

**NAGPUR IMPROVEMENT TRUST**  
Station road, Sadar, Nagpur 440 001

(SPECIAL PLANNING AUTHORITY FOR NAGPUR METROPOLITAN AREA  
APPOINTED BY GOVT. OF MAHARASHTRA VIDE NOTIFICATION NO. TPS  
2409-2809-CR-356-09-UD 9, DT. 31<sup>ST</sup> AUGUST 2010 & VIDE GOVT. GAZETTE  
NOTIFICATION DT. 2/9/2010)

**APPENDIX-A**  
**(Regulation NO. 6)**

Form for the first application for development under section 44/45/58/89 of Maharashtra Regional and town planning Act 1966 and to erect a building under Nagpur Improvement Trust act, 1936 in Nagpur Metropolitan Area.

To,  
The Chairman,  
Nagpur Improvement Trust,  
Nagpur

Sir,

I hereby give notice that I intend to carry out development in the site / to erect, to re-erect / to demolish / to make material alteration in the building \_\_\_\_\_ on / in Plot No. \_\_\_\_\_ Town and Revenue No. \_\_\_\_ C.T.S. No. \_\_\_\_\_ Situated at Road / Sheet \_\_\_\_\_ City No. \_\_\_\_\_ and in accordance with Section 44/45/58/89 of Maharashtra Regional and town planning Act 1966 AND UNDER THE NAGPUR IMPROVEMENT TRUST ACT, 1936.

I forward here with the following plans and statement (Item 1 to 6) wherever applicable, in quadruplicate signed by the and (Name in block letters) \_\_\_\_\_ the Architect / Licensed Engineer / Structural Engineer / Supervision, the License No. who has prepared the plans, designs and a copy of the other statements / documents as applicable (Items 7 to 10)

1. Key Plan /Location plan showing major roads & prominent structures etc.
2. Site Plan
3. Approved Sub - Division / Approved Layout Plan
4. Building Plan (Four Copy)
5. Service Plan
6. Particulars of development in form
7. Ownership Title i.e. attested copy of sale deed, lease deed latest 7/12 revenue record in name of plot owner, Mutation from Revenue land records.
8. Attested copy of Receipt for payment of Building Permission.
9. Clearance Certificate of Tax Arrears (NOC from Gram Panchyat)/ Municipal Council
10. No objection Certificate, where required. (Fire, Airport Authority etc.)
11. Attested copy of NA order
12. Attested copy of ULC order
13. Attested copy of finally sanctioned NATP Layout from Town Planning Department, Nagpur / Nagpur Improvement Trust
14. Revenue map
15. Copy of Release letter of NIT and copy of development agreement with NIT.

I request that the proposed development / construction may be approved and permission accorded to me to execute the work.

Signature of owner \_\_\_\_\_  
Name of owner \_\_\_\_\_  
Address of owner \_\_\_\_\_

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**FORM GIVING PARTICULARS OF DEVELOPMENT**

(PART OF APPENDIX 1..... ITEM 6)

1. (a) i) Full name of Applicant : \_\_\_\_\_  
ii) Address of Applicant : \_\_\_\_\_
- (b) Name and address of Architect/ : \_\_\_\_\_  
Licensed Engineer / Structural  
Engineer / Supervisor employed : \_\_\_\_\_
- (c) No. and Date of Issue of License : \_\_\_\_\_
2. Is the plot affected by any reservations or road lines ? If Yes \_\_\_\_\_  
are these correctly and clearly marked on the block plan ?
3. (a) What is the total area of the plot according to the  
document? \_\_\_\_\_
- (b) Does it tally with the Revenue / CTS Record \_\_\_\_\_
- (c) What is the actual area available on site measured  
by Architect/Licensed Engineer / Structural Engineer / \_\_\_\_\_  
Supervisor
- (d) Is there any deduction in the original area of the plot  
on account of road lines or reservation. Please state  
the total area of such deductions ? \_\_\_\_\_
- (e) If so, what is the net area ? \_\_\_\_\_

\* The permission shall be based on the area whichever  
is minimum.

