

E. Housing and Urban Development Department

***E.1. Notification for appointment of
appellate authority for land and construction
permits***

The Odisha Gazette

EXTRAORDINARY
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HOUSING & URBAN DEVELOPMENT DEPARTMENT

NOTIFICATION

The 6th January, 2015

No. 541-HUD-TP-POLICY-0036/2014/HUD.— In exercise of the powers conferred by sub-section 1 of Section 18 and sub-section (2) of Section 91 of the Odisha Development Authorities Act, 1982 (Odisha Act 14 of 1982), read with sub section 2 of Section 111 thereof the State Government do hereby appoint the Special Secretary to Government, Housing & Urban Development Department as an appellate authority in order to hear and decide such appeals as may be transferred to him by the State Government against the order of the Development Authorities passed under sections 16 or 17 and Section 91(1) of the said Act.

By order of the Governor

G. MATHI VATHANAN

Commissioner-cum-Secretary to Government

E.2. Order for Joint Site Inspection and upload of inspection report within 48 hours



Government of Odisha
Housing & Urban Development Department

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ORDER

Bhubaneswar the..... 31st May 2016

No.TP-DEV-(M) 9/16 (Part)..... 13/15 /HUD/Whereas
Section 15 of the ODA Act 1982 provides that no person including a department of Central or State Government or a local authority or a body corporate constituted as per law shall subdivide or institute or change the use of any land & building within the development area without obtaining the written permission of the concerned authority. Building plan approval with given timeline is included in the Odisha Right to Public Services Act -2012. While making application under Section 16 of the ODA Act, 1982 for permission of building plan, applicants are required to obtain NOC/clearance from different Govt. agencies as per the requirements prescribed in the regulations of the respective authorities. Usually departments/agencies undertake site inspection before issue of NOC/clearance. To obtain NOC/clearance from various agencies, the applicants need to approach the concerned offices and in the process inordinate delay occurs resulting in delay in sanction of permission within the prescribed time line. To overcome the delay due to multiple inspections by individual Govt. agencies for sanction of permission, it is now decided to take up joint inspection to be coordinated by the concerned development authority for which a common date & time will be fixed for joint inspection of the site / sites to facilitate Ease of doing-Business under Make-in-India Programme of Govt. of India. The system of joint inspection on a particular date and time is aimed at saving time and reduce the difficulties faced by the applicants to a great extent. The concerned Development Authority will co-ordinate the entire process of joint site inspection. The development authority will intimate the date and time to all agencies including the applicant concerned to enable their presence in the joint inspection.

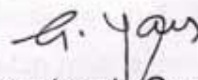
All Government agencies responsible for inspection for issue of NOC in this regard will nominate a nodal officer and a standby / substitute officer (in case the nodal officer is on leave/ not available), who will attend and in case of any failure by such nodal officer/standby officer to attend the joint inspection on the specified date/time of inspection, it will be deemed that the concerned Government agency has no objection for issuance of NOC and permission on the application U/S 16 of the ODA Act, 1982 shall be granted by the concerned development authority on deemed approval /NOC basis under intimation to that agency. The inspection report

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is required to be hosted in the website of the Development Authority within 48 hours of conduct of such inspection for grant of NOC with inputs from all concerned agencies such as Fire Service, PHEO, ULBs, W.R. Department and any other department/authority as the case may be. In case of any further document/requirements from any agency, the applicant will be notified of that requirement and the fact will be mentioned in the joint inspection report. Upon compliance of such requirements, final NOC will be considered by the concerned agency and intimation will be given to the development authority with copy to the applicant by the agency.

This arrangement shall come into immediate effect.

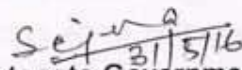
By Order of the Governor



Commissioner-cum-Secretary to Government

Memo No. 13116 /HUD., Dated 31.5.16

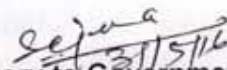
Copy forwarded to Gazette Cell, C/O-Commerce Department for information and necessary action. They are requested to publish this order in an extraordinary issue of the Odisha Gazette on date 04.06.2016.....and supply 10 copies to H & U.D. Department.



