other purpose as may be considered confirming to the provisions in these rules.

121. Site Layout Approval. — (1) Site layout approval of a land shall normally be considered only along with application for building plan approval and in such cases, application submitted in Form X for building plan approval shall be sufficient.

(2) The applicant shall surrender such part of the land which is affected by roads and storm water drains proposed in Master Plan or is required for widening of roads as determined by the Authority before grant of permission.

(3) Surrender of land to the concerned Authority shall be free of all cost and charges and in lieu of such surrendered land, the applicant shall be entitled for grant of Transferable Development Rights (TDR) Certificate as per the provisions prescribed in rule 33.

(4) A public thoroughfare may be provided on at least one side of the land, as decided by the Authority, within the site lay out to provide access to the adjacent land locked plots and in such cases, the applicant shall be entitled to for grant of Transferable Development Rights (TDR) certificates, subject to the provision that for projects or plots more than 1 (one) hectare provision of public thoroughfare on one side of the land is mandatory:

Provided that the cost of development of such public thoroughfare, as may be determined by the Authority. Provisions for integration of public transport infrastructure and other such requirements shall be made as per guidelines formulated under rule 50.

PART-IV

FEES FOR PLAN APPROVAL

122. Fees and Deposits. —(1) Every application for permission for building operation or development shall be accompanied by such fee as prescribed in rules 124 and 128.

(2) In addition to the fees given in sub-rule (1), the applicant shall also pay the following fees at such rates and in such manner as decided by the Authority, from time to time, namely: —

- (i) Fees for temporary retention of existing building or structure;
- (ii) Fees for change of use of building;
- (iii) Development Charges as may be notified by the State Government, from time to time;
- (iv) Charges for Purchasable Floor Area Ratio (FAR). — Charges for Purchasable FAR for 1 Square meter of built-up area shall be equivalent to 1/4th of the benchmark value of 1 Square meter of land area.

Note. — where the project is having multiple plots with multiple benchmark values, the benchmark value shall be taken as the weighted average of benchmark value of all plots;

- (v) External Infrastructure Development Fee as notified by the Authority/Government from time to time;

(vi) any other charges as may be determined by the Authority/Government.

(3) The payment of fees and charges may be done electronically or by any other means as may be decided by the Competent Authority, from time to time.

(4) The applicant shall have the option to deposit purchasable FAR and External Infrastructure Development fee, in four equal instalments as given below: —

- (i) First instalment: before issue of permission letter;
- (ii) Second instalment: at the time of submission of Third-Party verification report at plinth level;
- (iii) Third instalment: at the time of submission of Third-Party verification report after casting of ground floor roof;
- (iv) Fourth instalment: at the time of submission of application for occupancy certificate;

123. Security deposit.— (1) The applicant shall deposit a refundable non-earning security deposit at the rate of one hundred rupees per square meter of built-up area or any such amount as revised, from time to time, by the Authority, which shall be applicable for the following categories of buildings, if such projects are not required to be registered under the Real Estate (Regulation and Development) Act., 2016 (16 of 2016), namely:—

- (i) Apartment buildings or Housing Projects; and
- (ii) All commercial and institutional buildings having 200 square meters built-up area or more

(2) In case of sub-divisional layouts, if such projects are not required to be registered under The Real Estate (Regulation and Development) Act., 2016, the applicant shall deposit a refundable non-earning security deposit at the rate of one hundred rupees per square meter of plot area for development of land for a plotted development scheme or any such amount as revised, from time to time, by Authority.

(3) The applicant shall have the option of paying security deposit in the form of Bank Guarantee which shall be valid for a period of at least forty months from the date of approval.

(4) The security deposits shall be refunded within 30 days from the date of issue of Occupancy Certificate.

(5) In case of sub-divisional layouts, the security deposit shall be refunded after compliance of the following conditions: —

- (i) the streets, storm-water drains, are laid down as per approved plan;
- (ii) the plots, open spaces, common plots and other provisions of the approved layout has been defined on ground by physical means;
- (iii) the areas covered under roads, open spaces and public utilities are developed and made available to the concerned local body by way of deed of gift;
- (iv) the land which is affected by roads and storm water drains proposed in Master Plan or is required for widening of roads or for providing access to the adjacent land locked plots and land required for development of public thoroughfare are surrendered to the concerned Authority by way of deed of gift; and
- (v) rain water harvesting provision for open spaces and plantation requirement have been provided.

(6) In cases where the construction or development is not as per the approved plan, the security deposit shall be forfeited, and separate action will be initiated against the builder or developer as per the provisions of the Act.

(7) In cases where deviation is found to be within the compounding limits, compounding fee to be adjusted from the security deposit.

(8) For building of Government's departments and statutory bodies established under the provisions of any Act., no such security deposit shall be levied during grant of permission, but such exemptions shall not be available to such buildings which are constructed as commercial projects.

(9) In case of projects being taken up by the Authority on PPP basis, no such security deposit shall be levied, if any performance security or otherwise of equal amount or higher than the amount required for security deposit under sub-rule (1) or (2) is already pledged in favour of the Authority:

Provided that where the performance security already pledged in favour of the Authority is less than the amount required for security deposit under sub-rule (1) or (2), the applicant shall deposit the differential amount towards security deposit:

Provided also that any deduction or charge which can be made under these rules on the security deposit, shall be deemed to be made on such performance security.

124. Development Fees. —(1) Every application submitted for building operation or development, under rule 74 shall be accompanied by fee as specified in the Table No. 24 below:

Table No. 24: Development Fees			
SI No.	Details of construction and Area		Fee in Rupees
(a)	(b)		(c)
(A)	Fee for development of land		In Rs 1.00 Per Sq. mtr
(B)	Fee for building operation		
	(i)	For residential building (covered area on all floors)	
	(a)	up to 100 sq.mts	Rs 150.00
	(b)	above 100 and up to 150 sq.mts	Rs 225.00
	(c)	above 150 and up to 300 sq.mts	Rs 300.00
	(d)	for every additional 50 sq.mts or part thereof	Rs 300.00
	(ii)	For Commercial buildings (Business, Mercantile, Shops, Hotels, Public Assembly Buildings, Show Rooms, Business Offices, Godowns, Warehouses, Banks, Cinemas, Theatre, Clubs, etc.)	
	(a)	up to 20 sq.mts	Rs 250.00
	(b)	above 20 and up to 50 sq.mts	Rs 375.00
	(c)	for every additional 50 sq.mts or part thereof	Rs 500.00
	(iii)	For Industrial buildings (Covered area on all floors)	
	(a)	up to 150 sq.mts	
	(b)	for every additional 150 sq.mts or part thereof	
	(iv)	For Public buildings (Educational, Religious, Charitable, Government of Local Bodies uses). Covered area on all floors	at Rs 0.50 Per Sq. mtr

125.Principles for Fixation of Fees. —The fixation of the fees specified under rule 124 shall be subject to the following provisions, namely: —

- (a) for re-erection of existing buildings, the fee chargeable shall be the same as for erection of a new building;
- (b) for additions and alterations in an existing building, the fee shall be chargeable on the added or altered portion only, on the same scale as is applicable to the erection of a new building;
- (c) for a revised plan for any building the original plan of which has already been sanctioned by the Authority, the fee chargeable shall be equal to one half of the fee chargeable on the original plan itself, subject to the condition that the concerned area of the building has not or is not proposed to be increased as compared to the original one;
- (d) in case of additions or alterations to a building if the use of the building has been or is proposed to be changed, the fee shall be calculated basing on the use proposed;
- (e) for the purpose of calculating the fee, the areas covered under the basement, if any, shall be counted towards the covered area;
- (f) where the building is proposed to be used for more than one purpose the fee to be levied shall be calculated as per the rates applicable for the respective uses applied for;
- (g) Where the same applicant applies for repetitive type of residential building, the fee shall be calculated for each type of building block, type, or design.

Explanations. — (1) For the purposes of this clause, the expression “repetitive type of residential building” shall mean the construction of buildings, blocks of same type design repeatedly.

(2) An application may be withdrawn by the applicant at any time prior to the grant of permission and such withdrawal shall terminate all proceedings with respect to the application, but in such cases an applicant shall not be entitled to refund of any fees paid by him.

(3) For purposes of calculation of fee, covered area shall mean the area proposed to be covered by the building including the internal courtyard thereof, if any.

126.Fees for inspecting the permission register— The fee to be paid for inspecting the register of application for permission, maintained by the Authority, under Sub-section (3) of Section 31 and sub-section (1) Section 33 , shall be two hundred rupees, which shall be paid prior to inspection.

127.Fees payable for revalidation of permission— An application for re-validation of permission for building operation before expiry of duration of such permission shall be accompanied by the fees equal to one half of the fee as applicable under rule 124.

128.Additional fees to be paid for grant of permission— (1) In addition to the fees prescribed in rule 111, the fees as indicated hereunder in the Table No. 25, shall also be paid by an applicant for grant of permission for carrying out development under sub-section (3) of Section 31 and sub-section (1) Section 33 .

Table No. 25: Additional fees, charges and deposits to be paid prior to grant of permission		
Sl. No. (1)	Fees/deposits (2)	Rate of fee (3)
1	Development Charges	As specified and notified by the Government from time to time.
2	City Infrastructure Impact Fees	As specified and notified by the Government from time to time.
3	Fee for temporary retention of existing building /structure	As specified and notified by the Government from time to time.
4	Refundable Security deposits	As per provisions under these rules

(2) The security deposits shall be paid at the time of grant of permission for carrying out development of building in shape of cash or bank guarantee which is refundable without interest after issue of occupancy certificate to ensure adherence to conditions of permission for development and in case of violation of the conditions the security deposits will be forfeited partly or fully as decided by the Authority.

CHAPTER –V

TRANSFERABLE DEVELOPMENT RIGHTS

129. General Terms & Conditions for Issuance of transferable development rights.:(1) The land which is reserved for providing amenities as per approved Master Plan, the owner or lessee of such land shall be eligible for award of Transferable Development Rights equivalent to permissible floor area ratio of 2 (two) for that plot of land to the extent and on conditions, as provided in these rules.

Illustration: —

If owner or lessee of land surrenders 10,000 square feet of his land to Authority under these rules for the purposes as defined under these rules, then he shall be eligible to get transferable development rights certificate to the extent of 20,000 square feet.

(2) An owner or lessee of land shall be issued with a TDR certificate only after completion of procedure prescribed in these rules.

(3) TDR certificate so issued may be utilized to take up development on receiving plot, which is permissible over and above the base FAR for that plot but within the Maximum Permissible FAR as prescribed in Building Regulations and guidelines of the concerned Authority.

(4) The holder of transferable development right certificate may utilize the same either at the remaining portion of the area so surrendered or anywhere else in the said development area, either by himself or by way of transfer to any other person.

(5) The transferable development rights certificates shall be issued only in the name of an individual, a company registered under the Companies Act, 2013, Statutory Corporations or a Society registered under the Societies Registration Act, 1860, but shall not be issued in the name of partnership firms, nominees, agents or any other such persons:

Provided that if the property stands in the name of partnership firms, TDR Certificate shall be issued in the name of all of the partners of partnership firm or as the partners have agreed upon by expressing their willingness in writing.

(6) The transfer and utilization of TDR in favour of Non-Resident Indians (NRI) shall be subject to rules and regulations of the Reserve Bank of India and the Government of India, made from time to time, in this regard.

(7) The specimen signature or thumb impression in application for grant of TDR shall have to be attested by an Executive Magistrate under his official seal.

(8) In respect of property held jointly by several persons, the Competent Authority shall issue only one certificate and delivery of TDR Certificate to one of the several joint holders written through a deed of relinquishment duly registered in favour of the holder duly signed by all such persons and the same shall be treated as sufficient delivery to all such holders and accordingly the Competent Authority shall issue TDR Certificate in the name of only one owner by deleting name of any co-owner from the TDR Certificate.

(9) The TDR certificate shall be valid for five years and can be revalidated for another period of five years.

(10) In case the TDR certificate is defaced, lost or destroyed and sufficient proof thereof is submitted to the Competent Authority, the same may be replaced on payment of a processing fees at the rate of one per centum of present valuation on such date of the sending plot and on submitting the necessary undertaking, indemnity bond, investigative evidences (Copy of FIR), etc. and after giving advertisement in two local newspapers and by following the detailed process to be prescribed by the concerned Authority, in this regard.

(11) If any building, agricultural or horticultural crops is standing on the land so surrendered as per provisions of these rules, then the owner or the lessee of such land shall be fairly compensated by the Authority following due process of valuation prescribed in this regard.

(12) The transferable development rights can also be granted by Competent Authority for incentivizing development of affordable housing schemes or slum redevelopment projects as per provisions of relevant policy of State Government in force.

(13) Further the lands which are prohibited by order of any Court or sub judice in any manner or lands under acquisition under the Right to Fair Compensation and Transparency in Land Acquisition, Rehabilitation and Resettlement Act, 2013 or any other law for time being in force shall not be eligible for grant of TDRs Certificate.

(14) Where the site is already a developed one, irrespective of fact whether the development on such land is authorised or not, the part of the land required for providing amenities in accordance with the Master Plan, the owner or lessee of such land shall be

eligible for award of TDR Certificate under these rules.

(15) Where any authorised building is existing over a land and after surrender of the part of the land in accordance with the provisions of these rules then existing building, which is retained on the remaining part of the land even if it violates the existing Building Regulations of the Authority, shall be construed to be in conformity with Building Regulations as long as no addition or alteration or change of use is made to the existing building.

(16) If the Authority acquires a part of land under these rules and on the remaining part of the land, an unauthorized building is existing, the Authority may award TDR Certificate for such portion of land, but the existing building in the remaining part of the land shall continue to be unauthorized until it gets regularized following due process of law or demolished.

(17) The Authority may consider relaxing set back requirements along the dividing line between the land surrendered and the land retained, for a proposed construction in the remaining land, on individual merits of the case, except in the cases of multi storied buildings.

(18) The owner or lessee of the land may withdraw from surrendering his land under these rules at any time before final approval of Competent Authority by filing an application to Competent Authority.

(19) No applications for grant of TDR shall be considered from owner or lessee of the land belonging to Scheduled Castes or Scheduled Tribes Community, if prior approval of Competent Authorities under various laws, which protects rights of these communities in land, is not taken.

(20) No applications for grant of TDR shall be considered on land whose Kisam is Forest or reserved Forest.

130.Provisions for issuance of TDR Certificate: (1) The Authority may, by notification, make a scheme for acquiring lands by way of granting TDRs as a compensation to those whose land are proposed to be acquired for the purpose of implementation of projects and programmes mentioned under sub-rule (1) of rule 129.

(2) The scheme under sub-rule (1) shall include, following information, namely: —

- (a) clearly define the area proposed for acquisition under these rules which shall include name of the Revenue Village, Khata No., Plot No., Area of the plots so required;
- (b) site plan and map of the lands so required; and
- (c) the intended purpose for which these lands are required.

(3) Before issuing such scheme, the Authority shall ensure that, —

- (a) an Authorised Officer of the Authority not below the rank of Assistant Town Planner certify that the lands so notified are required for the purpose of implementation of Master Plan prepared under the provisions of Act.;
- (b) the concerned user agency which requires the land for implementation of projects or programmes mentioned in sub-rule (1) of rule 129 shall utilise the land for such project or programme and who shall also certify the land requirements by an officer not below the rank of Executive Engineer of the user agency.

(4) The scheme shall call upon all those who have interest in such lands to file an application giving details of their legal rights, in the said area and details of the vacant or built-up land falling in the said area in writing to the authorized Officer of the Authority in Form XXII.

(5) The scheme shall also be published in at least two widely circulated local newspapers and from the date of such publication, Authority shall start accepting applications for grant of TDRs with respect to notified lands which are proposed to be acquired under these rules.

(6) The owner or the lessee of the land shall, along with the application in Form XXII, produce all Legal documents to support his claim for right, title and interest over the proposed land, which is to be surrendered for the award of transferable development rights certificate and shall also file an affidavit as to the correctness of the information given in the application and documents.

(7) The application so received shall be entered into a register, "TDR Applications" to be maintained by Authorized Officer of the Authority, in Form XXIII.

(8) After receipt of application, Authorized Officer shall verify the applications for its completeness and ask for a report from the respective Sub-Registrar on the Bench Mark valuation of the lands proposed to be surrendered and on the status of encumbrance, if any, on such lands and on the basis of information's available, the District Sub-Registrar shall submit a report on Benchmark valuation and status of encumbrance, if any, to the Authorized Officer in Form XXIV.

(9) The Authorized Officer shall also ask for a report from the respective Tehsildar on the issue related to genealogy of the landowner and local inquiry report on the present status of the land, including encroachment, if any and on basis of the field enquiry report and records available in his office, he shall submit a report to the Authorized Officer in Form XXV.

(10) A Scrutiny Committee shall be constituted and notified by the Authority for the purpose of scrutinizing all the applications, which are being considered for grant of TDRs.

(11) The Committee shall consider every application filed under these rules along with report of the concerned District Sub-Registrar, Tehsildar and any objections filed before it and make a recommendation for grant of TDR certificate to the Competent Authority.

(12) The Competent Authority may consider the recommendations of Scrutiny Committee and decide to grant or reject or decide otherwise with respect to application for grant of TDRs received by Authorised Officer and whose decisions shall be final and shall not be called in questioned in any Civil Court.

(13) If the application for transferable development right is approved by the Competent Authority, then an order shall be issued by the Authorized Officer to the concerned Tehsildar for mutating the land so surrendered in the name of the Authority and the Tehsildar shall, accordingly, mutate the Record of Right in name of Authority and issue the same to the Authorized officer.

(14) After issue of Record of Right under sub-rule (13) the Authorized Officer of the Authority shall issue TDR Certificate to the applicant in Form XXVI.

(15) Every TDR Certificate so issued must be entered serially into the "Ledger of TDR Certificates" to be maintained by Authorized Officer in Form XXVII. Serial number of each TDR Certificate should be unique.

(16) Any fees or charge to be paid to Tehsil for the purpose of mutation of records or issuance of Record of Rights in favour of Authority shall be borne by the applicant.

(17) Every TDR Certificate shall be registered under the Registration Act. between the original landowner of land and the Authority, but no stamp duty shall be payable.

(18) Two original TDR Certificates shall be prepared and issued under the seal and signature of the Authorised officer of the Authority, of which, one is required to be kept in official record of the Authority and second shall be issued to the applicant after entry in TDR Ledger and a unique account number shall be assigned to each such case.

131. Issuance of TDR for Affordable Housing or Slum Re-Development Projects:

To incentivize the construction of affordable houses as per relevant State Policy or Scheme in this regard to take up development of affordable housing and redevelopment of slums, TDR Certificates shall be issued to the concerned Agency, institution, developer etc. by following the process prescribed in rule 130 subject to the conditions that these rights shall be to such extent and subject to such terms and conditions, as prescribed in such policies and schemes of the State Government.

132. Transfer of development rights: (1) TDR Certificate holder can transfer such certificate in full or any part to any other person.

(2) The transfer of TDR Certificate to NRI shall be subject to rules and regulations of Reserve Bank of India and the Government of India made, from time to time, in this regard.

(3) An application for transfer or utilization of TDR should be in multiple of 50 square meters only except the last remainder.

(4) Application for transfer shall be given in Form XXVIII and all such applications should be entered in "Register for application received for transfer of development rights" to be maintained by Authorised Officer in Form XXIX.

(5) On receipt of such applications, the Authorized Officer shall get the original TDR verified from the official records and on the basis of such verification and by following procedure as prescribed by the Authority, the Authorized Officer shall place all such cases for transfer of TDRs for consideration of the Competent Authority, who shall consider and take appropriate decision to allow or disallow or otherwise such application for transfer.

(6) If any application for transfer is allowed, then the names of the transferee shall be substituted to that extent in TDRs.

(7) On the basis of the said decision, a new TDR certificate shall be issued to the Transferee by entering the same in the Form XXVII and simultaneously, after making do entries, original TDR certificate shall be cancelled, and a new TDR certificate shall be issued to the extent of value left.

(8) The deed of transfer from TDR holder to transferee shall be registered as per the Registration Act, 1908.

133.Utilization of TDRs Certificate on receiving plots: (1) When a TDR certificate holder wants to utilize a part or full value of TDR certificate on any plot, then he should apply for issuance of TDR Certificate Utilization Order (hereinafter referred as TCUO) in Form XXX to the Authorised Officer.

(2) Every application for TCUO should be entered by Authorized officer in “Register for Applications received for Utilization of TDR Certificates”, which is to be maintained in Form XXXI.

(3) After receipt of application, Authorized Officer shall ask for a report from concerned District Sub-Registrar on Benchmark Value of the sending plot and receiving plot and the Sub-Registrar shall submit a report to Authorized Officer in the Form XXXII.

(4) On the basis of the report of the District Sub-Registrar, Authorised Officer shall examine the proposal and give its recommendations to Competent Authority.

(5) Competent Authority may consider such recommendations and decide to approve or otherwise the applications of TDR Certificate Utilization Order (TCUO).

(6) After approval of the competent Authority, a TDR Certificate Utilization Order in the name of the owner of the receiving plot to the extent for which approval has been made shall be issued.

(7) The TCUO shall be issued in Form XXXIII and records of all such TCUO issued shall be maintained in “Register of TDR Certificate Utilization Orders” in Form XXXIV and on basis of same, Original Certificate shall be cancelled, and fresh TDR Certificate should be issued to transferor, to the extent of value left, if any.

(8) The holder of TCUO shall apply to the concerned Authorised Officer for utilizing such TCUO in the building plan proposed over the receiving plots and the Authorised Officer shall consider the same and allow utilization of same above the prescribed base FAR subject to Maximum permissible FAR for the receiving plot as prescribed in Building Regulations of the Authority.

(9) Before approval of the Building Plan, Authorised Officer shall cancel the TCUO and enter the details in "Register of Consumed TCUOs" in Form XXXV.

(10) The cancelled TCUO shall be returned to the Authorised Officer, who shall keep it in safe custody and make relevant entries in the official records.

134. Conditions for utilization of TDR Certificate: (1) The utilization of TDR shall be in multiples of 50 square meters only except the last remainder.

(2) The Competent Authority may reject or withheld the application for utilization of TDR in the following circumstances, namely: —

(a) If any dues payable by the owner of the receiving plot to the State Government or to the Municipality prior to the date of submission of project then the Competent Authority can with-hold utilization of the TDR unless all dues of the State Government or the Municipality are paid by the owners;

(b) if TDR is obtained by fraudulent means, then the Competent Authority shall have the right for changing such entries as required or to forfeit such TDR Certificates;

(c) under direction from the Competent Court;

(d) if the agreement of utilization of TDR is not duly signed by the transferor(s) and transferee(s); or

(e) if the agreement of utilization is not accompanied by the original TDR Certificate.

(3) In case of a utilization of TDR jointly held all the joint holders of TDR Certificate shall have to sign the application form to be used for utilization.

(4) In case the TDR Certificate holder is minor, the utilization shall be considered only if application is made by the natural guardian or a guardian either appointed by the

competent Court or through proof of his/her guardianship acceptable under law.

(5) The TDR receiving plot should satisfy the following conditions, namely: —

- (a) there shall be no change in the setbacks of the receiving plot.
- (b) receiving plot must satisfy the additional parking requirement (if any) in proportion to TDR being utilized to be worked out in accordance with the prevailing building byelaws.

(6) The movement of TDR from the sending plot to receiving plot shall be in proportion of the prevailing Benchmark Valuation rates as specified in the Odisha Stamp Rules, 1952, as amended from time to time, and which shall be subject to proportionate increase or decrease in benchmark rates.

Illustration: —If the benchmark value of sending plot is Rs.1000 per square metre and for receiving plot, it is Rs.10,000 per square metre then the proportionate TDR to be transferred shall be one-tenth of the total TDR generated subject to maximum permissible FAR prescribed for the receiving plot.

(7) TDR shall not be valid for use on receiving plots in the areas identified as “No-TDR Zone” as notified by Authority in the Building Standard Regulations.

(8) If TDR Certificate is issued in favour of any Authority, Regional Improvement Trust, Urban Local Bodies, OSHB or any other Government Agency under these rules, then they can either utilize the TDR Certificates in their projects or can sell such certificates only through a public auction.

135.Utilization of TDR certificates against dues to the authority. — (1) A TDR certificate holder may utilize a part or full value of the TDR Certificate to pay the dues to the Authority.

*Explanation. —*For the purpose of such utilization of TDR Certificate, Benchmark valuation of the sending plot shall be taken into account.

Illustration: —

If the Benchmark value of sending plot is Rs.1000 per square metre, then amount of TDR required to be surrendered to Authority for the dues payable to the Authority shall be equivalent to:

<i>Extent of TDR Certificate to be surrendered to Authority (In square meters)</i>	<i>Amount payable and due to <u>=the Authority (in rupees)</u> 1000 (in rupees)</i>
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(2) The other provisions relating to utilisation of TDR Certificates prescribed in rules 133 to 135, supra, shall apply *mutatis mutandis*.

136. Cancellation of transferable development rights Certificate. — (1) Where any owner or lessee of the land acquires TDR Certificate by fraudulent means or by means of misrepresenting the information before the Authority then TDR Certificate issued under these rules shall be liable for cancellation, and such person shall be liable for prosecution as per law.

(2) If TDR Certificate acquired through fraudulent means has been utilized by misrepresenting the facts, then the value of such TDR on the date of utilization shall be recovered from the concerned person as “arrear of land revenue” under the Odisha Public Demand Recovery Act., 1965.

137. Audit of transferable certificate, etc.: (1) The TDR Certificates, TCUO and all other records in form of applications and registers to be maintained under these rules shall be internally audited by an Officer of Authority or any Agency approved by the Authority.

(2) The audit shall be done at least once in six months to check whether rules and other instructions of the State Government and Authority in this regard are being followed or not and the audit officer shall submit a report to the Authority with a copy to the State Government in Housing & Urban Development Department.

138 Maintenance of Record: Without prejudice to the foregoing provisions of these rules, the Authority may make efforts to ensure implementation of these rules by developing suitable e-governance platforms, which provides for filling of on-line applications, automation of processes between various officials, issuance of digitally signed TDR Certificates and TCUO and such other action to ensure quick disposal of claims made under the rules.

139. Removal of doubts, difficulties and issuance of executive instructions: In case any doubt or difficulties arise in implementation of these rules, then the same shall be referred to the State Government in consultation with the Authority or otherwise may issue an executive instruction to clarify such matter as deemed necessary for implementation of the provision of these rules.