(Note : TO INDICATE DETAILS ON THE SITE / BUILDING PLANS IN PROFORMA-I)

4. Are all plans as required under rule no. 6.2 Enclosed ? \_\_\_\_\_
5. (a) Is the plot part of a city Triangulation Survey Number,  
Revenue, Survey Number of Hissa Number of a Survey  
Number or a final plot Number of a Town Planning  
scheme or a part of an approval layout ? \_\_\_\_\_
- (b) Please state Sanction Number and Date of Subdivision /  
Layout \_\_\_\_\_
6. (a) In what zones the plot fall ? \_\_\_\_\_
- (b) What is the permissible F.A.R. of the Zone ? \_\_\_\_\_
- (c) What is the number of tenements per hectare  
permissible in the zone ? \_\_\_\_\_
7. (a) is the use of every room is the proposed work marked  
on the plans ? \_\_\_\_\_
- (b) It is in accordance with the rules ? \_\_\_\_\_
- (c) Does the use of the building fall in the category of \_\_\_\_\_  
special types of buildings like cinema halls, theatres, Assembly  
halls, stadia, buildings for religious purpose, hospital buildings,  
educational buildings, markets and exhibition halls etc ? \_\_\_\_\_

\* Modification vide Govt. of Mah. Gazette notification dated 9th April 2001.

If the work is in connection with an industry :

- i) Please briefly described the main and accessory process \_\_\_\_\_
- ii) Please state the maximum number of workmen and the total  
horse power likely to be employed per shift in the factory \_\_\_\_\_

(3)

- (c) Under what industrial classification does it fall  
(Reference to relevant regulation should be given) \_\_\_\_\_
- (d) Is the proposal for relocation of an existing industry \_\_\_\_\_  
If so give the name and address of existing industry? \_\_\_\_\_
- (e) Will the building be at 10 m away from the boundary of  
a residential and commercial zone? \_\_\_\_\_
- (f) Is the proposal for service industrial estate on a plot reserved  
for service industrie? \_\_\_\_\_
- (g) Nature and quantum of industrial waste / effuents and method  
of disposal. \_\_\_\_\_
9. (a) What is the average  
(i) precribed width? \_\_\_\_\_  
(ii) Existing width of street \_\_\_\_\_  
(If the plot abuts on two or more streets, the above information in respect  
of all streets should be given)
- (b) What is the height of the building?  
(i) Above the centre of the street \_\_\_\_\_  
(ii) Above the average ground level of the plot \_\_\_\_\_  
(c) does it comply with the Rule No. 15.5? \_\_\_\_\_
10. (a) If there are existing structures on the plot  
(i) Are they correctly marked and numbered on the site plan? \_\_\_\_\_  
(ii) Are those proposed to be demolished immediately and  
coloured yellow? \_\_\_\_\_  
(iii) What is the plinth area and total floor area of all existing  
structure to be retained? (please append statement I given details)  
(iv) What is the number of existing tenament in the structure  
to be retained? \_\_\_\_\_
- (b) What is the plinth area and total floor area of the proposed work?  
(Please append statement II giving details) \_\_\_\_\_
- (c) What is the number of tenaments proposed? \_\_\_\_\_

NOTE : TO INDICATE DETAILS ON THE BUILDING PLAN AS IN PROFORMA 1

11. (a) Please state the plinth area and total floor area, existing and  
proposed (total of item No. 10 (a) (iii) and 10 (c) \_\_\_\_\_
- (b) Please state the overall F.A.R. (item 11 (a) divided by item 3 (e) \_\_\_\_\_
- (c) Does the work consumed the full F.A.R. of the plot, as given in item  
6(b)? if not, why not? \_\_\_\_\_
- (d) Is the Building proposed with setbacks on upper floor? \_\_\_\_\_
- (e) What is the total number of tenaments? (item 10(a) plus item 10(c) \_\_\_\_\_