Deputy Secretary to Government

Memo No. 13117 /HUD., Dated 31.5.16

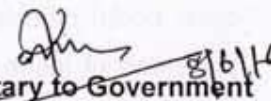
Copy forwarded to Home Department/Energy Department/Water Resource Department/ Chief Engineer, PHEO/ DTP, Bhubaneswar/All Development Authorities/All Urban Local Bodies for information and necessary action.



Deputy Secretary to Government

Memo No. 13851 /HUD., Dated 8.6.16

Copy forwarded to Industries Department for information and necessary action.



Joint Secretary to Government

**GOVERNMENT OF SINGAPORE
PLANNING & LAND DEVELOPMENT DEPARTMENT**

Memo No. 1001 (P.L.D.) dated the 11.6.73


SUBJECT

The State Government has notified the names of the public agencies from whom no objection certificates are required for grant of permission for building their approach, the exit terminal and change of land use from agriculture to non agriculture purposes with notification No. P.D.1001/73, dated 26.11.1972.

The public agencies shall issue no objection certificates within three working days from the date of receipt of request in connection as set down under Rule 12(2) of Common Application Form Rules, 1972.

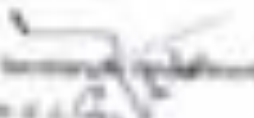
Since the no objection certificates are to be issued by public agencies through the A.S., the inspection report is to be submitted through A.S. to the public agencies within 24 hours of date of conduct of inspection and the no objection certificates within 48 hours of submitting of inspection report so that the process of issue of no objection certificates can be strictly adhered to three working days of conduct of common inspection.

This shall be duly followed in case of issue of no objection certificates by public agencies for Occupancy Certificate.


Commissioner, Public Works Department


Memo No. 1002 (P.L.D.) dated the 11.6.73

Copies forwarded to the P.D. to Principal Secretary to Government, Industries Department, P.D. to Commissioner, Public Works Department, Planning & Land Development Department for information and necessary action.


Deputy Secretary

Memo No. 1003 (P.L.D.) dated the 11.6.73

Copies forwarded to the Director, Municipal Administration & in Office Building Services to Government, Planning & Land Development Department (and Engineer, P.D.D., Public Works Department) Chief Engineer, C.E.D., Waterworks, Public Health, Police, Fire Service, Urban Council, Social Services to Government, State Transport Department, Municipal Services, State Police Control Board, C.E.D., Waterworks, Director, General Water Service and Investigation, Waterworks for information and necessary action.


Deputy Secretary

**GOVERNMENT OF OCEANIA
HOUSING & URBAN DEVELOPMENT DEPARTMENT**


Memorandum 10061 (HOD), dated the 21.11.1992

The State Government has notified the names of the public agencies from where No objection Certificates are required for grant of permission for Building Plan approval, for not having and change of land use from agriculture to non agriculture purposes vide Notification No. 2000/10/10, dated 05.11.2000.

The public agencies shall issue the objection Certificate within three working days from the date of receipt of complete application as laid down under Rule 5(2) of Common Application Form Rules, 1992.

Since the No objection Certificate are to be issued by public agencies through On-line, the inspection report is to be submitted through On-line by the public agencies within 24 hours of date of receipt of inspection and the No objection Certificate within 48 hours of submitting of inspection report so that the process of issue of No objection Certificate can be strictly adhered to three working days of receipt of complete inspection.

This shall be also followed in case of issue of No objection Certificate by public agencies for Occupancy Certificate.


Commissioner, Public Engineering Department

Memorandum 10062 (HOD), dated the 21.11.1992

Copy forwarded to the P.E. to Assistant Secretary to Government, Planning Department, P.E. to Commissioner, Public Engineering Department, Housing & Urban Development Department for information and necessary action.