CHAPTER –VI COMPOUNDING

138. Restriction on Compounding. — (1) Any deviation pertaining to unauthorized development shall not be compounded in the following cases, namely:—

- (i) where construction has been undertaken on Government land or land belonging to local body or land not owned by the person undertaking such development;
- (ii) where development has been undertaken unauthorisedly within the prohibited limits of any ancient or archaeological monuments;
- (iii) where such developments interfere with the natural drainage of the locality;
- (iv) where such unauthorized development results in provisioning of parking below the prescribed norms; and
- (v) where road or drain whether public or private, whether constructed or natural, has been encroached.

(2) Subject to the provisions contained in sub-rule (1), the Authority shall have the power to determine other such circumstances where compounding shall be prohibited.

(3) The Authority may, either before or after the institution of the proceedings under the provisions of the Act compound any offence, —

- (i) where development has been undertaken without permission, but is within the framework of use restrictions and provisions of these rules as applicable to the specific plot;
- (ii) where deviations have been made up to 10% (tenpercent) beyond the permissible norms of these rules in respect of front, rear and side setbacks

within the permissible FAR limits on payment of such compounding charges as may be prescribed in the regulations, from time to time;

- (iii) where deviations have been made up to 10% (ten percent) in consumption of FAR beyond the permissible limits on payment of such charges which are equivalent to charges notified for Purchasable FAR.

139.Compounding Rate. —(1) Compounding Rates for various categories shall be as specified in Table No.26 below:

Table No. 26: Category Wise Compounding Rates				
Sl. No.	Situations / Limitations	Compounding fee for Square meter (in Rupees.) of deviation		
		Individual Residential Buildings	State Govt./ Central Govt./ Govt. Undertaking	Other Class of Buildings
(a)	(b)	(c)	(d)	(e)
1.	Where development has been undertaken in deviation to the approved plan, but within the framework of use, restrictions and the provisions of norms and stipulations of these regulations.	150	25	300
2.	Where development has been undertaken without permission, but within the framework of use restrictions and the provisions of the regulations applicable to concerned plot.	250	25	500
3.	Constructions up to 5% beyond the permissible norms of these regulations with respect to front, side and rear setbacks.	1000	100	2000
4.	Constructions from 5% to 10% beyond the permissible norms of these regulations with respect to front, side and rear setback.	2000	200	5000

(4) The limitations on extent of compounding as prescribed under these rules shall be prospective in nature and shall apply only to building plans approved under these rules.

(5) It is provided that cases of compounding of unauthorised development related to building plans approved prior to commencement of these rules shall be regularised as per norms of compounding of earlier regulations under which such plan was approved but

charges for such compounding shall be as per regulations.

(6) In case of houses constructed on a plot having area not more than 40 square meters and height not exceeding 10 meters, compounding of offence relating unauthorized or deviated construction shall be allowed with reference to setbacks and coverage and the maximum deviation in FAR is 10% (ten per cent) of the permissible FAR.

140.Manner of utilisation of the Compounding Amount. —At least 50% of the compounding amount shall be deposited in the Master Plan Infrastructure Development Fund (MIDF) of the Authority for taking up development of city level infrastructure.

141.Temporary Retention. — (1)The Authority may allow retention of any unauthorized structure for temporary period such as workmen shed, storage shed for construction materials, watch & ward room during the time of construction and till issue of completion certificate.

(2) The type of structure to be retained, the period of retention and the fees to be deposited 2000/- per each structure.

CHAPTER –VII MISCELLANEOUS

144. Draft Master Plans. — The Authority may prepare draft master plans for newly included development areas and where such draft master plan has not been prepared, the general provisions of these rules shall apply for regulating development.

145.Applicability of National Building Code. — Where no express provision has been made in respect of any matter connected with planning and building standards in the Act or rules, Master Plan, Town Planning Schemes, or these rules or by any resolution of the Authority; then in such cases provisions of the National Building Code of India shall apply, mutatis mutandis, to such extent.

146. Applicability of provisions to committed project. — Where any Department of the State Government or Local Body or Statutory Authority had given any commitment for development of a project under PPP model prior to commencement of these rules, then the building plan of such a project shall be approved as per provisions of the regulations then in force under which such commitment was made, notwithstanding that these rules has come into force.

147. Decision of the Government to be final. — In case any doubt arises with respect to interpretation of these rules or in case of any dispute in interpretation of these rules, the decision of the State Government shall be final.

148. Relaxation by the Government. — The Authority may recommend to the State Government for relaxation or modification of any of the clauses of these rules in the general interest of the public pertaining to projects or schemes developed by the State Government or any of its agency by itself or on PPP model or for any institutional building and the decision of the State Government in this regard shall be final.

149. Framing of Regulations. — The Authority may in accordance with the provisions of the Act, frame city specific regulations in respect of industrial towns, smart districts, heritage area, town planning scheme area, redevelopment and re-densification area, old areas, transit oriented zone, mixed use zone or any other specific purpose, not covered under these rules and such regulations shall be considered as under the provisions of these rules, to the extent provided in such regulations

150. Cessation of provisions of other Rules and Regulations — On and from the date of commencement of these rules, the provisions of other rules and provisions of the Planning and Building Standard Regulations issued by the different Authority which are inconsistent with, or a repetition of, the provisions these rules shall cease to operate.

GENERAL BUILDING REQUIREMENTS

(See clause (vi) and (vii) of rule 40)

1. Doorways:

- (i) Every doorway shall open into an enclosed stairway, a horizontal exit, on a corridor or passageway providing continuous and protected means of egress.
- (ii) No exit doorway shall be less than 1 meter in width. Doorways shall be not less than 2 meter in height. Doorways for bathrooms, water closet and stores shall be not less than 0.75 meter wide.
- (iii) Exit doorways shall open outwards, that is, away from the room but shall not obstruct the travel along any exit. No door, when opened, shall reduce the require width of stairway or landing to less than 0.9 meter, overhead or sliding doors shall not be installed.
- (iv) Exit door shall not open immediately upon a flight or stairs, a landing equal to at least the width of the door shall be provided in the stairway at each doorway, level of landing shall be the same as that of the floor which it serves.
- (v) Exit doorways shall be openable from the side which they serve without the use of a key.
- (vi) Mirrors shall not be placed in exit ways or exit doors to avoid confusion regarding the direction of exit.
- (vii) Revolving doors shall not be provided as a means of fire exit.

2. Stairways:

- (i) A staircase shall not be arranged round a lift shaft.
- (ii) The natural ventilation requirement of the staircase shall be, achieved through opening at each landing, of an area 0.5 square meters in the external wall. A cross ventilated staircase shall have 2 (two) such openings in opposite/adjacent walls or the same shall be cross-ventilated through the corridor. The National Building Code of India, Chapter 4 Fire and Life Safety,

Clause 4.4.2.5 Smoke Control of exits shall be followed for requirement of Pressurized staircase in various building components.

(iii) The minimum width of staircase shall be as in Table 1 herein contained—

Table No. 1: Type of Building and Staircase Width		
Sl.No.	Type of Building	Width (m)
(a)	(b)	(c)
1	Residential buildings (dwellings)	1.0
2	Residential Hotel Buildings	1.5
3	Assembly buildings e.g., auditorium, theatres and cinemas	2.0
4	Educational buildings up to 30 meter in height	1.5
5	Institutional buildings like hospitals	2.0
6	All other buildings	1.5

- (iv) The minimum width of treads without nosing shall be 0.25 meter for staircase of residential buildings. In the case of other buildings, the minimum tread shall be 0.3 meter. The treads shall be constructed and maintained in a manner to prevent slipping. The maximum height of riser shall be 0.19 meter in the case of residential buildings and 0.15 meter in the case of other buildings and the number of riser shall be limited to 12 per flight.
- (v) Handrails shall be provided with a minimum height of 0.9 meter from the center of the tread.
- (vi) Handrail shall be provided on both sides of the staircase, if the width of staircase is 1.5 meter or more.
- (vii) The minimum headroom in a passage under the landing of a staircase and under the staircase shall be 2.2 meter.
- (viii) Access to exit staircase shall be through a fire door of a minimum 120 min fire resistance rating. It shall be a swing type door opening in the direction of the escape.

- (ix) No living space, store or other fire risk shall open directly into staircases.
- (x) External exit door of staircase enclosure at ground level shall open directly to the open spaces or can be reached without passing through any door other than a door provided to form a draught lobby.
- (xi) The exit sign with arrow indicating the way to the escape route shall be provided at a height of 0.5 meter from the floor level on the wall and shall be illuminated by electric light connected to corridor circuits. All exit way marking signs shall be flushed with the wall and so designed that no mechanical damage shall occur to them due to moving of furniture or other heavy equipment's. Further all landings of floor shall have floor indication boards indicating the number of floor. The floor indication board shall be placed on the wall immediately facing the flight of stairs and nearest to the landing. It shall be of size not less than 0.5 meter × 0.5 meter and it shall be prominently on the wall facing the staircase.
- (xii) In case of single staircase, it shall terminate at the ground floor level and the access to the basement shall be by a separate staircase. The second staircase may lead to basement levels provided the same is separated at ground level by either a ventilated lobby with discharge points at two different ends or through enclosures with fire resistance rating door (Table 1, Part IV of the National Building Code of India revised time to time) or through a fire protected corridor.

3.Lifts: General requirements of lifts shall be as follows:—

- (i) All the floors shall be accessible for 24 hours by the lifts. The lifts provided in the buildings shall not be considered as a means of escape in case of emergency. In a dual line arrangement (lifts opposite to each other) the lobby may be between 1.5 times to 2.5 times the depth of one car. For in-line (single line) arrangements the lobby may be typically half of the above recommendations.
- (ii) Grounding switch, at ground floor level, to enable the fire service to ground the lift shall also be provided.

- (iii) The lift machine room shall be separate, and no other machinery shall be installed their in.
- (iv) Walls of lift enclosures and lift lobby shall have fire rating of 2 hour; (National Building Code of India); lifts shall have a vent at the top of area not less than 0.2 square meter.
- (v) Lift car door shall have a fire resistance rating of 1 hour.
- (vi) Lift lobby doors in lift enclosures shall have fire resistance as per relevant provision of the National Building Code of India.
- (vii) Collapsible gates shall not be permitted for lifts and shall have solid doors with fire resistance of at least 1 hour.
- (viii) Lifts if communicating with the basement, the lift lobby of the basements shall be pressurized as suggested in *Annexure-III* (Fire Protection and Fire Safety Requirements) with self-closing door with fire resistance rating. Telephone or other communication facilities shall be provided in lift cars and to be connected to fire control room for the building.
- (ix) Suitable arrangements such as providing slope in the floor of lift lobby shall be made to prevent water used during firefighting etc., at any landing from entering the lift shafts.
- (x) A sign shall be posted and maintained on every floor at or near the lift indicating that in case of fire, occupants shall use the stairs unless instructed otherwise. The sign shall also contain a plan for each floor showing the locations of the stairways. Alternate source of power supply shall be provided for all the lifts through a manually operated changeover switch.
- (xi) The National Building Code of India, Chapter 4 Fire and Life Safety, Clause 4.4.2.5 Smoke Control of exits may be followed for requirement of Pressurized lifts in various building components.

4.Ramps:

- (i) In the case of parking spaces provided in basement(s) and upper storey of parking floors, at least two ramps of width and slope as per Table 2 shall be provided, located preferably at opposite ends.

Table No. 2 - Requirements for ramp for vehicles						
Sl No.	Type of Vehicle	One way ramp width (in meters)	Two way ramp width (in meters)	Maximum continuous ramp length (in meters)	Minimum width of ramp landing (in meters)	Maximum slope of ramp (in meters)
(a)	(b)	(c)	(d)	(e)	(f)	(g)
1	LMV	3.0	6.0	40	6	1:8
2	LCV	4.5	9.0			
3	HMV	6.0	12.0			
4	fire tender	7.5		40	6	1:10
<p><i>Explanation. —</i></p> <p>(1) Such ramps may be permitted in the side and rear setbacks after leaving 6 meters space for movement of firefighting vehicles;</p> <p>(2) The parking of vehicles at different level may also be mechanized.</p> <p>(3) In case of underground/multi-storeyed parking, special measures with regard to fire safety shall be taken in compliance to Part 4-Fire and Life Safety of NBCI.</p> <p>(4) Ramp may also be provided in setback area (not less than 4.5 m having one way and shall not be less than 6m in case of two ways) which can be sloped considering unhindered movement of fire Engine and in no case the gradient shall be less than 1:10.</p>						

- (ii) All structural design/safety aspects shall be complied per latest BIS Codes and National Building Code of India along with consideration of weight of Fire Engine and its maneuverings.
- (iii) The minimum width of the ramps in hospitals shall be 2.4 meters for stretcher and not for vehicular movement
- (iv) In this case Handrails shall be provided on both sides of the ramp.
- (v) Ramps shall lead directly to outside open space at ground level or courtyards or safe place.

- (vi) Requirement of accessibility for elders and persons with disabilities shall be ensured in compliance with the provisions of Annexure-VIII which may require providing ramps with specified gradient or accessible lifts for access to different levels.

5. Corridors:

- (i) Exit corridors and passageways shall be of width not less than the aggregate required width of exit doorways leading from them in the direction of travel to the exterior.
- (ii) The minimum width of a corridor in a residential building shall be 1.0 meter for single loaded and 1.8 meters for double loaded and in all other buildings shall be 1.5 meters.
- (iii) In Hospitals, the corridors through which patients are moved, shall have a minimum width of 2.4 m throughout and corridors in other areas of hospital not intended for the housing, treatment, or use of inpatients shall be not less than 1.5 m in width.
- (iv) Where stairways discharge through corridors and passageways, the height of corridors and passageways shall be not less than 2.4 meters.
- (v) All means of exit including staircases lifts lobbies and corridors shall be ventilated.

6. Glass Facade/ Service Ducts/Shafts/ Refuge Area/ Vents

- (i) An Opening to the glass facade of min. width 1.5 meters and height 1.5 meters shall be provided at every floor at a level of 1.2 meters from the flooring facing compulsory open space as well as on road side. Construction that complies with the fire rating of the horizontal segregation and has any gap packed with a non-combustible material to withstand thermal expansion and structural movement of the walling without the loss of seal against fire and smoke.
- (ii) Mechanism of Opening: The openable glass panel shall be either left or right shall have manual opening mechanism from inside as well as outside. Such openable panels shall be marked conspicuously so as to easily identify the openable panel from outside.
- (iii) Fire seal to be provided at every floor level between the external glazing and building structure.
- (iv) The glazing used for the facade shall be of toughened (tempered) safety glass as per I.S. 2553.

- (v) To avoid fire propagation vertically from one floor to another floor, a continuous glass must be separated internally by a smoke/ fire seal which is of non-combustible material having a fire resistance rating of not less than 2 hours.
- (vi) Service ducts and shafts shall be enclosed by walls and doors with fire resistance rating. All such ducts or shafts shall be properly sealed and stopped fire ingress at all floor levels.
- (vii) A vent opening at the top of the service shaft shall be provided having an area between one-fourth and one-half of the area of the shaft.
- (viii) Glass quality and Practice of use of Glass in buildings shall have to be in conformity with the BIS codes as given in Table 3 herein contained.

Table No. 3: Glass quality and Use of glass in buildings		
Sl. No.	IS Code	Specifications
(a)	(b)	(c)
1	2553 (Part 1): 1990	Specification for safety glass: Part 1 General purpose (third revision)
2	2835:1987	Specification for flat transparent sheet glass (third revision)
3	438:1994	Specification for silvered glass mirrors for general purposes (second revision)
4	5437:1994	Specification for figured rolled and wired glass (first revision).
5	14900:2000	Specification for transparent float glass.
6	16231 Part 1	General methodology for selection
7	16231 Part 2	Energy and Light
8	16231 Part 3	Fire and Loading
9	16231 Part 4	Safety related to Human Impact

7. Building Services

- (i) Staircase and Corridor Lighting

- (a) The staircase and corridor lighting shall be on separate service and shall be independently connected so as it could be operated by one switch installation on the ground floor, easily accessible to firefighting staff at any time irrespective of the position of the individual control of the light points, if any.
- (b) Staircase and corridor lighting shall also be connected to alternate supply from parallel high-tension supply or to the supply from the stand-by generator.
- (c) Emergency lights shall be provided in staircase and corridor or passageway, horizontal exits, refuge area; and all wires and other accessories used for emergency light shall have fire retardant property.

(ii) Electrical Services

- (a) The electric distribution cables or wiring shall be laid in separate duct which shall be sealed at every floor with non-combustible materials having the same fire resistance as that of the duct. Low and medium voltage wiring running in shaft and in false ceiling shall run in separate conduits.
- (b) Water mains, telephone cables, intercom cables, gas pipes or any other service line shall not be laid in the duct for electric cables. Use of bus ducts/solid rising mains instead of cables is preferred.
- (c) The provision of dedicated telecommunication ducts for all new building proposals is mandatory for conveyance of telecommunication and other data cables.
- (d) Separate circuits for water pumps lifts, staircases and corridor lighting and blowers for pressurizing system shall be provided directly from the main switchgear panel.

- (iii) Alternate Source of Electric Supply: A stand-by electric generator shall be installed to supply power to staircase and corridor lighting circuits, fire lifts, the stand-by fire pumps, pressurization fans and blowers, smoke extraction and damper system in case of failure of normal electric supply. The generator shall be capable of taking starting current of all the machines and circuits

stated above simultaneously. If the stand-by pump is driven by diesel engine, the generator supply need not be connected to the stand-by pump.

(iv) Air-conditioning: Air-conditioning shall conform to the following:—

- (a) Escape routes like staircases, common corridors, lift lobbies. shall not be used as return air passage.
 - (b) The ducting shall be constructed of substantial gauge metal in accordance with good practice.
 - (c) Wherever the ducts pass through fire walls or floors, the opening around the ducts shall be sealed with materials having fire resistance rating of the compartment.
 - (d) Where duct crosses a compartment which is fire rated, the ducts shall be fire rated for same fire rating. Further depending on services passing around the duct work, which may get affected in case of fire temperature rising, the ducts shall be insulated.
 - (e) Metallic ducts shall be used even for the return air instead of space above the false ceiling.
 - (f) Where plenum is used for return air passage, ceiling and its fixtures shall be of non-combustible material.
 - (g) The materials used for insulating the duct system (inside or outside) shall be of non-combustible material; glass wool shall not be wrapped or secured by any material of combustible nature.
 - (h) Air ducts serving main floor areas, corridors, shall not pass through the staircase enclosure.
 - (i) The air-handling units shall be separate for each floor and air ducts for every floor shall be separated and in no way inter-connected with the ducting of any other floor.
- (v) If the air-handling unit serves more than one floor, the recommendations given in clause (iv) shall be complied with, in addition to the conditions given below:

- (a) Proper arrangements by way of automatic fire dampers working on smoke detector / or fusible link for isolating all ducting at every floor from the main riser shall be made.
 - (b) When the automatic fire alarm operates, the respective air-handling units of the air-conditioning system shall automatically be switched off.
 - (c) The vertical shaft for treated fresh air shall be of masonry construction.
 - (d) The air filters of the air-handling units shall be of non-combustible materials or fire rated.
 - (e) The air-handling unit room shall not be used for storage of any combustible materials.
 - (f) Inspection panels shall be provided in the main trunking to facilitate the cleaning of ducts of accumulated dust and to obtain access for maintenance of fire dampers.
 - (g) No combustible material shall be fixed nearer than 150 mm to any duct unless such duct is properly enclosed and protected with non-combustible material (glass wool or spyglass with neoprene facing enclosed and wrapped with aluminum sheeting) at least 3.2 mm thick and which would not readily conduct heat.
- (vi) Transformers:
- (a) When transformers are housed in the building below the ground level it shall be necessarily in the first basement in separate fire resistance room of 4 hours rating. Transformer shall be dry type and shall be kept in an enclosure with walls, doors and cut-outs having fire resistance rating of 4 hour. The room shall necessarily be at the periphery of the basement having separate and direct access from open area at ground floor through a fire escape staircase. The entrance to the room shall be provided with a steel door of 2 hours fire rating. A curb of a suitable height shall be provided at the entrance in order to prevent the flow of oil from ruptured, transformer into other parts of the basement. The switchgears shall

be housed in a separate room separated from the transformer bays by a fire-resisting wall with fire resistance not less than 4 hours.

- (b) The transformer shall be protected by an automatic foam sprinkler system. When housed at ground floor level it/they shall be cut-off from the other portion of premises by Fire Resisting Walls of 4 hours rating.
 - (c) A tank of RCC construction of adequate capacity shall be provided at lower basement level to collect the oil from the catch pit in case of emergency. The pipe connecting the catchpit to the tank shall be of non-combustible construction and shall be provided with a flame-arrester.
 - (d) The electric sub-station shall be located in a separate building in accordance with sub-rule (1) of rule 68 and clause (a) of sub-rule (1) of rule 64 of the Indian Electricity Rules, 1956.
 - (e) In case this is not practically possible due to site conditions, the sub-station shall be located on the ground floor. As far as possible sub-station shall not be installed in a basement, for such situations special provisions like mechanical ventilation, wherever required, cable ducting, cable trays, top/bottom entry of HV/LV cable, hooks on Transformer(s) and HV panels, adequate fire detection and fire-fighting arrangement, adequate drainage, effective measures to prevent flooding shall be provided. Adequate precautions shall also be taken for water proofing to prevent seepage of water. A ramp shall also be provided with a slope, not steeper than 1 in 7, for easy movement of equipments to and from sub-station.
- (vii) Fire regulations—The installations shall be carried out in conformity with the local regulations and rules made thereunder wherever they are in force. At other places the National Building Code of India shall be followed.
- (viii) Gas supply:
- (a) Town Gas / L.P. Gas Supply Pipes - Where gas pipes are run in buildings, the same shall be run in separate shafts exclusively for this purpose and these shall be on external walls away from the

staircases. There shall be no interconnection of this shaft with the rest of the floors.

- (b) LPG distribution pipes shall always be below the false ceiling. The length of these pipes shall be as short as possible. In the case of kitchen cooking range area, apart from providing hood, covering the entire cooking range, the exhaust system shall have to be designed to take care of 30 cu.m per minute per square meter of hood protected area. It must have grease filters using metallic grill to trip oil vapours escaping into the fume hood.
 - (c) For large/commercial kitchens all wiring in fume hoods shall be of fiberglass insulation. Thermal detectors shall be installed into fume hoods of large kitchens for hotels, hospitals and similar areas located in high rise buildings. Arrangements shall be made for automatic tripping of the exhaust fan in case of fire.
 - (d) When LPG is used, the same shall be shut off. The voltage shall be of 24 V, or 100 V DC operated with the external rectifier. The valve shall be of the hand re-set type and shall be located in an area segregated from cooking ranges. Valves shall be easily accessible. The hood shall have manual facility for steam or carbon dioxide gas injection, depending on duty condition; and Gas meters shall be housed in a suitably constructed metal cupboard located in a well-ventilated space, keeping in view the fact that LPG is heavier than air and town gas is lighter than air.
- (ix) Boiler Room: Further, the following additional aspects may be taken into account in the location of Boiler/Boiler Room:
- (a) The boiler shall not be allowed in sub-basement but be allowed in the first basements away from the escape routes.
 - (b) The boilers shall be installed in a fire resisting room of 4 hours fire resistance rating, and this room shall be situated on the periphery of the basement. Catch pit shall be provided at the low level. Entry to this room may be provided with a composite door of two-hour fire resistance.

- (c) The boiler room shall be provided with fresh air inlets and smoke exhausts directly to the atmosphere.
- (d) Foam inlets shall be provided on the external walls of the building at the ground floor level to enable the fire services to use foam in case of fire.
- (e) The furnace oil tank for the boiler, if located in the adjoining room shall be separated by fire resisting wall of 4-hour rating. Entry to this room shall be provided with a composite door of 2-hour fire resistance. A curb of suitable height shall be provided at the entrance in order to prevent the flow of oil into the boiler room in case of tank rupture.

STANDARDS FOR FIRE PROTECTION AND FIRE SAFETY REQUIREMENTS

(Extract taken from National Building Code of India – For the complete provision, refer Part-IV of NBCI)

(See clause (v) of sub-rule (3) of rule 74, rule 53 and rule 40 (vii))

(1) **Scope:** The Part-4 of NBCI covers the requirements for fire prevention, life safety in relation to fire and fire protection of buildings. This Part of NBCI specifies occupancy-wise classification, constructional aspects, egress requirements and protection feature that are necessary to minimise danger to life and property from fire. Lift's escalators and revolving doors shall not be considered as exits.

(2) The provisions of this Part are applicable to the followings unless otherwise mentioned specifically in the provisions: —

(i) all high-rise buildings; and

(ii) special buildings, those are,

(a) hotel, educational, institutional, business, mercantile, industrial, storage, hazardous and mixed occupancies, where any of these buildings have floor area more than 500 square meters on any one or more floors;

(b) educational buildings having height 9 m. and above;

(c) institutional buildings having height 9 m. and above;

(d) all assembly buildings;

(e) buildings, having area more than 300 square meters of incidental assembly occupancy on any floor; and

(f) buildings with two basements or more, or with one basement of area more than 500 square meter.

(3) The extract of the provisions related to life-safety of Part-IV of NBCI in relation to general exit requirements, occupant load and egress components, are given in the subsequent part of this *annexure*: —

4 LIFE SAFETY

4.1 General

Every building shall be so designed, constructed, equipped, maintained and operated as to provide adequate means of egress to avoid undue danger to the life and safety of the occupants from fire, smoke, fumes or panic during the time period necessary for escape.

For high occupancy areas, it may be required to have announcement, announcements and voice guided/aided system to direct the occupants towards safe egress routes, areas of comparative safety or exits, and to avoid situation of panic during distress.

Every main occupancy may have certain occupancies which may be incidental to the main occupancy. The exit requirements pertaining to such incidental occupancies from the floor of the occupancy to the level of exit discharge shall be calculated to meet the requirement of the actual occupancy of such type, to ensure adequate means of egress of the occupants.

See also 13 of Part 3 'Development Control Rules and General Building Requirements' of the Code for accessibility for elderly and persons with disabilities, for various requirements for enabling a smooth and safe egress.

4.2 General Exit Requirements

4.2.1 An exit may be a fire exit doorway; an internal staircase, exit passageway, external doorway, external staircase and these having access to the street or to a *Veranda* or to a refuge area or to the terrace or roof of a building. An exit may also include a horizontal exit leading to an adjoining building/fire compartment having its further access to unlocked/public exit at the same level.

4.2.2 Unless otherwise specified, lifts, escalators, moving walks and revolving doors shall not be considered as exits and shall not constitute any part of the required exit.