NOTE : TO INDICATE DETAILS ON THE BUILDING PLAN AS IN PROFORMA 1

12. (a) What is the width of the open space? if the building about two  
or more streets, does the front open space comply with  
Rule No. 15.1.3? \_\_\_\_\_
- (b) please state which of the following rules is applicable for  
the front open spaces \_\_\_\_\_  
N-2 1 to N-2 8 \_\_\_\_\_  
and does the front open space comply with that rule? \_\_\_\_\_

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13. (a) What is :  
(i) the width of side open space (s) ? \_\_\_\_\_  
(ii) the width of rear open space (s) ? \_\_\_\_\_  
(iii) the distance between building ? \_\_\_\_\_  
(b) Are there two or more wings to the buildings ? \_\_\_\_\_  
if so, are the open spaces separate or distinct for each wing as required under Rule No. 15.1.6 ? \_\_\_\_\_
14. If the plot is narrow, which clauses under Table No. 31 or 32 do you proposed to taken advantage of (Whatever applicable) ? \_\_\_\_\_
15. (a) What are the dimensions of the inner or outer chowk ? \_\_\_\_\_  
(b) (i) Is any room dependent for its light and ventilation on the chowk ? if so, are the dimensions are required for each wing of the building ? \_\_\_\_\_  
(ii) If not, is the area equal as per Rule No. 15.2 \_\_\_\_\_
16. If the area of the buildings is greater then 14 meter above the average ground level, is provisions for lifts made ?  
(a) If so, give details of light.  
Type      Pasenger      No. of lifts      Types of Doors  
                Capacity  
(1)            (2)            (3)            (4)  
(b) Details of fire lift. \_\_\_\_\_
17. (a) Does the building fall under purview of Rule No. 6.2.6.1 ?  
(b) If so, does the proposed fire protection requirements confirm to Appendix P ? \_\_\_\_\_  
(c) If not give reasons for non Conformity  
a) \_\_\_\_\_  
b) \_\_\_\_\_  
c) \_\_\_\_\_  
d) \_\_\_\_\_
18. (a) (i) What are the requirements for parking spaces under the Rules ? \_\_\_\_\_  
(ii) How many are proposed ? \_\_\_\_\_  
(iii) How many lock up garages are proposed ? \_\_\_\_\_  
(b) (i) Are loading-unloading spaces necessary under Rule No. 16.5 ? \_\_\_\_\_  
(ii) If so, what is the requirements ? \_\_\_\_\_  
(iii) How many are proposed ? \_\_\_\_\_

NOTE : TO INDICATE DETAILS ON THE BUILDING PLANAS IN PROFORMA 1

19. (a) (i) What are the maximum widths of balcones ? \_\_\_\_\_  
(ii) Will they reduce the required open space to less then the provisions of Rules ? \_\_\_\_\_  
(iii) Do they serve as a passage to any part of the building ? \_\_\_\_\_  
(iv) What is their total area ? \_\_\_\_\_  
(b) What is the Maximum width of weather frames, Sunshades (Chajja), Sun breakers, comice, eaves or other projection ? \_\_\_\_\_  
(c) (i) Are any porches / Canopies proposed ? \_\_\_\_\_  
(ii) Are they in compliance with Rule No. 15.4.1 ? \_\_\_\_\_

(5)