Deputy Secretary

Memorandum 10063 (HOD), dated the 21.11.1992

Copy forwarded to the Director, Municipal Administration & to Office Assistant Secretary to Government, Housing & Urban Development Department, (and Engineer, P.E.D., Officers, Public Engineering Department) Chief Engineer, P.E.D., Municipal Engineer, General, Police, Fire Service, Citywide General Services, to Government, State Resources Department, Member Secretary, State Public Health Control Board, Office, Public Engineering Department, General Public Service and Investigation, Public Engineering Department for information and necessary action.


Deputy Secretary

***E.3. Order with detailed inspection
procedure and checklist of required documents
to be submitted***

**Government of Odisha
Housing & Urban Development Department**

No.TP-Dev-(M)-9/16 15476 /HUD. Bhubaneswar the 27th June, 2016

ORDER

In continuation to this Department Order No. 13115/HUD., dated 31st May, 2016, the following procedures for inspection and submission of the requisite document for issue of No Objection Certificate by the Public Agencies for consideration of applications for permission regarding undertaking development under section 16 and grant of occupancy certificate under section 20A of the Odisha Development Authorities Act, 1982 shall be adopted by all the Development Authorities of the State.

1. Low Risk Building to be constructed on a plot, which is part of the layout approved by the Authority under section 16 of the O.D.A. Act, 1982 or developed and allotted by the Government or Statutory Bodies or is a final plot in Town Planning Scheme or Development schemes, with a size not more than 500 square meters and with height not more than 10 meters without a basement, shall not require prior written permission of the Authority.

2. (1) Applications for permission for development of other than Low Risk Building or Layout or change of use of land / building under section 16 of the O.D.A. Act, 1982, shall be made to the Authority in Form-I appended to this order at Annexure-A, as "Common Application Form" accompanied by such documents as prescribed therein.

(2) After receipt of the Common Application Form, the Authority shall refer the same to the concerned Public Agencies for obtaining No Objection Certificate within seven days from date of receipt of such application by the Authority.

(3) The Authority shall fix and intimate a date and time for conduct of common inspection programme to the concerned Public Agencies, which needs to conduct field visit and inspection for giving No Objection Certificate, the date normally be ten days after receipt of Common Application by the Public Agency, but in no case it shall exceed twenty days from such receipt. The Public Agency shall normally issue No Objection Certificate within three working days from the date of conduct of common inspection.

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

(4) On submission of information and document as required above by the applicant to the satisfaction of Public Agency under intimation to the authority, No Objection Certificate shall be issued by the Public Agency within three working days from the date of receipt of such information and document.

(5) Permission in certain categories of building as notified by the Government, from time to time, shall require clearances from following Central Government Agencies :-

(a) Building plans, which requires approval under Environment Protection Act, 1956, 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 Agency empowered to give environment clearance shall finalise its recommendations, within such period as prescribed in the relevant rules/regulations / Act.

(b) Application for permission for construction of building requiring No Objection Certificate from National Monument Authority (NMA), shall be referred to. Director of Culture, Odisha by the Authority, who shall conduct the enquiry as per common inspection programme fixed by the Authority and submit his views to National Monument Authority within three working days from the date of common inspection.

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. The process and time limit for issue of NOC as mentioned in paragraphs 2(3) & 2 (4) shall apply mutatis and mutandis.

(c) Applicants requiring No Objection Certificate from Airport Authority of India (AAI) shall apply to AAI within five days from date of submission of Common Application Form to the Authority and shall submit a copy of such application to

the Authority for records and for fixing the date for inspection. Intimation to the Director of concerned Airport shall be given for their representation in common inspection programme and the process and time limit for issue of NOC as mentioned in paragraphs 2(3) and 2 (4) shall apply mutatis and mutandis.

(d) Applicants whose projects require direct access from National Highways, shall require No Objection Certificate from the Office of the National Highways Authority of India (NHAI), under whose jurisdiction concerned part of National Highways from which direct access is sought for is covered and in such cases, a copy of common application form shall also be submitted by the applicant to the concerned office of NHAI for issuance of NOC and the process and time limit for issue of NOC as mentioned in the paragraphs 2(3) and 2(4) shall apply mutatis mutandis.