4.2.3 Every exit, exit passageway and exit discharge shall be continuously maintained free of all obstructions or impediments to full use in the case of fire or other emergency.

4.2.4 Every building having human occupancy shall be provided with exits sufficient to permit safe egress of occupants, in case of fire or other emergency.

4.2.5 In every building or structure, exits shall comply with the minimum requirements of this Part, except those not accessible for general public use.

4.2.6 No building shall be so altered as to reduce the number, width or protection of exits to less than that required.

4.2.7 For non-naturally ventilated areas, fire doors with 120 min fire resistance rating shall be provided and particularly at the entrance to lift lobby and stair well where a 'funnel or flue effect' may be created, inducing an upward spread of fire, to prevent spread of fire and smoke.

4.2.8 Exits shall be so arranged that they may be reached without passing through another occupied unit/passageway in others control, if they pose challenge or restriction in means of egress.

4.2.9 Doors in exits shall open in the direction of exit. In case of assembly buildings (Group D) and institutional buildings (Group C-1), exit door shall not open immediately upon a flight of stair and all such entries to the stair shall be through a landing, so that such doors do not impede movement of people descending from a higher floor when fully opened (*see* Fig. 4A). While for other occupancies, such doors shall not reduce the pathway in the landing by more than half the width of such staircase (*see* Fig. 4B). Overhead or sliding doors shall not be installed.

4.2.10 At least half of the required exit stairs from upper floors (rounded to the next higher number) shall discharge directly to the exterior or through exit passageways.

4.2.11 Unless otherwise specified, all the exits and exit passageways to exit discharge shall have a clear ceiling height of at least 2.4 m. However, the height of exit door shall be at least 2.0 m (*see* Fig. 5).

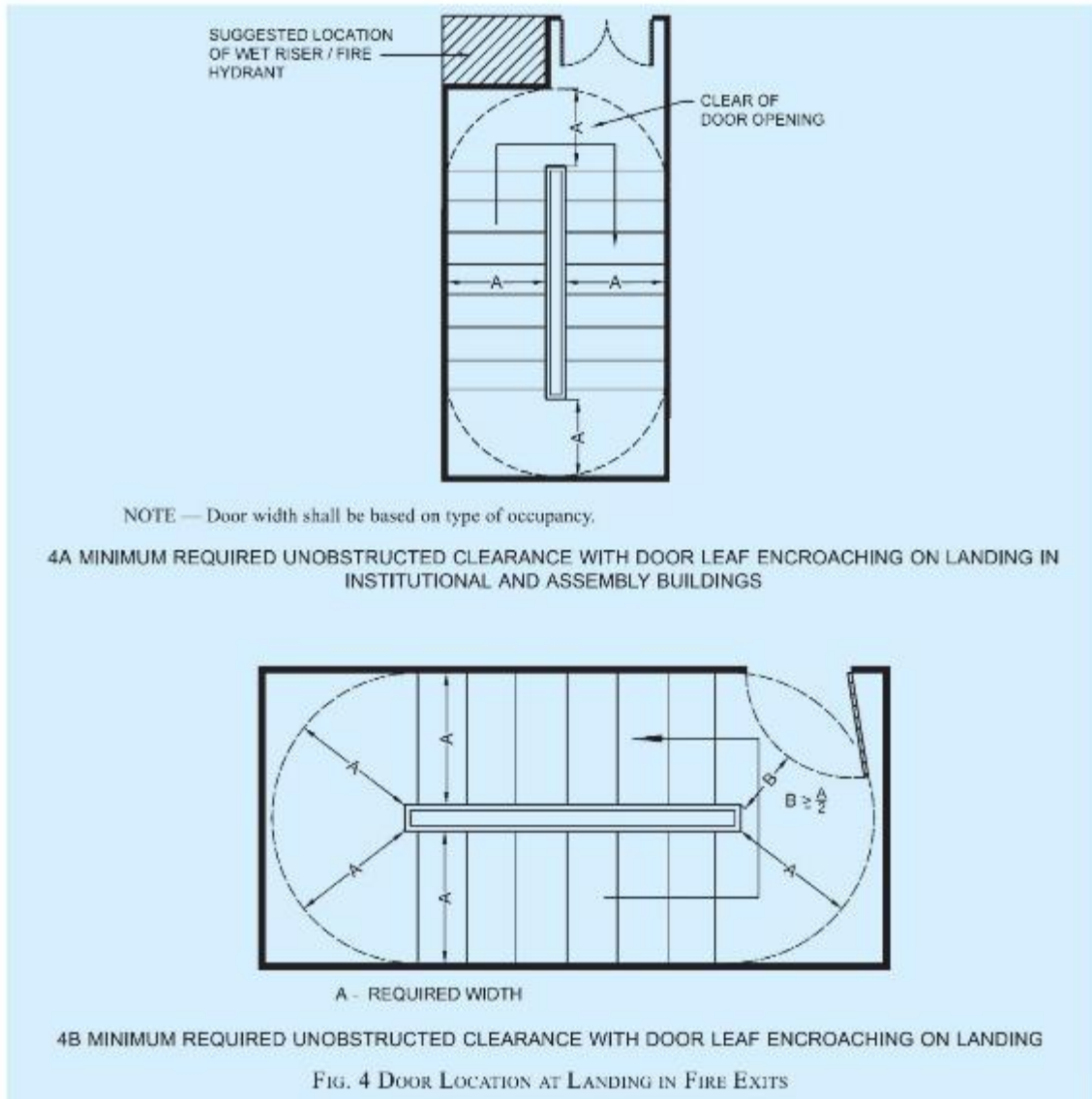
4.2.12 Where changes in elevation of more than 300 mm are encountered in the exits, ramps or sloped surfaces shall be used with handrails and floor finish materials that contrast with the adjacent finish materials.

4.2.13 The capacity of the means of egress required from any storey of the building shall not be reduced along the path of egress travel until arrival to the exit discharge.

4.2.14 The lifts, escalators, moving walks, turnstiles and revolving doors shall not be considered in determining the required capacity of means of egress for the individual floor(s) or the building.

4.2.15 Turnstiles or similar devices that restrict travel to one direction or that are used to restrict unauthorized entry shall not be so placed as to obstruct any required means of egress. Alternative door openings of required exit width shall be available within 3 m of such devices, if installed.

4.2.16 Suitable means shall be provided so that all access controlled exit doors, turnstiles, boom barriers and other such exits shall automatically operate to open mode during emergencies like fire, smoke, acts of



terrorism, etc. so that people can safely and quickly egress into safe areas outside. If required, a master controlling device may be installed at a strategic location to achieve this.

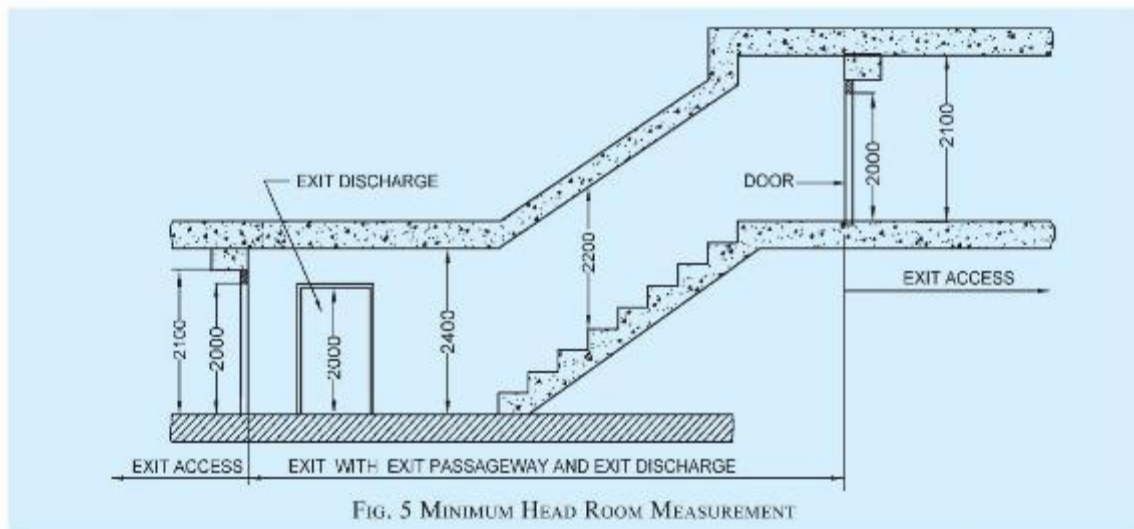
4.2.17 Penetrations into and openings through an exit are prohibited except those necessary like for the fire protection piping, ducts for pressurization and similar life safety services. Such openings as well as vertical passage of shaft through floors shall be protected by passive systems.

4.2.18 Walking surfaces in exit access shall comply with the following requirements for smooth exit:

- Walking surfaces shall be nominally level.
- The slope of walking surface in the direction of travel shall not exceed 1 in 20 unless the ramp requirements are met (see 4.4.2.4.3.5).
- Slope perpendicular to the direction of travel shall not exceed 1 in 48.
- Walking surfaces shall be slip-resistant along the entire path of travel.

4.2.19 Basement

- Basement exits shall be sufficient to provide for the capacity of the basement as determined in accordance with 4.4.2.1. In no case shall there be less than two independent basement exits.
- Basements having incidental occupancies to main occupancy shall be planned with exit requirements of the basements for the actual occupancy within the basement.
- Where basement is used for car parking and also there is direct approach from any



occupancy above to the basement, door openings leading to the basement shall need to be protected with fire doors with 120 min fire rating, except for exit discharge doors from the basements.

4.3 Occupant Load

For determining the exits required, the number of

persons within any floor area or the occupant load shall be based on the actual number of occupants declared, but in no case less than that specified in Table 3. The occupant load of a mezzanine floor discharging to a floor below shall be added to that floor occupancy and the capacity of the exits shall be designed for the total occupancy load thus established.

The occupant load of each story considered individually

Table 3 Occupant Load
(Clauses 4.3 and 4.4.2.1)

Sl No.	Group of Occupancy	Occupant Load Factor (m ² /person) (see Note 1)
(1)	(2)	(3)
i)	Group A: Residential	12.50
ii)	Group B: Educational	4.00
iii)	Group C: Institutional (see Note 2):	
	a) Indoor patients area	15.00
	b) Outdoor patients area	10.0
iv)	Group D: Assembly:	
	a) Concentrated use without fixed seating	0.65
	b) Less concentrated use without fixed seating (see Note 3)	1.40
	c) Fixed seating	see Note 4
	d) Dining areas and restaurants with seating and table	1.80
v)	Group F: Mercantile:	
	a) Street floor and sales basement	3.00
	b) Upper sales floor	6.00
	c) Storage/warehouse, receiving and the like	20.00
vi)	Group E: Business	10.00
vii)	Group G: Industrial	10.00
viii)	Group H: Storage (see Note 5)	30.00
ix)	Group J: Hazardous	10.00

NOTES

1 Gross area shall be the floor area as defined in 2.35. All factors expressed are in gross area unless marked net.

2 Occupant load in dormitory portions of homes for the aged, orphanages, insane asylums, etc, where sleeping accommodation is provided, shall be calculated at not less than 7.5 m² gross floor area/person.

3 These shall include gymnasium, table tennis room, billiard room and other gaming rooms, library, swimming pool and like.

4 In case of assembly occupancy having fixed seats, the occupant load shall be determined by multiplying the number of seats by 1.2.

5 Car parking areas under occupancy other than storage shall also be 30 m² per person.

shall be required to be used in computing the number of means of egress at each story, provided that the required number of means of egress is not decreased in the direction of egress travel.

The assembly occupancies and call centres shall be required to display, limiting occupant load details positioned in a conspicuous place near the entrance of each of such respective occupancy to avoid possible overcrowding and overloading. The display shall preferably be engraved on a metal plate of not less than 300 mm × 200 mm, with letters of height and width not less than 50 mm, with detail of occupancy, area and occupancy load (*see figure below*).

The capacity of any open mezzanine/balcony shall be added to the capacity of the floor below for the purpose of determining exit capacity.

MAXIMUM OCCUPANCY	
_____ PERSONS PERMITTED WITHIN THIS SPACE/ROOM	
IT IS CONFIRMED THAT THE FIRE EXITS ARE PLANNED FOR EGRESS OF THE OCCUPANCY AS MENTIONED ABOVE AND OCCUPANCY MORE THAN THE ABOVE IS NOT PERMITTED IN THE SPACE/ROOM AS FOLLOWS:	
SPACE/ROOM DETAIL: _____	
FLOOR NO. _____	
SIGN: _____	DATE: _____
(MANAGER/AUTHORIZED SIGNATORY)	

4.4 Egress Components

Egress components to be considered are the number of exits to which access is provided, capacity of exit access, travel distance to an exit, the obviousness of the direction to an exit, and any hindrance including due to security issues involved.

4.4.1 Exit Access

- a) A common path of travel is desirable in exit access which leads to two independent directions to separate exits.
- b) *Capacity of exit access* — The width of corridors, aisles or ramps required for exit access shall be sufficient to ensure a smooth flow of occupants to the exit. Where a corridor is the only way of access to an exit, the corridor

width shall not be less than the calculated exit width.

- c) Objects like tables, chairs or any other temporary/permanent structures in exit access corridors shall be avoided as this may result in congestion and also impeding smooth flow of personnel during emergencies.
- d) In order to ensure that each element of the means of egress can be effectively utilized, they shall all be properly lit and marked. Lighting shall be provided with emergency power back-up in case of power failures. Also, exit signs of adequate size, marking, location, and lighting shall be provided so that all those unfamiliar with the location of the exits may safely find their way.
- e) Exit access to fireman's lift and refuge area on the floor shall be step free and clearly signposted with the international symbol of accessibility.
- f) Exit access shall not pass through storage rooms, closets or spaces used for similar purpose.
- g) The calculation of capacity of exit access shall be in accordance with 4.4.2.4.

4.4.2 Exits

4.4.2.1 Number of exits

The minimum required number of exits in a building shall be determined based on occupant load (*see Table 3*) and width required per person (*see Table 4*) as appropriate to the type of exit for respective occupancies, subject to complying with maximum travel distance requirement (*see Table 5*).

4.4.2.2 Arrangement of exits

- a) Exits shall be so located that the travel distance on the floor shall not exceed the distance given in Table 5.
- b) Travel distance shall be measured from the most remote point within a storey or a mezzanine floor along the natural and unobstructed path of horizontal or vertical egress travel to the door to an exit.
- c) The dead end corridor length in exit access shall not exceed 6 m for educational, institutional and assembly occupancies. For other occupancies, the same shall be 15 m (*see Fig. 6*).
- d) Exits shall be placed as remote from each other as possible and shall be arranged to provide direct access in separate directions from any point in the area served.

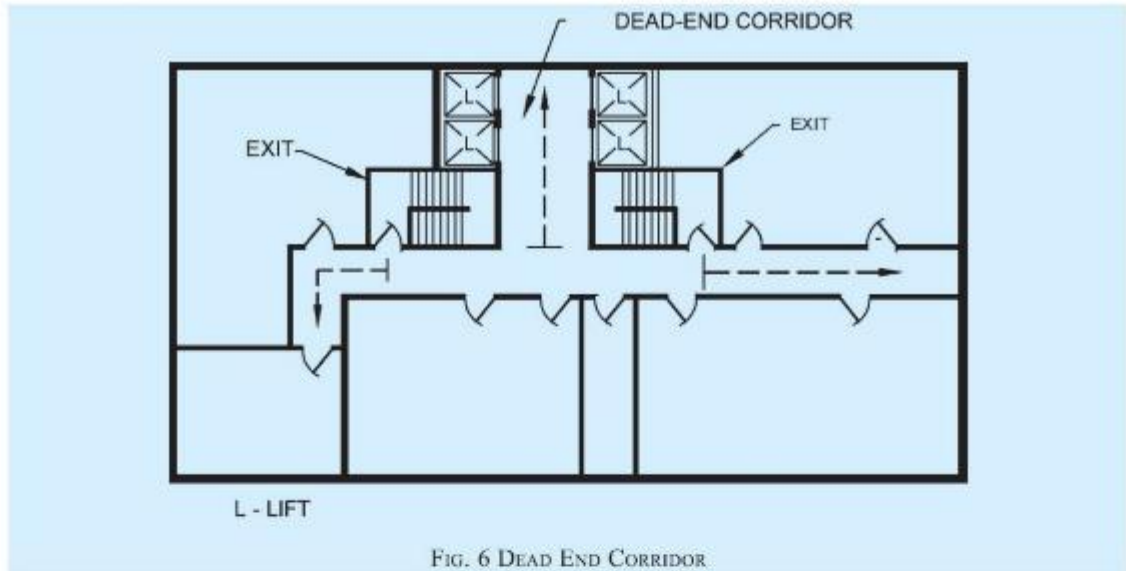


FIG. 6 DEAD END CORRIDOR

4.4.2.3 Capacities of means of egress

- Exit capacity is the number of people that can pass through a stairway, and level components (door and corridor) and ramps. The total capacity of all the respective means of egress serving a floor shall be sufficient to allow egress of the entire population of the floor.
- The unit of exit width, used to measure the capacity of any exit, shall be 500 mm. A clear width of 250 mm shall be counted as an additional half unit. Clear widths less than 250 mm shall not be counted for exit width.
- Width per person for stairways, and level components and ramps shall be determined using the capacity factors in accordance with Table 4.

Table 4 Capacity Factors
[Clauses 4.4.2.1, 4.4.2.3(c) and 4.4.2.4.2(a)]

Sl No.	Occupancy Group	Width per Person mm	
		Stairways	Level Components and Ramps
(1)	(2)	(3)	(4)
i)	Residential (Group A)	10	6.5
ii)	Educational (Group B)		
iii)	Institutional (Group C)		
iv)	Assembly (Group D)	15	13
v)	Business (Group E)		
vi)	Mercantile (Group F)	10	6.5
vii)	Industrial (Group G)		
viii)	Storage (Group H)		
ix)	Hazardous (Group J)		
		18	10

For example, if an exit doorway measures 1 000 mm in clear width, it would be defined as providing exit capacity for $1\,000/6.5$ occupants, that is, 153 persons (say 150 persons) and number of such exit doorways can then be calculated depending on the occupant load.

- When calculating stairways, level components and ramps and other exit means, the capacity of the entire system shall have to be based upon the minimum capacity available from any part of the system. The corridor, if so provided shall also to be planned with consideration of exit access adequacy for the number of occupants. Further, consider the situation of doors opening to an exit stairway. If the stairway provides an exit capacity of 150 persons, and the doors leading into the stairway provide an exit capacity of 153 persons, the overall exit system would be considered to provide the minimum exit capacity of only 150 persons afforded by the stairway. The exit planning will be limited by the most restrictive exit calculation under the means of egress.
- In the procedures for determining required egress capacity, the number of required means of egress is based on a floor-by-floor consideration, rather than the accumulation of the occupant loads of all the floors. However, the number of means of egress cannot decrease as an occupant proceeds along the egress path.

4.4.2.4 Types of exit access and exits

Various types of exit access and exits are doorways, corridors and passageways, horizontal exits, internal

Table 5 Travel Distance (Based on Occupancy and Construction Type)
(Clauses 4.4.2.1 and 4.4.2.2)

Sl No.	Occupancy Group	Maximum Travel Distance m	
		Types 1 and 2	Types 3 and 4
(1)	(2)	(3)	(4)
i)	Residential (Group A)	30.00	22.50
ii)	Educational (Group B)	30.00	22.50
iii)	Institutional (Group C)	30.00	22.50
iv)	Assembly (Group D)	30.00	30.00
v)	Business (Group E)	30.00	30.00
vi)	Mercantile (Group F)	30.00	30.00
vii)	Industrial (Group G) G-1, G-2 G-3	45.00	See Note 3
		22.50	
		30.00	
viii)	Storage (Group H)	30.00	
ix)	Hazardous (Group J)	22.50	

NOTES
 1 For fully sprinklered building, the travel distance may be increased by 50 percent of the values specified.
 2 Ramp shall not be counted as an exit in case of basements below the first basement in car parking.
 3 Construction of Type 3 or Type 4 is not permitted.

staircases, exit passageways, external staircases and ramps.

Requirements for each are as detailed below.

4.4.2.4.1 Doorways

- a) Every exit doorway shall open into an enclosed stairway or a horizontal exit of a corridor or passageway providing continuous and protected means of egress (see Fig. 7 on unaccepted arrangement of doors in a stair).
- b) No exit doorway shall be less than 1 000 mm in width except assembly buildings, where door width shall be not less than 2 000 mm (see Fig. 8). Doorways shall be not less than 2 000 mm in height.
- c) Exit doorways shall be operable from the side which they serve, without the use of a key.
- d) Mirrors shall not be placed on exit doors and in exits to avoid confusion regarding the direction of exit.
- e) Revolving doors can be accepted as a component in a means of egress where the following requirements are fully complied with:
 - 1) Doors shall be capable of collapsing to a book fold position with parallel egress paths, of width not less than 1 000 mm.
 - 2) Doors shall not be located within 3 m of the foot or top of stairs or escalators. A dispersal area shall be provided between the stairs or escalators and the doors.

- 3) Each revolving door shall be provided with a hinged door in the same wall within 3 m thereof, with same exiting capacity.
 - 4) Each revolving door shall be considered as capable of exiting only 50 persons.
- f) All fire rated doors and assembly shall be provided with certificate and labels prominently indicating the manufacturer's identification, door details covering door type, serial/batch number, month and year of manufacture, fire resistance rating, etc. The doors and assembly shall be certified with all prescribed hardware such as hinges, locks, panic bars, door closer, and door viewers.
 - g) *Access controlled doors* — Access controlled doors and electromagnetic doors shall fall under this category. These shall meet the following requirements:
 - 1) Doors shall have fire rating as per the requirements at the location of installation.
 - 2) Activation of the building automatic sprinkler or fire detection system, if provided, shall automatically unlock the doors in the direction of egress, and the doors shall remain unlocked until the automatic sprinkler system or fire-alarm system has been manually reset.
 - 3) Loss of power to the part of the access control system that locks the doors shall automatically unlock the doors in the direction of egress.
 - 4) A manual release device shall be provided in the readily accessible vicinity of the egress door with a signage 'PUSH TO EXIT' and when the same is operated, it shall result in direct interruption of power to the lock, independent of the access control system electronics.
 - h) *Turnstiles* — Turnstiles or similar devices that restrict travel to one direction or are used to collect fares or admission charges shall not be placed so as to obstruct any required means of egress unless door openings of required width are available within 3 m thereof.
Turnstiles or such similar devices shall also be disengaged through automatic or manual intervention to allow egress in the direction of exit.
 - i) Doors in folding partition shall not be treated as approved means of egress.

4.4.2.4.2 Corridors and passageways of means of egress

- a) Corridors and passageways shall be of width not less than the calculated aggregate width

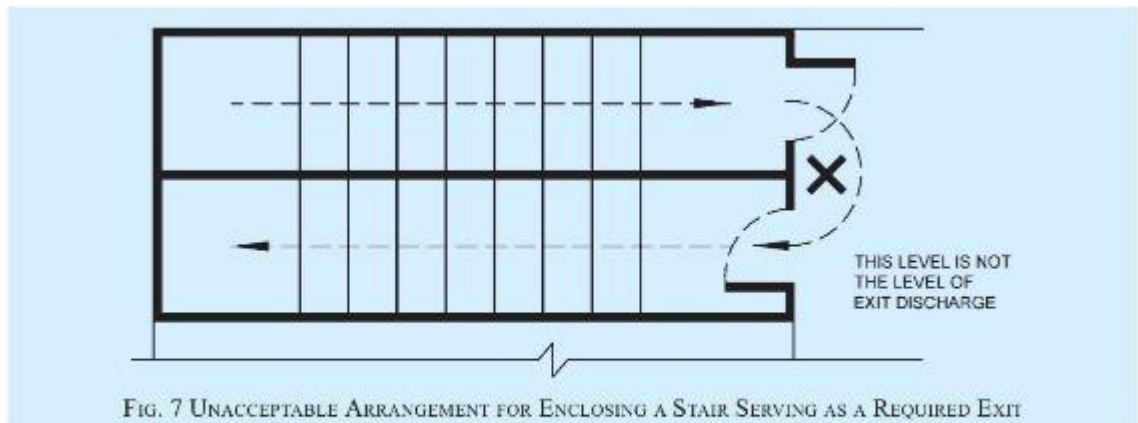


FIG. 7 UNACCEPTABLE ARRANGEMENT FOR ENCLOSING A STAIR SERVING AS A REQUIRED EXIT

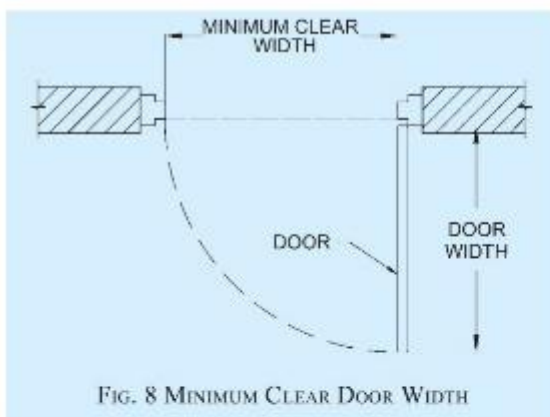


FIG. 8 MINIMUM CLEAR DOOR WIDTH

of exit doorways leading from them in the direction of travel to the exit (see Table 4 and Table 5).

- b) In the case of buildings where there is a central corridor, which is part of exit access, the doors of rooms (except for rooms having assembly occupancy) shall open inwards to permit smooth flow of traffic in the corridor.

4.4.2.4.3 Staircases

4.4.2.4.3.1 General

The requirements of number of staircases shall supplement the requirement of different occupancies in 6.1 to 6.9.

All buildings, as mentioned in 1.2, shall have a minimum of two staircases. The actual number of staircases shall comply with the requirement of 4.4.2.1.

All exit staircases shall discharge, at the level of exit discharge, to the exit discharge, either,

- a) directly, or
- b) through an exit passageway, or
- c) through a large lobby.

At least 50 percent of the staircases shall discharge as per (a) and/or (b) above.

The minimum width of tread without nosing shall be 250 mm for staircase of residential buildings. This shall be minimum 300 mm for assembly, hotels, educational, institutional, business and other buildings. The treads shall be constructed and maintained in a manner to prevent slipping. The maximum height of riser shall be 190 mm for staircase of residential buildings (A-2) and 150 mm for other buildings. The number of risers shall be limited to 12 per flight.

The staircases may be internal staircases or external staircases.