20. (a) What is the width of the means of access ? \_\_\_\_\_  
(b) What is the clear height ? \_\_\_\_\_  
(c) Will it be paved, drained and kept free of encroachment \_\_\_\_\_
21. Is recreational or amenity open space provided as required under Rule No. 13.3 ? \_\_\_\_\_
22. (a) Are any accessory buildings proposed ? If so for what purpose \_\_\_\_\_  
(b) What are their heights ? \_\_\_\_\_  
(c) Are they 7.5 m away from the street of front boundary and if located within the open spaces 1.5 m from their boundary ? \_\_\_\_\_  
(d) Is their area calculated in F.A.R. ? \_\_\_\_\_
23. (a) What is the proposed height of the compound / boundary wall is it at a junction ? \_\_\_\_\_  
(b) Is it in compliance with Rule 17.16 ? \_\_\_\_\_
24. (a) Is the proposal in the Air port Zone ? \_\_\_\_\_  
(b) Is a "No Objection Certificate" for height and character of smoke from chimneys obtained in compliance with rule No. 15.5? \_\_\_\_\_
25. Dose the proposal fall in any of the restricted Zones ? \_\_\_\_\_
26. a) Does any natural water sources pass throught the land under development ? \_\_\_\_\_  
b) Is the necessary setback provided as per Rule No. 11.1 ? \_\_\_\_\_
27. Is the plinth level proposed to be above the level of the surrounding gound level ? \_\_\_\_\_
28. The details of the materials to be used in construction with specification are as below. \_\_\_\_\_
29. The details of the materials to be used in construction with specification are as below:  
Roofs ..... \_\_\_\_\_  
Floors ..... \_\_\_\_\_  
Walls ..... \_\_\_\_\_  
Columns ..... \_\_\_\_\_  
Any other material ..... \_\_\_\_\_
30. The number of water closet, urinals, kitchens, baths to be provided are as follows :  
Water Closets Baths Urinals Kitchens  
Existing ..... \_\_\_\_\_  
Proposed ..... \_\_\_\_\_
31. Details of the source of water to be used in the construction \_\_\_\_\_
32. Distance from the sewer \_\_\_\_\_
33. How much municipal land will be used for stacking building material ? \_\_\_\_\_
34. Please explain in detail in what respect the proposal does not company with the Development control Rules and the reason therefore, attaching a separate sheet if necessary \_\_\_\_\_

I hereby declare that I am the owner/lessee/ mortgagee in possession/.... of the plot on which the work is proposed and that the statement made in this form are true and correct

Date :

Signature of the Applicant

Address :

(6)

Form the certificate to be signed by the Architect / Licensed Engineer / Structural Engineer / Supervisor employed by the Applicant

I (Name .....)

have been employed by the applicant as his Architect / Lincensed Engineer / Structural engineer/ Supervisor. I have examined the boundaries and the area of the plot and I do hereby certify that I have personally verified and checked all the statements made by the applicant who is the owner/lessee/ mortgagee in possession of the plot as in the above from and the attached statement 1 and 2 found them to be correct.

Date: ..... Signature of Architect/ Licensed Engineer/ Structural Engineer / Supervisor

NOTE : TO INDICATE ON BUILDING PLANAS IN FORM II  
CERTIFICATE OF AREA

Certified that the plot under reference was surveyed by me on and the dimensions of sides etc. of plot stated on plan are as measured on site and the area so worked out is tallied with the area stated in document of \_\_\_\_\_ ownership/ T.P. scheme Records / Land Records Deptt. / City survy Records.

Signature of Architect / Licensed Engineer / Structural Engineer / Supervisor.  
Description of proposal & property  
Name of owner

Job No.      Drg. No. Scale      Drawn by      Checked by      North line

Signature, Name & Address of Architect  
Licensed Engineer / Structural Engineer / Supervisor

APPENDIX-B  
(Regulation No. 6.2.9)  
FORM FOR SUPERVISION

To,  
The building Engineer, NIT / Nagpur.

Sir,  
I hereby certify that the development / erection / re-erection / demolition of material alteration in / or Building No ..... on/in plot No. .... No. .... in block No. .... situated at Road / street ..... city No. .... shall be carried out under my supervision and I certify that all the materials (type and grade) and the workmanship of the work shall be generally in acordance with the general specification submitted along with, and that the work shall be carred out according to the sanctioned plans. I shall be responsible for the execution of the work in all respects.

Signature of the Architect or Lineded Engineer / Structural Engineer / Supervisor .....

Name of Architect or Linsed Engineer / Structural Engineer / Supervisor (in block letters) .....

Address of architect or Linsed Engineer / Structural Engineer / Supervisor .....

Date :