4.4.2.4.3.2 Internal staircases

The internal staircases may be constructed with an external wall, or otherwise, and shall comply with the following:

- a) Internal stairs shall be constructed of non-combustible materials throughout, and shall have fire resistant rating of minimum 120 min.
- b) A staircase shall not be arranged round a lift shaft.
- c) Exits shall not be used as a portion of a supply, return or exhaust air system serving adjoining areas. Any opening(s) shall not be permitted in walls or in doors, separating exits from adjoining areas.
- d) No flue chimney, electromechanical equipment, air conditioning units, gas piping or electrical panels shall be allowed in the stairway.
- e) Notwithstanding the detailed provision for exits in accordance with 4.2 and 4.3, the following minimum width shall be provided for staircases for respective occupancies:

- 1) Residential (A-2) : 1.00 m

NOTE — For row housing with 2 storeys, the minimum width shall be 0.75 m.

- 2) Residential (A-1, A-3 and A-4) : 1.25 m

- 3) Residential hotel (A-5 and A-6) : 1.50 m
 - 4) Assembly : 2.00 m
- NOTE — The width of stairs may be accepted to be 1.50 m in case of assembly occupancy having less than 150 persons.
- 5) Educational : 1.50 m
 - 6) Institutional : 2.00 m
 - 7) All other occupancies : 1.50 m
- f) A handrail shall be provided on one side of the staircase of width less than 1 500 mm, and on both sides of the staircase of width 1 500 mm and more. The projection of handrail(s) in the staircase width shall not be more than 115 mm. All other requirements of handrail shall be in accordance with Part 3 'Development Control Rules and General Building Requirements' of the Code.
- g) Handrails may project inside the measured width by not more than 90 mm.
- h) The design of staircase shall also take into account the following:
- 1) The minimum headroom in a passage under the landing of a staircase and under the staircase shall be 2.2 m
 - 2) Access to exit staircase shall be through a fire door of a minimum 120 min fire resistance rating.
 - 3) No living space, store or other fire risk shall open directly into staircases.
 - 4) The exit (including staircases) shall be continuous from refuge floors or terrace level, as applicable, to the level of exit discharge.
 - 5) No electrical shafts/air conditioning ducts or gas pipes, etc, shall pass through or open in the staircases.
 - 6) Lifts shall not open in staircase.
 - 7) No combustible material shall be used for decoration/wall panelling in the staircase.
 - 8) Beams/columns and other building features shall not reduce the head room/width of the staircase.
 - 9) The floor indication board, indicating the location/designated number of staircase, respective floor number and direction to exit discharge shall be placed inside the staircase, on the wall nearest to the fire door. It shall be of size not less than 300 mm × 200 mm (see Fig. 9).
 - 10) Individual floors shall be prominently indicated on the wall outside the staircase and facing it.

- 11) All staircase shall terminate at the level of exit discharge. The access to the basement shall be by a separate staircase.
- 12) Scissors type staircases shall not be treated as part of exit.

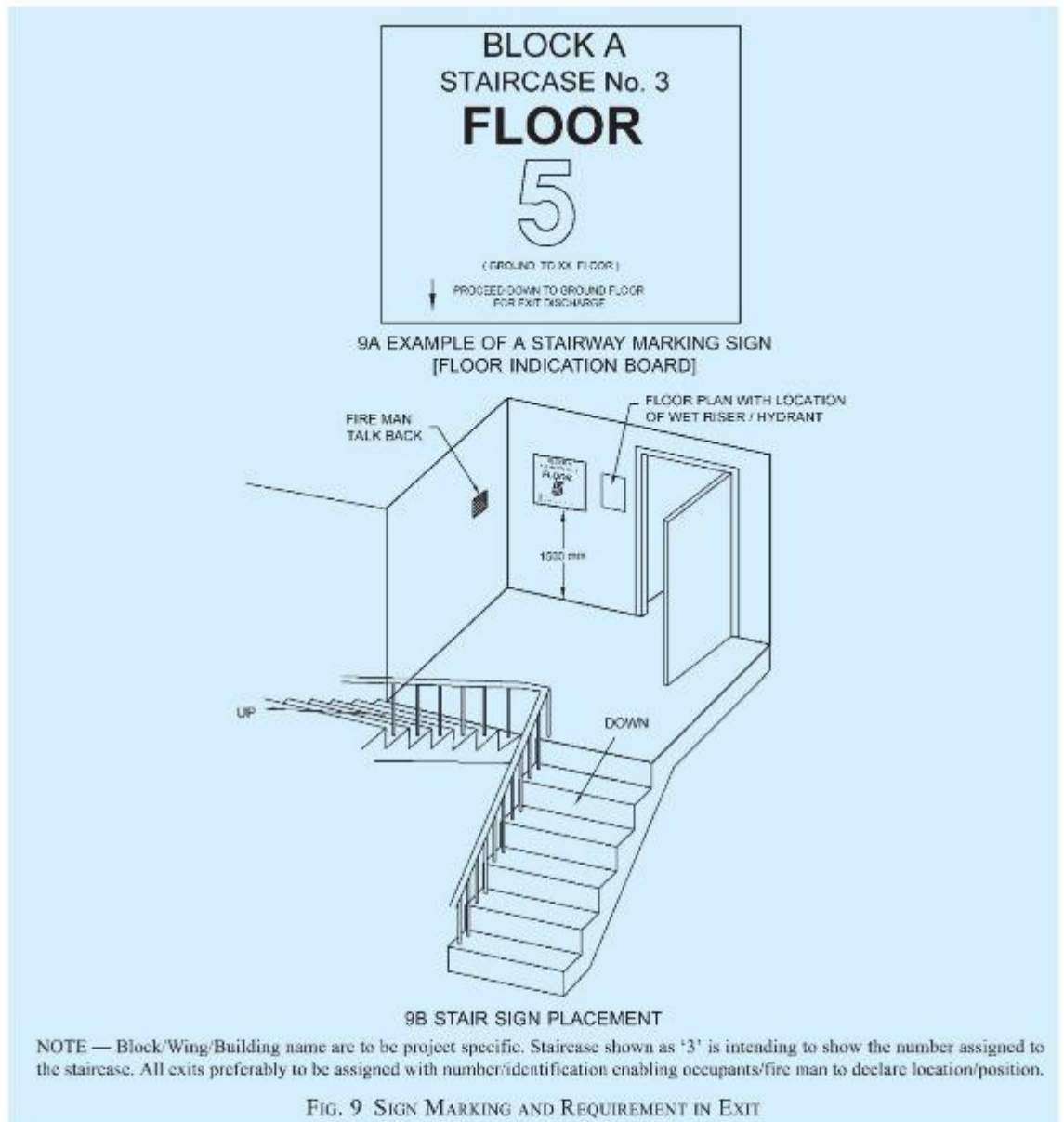
4.4.2.4.3.3 Curved stairs

Curved stairs shall not be treated as part means of egress. However, these may be used as part of exit access provided the depth of tread is not less than 280 mm at a point 350 mm from the narrower end of the tread and the smallest radius is not less than twice the stair width.

4.4.2.4.3.4 External staircases

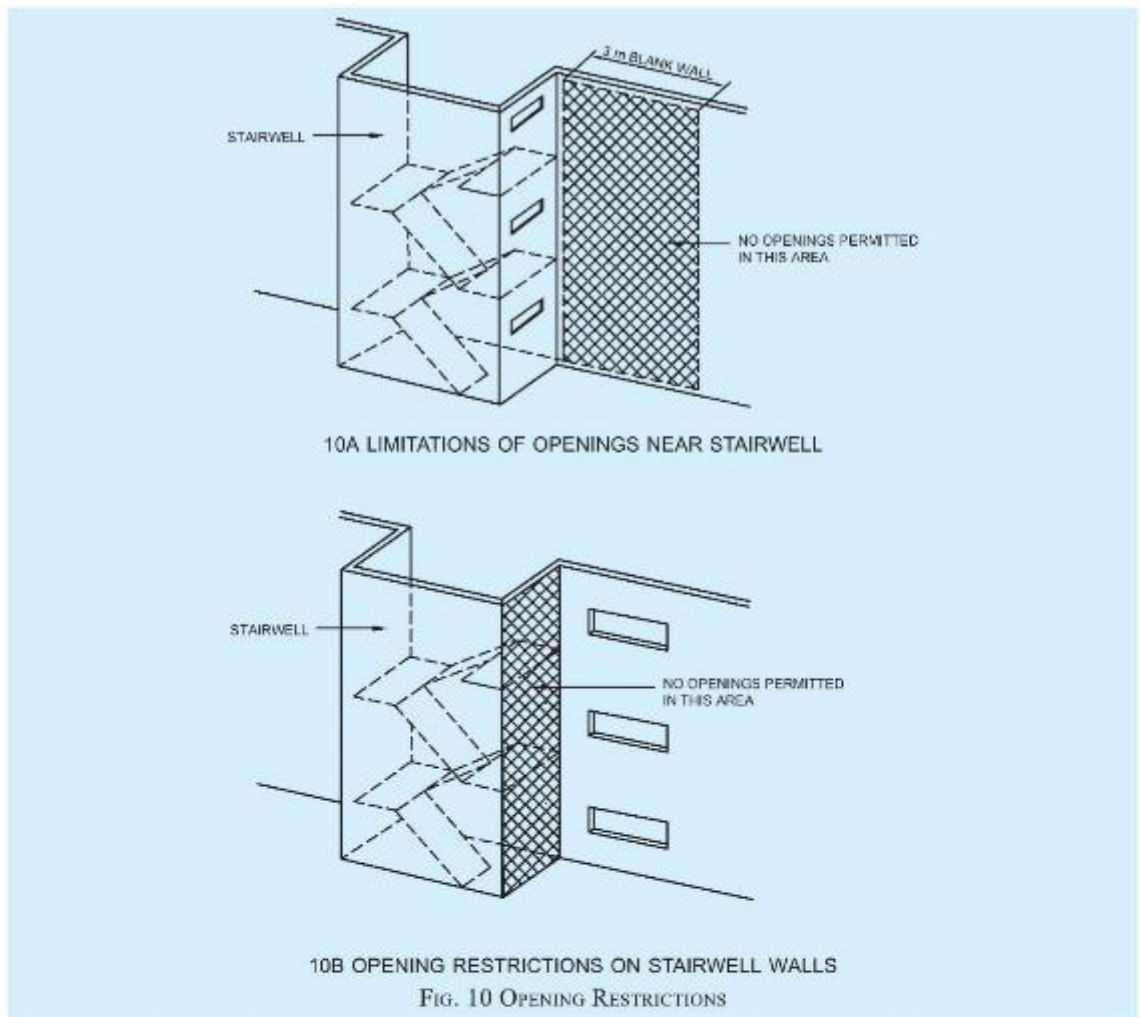
The external staircases are the staircases provided on the external wall/facade, and shall comply with the following:

- a) External stairs shall always be kept in sound and usable condition.
- b) All external stairs shall be directly connected to the ground.
- c) Entrance to the external stairs shall be separate and remote from the internal staircase.
- d) Where an external staircase is provided, it shall be ensured that the use of it at the time of fire is not prejudiced by smoke and flame from openings (for example, windows, doors) in the external face of the building. Care shall be taken to ensure that no external wall or window opening opens on to or close to an external stair. If such openings exists within 3 m from an external staircase, they shall be protected with fire rated doors/window assemblies with rating of at least 60 min (see Fig. 10).
- e) The external stairs shall be constructed of non-combustible materials, and any doorway leading to it shall have minimum 120 min fire resistance.
- f) No external staircase, shall be inclined at an angle greater than 45° from the horizontal.
- g) External stairs shall have straight flight not less than 1 500 mm wide.
- h) Handrails, to be provided on both sides, shall be of a height not less than 1 000 mm and not exceeding 1 200 mm. There shall be provisions of balusters with maximum gap of 150 mm.
- j) The use of spiral staircase shall be limited to low occupant load and to a building not exceeding 9 m in height. A spiral staircase shall be not less than 1 500 mm in diameter and shall be designed to give adequate headroom.



4.4.2.4.3.5 Ramps

- a) Ramps shall comply with all the applicable requirements for staircases regarding enclosure, capacity (*see also* Table 4) and limiting dimensions, except where specified in 6.1 to 6.9 for special uses and occupancies.
- b) The slope of a ramp shall not exceed 1 in 12 (8 percent).
- c) Ramp(s) shall be surfaced with approved slip resistant materials that are securely attached. No perforations are permissible on ramp floors.
- d) Any changes in travel direction in ramp shall be preceded by landings of 1.5 m × 1.5 m size.
- e) Ramps and intermediate landings shall continue with no decrease in width along the direction of egress travel.
- f) Outside ramps and landings shall be designed to minimise water accumulation on their surfaces.
- g) Ramps shall have landings located at the top, at the bottom, and at doors opening onto the ramp.
- h) Every landing shall be not less than 1 500 mm long in the direction of travel.
- j) Where the ramp is not part of an accessible route, the ramp landings shall not be required to exceed 1 250 mm in the direction of travel, provided that the ramp has a straight run.



- k) Handrails shall be provided on all ramps on both sides (see 4.4.2.4.3.4).

NOTE — Above requirements are not applicable to basement car parking ramps

The ramps shall, in addition, comply with the requirements given in 13 of Part 3 'Development Control Rules and General Building Requirements' of the Code.

4.4.2.5 Smoke control of exits

- a) In building design, compartmentation plays a vital part in limiting the spread of fire and smoke. The design should ensure avoidance of spread of smoke to adjacent spaces through the various leakage openings in the compartment enclosure, such as cracks, openings around pipes ducts, airflow grills and doors. In the absence of proper sealing of all these openings, smoke and toxic gases will obstruct the free movement of occupants of the building through the exits. Pressurization of staircases is of great importance for the

exclusion of smoke and toxic gases from the protected exit.

- b) Pressurization is a method adopted for protecting the exits from ingress of smoke, especially in high-rise buildings. In pressurization, air is injected into the staircases, lobbies, etc. as applicable, to raise their pressure slightly above the pressure in adjacent parts of the building. As a result, ingress of smoke or toxic gases into the exits will be prevented. The pressurization of staircases and lift lobbies shall be adopted as given in Table 6.

The pressure difference for staircases shall be 50 Pa.

Pressure differences for lobbies (or corridors) shall be between 25 Pa and 30 Pa. Further, the pressure differential for enclosed staircase adjacent to such lobby (or corridors) shall be 50 Pa. For enclosed staircases adjacent to non-pressurized lobby (or corridors), the pressure differential shall be 50 Pa.

Table 6 Pressurization of Staircases and Lift Lobbies
 [Clauses 4.4.2.5 (b) and E-2]

Sl No.	Component	Height of Building		
		Less than 15 m	15 m to 30 m	More than 30 m
(1)	(2)	(3)	(4)	(5)
i)	Internal staircase not with external wall	Pressurized except for residential buildings (A-2 and A-4)	Pressurized	Pressurized
ii)	Internal staircase with external wall	Pressurized except for residential buildings (A-2 and A-4) or Naturally ventilated	Naturally ventilated or Pressurized	Cross-ventilated or Pressurized
iii)	Lift lobby	Not required at ground and above. However lift lobby segregation and pressurization is required for lift commuting from ground to basement	Naturally ventilated or Pressurized ¹⁾	Cross-ventilated or Pressurized ¹⁾

NOTES

1 The natural ventilation requirement of the staircase shall be, achieved through opening at each landing, of an area 0.5 m² in the external wall. A cross ventilated staircase shall have 2 such openings in opposite/adjacent walls or the same shall be cross-ventilated through the corridor.

2 Enclosed staircase leading to more than one basement shall be pressurized.

¹⁾ Lift lobby with fire doors (120 min) at all levels with pressurization of 25-30 Pa is required. However, if lift lobby cannot be provided at any of the levels in air conditioned buildings or in internal spaces where funnel/flue effect may be created, lift hoistway shall be pressurized at 50 Pa. For building greater than 30 m, multiple point injection air inlets to maintain desired pressurization level shall be provided. If the lift lobby, lift and staircase are part of firefighting shaft, lift lobby necessarily has to be pressurized in such case, unless naturally ventilated.

- c) Equipment and ductwork for staircase pressurization shall be in accordance with one of the following:
 - 1) Directly connected to the stairway by ductwork enclosed in non-combustible construction.
 - 2) If ducts used to pressurize the system are passed through shafts and grills are provided at each level, it shall be ensured that hot gases and smoke from the building cannot ingress into the staircases under any circumstances.
- d) The normal air conditioning system and the pressurization system shall be designed and interfaced to meet the requirements of emergency services. When the emergency pressurization is brought into action, the following changes in the normal air conditioning system shall be effected:
 - 1) Any re-circulation of air shall be stopped and all exhaust air vented to atmosphere.
 - 2) Any air supply to the spaces/areas other than exits shall be stopped.
 - 3) The exhaust system may be continued provided,
 - i) the positions of the extraction grills permit a general air flow away from the means of egress;
 - ii) the construction of the ductwork and fans is such that, it will not be rendered inoperable by hot gases and smoke; and
 - iii) there is no danger of spread of smoke to other floors by the path of the extraction system which can be ensured by keeping the extraction fans running.
- e) For pressurized stair enclosure systems, the activation of the systems shall be initiated by signalling from fire alarm panel.
- f) Pressurization system shall be integrated and supervised with the automatic/manual fire alarm system for actuation.
- g) Wherever pressurized staircase is to be connected to unpressurized area, the two areas shall be segregated by 120 min fire resistant wall.
- h) Fresh air intake for pressurization shall be away (at least 4 m) from any of the exhaust outlets/grille.

ANNEXURE -III**REQUIREMENTS FOR BARRIER-FREE ACCESS FOR THE PHYSICALLY CHALLENGED DIFFERENTLY ABLED PERSON, ELDERLY AND CHILDREN**

(See rule 43(2))

(1) **Site development:** Level of the roads, access paths and parking areas shall be described in the plan along with specification of the materials.

(2) **Access Path/ Walkway:** Access path from plot entry and surface parking to building entrance shall be minimum of 1800 mm. wide having even surface without any steps. Slope, if any, shall not have gradient greater than 5%. Selection of floor materials shall be made suitably to attract or to guide visually impaired persons (Limited to coloured floor material whose colour and brightness is conspicuously different from that of the surrounding floor material or the material that emit different sound to guide visually impaired persons hereinafter referred to as "guiding floor material").

(i) Finishes shall have non-slip surface with a texture traversable by a wheel chair.

(ii) Curbs wherever provided shall blend to a common level.

(3) **Parking:** For parking of vehicles of differently abled people, the following provisions shall be made:

(i) Surface parking for two car spaces shall be provided near entrance for the physically handicapped persons with maximum travel distance of 30 meters from building entrance.

(ii) The width of parking bay shall be minimum 3.6 meters.

(iii) The information stating that the space is reserved for handicapped persons shall be conspicuously displayed.

(iv) Guiding floor materials shall be provided or a device which guides visually impaired persons with audible signals or other devices which serves the same purpose shall be provided.

(4) **Building requirements:** The specified facilities for the buildings for handicapped persons shall be as follows: —

(i) Approach at plinth level: Every building must have at least one entrance accessible to the handicapped and shall be indicated by proper signage. This entrance shall be approached through a ramp together with stepped entry.

(a) Ramp Approach :Ramp shall be finished with non-slip material. Minimum width of ramp shall be 1800 mm. with maximum gradient 1:12, length of ramp shall not exceed 9 meters having 800 mm high and rail on both sides extending 300 mm beyond top and bottom of the ramp. Minimum gap from the adjacent wall to the handrail shall be 50mm.

(b) Stepped Approach: For stepped approach width of tread shall not be less than 300mm. and maximum riser shall be 150 mm. Provision of 800 mm. high hand rail on both sides of the stepped approach similar to the ramp approach shall be made.

(c) Exit/Entrance Door: Minimum clear opening of the entrance door shall be 900mm and it shall not be provided with a step that obstructs the passage of a wheel chair user. Threshold shall not be raised more than 12 mm.

(d) Entrance Landing :Entrance landing shall be provided adjacent to ramp with the minimum dimension 1800 mm x 2000 mm. The entrance landing that adjoins the top end of a slope shall be provided with floor materials to attract the attention of visually impaired persons (limited to coloured floor material whose colour and brightness is conspicuously different from that of the surrounding floor material or the material that emits different sound to guide visually impaired persons here in after referred to as “guiding floor material”). Finishes shall have a non-slip surface with a texture traversable by a wheel chair. Curbs wherever provided must blend to a common level.

- (ii) Corridor connecting the entrance/exit for the handicapped: The corridor connecting the entrance/exit for handicapped leading directly outdoors to a place where information concerning the overall use of the specified building can be provided to visually impaired persons either by a person or by signs which shall be provided as follows:—
- (a) Guiding floor materials, shall be provided or devices that emit sound to guide visually impaired persons.
 - (b) The minimum width shall be 1250 mm.
 - (c) In case there is a difference of level, slope ways shall be provided with a slope of 1:12.
 - (d) Hand rails shall be provided for ramps/slope ways at a height of 800mm.
- (iii) Stair ways: One of the stairways near the entrance/exit for the handicapped shall have the following provisions:
- (a) The minimum width shall be 1350 mm.
 - (b) Height of the riser shall not be more than 150 mm and width of the tread 300mm. The steps shall not have abrupt (square) nosing.
 - (c) Maximum number of risers on a flight shall be limited to 12.
 - (d) Handrails shall be provided on both sides and shall extend 30 mm on the top and bottom of each flight of steps.
- (iv) **Lifts:** Wherever lift is required as per rules, provision of at least one lift shall be made for the wheel chair user with the following cage dimensions of lift recommended for passenger lift of 13 persons capacity by Bureau of Indian Standards.
- (a) The lift must have a clear internal depth: 1100 mm; clear internal width: 2000 mm; entrance door width: 900 mm.
 - (b) A handrail not less than 600 mm. long at 1000mm. above floor level shall be fixed adjacent to the control panel.

- (c) The lift lobby shall be of an inside measurement of 1800 mm × 1800 mm or more.
 - (d) The time of an automatically closing door shall be minimum 5 seconds and the closing speed should not exceed 0.25 meter/sec.
 - (e) The interior of the cage shall be provided with a device that audibly indicates the floor the cage has reached and indicates that the door of the cage for entrance/exit is either open or closed.
 - (f) The control panel shall have marking in Braille to help visually impaired.
- (v) Toilets: One special Water Closet in a set of toilets shall be provided for the use of handicapped with essential provision of washbasin near the entrance for the handicapped which must have the following: —
- (a) The minimum size shall be 1500 × 1750 mm.
 - (b) Minimum clear opening of the door shall be 900mm and the door shall swing out.
 - (c) Suitable arrangement of vertical/horizontal handrails with 50mm clearance from wall shall be made in the toilet.
 - (d) The Water Closet seat shall be 500mm from the floor.
- (vi) Provision of W. Cs:
- (a) In Buildings without Lift: Provision of special W.C. shall be made on all floors for buildings designed for ambulant disabled persons. For buildings designed for non-ambulant disabled special W.C. shall be provided at Ground Floor. Size of W.C. shall depend on the type of wheel chair used by the disabled.
 - (b) In Buildings with Lift: Provision of Special W.C. shall be made on all floors. Size will depend on the category of disabled for whom it has been provided.

(vii) **Drinking Water:** Suitable provision of drinking water shall be made for handicapped near the special toilet provided for them.

(5) **Designing for Children:** In a building meant for the predominant use of the children, it is necessary to suitably alter the height of the handrail and other fittings and fixtures.

(6) **Refuge:** Refuge shall be designed as an alternative to immediate evacuation of a building via staircases and/ or lifts for movement of disabled persons to areas of safety within a building, for them to remain there until the fire is controlled and extinguished or until rescued by the fire fighters.

(i) Provisions of a refuge area that can safely hold one or two wheelchairs to be made at the fire protected stair landing on each floor.

(ii) Hand Doorways shall be installed with clear opening width of 900 mm and regular compliance.

(iii) The refuge area shall have an alarm switch installed between 900 mm and 1200 mm from floor level.

(7) **Signage:** Appropriate identification of specific facilities within a building for the differently abled person shall be made with proper signage as follows: —

(i) Signs shall be designed and installed so that they are easily legible by using suitable letter size (not less than 20 mm high) for the benefit of people with hearing disabilities.

(ii) For visually impaired persons, information board in brail shall be installed on the wall at a suitable height and shall be possible to approach them closely.

(iii) To ensure safe walking, there must not be any protruding sign which creates obstruction in walking.

(iv) Public Address System shall be provided in busy public areas.

- (v) The symbols/information shall be in contrasting colour and properly illuminated because people with limited vision may be able to differentiate amongst primary colours.
- (vi) International Symbol Mark for wheel chair be installed in a lift, toilet, staircase, parking areas that have been provided for the differently abled.

STANDARDS FOR RAINWATER HARVESTING SYSTEM

(See rule 44)

(1) **Introduction:** The storage of rain water on surface is a traditional technique and the structures used were underground tanks, ponds, check dams, weirs etc. Recharge to ground water is a new concept of rain water harvesting and the structures generally used are: -

- (i) **Pits:** Recharge pits are constructed for recharging the shallow aquifer. These are constructed 1 to 2 meter, wide and to 3-meter deep which are back filled with boulders, gravels, coarse sand.
- (ii) **Trenches:** These are constructed when the permeable stream is available at shallow depth. Trench may be 0.5 to 1 meter wide, 1 to 1.5 meter deep and 10 to 20 meter long depending on up availability of water. These are back filled with filler materials.
- (iii) **Dug wells:** Existing dug wells may be utilized as recharge structure and water should pass through filter media before putting into dug well.
- (iv) **Hand pumps:** The existing hand pumps may be used for recharging the shallow/deep aquifers, if the availability of water is limited. Water should pass through filter media before diverting it into hand pumps.
- (v) **Recharge wells:** Recharge wells of 100 to 300 mm. diameter are generally constructed for recharging the deeper aquifers and water is passed through filter media to avoid choking of recharge wells.
- (vi) **Recharge Shafts:** For recharging the shallow aquifer which are located below clayey surface, recharge shafts of 0.5-to-3-meter diameter and 10 to 15 meter deep are constructed and back filled with boulders, gravels and coarse sand.
- (vii) **Lateral shafts with bore wells:** For recharging the upper as well as deeper aquifers lateral shafts of 1.5 to 2 meter wide and 10 to 30 meter long depending upon availability of water with one or two bore wells are constructed. The lateral shafts are back filled with boulders, gravels and coarse sand.

- (viii) Spreading techniques: When permeable strata start from top then this technique is used. Spread the water in streams/Nalas by making check dams, nala bunds, cement plugs, gabion structures or a percolation pond may be constructed.

(2) Illustrations of Common Harvesting Techniques

Figure.1 Rainwater harvesting and groundwater recharge for individual plotted house (by percolation pits and well-cum-channel)

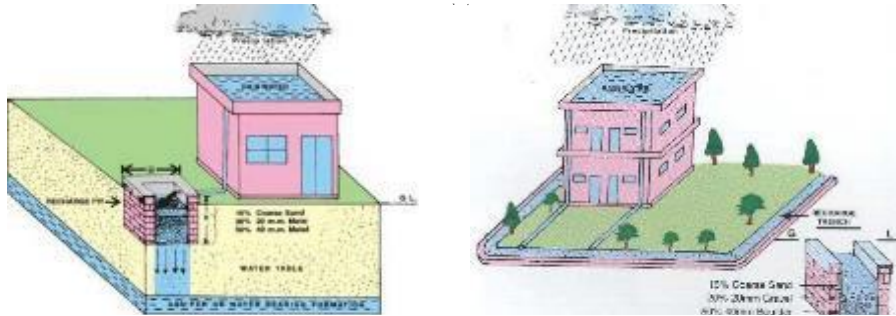


Figure.2 Rainwater harvesting and groundwater recharge for individual plotted house and high-rise residential building (by storage sump and percolation pits)

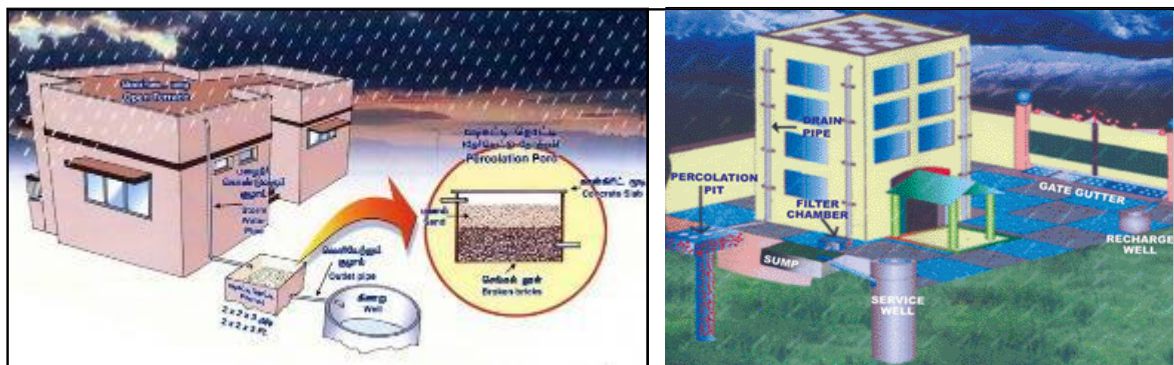


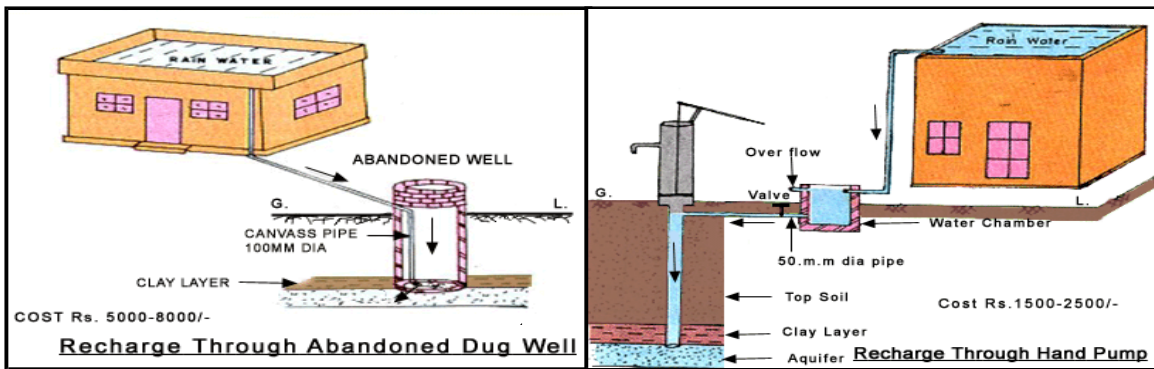
Figure.3 Rainwater harvesting for parks/open spaces.



Figure.4 Rainwater collection (through downpipes and sieves)



Figure.5 Rainwater collection and Groundwater recharge(through abandoned wells and Hand pumps)



ANNEXURE -V**STANDARDS FOR SEGREGATED SANITATION FACILITY FOR VISITORS**

(See rule 74 (2) (iv) (t), rule 47(1) and rule 53)

(1) Public sanitation facilities:

- (i) Public toilets are meant for floating population, usually located near railway stations, bus stands, market places, Government hospitals, religious centers etc. These toilets have a greater demand for urinals than community toilets.
- (ii) The site shall be earmarked on Site Plan, or a Layout plan and the Authority shall clearly state advantages and disadvantages of the location for the owner/ engaged Competent Professional for building plan design to make an informed decision on the siting.
- (iii) It must be accessible to visitors and general public during the operational hours of the building. However, fiscal generation for maintenance may be planned with respect to user charges from visitors and general public.
- (iv) In order to ensure that public toilets/ wash rooms are built in various parts of the city, all the buildings constructed for the purpose of being public buildings (Government offices, hospitals, educational institutions, commercial buildings, etc.) and the plot owners of the plots having an area of 1 acre or more shall compulsorily construct public washroom complexes with segregated facilities for men and women separately within their plots. This is in addition to the prescribed mandatory sanitary requirements. The site shall be earmarked on site plan or a layout plan at the time of seeking building approval.

(2) Factors to be considered:

- (i) All such complexes (public toilets/wash rooms, ATM, Guard Room) should be constructed mainly within the

setback area within plots, provided they do not obstruct the firefighting path.

- (ii) All such complexes shall be single storey only, with floor to ceiling height not exceeding 2.8 meter and water tanks concealed with a parapet wall / jali not exceeding 1 meter in height.
- (iii) All such complexes shall have a minimum of 1 wash basin, 2 urinals and 1 WC each, for men and women separately, with adequate electricity, drainage, water and sewerage facilities and connected to the prevalent infrastructure network. The entire complex shall be well ventilated with adequate provisions for water storage and lighting for late evening time use, both inside and surroundings. Provision of Solar power shall be made for utilization of lighting of the complex.
- (iv) In such complexes, an ATM (Automated Teller Machine) room (including guard room) with a maximum floor area of not exceeding 9 square meters, is also permitted to be constructed along with the toilet complex.
- (v) Both the Public Washroom Complex as well as the ATM shall have direct access from outside the plot i.e., direct access from the road, so as to permit usage by the general public.
- (vi) Such complexes will be totally free of FAR and Ground Coverage shall be 'deemed approved' by the municipal/local body.
- (vii) Such complexes shall have provisions for signage, advertisements as well as public art (which may constitute outdoor sculptures, outdoor installations, murals, frescos, and bas-relief, folk or tribal art, artisan craft, indoor sculpture, wall paintings, and other art forms relevant to local habitat), with permission from the concerned agencies/local authorities.

- (viii) Such complexes shall be either constructed and maintained by the plot owner or constructed by the plot owner and maintained by a service provider or constructed as well as maintained by a service provider and can be chargeable by the owner and/or the service provider.
- (ix) Such complexes should not be misused for any other purpose and if found being misused, a penalty will be imposed.
- (x) In case of addition of such complexes in the existing premises, shall require fire clearances and incorporation of the same in the approved layout plan by the concerned local authorities.

(3) Wastewater conveyance/treatment and prevention of contamination: -Since sewers may not be available in many cities, in most cases the toilet blocks will have on-site sanitation, which would require periodic cleaning of tanks / pits. Location on site should allow easy and hygienic emptying of the pits / tanks and ensure that ground water table is not contaminated by wastewater percolation.

(4) Adequacy in provision: -The size of the block (i.e., on number of seats) must meet visitors' need. Inadequacy results in long queues and encourages open urination. Care is to be taken for *balancing problems and other special needs* of children and the elderly.

(5) Design considerations:

- (i) Adequate Ventilation.
- (ii) Door Design / Direction of swing of the door (preferred outwards),
- (iii) Adequate Waiting area and
- (iv) Adequate volumes of water storage.

(6) The facilities should include:

- (i) Separate toilet blocks for men and women with separate entries.
- (ii) Seats for children to be provided in both sections for men and women.
- (iii) Waiting / Holding area.
- (iv) Space for Facility caretaker and maintenance staff - from where they can monitor and maintain both facilities for men and women.
- (v) Urinal facilities for men
- (vi) Waste water disposal system
- (vii) Janitor / Store room for cleaning material / equipment.

(7) Norms for differently-abled within segregated toilets, —

- (i) One special W.C. in a set of toilet shall be provided for the use of differently abled persons, with essential provision of wash basin near the entrance.
- (ii) Minimum clear opening of the door shall be 900 mm. and the door shall swing out.
- (iii) Suitable arrangement of vertical/horizontal handrails with 50 mm. clearance from wall shall be made in the toilet.
- (iv) The W.C. seat shall be 500 mm. from the floor.

Table No 1: Segregated sanitation facilities for Visitors in Public Buildings			
Sl. No.	Sanitary Unit	For Male Personnel	For Female Personnel
(a)	(b)	(c)	(d)
1	Public toilet near Railway Stations (24x7)		
	(a) Water Closet (W.C)	a) One for 100 users	a) One for 50 users
	(b) Urinals	b) One unit per 300-500 users	
	(c) Ablution taps	c) One in each W.C.	(c) One in each W.C.
2	Public Toilet near market place/offices (for working hours)		
	(a) Water Closet (W.C)	a) One for 100 users	(a) One for 50 users
	(b) Urinals	b) One unit per 200-300 users	(c) —
	(c) Ablution taps	c) One in each W.C.	(c) One in each W.C.
3	Public toilets near Public Buildings		
	a) Water Closet (W.C)	a) One for 100 users	(a) One for 50 users
	b) Urinals	b) One unit per 200-300 users	
	c) Ablution taps	c) One in each W.C.	c) One in each W.C.
<i>Per Capita Volume of Water required to be referred from Annexure VII</i>			

Table No.2: The recommended enclosure-sizes for different facilities at visitors' toilets.			
Sl. No	Description	Optimum (mm)	Minimum (mm)*
(a)	(b)	(c)	(d)
1.	Water Closet enclosures	900x1200	750x900
2.	Urinals (divided by partition walls)	575x675	500x600
*In case of space constraint, the minimum sizes may be adopted.			

Table No.3: The recommended areas for different facilities at visitors' toilets			
Sl. No.	Sanitary Unit	Dwelling with individual conveniences	Dwelling without individual conveniences
(a)	(b)	(c)	(d)
1.	BathRoom	One provided with water tap	One for every two tenement
2.	WaterCloset (W.C.)	One	One for every two tenement
3.	Sink in the floor	One	--
4.	Water Tap	One	One with drainage arrangement in each tenement One in common bath rooms and common water closet.
Note: Where only one water closet is provided in a dwelling, the bath and water closet shall be separately accommodated			

Table No.4: General Standards/Guidelines for Public Toilets in Public Area		
Sl. No.	Particulars	General Standards/Guidelines
(a)	(b)	(c)
1	Public Toilet	On road sand for open areas: At every 1 km, including in parks, plaza, open air theatre, swimming area, car parks ,fuel stations. Toilets shall be disabled-friendly and in 50-50 ratio (Male:Female).

2	Signage	Sign boards on main streets shall give directions and mention the distance to reach the nearest public convenience. Toilets shall have multi-lingual signage for the convenience of visitors. Help line number shall be pasted on all toilets for complaints/queries.
3	Modes	Pay and use or free. In pay and use toilets entry is allowed on payment to the attendant or by inserting coin and user gets 15 minutes.
4	Maintenance/ Cleaning	The toilet should have both men and women attendants. Alternatively automatic cleaning cycle covering flush, toilet bowl, seat, hand wash basin, disinfecting of floor and complete drying after each use can be adopted, which takes 40 seconds. Public toilet shall be open 24 hours.

(8) Construction Site:

- (i) At construction job sites, one toilet must be provided per 20 employees. In a work zone with between 21 and 199 employees, a toilet seat and one urinal must be provided for every 40 employees. For 200 or more workers, regulations call for a toilet seat and a urinal per 50 workers. The toilet must be located within 200 meter or 5-minute walk.
- (ii) Job sites that are not equipped with a sanitary sewer must, unless prohibited by local codes, provide privies, in locations where their use will not contaminate either ground or surface water. Other alternatives to a privy could be chemical toilets, recirculating toilets, or combustion toilets.
- (iii) Toilets should be cleaned regularly and maintained in good order, running water, must be provided along with soap and individual hand towels.

(9) Temporary Camp Toilets: —Toilet facilities shall be provided within 60 meter of the site, which shall not be closer than 15 meter of dining area or kitchen. Make sure that toilet area is cleaned at least once per day, it is sanitary, adequately lighted and is employee safe.

(10) Special / Contingency Toilets: —

- (i) For Special events like open air theater, religious or political gatherings, mela, etc. for which there are no permanent toilet facilities, contingency toilets or Portable Sanitation Units (PSU) shall be provided.
- (ii) The following considerations shall determine the number of toilets to be provided for particular event, namely: —

- (a) Duration of the event
- (b) Type of crowd
- (c) Weather conditions
- (d) Whether finishing times are staggered if the event has multi-functions

Table No. 5: Contingency Toilet facilities for Special Events						
Sl. No.	Patrons	For Males			For Females	
		Toilets	Urinals	Sinks	Toilets	Sinks
(a)	(b)	(c)	(d)	(e)	(f)	(g)
1.	<500	1	2	2	6	2
2.	<1000	2	4	4	9	4
3.	<2000	4	8	6	12	6
4.	<3000	6	15	10	18	10
5.	<5000	8	25	17	30	17

Source:

- i) Page 39 - "Special Events Contingency Planning" (FEMA)
- ii) A.K. Jain, "Spatio Economic Development Record", Clauses 5.16-5.20
- iii) "Public Toilets for Women in India", Volume 18 No 5, September-October, 2011

(x) ***At least 50 per cent of toilet shall be earmarked as female toilets.***

(11) Special Purpose Toilets:— Special toilet facilities shall be adequately provided in public projects (transport terminals/ healthcare and other public spaces) in million plus cities for the Third gender with appropriate cleanliness arrangements.

APPLICABILITY OF ODISHA ENERGY CONSERVATION BUILDING CODE (OECBC) - 2011

(See rule 48(2))

1.1 Applicable Building system:

The provisions of OECBC Code, 2011 shall apply to. —

- (a) buildings/ building complexes (such as offices, hotels, shopping complexes, private hospitals and others that are not primarily for industrial i.e., manufacturing use) with Connected load of 100 KW or greater OR a contract demand of 120 KVA or greater OR Conditioned area of 500 m² or more;
- (b) building envelopes, except for non-air-conditioned storage spaces or warehouses,
- (c) mechanical systems and equipment, including heating, ventilating and air conditioning,
- (d) service hot water heating,
- (e) interior and exterior lighting, and
- (f) electrical power and motors.

1.2 Exemptions:

The provisions of this code shall not apply to. —

- (a) Buildings that do not use either electricity or fossil fuel, and
- (b) Equipment and portions of building systems that use energy primarily for manufacturing processes.

1.3 Safety, Health and Environmental Codes Take Precedence:

Where this code is found to conflict with safety, health, or environmental codes, the safety, health, or environmental codes shall be taken precedence.

1.4 Reference Standards:

Energy Conservation Building Code, 2007 and National Building Code of

India are the primary reference documents/standard for lighting levels, HVAC, comfort levels, natural ventilation, pump and motor efficiencies, transformer efficiencies and any other building materials and system performance criteria.

1.5 Compliance Requirements:

1.5.1 Mandatory Requirements:

Compliance with the requirements of OECBC Code, 2011 shall be mandatory for all applicable buildings as specified in Clause (2).

1.5.2 New Buildings:

New buildings shall comply with either the provisions of Clause (4) through Clause (9) of OECBC Code, 2011 or the whole Building Performance Method of Appendix B (11) of the said code.

1.5.3 Additions to Existing Buildings:

Where the addition plus the existing building exceeds the conditioned floor area of Clause (2), the additions shall comply with the provisions of Clause-4 through Clause (9) of OECBC Code, 2011. Compliance may be demonstrated in either of the following ways:

- (a) The addition alone shall comply with the applicable requirements,
or
- (b) The addition, together with the entire existing building, shall comply with the requirements of this code that would apply to the entire building, as if it were a new building.

Exception to Clause (3): When space conditioning is provided by existing systems and equipment, the existing systems and equipment need not comply with this code. However, any new equipment installed must comply with specific requirements applicable to that equipment.

1.5.4 Alterations to Existing Buildings:

Where the existing building exceeds the conditioned floor area threshold in Clause (2), portions of a building and its systems that are being altered shall meet the provisions of Clause (4) through Clause (9) of OECBC Code, 2011. The specific requirements for alterations are described in the following sub-sections

Exception to Clause (4): When the entire building complies with all of the provisions of Clause (4) through Clause (9) of OECBC Code, 2011 as if it were a new building.

1.5.4.1 Building Envelope:

Alterations to the building envelope shall comply with the requirements of Clause (4) of OECBC Code, 2011 or fenestration, insulation, and air leakage applicable to the portions of the building and its systems being altered.

Exception to Clause (4.1): The following alterations need not comply with these requirements provided such alterations do not increase the energy usage of the building:

- (a) Replacement of glass in an existing sash and frame, provided the U-factor and SHGC of the replacement glazing are equal to or lower than the existing glazing.
- (b) Modifications to roof/ceiling, wall, or floor cavities, which are insulated to full depth with insulation
- (c) Modifications to walls and floors without cavities and where no new cavities are created.

1.5.4.2 Heating, Ventilation and air conditioning:

Alterations to building heating, ventilating, and air conditioning equipment or systems shall comply with the requirements of Clause (5) of OECBC Code, 2011 applicable to the portions of the building and its systems being altered. Any new equipment or control devices installed in conjunction with the alteration shall comply with the specific requirements applicable to that equipment or control device.

1.5.4.3 Service Water Heating:

Alterations to building service water heating equipment or systems shall comply with the requirements of Clause (6) of OECBC Code, 2011 applicable to the portions of the building and its systems being altered. Any new equipment or control devices installed in conjunction with the alteration shall comply with the specific requirements applicable to that equipment or control device.

1.5.4.4 Lighting:

Alterations to building lighting equipment or systems shall comply with the requirements of Clause (7) of OECBC Code, 2011 applicable to the portions of the building and its systems being altered.

New lighting systems, including controls, installed in an existing building and any change of building area type as listed in Table 7.1 shall be considered an alteration. Any new equipment or control devices installed in conjunction with the alteration shall comply with the specific requirements applicable to that equipment or control device.

Exception to Clause (4.4): Alterations that replace less than 50% of the luminaries in a space need not comply with these requirements provided such alterations do not increase the connected lighting load.

1.5.4.5 Electric Power and Motors:

Alterations to building electric power systems and motor shall comply with the requirements of Clause (8) of OECBC Code, 2011 applicable to the portions of the building and its systems being altered. Any new equipment or control devices installed in conjunction with the alteration shall comply with the specific requirements applicable to that equipment or control device.

1.5.5 Star Labeling and minimum star rating:

All equipment and materials of type and specification coming under the purview of the star labeling programme as notified by BEE and as amended from time to time shall have minimum star rating as notified by the Government of Odisha or as amended from time to time. Refer to Appendix-K for further details.

1.5.6 Compliance Approaches:

The building shall comply first with all the mandatory provisions (4.2, 5.2, 6.2, 7.2 and 9) and either of the following:—

- (a) Prescriptive Method (4.3, 5.3, 7.3)

Exception to 3.2(a): The envelopes trade -off option of 4.4, may be used in place of the prescriptive criteria of 4.3.

(b) Whole Building Performances Method (Appendix B-11)

The OECBC compliant buildings in the design stage shall achieve an Energy Performance Index value at least that of a three star level building as specified in *Annexure-II* (18.3) of Appendix-H (of OECBC code).

1.6 Administration Requirements:

Administrative requirements relating to permit requirements, enforcement interpretations, claims of exemption, approved calculation methods, and rights of appeal are specified by the Authority having jurisdiction.

STANDARDS FOR WATER SUPPLY REQUIREMENTS

(See rule 53)

Table No.1: Per capita water requirement for various Occupancies/uses		
Sl. No.	Type of Occupancy	Consumption (In Litres per Capita per day)
(a)	(b)	(c)
1	Residential	
	a) In living units	135
	b) Hotels with lodging accommodation (per bed)	180
2	Educational	
	a) Day schools	45
	b) Boarding Schools	135
3	Institutional (Medical Hospitals)	
	a) No. of beds not exceeding 100	340
	b) No. of beds exceeding 100	450
	c) Medical quarters and hostels	135
4	Assembly- Cinema theatres, auditoria, etc. (per seat accommodation)	15
5	Government or semipublic business	45
6	Mercantile (Commercial)	
	a) Restaurants (per seat)	70
	b) Other business building	45
7	Industrial	
	a) Factories where bathrooms are to be provided	45
	b) Factories where bathrooms are not to be provided	30
8	Storage (including Warehouses)	30
9	Hazardous	30

10	Intermediate Rail Stations (excluding mail and express stops).	45 (25) *
11	Junction Station	70 (45) *
12	Terminal Stations	45
13	International and Domestic Airports	70

* The values in parenthesis are for such stations, where bathing facilities are not provided.

Note: The number of persons for Sl. No. 10 to 13 shall be determined by the average number of passenger handled by the station daily with due consideration given to the use the facilities.

Table No. 2: Flushing Storage Capacities

Sl. No.	Classification of Building	Storage Capacity
(a)	(b)	(c)
1	For tenements having common conveniences	900 lt. net per w.c. seat
2	For residential premises other than tenements having common conveniences	270l lt. net for one w.c. seat each and 180 lt. for each additional seat.
3	For factories and workshops	900 lt. per w.c. seat and 180 lt. per urinal.
4	For cinemas, public assembly hall, etc.	900 lt. per w.c. seat and 350 lt. per urinal.

Table No. 3: Domestic storage capacity												
Sl No.	No of Floors	Storage Capacity	Remarks									
(a)	(b)	(c)	(d)									
For premises occupied tenements with common conveniences:												
1	Ground floor	Nil	Provided down take fittings are installed									
2	Floors 2, 3,4, 5 and upper floors	500 litre per tenement										
For premises occupied as flats or blocks												
1	Ground floor	Nil	Provided down take fittings are installed									
2	Floors 2, 3, 4, 5 and upper floors	500 litre per tenement										
<p>Note: If the premises are situated at a place higher than the road level in front of the premises, storage at ground level shall be provided on the same lines as on floors. The above storage may be permitted to be installed provided that the total domestic storage calculated on the above basis is not less than the storage calculated on the number of down take fittings according to scale given below:</p> <table style="margin-left: 40px;"> <tr> <td style="padding-right: 20px;">a.</td> <td style="padding-right: 20px;">Down take taps</td> <td>70 liters each</td> </tr> <tr> <td>b.</td> <td>Showers</td> <td>135 liters each</td> </tr> <tr> <td>c.</td> <td>Bathtubs</td> <td>200 liters each</td> </tr> </table>				a.	Down take taps	70 liters each	b.	Showers	135 liters each	c.	Bathtubs	200 liters each
a.	Down take taps	70 liters each										
b.	Showers	135 liters each										
c.	Bathtubs	200 liters each										

Notes for general guidance for water supply arrangements:

For new construction: Provision shall be made for under-ground tank for the storage of water, having capacity at 200 litres per person with adequate pumping arrangements to supply water to upper floors. Filtered water connection will be allowed only for use of drinking and bathing needs. For other purposes i.e., flushing and gardening etc., the individual shall be required to have own.

IS STANDARDS FOR STRUCTURAL SAFETY

(See Rule 70(i))

IS Standards for Structural Safety		
Sl. No.	Title	Code
(a)	(b)	(c)
For General Structural Safety		
1	"Code of Practice for Plain and Reinforced Concrete"	IS: 456:2000
2	"Code of Practice for General Construction in Steel"	IS: 800-2007
3	"Code of Practice for Use of Cold Formed Light Gauge Steel Structural Members in General Building Construction"	IS: 801-1975
4	Design loads (other than earthquake) for buildings and structures Part 2 Imposed Loads.	IS 875 (Part 2):1987
5	Design loads (other than earthquake) for buildings and structures Part 3 Wind Loads.	IS 875 (Part 3):1987
6	Design loads (other than earthquake) for buildings and structures Part 4 Snow Loads.	IS 875 (Part 4):1987
7	Design loads (other than earthquake) for buildings and structures Part 5 special loads and load combination.	IS 875 (Part 5):1987
8	"Code of Practice for Design of Structural Timber in Building"	IS: 883:1994
9	"Code of Practice for Structural Safety of Buildings: Foundation"	IS: 1904:1986 (R 2005)
10	"Code of Practice for Structural Safety of Buildings: Masonry Walls"	IS 1905:1987
11	"Code of Practice for Design and Construction of Pile Foundation Section 1" Part 1: Section 2 Bored Cast-in-situ Piles Part 1: Section 3 Driven Precast Concrete Piles Part 1: Section 4 Bored Precast Concrete Piles Part 2: Timber Piles Part 3: Under Reamed Piles Part 4: Load Test on Piles	IS 2911 (Part 1): section 1: 2010
For Cyclone/Wind Storm Protection		
12	"Code of Practice for Design Loads (other than Earthquake) for Buildings and Structures, Part 3, Wind Loads"	IS 875 (3):1987
13	Guidelines for improving the Cyclonic Resistance of Low-rise houses and	IS 875 (3)-1987

IS Standards for Structural Safety		
Sl. No.	Title	Code
(a)	(b)	(c)
	other building.	
	For Earthquake Protection	
14	"Criteria for Earthquake Resistant Design of Structures (Fifth Revision)"	IS: 1893 (Part 1)-2002
15	"Ductile Detailing of Reinforced Concrete Structures subjected to Seismic Forces - Code of Practice"	IS:13920-1993
16	"Earthquake Resistant Design and Construction of Buildings - Code of Practice (Second Revision)"s	IS:4326-2013
17	"Improving Earthquake Resistance of Low Strength Masonry Buildings - Guidelines"	IS:13828-1993
18	"Improving Earthquake Resistance of Earthen Buildings Guidelines"	IS: 13827:1993
19	"Seismic Evaluation, Repair and Seismic Strengthening of Buildings -	IS:13935-2009
	For Protection of Landslide Hazard	
20	Guidelines for retaining wall for hill area: Part 1 Selection of type of wall.	IS 14458 (Part 1): 1998
21	Guidelines for retaining wall for hill area: Part 2 Design of retaining/breast walls	IS 14458 (Part 2): 1997
22	Guidelines for retaining wall for hill area: Part 3 Construction of dry-stone walls	IS 14458 (Part 3): 1998
23	Guidelines for preparation of landslide - Hazard zonation maps in mountainous terrains: Part 2 Macro-zonation.	IS 14496 (Part 2): 1998

STANDARDS FOR SANITATION REQUIREMENTS

(See rule 74 (2) (iv) (s) and rule 53)

Table No.1: Sanitation requirement for shops and commercial offices		
Sl. No.	Sanitary Unit / Fittings	For Personnel
(a)	(b)	(c)
1.	Water closet	One for every 25 persons or part there of exceeding 15 (including employees and customers). For female personnel 1 for every 15 persons or part thereof exceeding 10.
2.	Drinking Water Fountain	One for every 100 person with a minimum of one on each floor.
3.	Wash Basin	One for every 25 persons or part thereof.
4.	Urinals	Same as Sl. No. 3 of Table for " Sanitation Requirements for Governmental and Public Business Occupancy and Offices"
5.	Cleaners' Sink	One per floor minimum, preferably in or adjacent to sanitary rooms.
<p>Note: Number of customers for the purpose of the above calculation shall be the average number of persons in the premises for a time interval of one hour during the peak period. For male-female calculation a ratio of 1: 1 may be assumed.</p>		

Table No. 2: Sanitation requirement for Hotels				
Sl. No.	Sanitary Unit	For Residential Public staff	For non-residential Staff	
			For male	For female
(a)	(b)	(c)	(d)	(e)
1.	Water Closet (W.C.)	One per 8 Persons Omitting occupants of the attached water	1 for 1-15 persons 2 for 16-35 persons 3 for 36-65 persons	2 for 1-12 persons 4 for 13-25 persons 6 for 26-40 persons 8 for 41-57 persons 10for 58-77 persons

Table No. 2: Sanitation requirement for Hotels				
Sl. No.	Sanitary Unit	For Residential Public staff	For non-residential Staff	
			For male	For female
(a)	(b)	(c)	(d)	(e)
		closet minimum of 2 if both sexes are lodged	4 for 66-100 persons	12 for 78-100 persons Add 1 for every 6 persons or part thereof.
2.	Ablution Taps	One in each W.C.	One in each W.C.	One in each W.C.
3.	Urinals	Nil	Nil up to 6 persons 1 for 7-20 persons 2 for 21-45 persons 3 for 40-70 persons 4 for 71-100 persons	Nil
4.	Wash Basins	One per 10 persons omitting each basin installed in the room/ suite	1 for 15 persons 2 for 16-35 persons 3 for 36-65 persons 4 for 66-100 persons	1 for 1-12 2 for 13-25 3 for 26-40 4 for 41-57
5.	Baths	One per 10 persons, less occupants of room with bath in suite	Nil	Nil
6.	Cleaner's Sinks	One per 30 Bed rooms (one per floor minimum)	Nil	Nil
7.	Kitchen Sink	One in each Kitchen	One in each Kitchen	One in each Kitchen

Table No. 3: Sanitary requirements for Public Rest Room			
Sl. No	Sanitary Unit	For Male	For Female
(a)	(b)	(c)	(d)
1.	Water Closet	One per 100 persons up to 400 persons; for over 400 add at the rate of one per 250 persons or part thereof.	Two for 100 persons up to 200 persons; over 200 add at the rate of one per 100 persons or part thereof.
2.	Ablution Taps	One in each W.C.	One in each W.C.
3.	Urinals	One for 50 persons or part thereof.	Nil, up to 6 persons 1 for 7-20 persons 2 for 21-45 persons 3 for 46-70 persons 4 for 71-100 persons
4.	Washbasins	One per WC/Urinal	One per WC
5.	Kitchen Sink	One in each Kitchen	One in each Kitchen
6.	Baths (showers)	One per 10 persons	
7.	Cleaner's Sinks	One per 30 Bed rooms (one per floor minimum)	
<p>Note:</p> <p>i) It may be assumed that the two-thirds of the number are males and one-third females.</p> <p>ii) One water tap with drainage arrangements shall be provided for every 50 persons or part thereof in the vicinity of water closet and urinals.</p>			

Table No.4: Sanitation requirement for Education Occupancy					
Sl. No	Sanitary Unit	Boarding Institution		Other Educational Institution	
		For Boys	For Girls	For Boys	For Girls
(a)	(b)	(c)	(d)	(e)	(f)
1.	Water Closet (W.C.)	One for 8 boys or part thereof	One for 6 girls or part thereof	One for 40 boys or part thereof	One for 25 girls or part thereof
2.	Ablution Taps	One in each W.C.	One in each W.C.	One in each W.C.	One in each W.C.
3.	Urinals	One per every 25 pupils or part thereof	--	One per every 20 pupils or part thereof	--
4.	Wash Basins	One for every 8 pupils or part thereof	One for every 6 pupils or part thereof	One for every 60 pupils or part thereof	One for every 40 pupils or part thereof
5.	Baths	One for every 8 pupils or part thereof	One for every 6 pupils or part thereof	--	--
6.	Drinking Water Fountains	One for every 50 pupils or part thereof	One for every 50 pupils or part thereof	One for every 50 pupils or part thereof	One for every 50 pupils or part thereof
7.	Cleaner's Sink	One per Floor minimum	One per Floor minimum	One per Floor minimum	One per Floor minimum

Table No. 5: Sanitation requirements for Educational Occupancy (Nursery School)

Sl. No.	Sanitary Unit	Requirement
(a)	(b)	(c)
1.	Water Closet	One for 15 boys, one for 6 girls
2.	Ablution Taps	One in each W.C.
3.	Urinals	One for 12 boys

4.	Wash Basins	One for every 15 pupils or part thereof
5.	Baths	One bath per 40 pupils
6.	Drinking Water Fountains	One for every 50 pupils or part thereof
7.	Cleaner's Sink	One per Floor minimum

Note:

i) One water tap with draining arrangements shall be provided for every 50 persons or part thereof, in the vicinity of water closets and urinal.

ii) For teaching staff, the schedule of sanitary units to be provided shall be the same as in case of office buildings.

Table No. 6: Sanitation requirements for Institutional (Medical) Occupancy- Hospital				
Sl. No.	Sanitary Unit	Hospitals With indoor Patient Ward For Males and females	Hospitals With outdoor Patient Wards	
			For Males	For Females
(a)	(b)	(c)	(d)	(e)
1.	Toilet Suite (1WC+ 1Washbasin+ 1 shower)	Private room up to 4 persons	For upto 4 patients	
2.	Water Closet (W.C.)	One for every 8 beds or part thereof	One for every 100 persons or part thereof	One for every 25 persons or part thereof
3.	Ablution taps	One in each W.C.	One in each W.C.	One in each W.C.
4.	Wash Basins	Two up to 30 bed; add one for every additional 30 beds; or part thereof	One for every 100 persons or part thereof	One for every 25 persons or part thereof.

(a)	(b)	(c)	(d)	(e)
5.	Baths with Shower	One bath shower for every 8 beds or part thereof.	--	--
6.	Bed pan washing sink	One for	--	--
7.	Cleaner' Sinks	One for each ward	One per floor minimum	One per floor minimum
8.	Kitchens inks and dish Washers (where Kitchen is provided)	One for each ward	--	--
9.	Urinals	One for 30 beds (male wards)	One for every 50 persons or part thereof	--
10	Drinking water Fountain	One for each ward	One for 500 persons or part thereof	
Note: For teaching staff, the schedule of sanitary units to be provided shall be the same as in case of office buildings				

Table No. 7: Sanitation requirements for Institutional – Hospital (Administrative Buildings)			
Sl. No.	Sanitary Unit	For Males	For Females
(a)	(b)	(c)	(d)
1	Toilet Suite (1WC+ 1Washbasin+1shower)	For individual doctor's/officer's rooms	Toilet Suite (1WC+ 1Washbasin+1shower)
2	Water Closet (W.C.)	One for every 25 persons or part thereof	Water Closet (W.C.)
3	Ablution Taps	One in each W.C.	Ablution Taps
4	Wash Basins	One for every 25 persons or part thereof	Wash Basins

(a)	(b)	(c)	(d)
5	Baths with Shower	One on each floor	Baths with Shower
6	Cleaner's Sink	One per floor minimum	Cleaner's Sink
7	Kitchen sinks and dish Washers (where Kitchen is provided)	One for each floor	Kitchen sinks and dish Washers (where Kitchen is provided)
8		Nil up to 6 persons 1 for 7-20 persons 2 for 21-45 persons 3 for 46-70 persons 4 for 71-100 persons From 101 to 200 persons add at the rate of 3%; for over 200 persons add at the rate of 2.5%.	
9	Drinking water fountain	One for 100 persons or part thereof	

Table No. 8: Sanitation requirements for Institutional (Medical) Occupancy- (staff quarters and Hostels)

Sl. No.	Sanitary Unit	Doctor's Dormitories		Nurses Hostel
		For Male Staff	For female staff	
(a)	(b)	(c)	(d)	(e)
1	Water Closet	One for 4 persons	One for 2 persons	One for 2 persons or part thereof Two for 13-25
2	Ablution Taps	One in each W.C.	One in each W.C.	One in each W.C.
3	Wash Basins	One for every 8 persons or part thereof	One for every 8 persons or part thereof	One for every 8 persons or part thereof
4	Bath (with shower)	One for every 4 persons or part thereof	One for every 4 persons or part thereof	One for every 4 persons or part thereof

(a)	(b)	(c)	(d)	(e)
5	Cleaner's Sink	One per floor minimum	One per floor minimum	One per floor minimum
6	Drinking water fountain	One for 100 persons or part thereof		One for 100 persons or part thereof

Table No. 9: Sanitation requirements for Governmental and Public Business Occupancy and Offices

Sl. No.	Sanitary Unit	For Male Personnel	For female Personnel
(a)	(b)	(c)	(d)
1.	Water Closet (W.C.)	One for 25 persons or part thereof	Two for 15 persons or part thereof
2.	Ablution taps	One in each W.C.	One in each W.C.
3	Urinals	Nil up to 6 persons	
		1 for 7-20 persons	
		2 for 21-45 persons	
		3 for 46-70 persons	
		4 for 71-100 persons	
		From 101 to 200 add @ 3%;	
		For over 200 persons add @ 2.5%.	
4	Wash Basins	One for every 25 persons or part thereof	One for every 25 persons or part thereof
5	Drinking water fountains	One for every 100 persons with a minimum of one on each floor	One for every 100 persons with a minimum of 1 on each floor
6	Cleaner's Sinks	One per floor minimum; preferably in or adjacent to sanitary rooms.	--
7	Executive Room /Conference	Toilet Suite (1 WC, 1 washbasin, optional shower for 24 hr. usages) Unit could be common for Male/Female or separate	

Halls	depending on the number of user of each facility
Note: One water tap with drainage arrangements shall be provided / 50 persons or part thereof in the vicinity.	

Table No.10: Sanitation Requirements for Assembly Occupancy Buildings (Cinema, Theaters, Auditoria. Etc.)					
Sl. No.	Sanitary Unit	For Public		For Staff	
		Male	Female	Male	Female
(a)	(b)	(c)	(d)	(e)	(f)
1	Water Closet	One for 100 persons up to 400 persons.	Four for 100 persons up to 200 persons.	One for 15 persons.	Two for 1-12 persons.
		For over 400 persons, add at the rate of 1 per 250 persons or part thereof	For over 200 persons, add at the rate of 1 per 50 persons or part thereof	Two for 16-35 persons.	Four for 13-25 persons add at the rate of 1 per 6 persons or part thereof
2	Ablution Taps	One in each W.C.	One in each W.C.	One in each W.C	One in each W.C
3	Urinals	One for 50 persons or part thereof	---	Nil up to 6 persons	---
				One for 7-20 persons	
				Two for 21-45 persons	
4	Wash Basins	One for every 200 persons or part thereof	One for every 200 persons or part thereof	One for 1-15 persons	One for 1-12 persons
				Two for 16-35 persons	Two for 13-25 persons
5	Drinking Water fountain	One per 100 persons or part thereof			
6	Cleaner's sink	One per floor			
7	Shower/bathing	As per trade requirements			

Note:

i) One water tap with draining arrangements shall be provided for every 50 persons or part thereof in the vicinity of water closets and urinals.

ii) It may be assumed that two thirds of the number is males and one third females.

Table No.11: Sanitation Requirements for Assembly Buildings (Art, Galleries, Libraries and Museums)

Sl. No.	Sanitary Unit	For Public		For Staff	
		Male	Female	Male	Female
(a)	(b)	(c)	(d)	(e)	(f)
1	Water Closet (W.C.)	One for 200 persons up to 400 persons. For over 400 persons, add at the rate of 1 per 250 persons or part thereof	Four for 100 persons up to 200 persons. For over 200 persons, add at the rate of 1 per 50 persons or part thereof	One for 1 - 15 persons. Two for 16-35 persons.	Two for 1-12 persons. Four for 13-25 persons, add at the rate of 1 per 6 persons.
2	Ablution Taps	One in each W.C.	One in each W.C.	One in each W.C	One in each W.C
3	Urinals	One for 50 persons or part thereof	--	Nil up to 6 persons One for 7-20 persons Two for 21-45 persons	--
4	Wash Basins	One for every 200 persons or part thereof. For over 400 persons, add at the rate of 1 per 250 persons or part thereof.	One for every 200 persons or part hereof. For over 200 persons, add at the rate of 1 per 150 persons or part thereof	One for 1-15 persons Two for 16-35	One for 1-12 persons Two for 13-25 persons
5	Cleaner's Sink	One per floor, minimum			
6	Drinking water fountain	One per 100 persons or part thereof			
7	Shower/Bath	As per trade requirements			

Note: It may be assumed that two thirds of the numbers are males and one third females.

Table No.12: Sanitation Requirements for Restaurants					
Sl. No.	Sanitary Unit	For Public		For Staff	
		Male	Female	Male	Female
(a)	(b)	(c)	(d)	(e)	(f)
1	Water Closet	One per 50 seats up to 200 seats.	One per 25 seats up to 200 seats.	1 for 15 persons.	2 for 1-12 persons.
		For over 200 seats, add at the rate of 1 per 100 seats or part thereof	For over 200 seats, add at the rate of 1 per 50 seats or part thereof	2 for 16-35 persons.	4 for 13-25 persons
				3 for 36-65 persons	6 for 26-40 persons
				4 for 66-100 persons	8 for 41-57 persons
					10 for 58-77 persons
	12 for 78-100 persons				
2	Ablution Taps	One in each W.C.	One in each W.C.	One in each W.C	One in each W.C
3	Urinals	One for 50 persons or part thereof	---	Nil up to 6 persons	---
				1 for 7-20 persons	
				2 for 21-45 persons	
				3 for 46-70 persons.	
				4 for 71-100 persons.	
4	Wash Basins	One for every water closet			
5	Kitchen Sinks and Dish Washer	One per each Kitchen			
6	Service Sink	One in the restaurant			

Note:

- i) It may be assumed that two thirds of the numbers are males and one-third females.
- ii) One water tap with draining arrangements shall be provided for every 50 persons or part thereof in the vicinity of water closets and urinal.

Table No.13: Requirements for Factories

Sl. No	Sanitary Unit	For Male Personnel	For female Personnel
(a)	(b)	(c)	(d)
1	Water Closet	1 for 15 persons	2 for 1-12 persons
		2 for 16-35 persons	4 for 13-25 persons.
		3 for 36-65 persons.	6 for 26-40 persons.
		4 for 66-100 persons.	8 for 41-57 persons.
			10 for 58-77 persons.
			12 for 78-100 persons.
	For 101 to 200 persons add at rate of 3%. From over 200 persons, add at the rate of 2.5%.	For 101 to 200 persons, add at the rate of 3%. From over 200 persons add at the rate of 2%.	
2	Ablution Taps	One in each W.C	One in each W.C.
3	Urinals	Nil up to 6 persons	
		1 for 7-20 persons	
		2 for 21-45 persons	
		3 for 46-70 persons	
		4 for 71-100 persons	
	From 101 to 200 persons add at the rate of 3%; for over 200 persons add at the rate of 2.5%.		
4	Washing Taps with draining arrangement	One for every 25 persons or part thereof	
5	Drinking Water Fountains	One for every 100 persons with a minimum of one on each floor	
6	Baths Preferably Showers	As required for particular trade or occupation	
7	Emergency shower and eye wash fountain	1 per every shop floor per 500 person	

Note:

- i) For many trades of a dirty or dangerous character, more extensive provisions are required.
- ii) One water tap with draining arrangement shall be provided for every 50 persons or part thereof in the vicinity of water closet and urinal.
- iii) Creche where provided shall be fitted with water closets (One for 10 persons or part thereof), wash basins (1 for 15 persons or part thereof) and drinking water tap with drinking arrangement for every 50 persons or part thereof.

Table No.14: Sanitary Requirements for Large Stations and Airports

Sl. No.	Place	W.C. for Males	W.C. for Females	Urinals for Males only
(a)	(b)	(c)	(d)	(e)
1	Junction Stations, Intermediate Stations and Substations	3 for first 1000 persons, add 1 for subsequent 1000 persons or part thereof.	8 for first 1000 persons, add 1 for every additional 1000 persons or part thereof.	4 for every 1000 person, add 1 for every additional 1000 persons or part thereof.
2	Terminal Stations and Bus Terminals	4 for first 1000 persons and 1 for every additional 1000 persons or part thereof.	10 for every 1000 person and 1 for every additional 1000 persons or part thereof.	6 for every 1000 person and 1 for every additional 1000 persons or part thereof.
3	Domestic Airports			1 per 40 persons or part thereof.
	Minimum	2*	4*	
	200 persons	5	16	
	400 persons	9	30	
	600 persons	12	40	
	800 persons	16	52	
	1000 persons	18	58	

(a)	(b)	(c)	(d)	(e)
4	International Airports			1 per 40 persons or part thereof.
	200 persons	6	20	
	600 persons	12	40	
	1000persons	18	58	

Note: —

(i) Provision for wash basins, baths including shower stalls, shall be in accordance with Drainage and Sanitation section of National Building Code of India.

(ii) At least one Indian style water closet shall be provided in each toilet. Assume 60 % males and 40 % females in any area.

(iii) At least 50 % of female WCs may be Indian pan and 50% EWC.

FORM - I

[See rule 7(2)]

Application for accreditation of registered of technical person

Passport photographs (Three no.) One pasted here and two attached With full signature in the front (Photo to be provided for each of the applicant)
--

To

Chairman/Authorised officer,_____ **Special Planning Authority/Regional Improvement Trust,** _____.**Sub: - Application for Accreditation of Registered Technical Person****Dear Sir,**

I/We hereby submit this application duly filled for approval as Accredited Person along with details of documents and prescribed fees paid for your kind consideration.

1	Name of the Applicant Applied as - Civil Engineer/ Town Planner/ Supervisor/ Structural Engineer/ Electrical Engineer / Mechanical Engineer (Please tick one of the options)			
2	Name of the Firm if any			
3.	Registration Number with Council of Architecture/AMIE (I) /CoA / ITPI/ IEI /Others.			
4	Educational Qualification (Self Attested Copy of certificate to be enclosed)			
Sl.	Educational Qualification	Degree/Diploma	Year	Remarks
1	2	3	4	5
i.				
ii.				
iii.				
iv.				

Note: Please attach additional sheets if required

5	Correspondence Address (In Block Letters)					
			Mobile No.		Land line No.	
6	Experience and Duration of professional practice:					
Sl.	Institution/Agency Where worked	Designation	Period (Month/Year)			Remarks
			From	Upto	Total period in year/ month	
i.						
ii.						
iii.						
7	Registration Fee:					
(I)	Money receipt No. and date					
	Crossed Demand Draft of a Nationalized Bank or a bank having financial transaction with Government of Odisha in favour of VC, _____ Authority Payable at _____.		(a)Name of the Bank- (b)Crossed DD No. (c) Date- (d)Amount- (Original money receipt copy to be enclosed)			

Note: Rs. 5,000 as Registration fee to be paid for each of the applicant

8. Affidavit in prescribed format is enclosed.

9. List of documents to be submitted:

- i. Application form completely filled in and signed in full.
- ii. Copy of Registration Certificate with Council of Architecture/Associate Membership of Institute of Engineers/Membership Certificate of Institute of Town Planners, India/others.
- iii. Copy of certificates in support of Educational Qualification
- iv. Copy of certificate in support of Experience and professional practice.

v. Copy of documents in support of requisite fees

Place-

Date

**Signature of the applicant/s
(Full signature with designation)**

NB: Without submission of the original copy of deposit challan and all documents signed in full, the application is liable for rejection.

FORM –II

[See rule 8(2)]

Accreditation Certificate

Accreditation No. _____/

Valid upto: _____

Passport size
photograph with full
signature in the front

This is to certify that

Mr./Mrs./M/s _____ is registered as
a _____ to carry out and undertake professional
work as prescribed under the Odisha Special Planning Area and Regional Improvement
Trust Common Planning and Building Standards Rules, 2021 of different Special Planning
Authorities and Regional Improvement Trusts in the State of Odisha within the planning
areas under the provisions of the Odisha Special Planning Area and Regional
Improvement Trust Act, 1956.

Specimen signature of Accredited Person

With Date

Chairman/Authorised officer,

_____ Special Planning Authority / _____ Improvement Trust

Renewal endorsements:

- 1.
- 2.
- 3.

FORM – III

[See rule 11(1)]

Report by accredited person to Authority on stages of construction of new building.

To

The Chairman/Authorised officer,

_____ **Special Planning Authority/Regional Improvement Trust**

Sub: - **Report of supervision by Accredited Person.**

Sir,

I hereby certify that the development/erection/re-erection /or material alteration in/of the _____ building in respect of plot No. _____ ,Mouza- _____ of _____ Authority has been carried out, up to foundation level/plinth level/roof casting of floor under my supervision and I certify that the construction has been undertaken in accordance with the approved plan and condition of approval and all the materials (type and grade) and the workmanship of the work are in accordance with the general and detailed specifications of the National Building Code of India, 2005 and Bureau of Indian Standards codes. The further work shall be carried out according to the sanctioned plans.

Name of the Accredited Person

Office Address:

_____ Signature

Date-

FORM – IV

[See rule 11(1) and 18]

Completion Certificate to be issued by Accredited Person/Project Management Organisation

From: _____

(Name and address in Block Letters)

To:

Mr/Mrs. _____,

Address: _____

Ref: - Approval Plan No. _____, date-

Sir,

I hereby certify that the development, erection, re-erection or material alteration in respect of the land/ building on Plot No. _____, KhataNo. _____ Village/Mouza _____ of _____ Municipal Corporation/Municipality within the Development Area of _____ has been supervised by me and has been completed on _____ according to the permission / license granted vide No. _____ dated _____.

The work has been completed to my best of my/our satisfaction, the workmanship and all the materials (type and grade) have been used strictly, in accordance with the general and detailed specifications. No provisions of the National Building code of India, 2005 and Bureau of Indian Standards conditions prescribed, or orders issued there under have been transgressed in the course of the work. The building is fit for use for which it has been erected, re-erected or altered, constructed and enlarged.

I hereby also enclose the plan of the development of land and building completed in all aspects.

Signature of the Authorised person

Name of the Accredited Person/Project Management Organisation:

Office Address:

Date:

FORM – V
[See rule 11(3)]

Affidavit

Before the Notary Public/Executive Magistrate.

I Sri/Smt./Mr./Mrs. _____ aged about _____
years _____ son/Daughter _____ of _____,
At _____ Po _____ PS _____ Dist _____ at
present _____ do hereby solemnly affirm as follows:

1. That, I am acquainted with the general and special provisions of OTP &IT Act.,1956, Rules 1975 and the Planning and Building Standards Rules in force in different Master Plan Areas of Special Planning Authority/Regional Improvement Trust constituted under provisions of OTP & IT Act.,1956 and provisions contents therein.

2. That, I shall prepare the layout plan for a sub division/ development of land/plan for construction/alteration/addition/modification and change of use buildings inconformity with provisions of OTP & IT Act.,1956 and Rules 1975 and Planning and Building Standards Rules in force in the Master Plan Areas of Special Planning Authority/Regional Improvement Trust.

3. That, I shall ensure supervision of the construction of buildings/land development to be undertaken strictly in accordance with the approved plan and permission / license granted and in case of any deviation undertaken in course of constructions, I shall bring it to the notice of the authority within 7 (seven) days of my knowledge of such commission of deviation.

4. That I shall also ensure communication of letter(s) instruction(s) order(s) given by the Authority to my client for their compliance and will advise him for compliance of the same.

5. That, I shall also make all effort to ensure that the provisions of the OTP &IT Act.,1956, Rules framed thereunder are not violated and in case despite my efforts there has been continued violation, I shall forthwith intimate the concerned Authority in writing about the nature and extent of violation carried out.

6. That, I shall ensure compliance of the building standards and quality norms during constructions of the building as per the provisions of the National Building Code, Bureau of Indian Standards and instruction(s) of the Authority and/or Government, issued from time to time.

7. That, I shall strictly comply with the provisions in National Building Code with its amendments, from time to time if any. Accordingly, I also ensure my ethical

commitment not only to my client but also to the Authority and also ensure to inform the Authority in case of my disengagement by my client for further action by the Authority in this regard.

8. The transaction financial or otherwise, with my client shall be my sole responsibility for all purposes and the Chairman/Authorised officer of the Authority shall not be directly or vicariously responsible or liable for such transaction(s) if any.

9. That, I shall be true and genuine to my profession and shall not do and/or refrain from doing anything against the interest of the Authority and in case of any deviation in my commitment, undertake herein through this affidavit that the Chairman/Authorised officer of the Authority can take any legal action, punitive or compensatory and in such event I shall be held liable in my personal capacity as well as a professional Architect/Engineer/Structural Engineer/Town Planner/Supervisor/Firm/Others.

10. That, Chairman/Authorised officer of the Authority shall have the power to suspend/cancel my registration in case of any failure to meet the standards of professional practice as prescribed.

11. That this affidavit is required to be submitted to the Chairman/Authorised officer of the Authority for the purpose of Accredited person(s).

12. That, the facts stated above are true to the best of my knowledge and belief.

13. That, I have gone through the contents of this affidavit and understood the same and consequences thereof, I fully agree and commit to abide the terms and conditions and accordingly I put my signature on this affidavit being present before the Notary Public/Executive Magistrate.

Deponent

Identified by Advocate

FORM – VI

[See rule 14]

Register of accredited person

Sl.	Name of Registered Accredited Person and Address	Name of Firm	Registration No.	Date of issue of certificate	Valid till	Signature of Authorised Officer
1	2	3	4	5	6	7

FORM – VII

[See rule 18]

Stage wise report by the Project Management Organisation

To

The Chairman/Authorised officer,
_____Special Planning Authority/Regional Improvement Trust,

Sub: - Supervision by Project Management Organization

Ref: - File No. _____
Approval letter No. _____, dt _____

Sir,

I hereby certify that the development ,erection, re-erection or material alteration in/of the building in respect of plot No. _____, mouza _____ of _____ Development Area permitted vide No. _____, dt _____ has been carried out upto foundation level/plinth level/roof casting of _____ floor under my supervision and I certify that the construction has been undertaken strictly in accordance with the approved plan and conditions of approval and all the materials (type and grade) and the workmanship of the work are in accordance with the general and detailed specifications of NBC/BIS Codes. The further work shall be carried out according to the sanctioned plans.

Signature of the Authorised Person

Name of Project Management Organisation:

Office Address:

Date:

FORM -VIII**UNDERTAKING FOR SURRENDER OF LAND RESERVED FOR ROADS AND DRAINS IN THE DEVELOPMENT PLAN****[See rule- 33(2)]****UNDERTAKING**

I, Shri _____ aged about _____ years, son of _____, presently resident at _____ P.O. _____ P.S. _____ Dist. _____ is the exclusive owner in possession of the property more fully described in the schedule below:-

I undertake not to use the part of the schedule land specifically marked in the sketch map for any purpose/use contrary to the use specified in the Master Plan and shall keep the portion of the schedule plot (s) open for compliance of the Master Plan.

I further undertake to execute any free gift/surrender of the said portion of the plot mentioned in the schedule, as and when required by the Authority under OTP & IT Act, Local Body, concerned Agencies and Government on such terms and conditions decided by such Authorities without any objection and in case any objection is raised, the aforesaid undertaking in the form of an agreement on consent of both the parties shall be processed for specific performance against me/us in accordance with law.

I shall not be entitled to any compensation/benefit/damage for any construction, if any, made/use, if any taken over the portion of the plot specified in the sketch contrary to this undertaking save and except the scope of TDR and/or compensation in lieu thereof concerning extent of land marked in the sketch, if any decided by the Authority(s), local body(s), Government and/or concerned agency.

This undertaking is executed in the form of an agreement on consent of the Authority and shall remain valid until varied/ relaxed by any decision of the competent Authority.

I further undertake that this undertaking in the form of consent of both the parties shall be binding upon me for all purpose(s) including my heir(s), successor(s), agent(s), assigns(s), successor in office who might claim / inherit property in future and in case any dispute raised if any, by me and/ or by any of them shall remain invalid in view of this undertaking executed.

I executed this undertaking in the form of contract on mutual understanding between the parties on my free will and volition and without being influenced by anybody on this the.....day ofYEAR in presence of the witnesses below.

Signature of the executants

Schedule of property.

FORM -IX
INDEMNITY BOND FOR BASEMENT
(See sub-rule (6) of rule 38)

This Indemnity Bond is executed by
Shri/Smt.....S/O, D/O,
W/O. Shri/Smt..... R/O.....in favour of
Special Planning Authority/Regional Improvement Trust.

Whereas the executant has submitted to the concerned Authority the
plans for, sanction of basement over Plot No.....
.....
.....
.....
.....Mouza/Village
.....
.....
.....under the provisions of the
Act and Rules and Regulations made there under: -

And, whereas, the concerned Authority has agreed to sanction the
aforesaid construction subject to the conditions that the owner shall indemnify
the concerned Authority in the event of any loss or damage being cause to
the adjoining building on account of the construction of the said basement
either at the time of digging of its foundations or in the course of its
construction or even thereafter and also against any claim of any concern
thereto.

And, whereas, the executant has agreed to execute an indemnity bond
to the above affect and also to abide by the terms imposed by the concerned
Authority to the grant of sanction for construction of the basement.

Now this deed witnesses:

1. That in consideration of the sanction of the plans by the Authority for construction of the basement the executant undertakes that he/she shall at all times keep the Authority free from any liability, loss or damages/flowing from any injury or damage caused to the adjoining built-up properties or to any person as a consequence of the construction of at the time of digging of its foundations or during the course of its construction or at any time thereafter.

2. The owner agreed and undertook that in the event of any claim being made by any person or persons against the concerned Authority either in respect of the sanction granted by the concerned Authority to the owner for the construction of basement or in respect of the construction or manner of construction of the basement by the owner of the consequences flowing from the said sanction the executant shall be responsible and liable and not the Authority.

3. The executant agrees and undertake to indemnify the concerned Authority fully in respect of any amount which the concerned Authority may be required to pay to any person either by way of compensation or on any other account as a result of any claim or suit or any other proceedings concerning the sanctioning of the construction of the basement of the making thereof and also in respect of the costs and expenses which the concerned Authority may incur on defending any action.

4. Without prejudice to the above undertaking the executant hereby binds itself to pay to the Authority to the full extent any amount which authority may be required to pay to any person in connection with, relating to or concerning the sanctioning of the basement or the making thereof.

5. The owner agrees and undertakes that this bond shall remain in full force and effect till the executant faithfully observes/performs the undertaking herein before contained.

In witness whereof the executant above named has signed this bond on this..... of..... at.....

Indemnifier

Witness:

(Signatures) _____

1. Name _____

Full Address _____

(Signatures)

2. Name _____

Full Address _____

(Signatures)

FORM -X

[See rule 74(1), 110(1),121(1)]

**COMMON APPLICATION FORM for
Permission or license for Development**

<i>(Name of the Authority)</i>	
To be filled by the applicant: Date of application _____ Address of the Project: 1. Revenue Village _____ 2. Tehsil/ULB Name _____	For Office Use: 1. File No. _____ 2. Date _____ 3. Details of Payment: Amount _____ Challan No. _____ Date _____ 4. Signature of the Receiving Officer _____

PART I: GENERAL INFORMATION

(TO BE FILLED IN BY THE APPLICANT)

1.1 Details of the Applicant							
SI. No.	Name	Postal Address	Contact No. (Mobile No.)	Email Address	Registration Number / License Number along with date of issue	Valid up to	Enclosed ID Proof
1.2 Details of the LandOwner							
SI. No.	Name of the land Owner(s)	Relationship with Recorded Tenants (Khatadars)	Postal Address	Contact No. (Mobile No.)	Email Address	ID Proof	

1.3 Details of Recorded Tenants (as per RoR)										
Sl. No.	Name of the Recorded Tenant¹	Postal Address	Contact No. (Mobile No.)	Email Address	ID Proof					
1.4 Details of General Power of Attorney (GPA) holders, if any										
Sl. No.	Name of the GPA Holder	Postal Address	Relationship with the land owner(s)	Details of Power of Attorney			Contact No. (Mobile No.)	Email Address	ID Proof	
				No.	Date	Valid up to (date)				
1.5 Details of Technical Persons including Architects, structural engineers etc.										
Sl. No.	Category of Technical Persons	Name	Postal Address	Contact (Mobile No.)	Email Address	Details of the Registering / Licensing Authority	No. and Date of Registration / License	Valid Up to	ID Proof	
1.5.1	Architects									
1.5.2	Structural Engineer									
1.5.3	Electrical Engineer									
1.5.4	PH Engineer									
1.5.5	Site Supervisor									
1.5.6	Any other, specify									

¹ If the recorded tenant is not alive then details of legal heirs should be mentioned in other columns such as: postal address, contact no. etc.

PART II – BASIC DETAILS OF THE PROJECT

Sl. No.	Parameter	Details to be given	Views of the Authorised officer ²
		TO BE FILLED IN BY THE APPLICANT	FOR OFFICE USE ONLY
2.1	Project type (<i>New Development / Addition / Alteration / Renewal / Revalidation</i>)		
2.2	Project Category (<i>G to G+3, Apartment - G+4 and above, Group housing, Multi-storeyed residential/commercial/Institutional/Industrial/Public-semi-public/ others Please specify</i>)		
2.3	Project Component (<i>Residential/Commercial/Institutional/Industrial/Public-semi-public/Others (please specify)</i>)		
2.4	Total Area covered in all floors (in square meters)		
2.5	No. of Floors		
2.6	No. of dwelling units		

² Authorized Officer – An official of the Authority who has been authorized to check and certify such details

PART III – LAND DETAILS

3.1 Land Details											
TO BE FILLED IN BY THE APPLICANT										FOR OFFICE USE ONLY	
Sl. No.	Mauza	Name of Revenue Village	Khata No.	Plot No.	Area (in acres / square meters)	Kisam	If mutation not done, then details of sale deed		Area under Possession (in square meters)	Remarks	View of the Authorised Officer ²
							Sale Deed No.	Date			
3.2 Whether the plot/site is part of an approved layout/Town Planning scheme / Development Schemes											
TO BE FILLED IN BY THE APPLICANT										View of the Authorised Officer ² (FOR OFFICE USE ONLY)	
(A) Yes or No?											
(B) If yes, details thereof											
(i) Date of Approval / Permission or license					(ii) Approval / Permission / license No.			(iii) Whether map enclosed? (yes or no)			
3.3 Site Plan (to be given on revenue plan along with the layer of Master Plan) provided or not? (yes or no)											
3.4 Indicate Tenancy of land (leasehold / freehold / others, please specify)											
3.5 If on lease, share details of lease											
(i) Name of the lessor				(ii) Purpose of lease			(iii) duration of lease		(iv) Any other, please specify		

PART IV – PLANNING DETAILS

Sl. No.	Parameters	Description (TO BE FILLED IN BY THE APPLICANT)	View of the Authorised Officer ² (FOR OFFICE USE ONLY)
4.1	Land use, applied for		
4.2	Land use, as per Master Plan		
4.3	Land use, as per Layout / Town Planning Scheme / Development Scheme		
4.4.	Permissibility of the Land use applied (<i>Permissible / Permissible on special conditions / Not permissible</i>)		
4.5	Dwelling Units per Acre (<i>for projects having residential components</i>)		
4.6	Whether plot affected by Master Plan (Master Plans roads and drains)?		
a	Yes or No?		
b	If yes, whether affected portions have been surrendered to Government or Authority or Local Authority by way of gift deed? (<i>yes or no</i>)		
c	If yes, give details		
	i. Name and Details of Agency to whom the land has been surrendered		
	ii. Deed Number		
	iii. Date of execution of Deed		

PART V – BUILDING PARAMETERS

Sl. No.	Category	As per norms	Proposal	As per Approved plan (applicable for addition / alteration / renewal cases only)	View of the Authorised Officer ²
		TO BE FILLED IN BY THE APPLICANT			FOR OFFICE USE ONLY
5.1	Basement, if any				
5.2	Stilt / Ground floor				
5.3	1st floor				
5.4	2nd floor				
5.5	3rd floor				
5.6	4th floor				
5.7	Multi-storeyed (no. of storeys)				
5.8	Society Room				
5.9	Set backs				
	Front				
	Rear				
	Side 1				
	Side 2				
5.10	FAR				
5.11	Parking (in square meters)				
5.12	Height (in m)				
5.13	No of staircases				
5.14	Distance from farthest point of corridor to staircase				
5.15	Minimum height of floors				
5.16	Light and Ventilation shaft				
5.17	Courtyard size and area (in sq.)				
5.18	Approach gradient to basement/stilt				
5.19	Minimum opening area of window, door and ventilator for lighting/ventilation (in square meters)				
5.20	No. of lifts				
5.21	No. of Recharging pits / Size of pits				
5.22	No. of Gates and size				

PART VI – OTHER PLANS RELATED TO BUILDING PLAN

Sl. No.	Parameters	Whether given in the Building Plan or not? (yes or no)	View of the Authorised Officer ²
		TO BE FILLED IN BY THE APPLICANT	FOR OFFICE USE ONLY
6.1	All floor plans		
6.2	Elevations		
6.3	Area Statement		
6.4	Structural Plan		
6.5	Foundation Plan		
6.6	Septic Tank and Soak pit location		
6.7	Ground water recharging point		
6.8	Drain Section		
6.9	Water Safety Provisions		
6.10	Fire Safety Provision Plan		
6.11	Plumbing plan		
6.12	Electric Supply Plan		
6.13	Schedule of Doors, windows and Openings		
6.14	Minimum distance between blocks / buildings		
6.15	Any other provisions, specify		

PART VII – UTILITIES

7.1 Roads/pathway		View of the Authorised Officer ²	7.2 Drainage		View of the Authorised Officer ²
TO BE FILLED IN BY THE APPLICANT		FOR OFFICE USE ONLY	TO BE FILLED IN BY THE APPLICANT		FOR OFFICE USE ONLY
7.1.1 Width of internal roads proposed / category/hierarchy (in metre)			7.2.1 Width of internal drains (in metre)		
7.1.2 Internal roads	Length (in m)		7.2.2 Length of internal drains (in metres)		
	Area (in sq.)				
7.1.3 Internal pathways (in metres)	Length (in m)		7.2.3 Location of drain system and drain outfall (please show in site plan drawing)		
	Width (in m)				
	Area (in sq.)				
7.3 Water supply		View of the Authorised Officer ²	7.4 Sewerage		View of the Authorised Officer ²
TO BE FILLED IN BY THE APPLICANT		FOR OFFICE USE ONLY	TO BE FILLED IN BY THE APPLICANT		FOR OFFICE USE ONLY
7.3.1 Water consumption demand per day requirement @ 135 LPCD			7.4.1 Total quantity of waste water generated (in MLD)		
7.3.2 Drinking Water facility (whether Municipal/public water supply is available) – (Yes/No)			7.4.2 On-site treatment (Septic tank/soak-pit) (yes or no)		
			If yes, Size of septic tank/soak pit (length X breadth, Area in square meters)		
			7.4.3 STP provided (Yes/No)		
			If yes, Capacity of STP (in MLD)		
7.3.3 Ground water extraction to be done on site			7.4.5 Treated Sewerage disposal outfall point (show in		

(Yes/No)			drawing-site plan)		
7.5 Electricity		View of the Authorised Officer²	7.6 Solid Waste Management		View of the Authorised Officer²
TO BE FILLED IN BY THE APPLICANT		FOR OFFICE USE ONLY	TO BE FILLED IN BY THE APPLICANT		FOR OFFICE USE ONLY
7.5.1 Total electricity consumption proposed (in KV)			7.6.1 Total solid waste generation (in Quintals/day)		
7.7 Proposed Open spaces area (in sq.)			7.6.2 Solid waste disposal location (show in drawing-site plan)		
			7.6.3 Provision for Composting (Yes/No)		

PART VIII – EXTERNAL INFRASTRUCTURE PROVISIONS

8.1 Connecting Road	TO BE FILLED IN BY THE APPLICANT	View of the Authorised Officer² (FOR OFFICE USE ONLY)
8.1.1 Present Status		
(a) Whether connectivity to the site is through an existing road? <i>(yes or no)</i>		
(b) If yes, Width of access road to site <i>(in feet)</i>	Minimum	
	Maximum	
(c) Whether connected to existing CDP Road <i>(yes or no)</i>		
(d) Nature of existing road (kutchha / Murrom / Metalled / Blacktop / Concrete)		
(e) Status of existing approach road (public / private / others, please specify)		
8.1.2 Proposed Improvements		
(a) Widening of the Road		
(b) Upgradation of the nature of the road		
(c) Enclosed detailed drawings for proposed improvements <i>(yes or no)</i>		
8.1.3 Whether site located at or near road junction?		
(a) Yes or No.		
(b) If yes, distance from junction <i>(in meters)</i>		
8.2 Drainage	TO BE FILLED IN BY THE APPLICANT	View of the Authorised Officer² (FOR OFFICE USE ONLY)
8.2.1 Present Status		
Major drainage channel if any <i>(show location on map)</i>		
(a) Whether road side public drain exists? <i>(yes or no)</i>		
(b) If yes, give details	Width and depth of the drain <i>(in meters)</i>	
	Width	
	Depth	

	Nature of the drain (<i>earthen / masonry / concrete</i>)		
	Whether, connected to any public drainage network for outfall? (<i>yes or no</i>)		
	Whether map indicating the road side drain and its alignment and connection with public drain network submitted or not? (<i>yes or no</i>)		
(c) If no, give details	Distance from nearest drain, which is connected to public drainage network for outfall (<i>in meters</i>)		
	Feasibility to connect (<i>yes or no</i>)		
8.2.2 Proposed Drainage Plan			
(a) Improvement of the existing drains	Widening and Deepening of the drain (<i>yes or no</i>)		
	Upgradation of nature of the drain (<i>indicate the type of upgradation</i>)		
(b) Construction of New Drain for connection	Length (<i>in meters</i>)		
	Width (<i>in meters</i>)		
	Depth (<i>in meters</i>)		
	Nature (<i>earthen / masonry / concrete, any other, please specify</i>)		
(c) Whether drainage plan along with drawings submitted? (<i>yes or no</i>)			
8.2.3 Whether site is in low lying area and subjected to water logging?			
(a) Yes or No.			
(b) If yes, details thereof			

8.3 Water supply		TO BE FILLED IN BY THE APPLICANT	View of the Authorised Officer ² (FOR OFFICE USE ONLY)	8.4 Sewerage		TO BE FILLED IN BY THE APPLICANT	View of the Authorised Officer ² (FOR OFFICE USE ONLY)
8.3.1 Whether source of public water supply available at site or not? (yes or no)				8.4.1 Whether, site connected to public Sewerage network (Yes/No)			
8.3.2 If yes, provide details	Type (municipal / rural)			8.4.2 if yes, provide details of the accessible sewerage drain	Type of Drain (earthen / masonry concrete)		
	Revenue Village				Size of Drain (Width X Depth) in meters		
	Accessible distance from site				Accessible distance from site		
8.3.3 If no, plans for water supply at site (ground water / new supply line from distant public source)				8.4.3 If no, described method of disposal of sewerage waste.			
8.3.4 In case of new pipe line or ground water coverage, estimates, drawings and layout plans submitted as a part of				8.4.4 Whether, drawing and layout plans depicting the sewerage disposal methodology has been provided or not? (yes or no)			

building plan or not? (yes or no)					
8.5 Electricity	TO BE FILLED IN BY THE APPLICANT	View of the Authorised Officer² (FOR OFFICE USE ONLY)	8.6 Solid Waste Management	TO BE FILLED IN BY THE APPLICANT	View of the Authorised Officer² (FOR OFFICE USE ONLY)
8.5.1 Presence of grid station / electricity distribution line for drawing electricity to the site (Yes/No)			8.6.1 Whether primary transfer station for solid waste available in vicinity to site or not? (yes or no)		
8.5.2 if yes, location and type of grid station (show location on map) and distance (in Kms)	Location		8.6.2 If yes, provide details Location of primary transfer station (show location on map/distance in metres)	Location	
	Capacity (in KV)			Distance (in meters)	
	Accessible Distance from site (in meters)				
8.5.3 if no, what is the plan for drawing electricity to site?			8.6.3 If no, what is the plan for solid waste management?		
8.5.4 In case of requirement of new electric supply line or grid station, whether estimates, drawings and layout plans submitted as a part of building plan or not? (yes or no)			8.6.4 In case of requirement of new primary transfer station, whether estimates, drawings and layout plans submitted as a part of building plan or not? (yes or no)		

PART IX – SPECIAL PROVISIONS

9.1 Rainwater harvesting	To be filled in by the Applicant	View of the Authorised Officer ² (FOR OFFICE USE ONLY)
9.1.1 Whether, the plot area is 300 square meters or above? <i>(yes or no)</i>		
9.1.2 if yes, whether provision for rain water harvesting has been provided in the building plan or not? <i>(yes or no)</i>		
9.1.3 If yes, please provide the details below		
(a) No of recharge pits/recharge wells/surface reservoirs on site		
(b) Size of recharge pits/recharge wells/surface reservoirs on site		
(c) Quantity of water percolation		
(d) Detailed Schematic plan and drawing provided in building plan <i>(yes or no)</i>		
9.2 Green Building certification (provide details of certification and rating)		
9.2.1 Whether Green Building certification being proposed or not <i>(yes or no)</i>		
9.2.2 if yes, give details		
a. Protocol being proposed (GRIHA / LEED / IGBC / Any other, please specify)		
b. Rating being proposed under the above protocol		
c. Details of the consultant engaged for the purpose		
9.3 Solar Water heating system		
9.3.1 Whether, the plinth area of proposed building having 200 square meter or more <i>(yes or no)</i>		
9.3.2 If yes, provide details		
a. Roof area covered by solar panels (in square meters)		
b. No of panels provided		
c. Capacity <i>(in litres per day)</i>		
9.4 Off Grid / Grid connected Solar Roof top System		
9.4.1 Whether, the plinth area of proposed building is more than 300 square meter <i>(yes or no)</i>		
9.3.2 If yes, provide details		
a. Roof area covered by solar panels (in square meters)		
b. No of panels provided		
c. Amount of electricity production per day in KW		
9.5 Any other (provide details)		

PART X – SPECIAL CLEARANCES

10.1 Security Clearance		To be filled in by the Applicant	View of the Authorised Officer² (FOR OFFICE USE ONLY)
10.1.1	Whether the Project is within 200 meters of notified Strategic Building (Yes/No)		
10.1.2	If yes, (a) Name of the Strategic Building		
	(b) Distance from the Strategic Building.		
10.2 Archaeological Survey of India (ASI) Clearance			
10.2.1	Whether the project is located within 300meter of National Protected Monument (Yes/No)		
10.2.2	If yes, (a) Name of the Monument		
	(b) Distance in meters		
10.3 National Highway Authority (NHA) Clearance			
10.3.1	Whether the project requires direct access from NH maintained by NHA (Yes/No)		
10.3.2	If yes, name and no. of the National Highway		
10.4 Airport Authority of India Clearance			
10.4.1	Whether height of the proposed building is 30 meters and above (Yes/No)		
10.4.2	If Yes, Give height of the building in meters from Mean Sea Level (MSL)		
10.5 Environmental Clearance			
10.5.1	Whether the Project requires Environmental Clearance as per detailed Notification of MoE&F, Government of India (Yes/No)		
10.5.2	If yes, (a) Parameter for Clearance		
	(b) Total built up area		

PART XI - CHECKLIST OF DOCUMENTS TO BE ATTACHED

Description of the Documents	To be filled in by the Applicant	View of the Authorised Officer ² (FOR OFFICE USE ONLY)			
11.1 Application form duly filled in and signed					
11.2 Scrutiny fee challan copy					
11.3 Self-signed Xerox copies of ownership documents					
11.4 Copy of certificate of registration of Architect/Engineers/Builder-Developer					
11.5 Four copies of plan giving details as prescribed in the application form					
11.6 Set declaration in original in prescribed Form – XXIV					
11.7 Two photographs of the site					
11.8 Any other enclosure as per specific requirement of the case					
Part XII – Declaration					
<input type="checkbox"/>	I hereby acknowledge and declare that the above information is true to the best of my knowledge and submitted in accordance with the Master Plan and Building Control Regulations related with Central and State Government and its subsequent amendments. (Tick in the box on the left column)				
	Name and Designation	Signature/Digital Signature	Date	Place	
Owners					
Authorised Person					
PART XIII – FOR OFFICIAL USE ONLY					
Details of the Authorised Officers	Name	Designation	Signature	Date	Remarks, if any
Application Receiving Officer					
Land Details and Documentation Verification Officer					
Engineering Officer					
Planning Officer					
Approving Officer					

FORM –XI
UNDERTAKING AND INTIMATION OF COMMENCEMENT OF CONSTRUCTION AS
PER STANDARD BUILDING PLAN
(See clause (iii) of sub-rule (2) of rule 76)

UNDERTAKING

I/we _____ son / daughter of _____ Resident
of _____ do hereby solemnly affirm and undertake to state as follows:

- (a) That I /we are the lawful owner/s of the plot bearing plot no _____, mouza _____, address _____ as per allotment letter / registered Sale Deed / perpetual lease deed / Will / Deed of Partition / any other legal document (Self-attested photocopy enclosed) and we intend to construct a building as per Standard Building Plan notified by the authority over the said plot, the details of which is given below.—

Plot Area: _____ Sq.m

Plot No. _____

Mouza:

Address:

Phone Number: _____

Standard Building Plan Reference Code: _____

- (b) That I / we propose to construct a house as per the provisions of the standard building plan (Reference code of Standard Building Plan: _____) which is applicable to my/our standard-size residential plot,
- (c) That the intended plot is a standard-size residential plot and the same is a part of the.—layout approved by the Authority under sub-section (3) of section 31 and sub-section (1) section 33 of the Act / developed and allotted by the Government or Statutory Bodies / final plot in town planning schemes or development schemes,
- (d) That the plot is not affected in any of the road or drain proposed in the Master Plan notified under the provisions of OTP & IT Act and is in conformity with the provisions prescribed under rule 6 of Odisha Special Planning Authority & Regional Improvement Trust (Planning and Building Standards) Rules, 2021,

- (e) That the plot under reference is a residential plot and not part of any open space or road or common plot or public utilities as per the layout plan approved under sub-section (3) of section 31 and sub-section (1) section 33 of OTP & IT Act, 1956 /government scheme/Town Planning Scheme/development scheme,
- (f) That the plot is away from high tension line as per the mandatory distance clearances as prescribed in Odisha Special Planning Authority & Regional Improvement Trust (Planning and Building Standards) Rules, 2021,
- (g) That I/We shall construct the building in accordance with the setbacks prescribed in the selected Standard Building Plan,
- (h) That the building shall be constructed ensuring all planning and structural norms and I shall engage an architect /registered technical person to supervise the construction work,
- (i) That I/we take full responsibility for the quality of construction and structural stability of the construction using the services of a registered technical person,
- (j) That I/We undertake that, I/we shall be completely liable for defective construction, deviation in the plan and compliance of the standard building plan, if such construction is not supervised by an architect /registered technical person,
- (k) That I/we have enclosed herewith the prescribed fees / charges / cess, as applicable to my/our plot,
- (l) That I/we understand that the above fee is valid only for a period of three years,
- (m) That if I/we do not complete the construction within three years and do not submit the intimation of completion of construction, revalidation fee as prescribed under rule 6 of Odisha Special Planning Authority & Regional Improvement Trust (Planning and Building Standards) Rules, 2021 shall have to be paid for getting an extension of time/for further construction,
- (n) That I/we shall submit an "intimation of completion of construction" to the authority or the urban local body having appropriate jurisdiction along with site photographs from two angles, as and when the construction is complete.

Enclosed: as mentioned above

Signature/s, Name/s and Address/s of
Owner(s):

Date:.....

Signature, Name and Address of
Witnesses:

FORM –XII
UNDERTAKING AND INTIMATION OF COMPLETION OF CONSTRUCTION AS PER
STANDARD BUILDING PLAN
(See clause (vii) of sub-rule (2) of rule 76)

INTIMATION OF CONSTRUCTION COMPLETION

(a) I/we _____ son/daught _____
 Resident of _____ do hereby intimate that the construction of the
 building as per details given below is now complete:

Plot Area: _____ Sq.m

Plot No. _____

Mouza: _____

Address: _____

Phone No: _____

Standard Building Plan Reference Code: _____

Floor wise completion details:			
Floor	Completion status (fully completed/ partly completed)	if partly completed floor wise total constructed area (in square meter),	If partly constructed, particulars of constructed rooms (e.g., bedroom-1, toilet-1, living room, study room, etc.)
Ground Floor			
First Floor			
Second Floor			

- (b) I have not constructed any part of the building in violation of the standard building plan and rule 6 of Odisha Special Planning Authority & Regional Improvement Trust (Planning & Building Standards) Rules, 2021.
- (c) In case the Authority / urban local body having appropriate jurisdiction at any time identify unauthorized construction and violation of above provisions, the same is liable for penalties/demolition and I shall abide by the decisions of the Competent Authority of the Authority/urban local body.
- (d) I am enclosing two photographs from two angles herewith.

Date:

Signature/, Name and Address of **Owner(s)**:

- 1)
- 2)

FORM –XIII
REGISTER (STANDARD BUILDING PLAN)
(See rule 76(4))

Sl. No	Name and address of Plot owner	Plot No. and Mouza	Standard Building Plan reference code	Date of intimation of commencement of construction in Form-VI(A)	Date of deposition of revalidation fee, if applicable	Date of intimation of completion of construction in Form-VI(B)	Remarks, if any
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1							
2							
3							
4							
5							
...							

FORM – XIV

[See rule 79 (5) & 110(8)]

Special Planning Authority/Regional Improvement Trust**Order for Grant of Permission/License**

No. _____/XXX <Name of Special Planning Authority/Regional Improvement Trust>,

Dated: _____

Permission or license under sub-section (3) of the Section-31 or subsection (1) of Section - 33 of the Odisha Town Planning and Improvement Trust Act., 1956 is hereby granted in favour of.

Smt./ Shri _____ for

- (a) Sub-division of land
- (b) Lay-out Approval
- (c) Change of the use of land or building
- (d) Construction of a new building
- (e) Reconstruction of building
- (f) Alteration or additions in the existing building

_____ (Specify) in respect of plot No. _____,
 Khata No. _____ Village / Mouza. _____ of
 _____ Municipality / NAC within the Master Plan Area
 of _____ subject to following additions/ restrictions.

- (a) The land/ Building shall be used exclusively for _____ purpose and the uses shall not be changed to any other use without prior approval of this Authority.
- (b) The development shall be undertaken strictly according to plans enclosed with necessary permission / license endorsement
- (c) Parking space measuring _____ square meters as shown in the approved plan shall be kept open and no part of it will be built upon.
- (d) The land over which construction is proposed is accessible by an approved means of access of _____ meters width.
- (e) The land in question must be in lawful ownership and peaceful possession of the applicant.
- (f) The applicant shall free gift _____ meters wide strip of land in the _____ Municipality / NAC for the further widening of the road to the standard width.
- (g) The permission / license is valid for period of three years with effect from the date of issue.
- (h) Permission / license accorded under the provision of sub-section (3) of Section 31 of the Odisha Town Planning and Improvement Trust Act., 1956 cannot be construed as evidence in respect of right title interest of the plot over which the plan is approved.

- (i) Any dispute arising out of land record or in respect of right/ title/ interest after this approval the plan shall be treated automatically cancelled during the period of dispute.
- (j) Any construction and development made by the applicant or owner on the disputed land will be at his risk without any legal or financial liability on the Authority
- (k) Any other conditions.

By Order

Authorised Officer
_____Special Planning Authority/ Regional Improvement Trust

Memo No. _____/ <Name of Special Planning Authority/Regional Improvement Trust>,
Dated _____

Copy along with _____ copies of the approved plans to
Smt./ Shri _____.

Authorised Officer
Special Planning Authority/Regional Improvement Trust

Memo No. _____/ <Name of Special Planning Authority/Regional Improvement Trust>,
Dated _____

Copy with a copy approved plan forwarded to the Executive Officer, XXX Municipality /
NAC for information

Authorised Officer
Special Planning Authority/Regional Improvement Trust

Memo No. _____/ <Name of Special Planning Authority/Regional Improvement Trust>,
Dated _____

Copy forwarded to the Land Officer, G. A. Department / Director of Town Planning, Odisha/
Enforcement Section, <Special Planning Authority/Regional Improvement Trust>.

Authorised Officer
Special Planning Authority/Regional Improvement Trust

FORM - XV

[See Rule 79(5) & 110(8)]

**Special Planning Authority/Regional Improvement Trust
Order for Refusal of Permission or license**

No. _____/XXX <Name of SPECIAL PLANNING AUTHORITY/REGIONAL IMPROVEMENT TRUST>, Dated _____

Refusal of permission / license under sub-section (3) of Section 33 of the odisha town planning and improvement trust act., 1956 for undertaking development of plot no.

_____ in mouza _____

To,

SMT/SRI _____

Your reply to this office letter No. Dt..... has not been found satisfactory / You have failed to show any cause in response to this office letter No..... Dated

Hence, in exercise of the powers under sub-section (3) of Section 33 of the Odisha Town Planning and Improvement Trust Act., 1956, permission / license to undertake development on plot No..... Mouza..... of..... Special Planning Authority/Regional Improvement Trust / NAC within Master Plan area is hereby refused on the following grounds.

- 1.....
- 2.....
- 3.....
- 4.....

Two copies of the plans are retained in this office for record and reference and the rest are returned herewith.

BY ORDER

AUTHORISED OFFICER

Memo No..... /<name of Special Planning Authority>, Dated.....
Copy to Executive Officer, Special Planning Authority/Regional Improvement Trust.

AUTHORISED OFFICER

FORM -XVI
APPLICATION FOR DRAWING OF ATTENTION
(See sub-rule (6) of rule 79)

From:

.....
.....

**To
The**

Chairman/Authorised Officer
_____ **Special Planning Authority/Regional Improvement Trust**

Subject: Statutory notice

Madam/Sir,

I/We do bring to your kind notice that I/We had submitted the application in prescribed Form for Approval of Building Plan to _____ Special Planning Authority or Regional Improvement Trust on Dt..... with respect of Plot No., Khata No., Village/Mouza:....., of _____ Municipal Corporation / Municipality / NAC within _____ Planning Authority for issue of Permission under sub-section (3) of section 31 or sub-section (1) of section 33 .

Two months have elapsed since the submission of application, and I/We have not received any communication with respect to the said application. Please take notice that if within a further period of one month from the date of receipt of this notice by you, no communication either granting or refusing permission, is received by me/us, I/we shall presume that issue of permission as applied for has been granted in my/our favour.

I/We understand that in computing the period of two months and one month as mentioned in para-2 above, the period in between the date of requisitioning any further information or documents from me/us and the date of receipt of such information or document from me/us shall be excluded.

Yours faithfully,

Signature of the applicant(s)

FORM – XVIII

[See rules 83(1) & 90(2)(iii)]

Stage wise report by the Project Management Organisation

To

The Chairman/Authorised officer,

_____Special Planning Authority/Regional Improvement Trust,

Sub: - Supervision by Project Management Organization

Ref: - File No._____

Approval letter No._____, dt_____

Sir,

I hereby certify that the development ,erection, re-erection or material alteration in/of the building in respect of plot No._____,mouza_____ of _____Development Area permitted vide No._____,dt_____ has been carried out upto foundation level/plinth level/roof casting of _____ floor under my supervision and I certify that the construction has been undertaken strictly in accordance with the approved plan and conditions of approval and all the materials (type and grade) and the workmanship of the work are in accordance with the general and detailed specifications of NBC/BIS Codes. The further work shall be carried out according to the sanctioned plans.

Signature of the Authorised Person

Name of Project Management Organisation:

Office Address:

Date:

FORM - XIX
[See rules 85, 99 & 105]
Application for Occupancy Certificate

File No. Planning Authority
Application No:

(To be generated by CSC)

A. Applicant Particulars

1.Circle No:	
2.Name of the Applicant	
3.Father's /Husband Name	
4. Postal Address of the applicant	
5.Contact	

B. Building details

Book No. &SI No.	
Name of the applicant	
Site address	
Permit No:	
File No	
No. of floors permitted	
No. of floors constructed	
Total Built up area constructed in sqmt	
Building completion certificate issued by the licensed Engineer /Architect	Yes/No
Photographs of building enclosed	Yes/No
Copy of sanctioned plan enclosed	Yes/No
Address for correspondence with phone No:	

Applicant Undertaking

I hereby declare that all the information mentioned above is true to my Knowledge. In case of any discrepancies if arises I will be held responsible .Hence I request you to Issue Occupancy certificate.

Date :

Applicant's signature:

List of Enclosure

1. Three copies of completed Building plans.
2. Photograph of the completed building.
3. Sanctioned plan and approval letter.
4. Compliance certificate to special condition while sanctioning building plan.
5. A fee of Rs 1000 in form of Bank Draft/NEFT Transfer/ Other Electronic Mode.
6. Record of Rights relating to ownership of Land.
7. Compliances against NoC(s) from all the concerned Public Agencies as per approval letter.
8. Building Completion certificate.

Office Use Only

I have verified that the enclosure and the application qualify for further processing.

.....**Special Planning Authority/ Regional Improvement Trust**

BY ORDER

Authorised Officer

Special Planning Authority/ Regional Improvement Trust

FORM – XX

[See rule 105(5)]

_____ **Special Planning Authority/Regional Improvement Trust**
Order for Refusal of Occupancy Certificate

No. _____/XXX <Name of SPECIAL PLANNING AUTHORITY/REGIONAL IMPROVEMENT TRUST>, Dated _____

The work of erection, re-erection and or material alteration undertaken in respect of _____ Building, Plot No. _____ Village/Mouza _____ has been completed under the supervision of _____ Architect (Empanelment No. _____) _____ Structural Engineer (Empanelment No. _____) Supervisor _____, (Empanelment No. _____) as per the Completion certificate submitted.

On inspection it is observed that the erection, re-erection and or alteration undertaken with respect to above _____ (Building) is in accordance with approved plan and the conditions imposed vide Permission letter No. _____, dt _____.

The building is not permitted for part/full occupancy subjected to the following

- 1.
- 2.
- 3.

Date-

BY ORDER OF _____

Authorised Officer

_____ Authority (Seal)

FORM - XXI

[See rule 105(4)]

_____ **Special Planning Authority/Regional Improvement Trust**
Occupancy Certificate

Registration No. _____

No. _____, Date _____

The work of erection, re-erection and or material alteration undertaken in respect of _____ Building, Plot No. _____ Village/Mouza _____ has been completed under the supervision of _____ Architect (Empanelment No. _____) _____ Structural Engineer (Empanelment No. _____) Supervisor _____, (Empanelment No. _____) as per the Completion certificate submitted.

On inspection it is observed that the erection, re-erection and or alteration undertaken with respect to above _____ (Building) is in accordance with approved plan and the conditions imposed vide Permission / license letter No. _____, dt _____.

The building is permitted for part/full occupancy subjected to the following

- 1.
- 2.
- 3.

One set of completion plans duly certified for occupancy is returned herewith.

Date-

BY ORDER OF _____

Authorised Officer

_____ Authority (Seal)

FORM-XXII

[See sub-rules (4), (6) of rule 130]

From: _____ For Office use only
 _____ Receipt Date
 _____ Regd. No.

(Name in Block Letters and full address for
 correspondence of person furnishing
 information). Place-
 Date-

Mobile-
 Email-

Signature of Officer
 receiving

To
The Authorised Officer,

Sub.: - Application for issue of Transferable Development Rights (TDR) Certificates.

Sir,

In response to your notification No. _____, dt _____, on following lands, the applicant(s) has/have interest. Details of such lands along with supporting documents pertaining to legal rights, plot area, details of structures/plantation on it are furnished here with below.

1. Details of Lands

(Area in sq. mtrs)

Plot No. (1)	Khata No. (2)	Total area of plot as per ROR (3)	Area proposed for TDR out of 3 (4)	Kissam (5)	Mouza (6)	Remarks (7)
Total						

(Please attach self-signed photo copies of the Land ownership documents including copy of ROR, Encumbrance Certificate, RSD, Rent receipts, Holding Tax receipts etc. indicating legal right over the land)

2. Type of structures on the proposed land:

A) Construction:

- (i) Plinth area in Sq. Metres.
- (ii) Type of construction (RCC Roof/Tin/Asbestos/others)

B) Plantations:

- (i) Species of Tree (Photographs to be enclosed):
- (ii) Age-
- (iii) Numbers-

This is to certify that the above information's are true and correct to the best of my knowledge and belief and there is no misrepresentation of facts or fraudulent statements with respect to information and documents furnished.

On basis of above, I request that TDR Certificate may be issued to me in lieu of lands being proposed for surrender to Authority as per Rules and Regulations of Government of Odisha. I also undertake to abide by all terms and conditions as given in Rules to Regulations meant for purpose.

Applicants' Full Name:
Full Signature

List of documents enclosed:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.

FORM-XXIII**(REGISTER FOR TDR APPLICATIONS)****[See sub-rule (7) of rule 130]**

1.	Application Unique Number:	
2.	Date of Receipt:	
3.	Name of applicant:	
4.	Address for correspondence:	
5.	Mobile/Telephone No.	
6.	Email ID.	

7. Land Details:

Plot No.	Khata No.	Total area of Plot as per RoR	Area proposed for TDR Certificate	Kissam	Mouza
(1)	(2)	(3)	(4)	(5)	(6)
Total					

8. Status of Civil Construction on proposed Land for TDR—

- 1) Plinth Area in Square metres—
- 2) Type of Construction: — (RCC/Asbestos/Tin/Other (specifies):
- 3) Whether Photo submitted —Yes/No

9. Status of Plantation of trees, if any: —

- (i) Species of Trees: —
- (ii) Age: —
- (iii) Total Numbers: —

10. List of documents submitted: —

- (i)
- (ii)
- (iii)
- (iv)
- (v)
- (vi)

BY Speed Post
Spl. Messenger

FORM-XXIV
[See sub-rule (8) of rule 130]
Report of DSR for issue of TDR Certificates

From:

District Sub Registrar

Letter No._____

Date_____

(Correspondence Address)

To

The Authorised Officer

_____ **Special Planning Authority/Regional Improvement Trust**

(Address for correspondence)

Sub: - Report on Benchmark Valuation and status on Encumbrance for
Mz._____, Khata_____, Plot No. of
Shri_____

Ref: - 1. Special Planning Authority/Regional Improvement Trust Unique No._____,
Name of Applicant_____
2. Letter No._____, dt. _____(of Authorised Officer)

Sir,

In response to Letter No. and date cited above, the benchmark valuation and status on Encumbrances of land, as given in the schedule, is given below.

- The Benchmark Value of the plot(s) given below are the latest ones and are approved by the Government. Status on Encumbrances of the land given below are for last 30(thirty) years.

Mouza	Khata No.	Plot No.	Benchmark Value per Sq.mtr (in Rupees)		Encumbrances status	Remarks
			In figure	In words		

Yours faithfully

Signature:

Name:

Designation:

By Speed Post
Spl. Messenger

FORM-XXV

[See sub-rule (9) of rule 130]

Report of Tehsildar on Genealogy of Khatadars of land and local inquiry on present status of land including encroachment.

Letter No. _____

Date: _____

From:

The Tehsildar

(Address for correspondence)

To

The Authorised Officer,

_____ **Special Planning Authority/Regional Improvement Trust,**

(Address for Correspondence)

Sub.: - Enquiry Report on Genealogy and on present status of land including encroachment.

Ref: - (i) Unique No. of Applicant _____ ,
Name of applicant _____

(ii) Letter No. _____ Date _____ (of Authorised officer)

Sir,

The report on genealogy of the Khatadars and local inquiry report on present status of land under reference including encroachment is furnished below.

Genealogy:

Findings of Local Inquiry Report

The reports on genealogy and local inquiry with respect to the present status of the land has been furnished after verification of available records and inquiry in the field.

Yours faithfully,

Signature:

Name:

Designation:

FORM-XXVI
[See sub-rule (14) of rule-130]

Photograph(s) of applicant who is granted TDRs

TRANSFERABLE DEVELOPMENTS RIGHT CERTIFICATE FOR
 _____ **MASTER PLAN AREA**

TDR Certificate No. _____ Issued by: _____ Special Planning Authority/Regional Improvement Trust

Validity is for five years from the Date of Issue

1. This Certificate is issued under the provisions of this rules, conferring Transferable Development Right measuring _____ Square meter in favour of: -

Mr./Mrs./Ms. _____

2. The TDR Certificate is in lieu of land surrendered to Authority by these Certificate Holders.
3. The Land Schedule of the surrendered land is as follows:
- (i) Mouza: _____
- (ii) Khata No. _____
- (iii) Plot No. _____
- (iv) Area surrendered _____ Square metre (in words)
- (iv) Kisam of Land _____
4. The surrender to Authority was by way of a registered conveyance deed bearing deed No. _____, dt _____ in the office of Sub Registrar _____ in favour of _____ Authority having office at _____
5. Further these TDR Certificate can be transferred to anyone by applicant(s) by way of gift or sale.
6. TDRs conferred through this certificate can be transferred to any other persons as per these rules.
7. The TDR can be utilised/consumed at the sending plot or any other receiving plot within _____ Master Plan area as per provisions of this rules and subject to provisions of building norms in force applicable for the receiving plot.
8. TDR Certificate can be further revalidated by the Authorized Officer before its expiry as per provisions of this rules.

Place:

Authorised Officer

Date:

Space for Revalidation

- Valid upto _____ Signature of Authorised officer with date
- Revalidated upto _____ Signature of Authorised Officer with date

Utilization and Transfer details of TDRs:

- TDR Certificate No. _____
- Total Extent of TDRs: _____
- Issue Date: _____

Transferred /Utilized (1)	In favour of (2)	Extent to which TDR is utilized/transferred. (In Sq. mtrs.) (3)	New TDR Certificate /TDUO No. and Date (4)	Balance Development Right available (5)

FORM-XXVII

[See sub-rule (15) of rule 130 and sub-rule (7) of rule 132]

LEDGER OF TRANSFRABLE DEVELOPMENT RIGHTS CERTIFICATE

Sl. No.	Unique No. of Application	Name of Applicant(s)	Address for correspondence	Land surrendered					
				Mouza	Khata No.	Plot No.	Area		
							In figure	In words	Kissam
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

Certificate issued for Built up area (in sq. mtrs)	TDR Certificate No.	Date of issue	Received by	Date of receipt	Remarks	Signature of Officer
(11)	(12)	(13)	(12)	(13)	(14)	(15)

Photo(s) of Owner

Photo(s) of Transferee

FORM-XXVIII
[See sub-rule (4) of
rule 132]

APPLICATION FOR TRANSFR OF TRANSFERABLE DEVELOPMENT RIGHTS
CERTIFICATE IN _____ MASTER PLAN AREA

From: Name of Applicant (s) (Correspondence Address in Capital Letter) Mobile No. Email ID-		<u>For Office use</u> <u>only</u> Regd. No. Date of receipt Transfer fee paid Rs. Challan No. & details with Date.
---	--	---

To

The Authorised Officer

_____ Master Plan Area

_____ Special Planning Authority/Regional Improvement Trust_____.

Sub.: - Request for transfer of Transferable Development Rights (TDRs) Certificate.

Sir/Madam,

1. The Transferable Development Right Certificate issued in my/our favour as per particulars given below may kindly be transferred in favour of Mr/Ms. _____ as per details furnished below. The photocopy of the TDR Certificate duly self-attested is enclosed along with other requisite documents.

2. Particulars of TDR Certificate

A. Name of Owner(s):-

B. TDR Certificate No:-

C. Date of Issue:-

D. Extent of TDRs (in Sq. Metres):- (In words)_____

(In figures)_____

E. Land Schedule of surrendered land :-

(i) Mouza: _____ (ii) Khata No. _____ (iii) Plot No. _____

(iv) Area: _____ (v) Kism of land: - _____

3. To be transferred to:

- 1) Name of Transferee(s):-
- 2) Correspondence Address:-
- 3) E-mail ID:-
- 4) Land line No:-
- 5) Mobile No:-
- 6) Amount of TDR proposed to be transferred:_____ (Sq. Mtr.)

(in figure_____)

(in words_____)

All the considerations for such transfer shall be paid and received by the owner and transferee respectively prior to issue of transfer certificate. _____Special Planning Authority/Regional Improvement Trust and the Authorised Officer are indemnified against all liabilities arising out of such transfer.

The information's furnished in the applications are true to the best of our knowledge and belief.

Yours faithfully,

Signature of Applicant(s)

Name:

Signature of Transferee

Name:

Address:

List of documents to be attached:

1. Application in prescribed form duly filled and signed.
2. Xerox copy of TDR Certificate duly signed.
3. Stamp size photograph 3 copies each of owner applicant and transferee duly signed at the back.
4. ID proof copy of transferee duly signed.
5. Address proof copy of transferee duly signed.
6. Copy of the agreement in original for such transfer.

v. Kisam-

It is requested to kindly issue utilisation order as applied for and oblige

Yours faithfully,

Place:

Date:

Signature:

Name:

List of documents Enclosed:

1. TDR Certificate No. _____ in original
2. TDR Certificate No. _____ Xerox copy duly signed
3. Revenue sketch map plan of the receiving plot
4. Ownership document/ROR copy of receiving plot.

FORM-XXXI

[See sub-rule (2) of rule 133]

To be maintained by Authorised Officer

Register of applications received for utilisation of TDR Certificate.

Sl. No.	Date of receipt	Regd. No.	Name of Applicant(s)	Correspondence Address	TDR Certificate No	Date of issue of TDR Certificate.	Total extent of TDRs. (In Square mtrs.)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

Details of Sending Plots						Details of the originalowner of Receiving plot	Correspondence Address
Mouza	Khata No.	Plot No.	Area	Kissam	Benchmark Value as per report of DSR		
(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)

Details of Receiving Plot						Utilisation order No./date	Extent of TDR (in Sq. mtrs.) permitted for utilisation
Mouza	Khata No.	Plot No.	Area (in Square meters)	Kissam	Benchmark Value square meter as per report of DSR		
(17)	(18)	(19)	(20)	(21)	(22)	(23)	(24)

Balance extent of TDR (in square meters) (25)	Building plan File No.	Remarks	Signature of Planning Officer	Counter signature of Authorised Officer
(25)	(26)	(27)	(28)	(29)

2. The latest Benchmark valuation of the receiving plot is given below: -

Sl. No (1)	Mouza (2)	Khata No. (3)	Plot No. (4)	Area of the receiving plot. (5)	Benchmark Value in Rs. Per square meter		Remarks (8)
					In Figures (6)	In words (7)	

- The latest benchmark value of the plot(s) of land are as per rates approved by the Government.

Yours faithfully,
Signature:
Name:
Designation:

_____Special Planning Authority/Regional Improvement Trust

FORM-XXXIII
[See sub-rule (7) of rule-133]
Transferable Development Right Certificate Utilization Order (TCUO)
ORDER

1. Whereas,

Mr./Mrs./M/s. _____

(Address) _____

_____ along with all requisite documents and fees, had made an application vide Application Unique No.: _____ dated _____ for issue of TDR Certificate Utilisation Order/TCUO to the Authorised Officer.

2. Whereas, references were made to District Sub-Registrar concerned of the Sending plots and Receiving plots, where they are located.

3. Whereas, the District sub Registrar(s) concerned vide Letter No. _____ Date _____ respectively have furnished report on the Benchmark Values and after due consideration of the reports of concerned District Sub-Registrars and Tehsildars, Scrutiny Committee constituted under rule-147(5) of TDR rules, recommended for issuance of TDR Certificate Utilisation Order.

4. Therefore, the applicant Mr./Mrs./Ms is hereby permitted to utilise TDR Certificate

No. _____ to a tune of _____ sq. mtr (In words _____) on the receiving plot as per schedule given below:

TDR certificate No. _____, dt of issue _____

Details of Sending Plot	Details of Receiving Plot
Mouza: -	Mouza:
Khata No: -	Khata No.:
Plot No: -	Plot No.:
Area (in Sq. mtr.) _____ (in figure)	Area (in Sq.mtr.) _____ (in figure)
_____ (in word)	_____ (in word)
Kissam: -	Kissam: -

5. The TDR Certificate No. _____ of Mr./Mrs./Ms. _____ be cancelled and Fresh TDRs Certificate be issued for balance TDRs available and requisite entries shall be made by the officials concerned in respective registers and documents forthwith.

6. Further this TCUO is to be processed/allowed/cancelled on this TDR Rules only.

By Order of Chairman

Authorised Officer

Memo No. _____, dt-

Copy to Mr/Mrs./M/s _____ Address _____

_____ for information with reference to his/her/their application dated _____ for information and necessary action.

Authorised Officer

Memo No. _____, dt-

Copy to Authorised Officer _____ Special Planning Authority/Regional Improvement Trust for information and consideration of building permission with utilisation of TDR Certificate built up area as approved subject to provisions of building norms

Authorised Officer

Memo No. _____, dt-

Copy to file concerned and guard file.

Authorised Officer

FORM-XXXV
[See sub-rule (9) of rule-133]
Registers of Consumed TCUCOs

Sl. No.	Details of TCUCO			Sending plot details			Receiving Plot details		
	No.	Date	Extent of TDRs (Sq. metre)	Mouza	Khata No.	Plot No.	Mouza	Khata No.	Plot No.
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

TDRs consumed in square meter	Details of Building plan approved.		Name of Applicants in whose favour Building Permission was issued.		Remarks	Signature of Authorised Officer	Signature of Authorised Officer
	File No.	Date	Letter No.	Date			
(11)	(12)	(13)	(14)	(15)	(16)	(17)	(18)

[No.17995—TP-Dev-20/2021/HUD.]

By Order of the Governor

G.MATHI VATHANAN

Principal Secretary to Government