3. (1) Application for issue of occupancy certificate for Low Risk Buildings, shall be considered by the Authority as per Planning and Building Standards Regulations without reference to any Public Agency.

(2) On receipt of application in Form-II append herewith at Annexure-B for issue of occupancy certificate for any building other than Low Risk Building or premises in part or full, the Authority shall refer the same to such Public Agency as mentioned in this order and Order No.13115/HUD., Dated 31st May,2016 in this regard.

(3) Every Public Agency which needs to conduct field visit and inspection for issue of NOC, shall conduct the same as part of the 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 by the Authority.

(4) The process and time limit for issue of NOC by the Public Agency for grant of occupancy certificate as mentioned in paragraphs 2(3) and 2(4) of this order, shall apply mutatis mutandis.

This arrangement shall come into immediate effect.

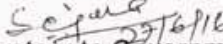
By Order of the Governor


Commissioner-cum-Secretary to Government

Memo No. 15477 /HUD. Dated 27.6.16.

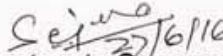
Copy forwarded to the Gazette Cell, C/O-Commerce and Transport (Commerce) Department for information and necessary action.

They are requested to publish this order in an extraordinary issue of the Odisha Gazette on or before 29.06.2016 and supply 10 copies to H & U.D. Department.


Deputy Secretary to Government.

Memo No. 15478 /HUD., Dated 27.6.16.

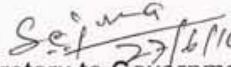
Copy forwarded to the Industries Department/Home Department/Energy Department/Water Resource Department/Chief Engineer, PHEO/ DTP, Bhubaneswar/All Development Authorities/All Urban Local Bodies for information and necessary action.


Deputy Secretary to Government.

Memo No. 15479 /HUD., Dated 27.6.16.

Copy forwarded to the I.T. Specialist (Deloitte Team), Housing and Urban Development Department for information and necessary action.

He is requested to take immediate steps to make the order available in this Department website.


Deputy Secretary to Government

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 Development Plan and Building Control Regulations related with Central and State Government and its subsequent amendments. <i>(Tick in the box on the left column)</i>		
	Name & Designation	Signature/Digital Signature	Date
Owners			
Authorised Person			

PART XIII –FOR OFFICIAL USE ONLY				
Details of the Authorised Officers	Name	Designation	Signature	Date
Application Receiving Officer				
Land Details and Documentation Verification Officer				
Engineering Officer				
Planning Officer				
Approving Officer				

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	

PARTXI - CHECKLIST OF DOCUMENTS TO BE ATTACHED

Description of the Documents	To be filled in by the Applicant	View of the Authorised Officer? (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 Affidavit in original in prescribed format		
11.7 Two photographs of the site		
11.8 Any other enclosure as per specific requirement of the case		

9.5.1 Total Built up area of the project in square meters	
9.5.2 EWS Housing	
a. Mandatory provisions of reservation for EWS @ 10% of Built up Area	
b. No. of EWS Units Proposed	
c. Built up area under EWS (in sq meter)	
d. Built up area under EWS (in percentage)	
9.5.2 LIG Housing	
a. No. of LIG Units Proposed	
b. Built up area under LIG (in sq meter)	
c. Built up area under LIG (in percentage)	
I hereby declare that the above mandatory EWS and LIG housing is proposed within the site premises and part of the building structure submitted for approval to the authority. (Tick the box for undertaking.)	<input type="checkbox"/>
9.6 Any other (provide details)	

PART X – SPECIAL CLEARANCES

10.1 Security Clearance		To be filled in by the Applicant	View of the Authorised Officer ² (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 meter 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		

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? (yes or no)		
9.1.2 If yes, whether provision for rain water harvesting has been provided in the building plan or not? (yes or no)		
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 (yes or no)		
9.2 Green Building certification (provide details of certification and rating)		
9.2.1 Whether Green Building certification being proposed or not (yes or no)		
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 (yes or no)		
9.3.2 If yes, provide details		
a. Roof area covered by solar panels (in sq meter)		
b. No of panels provided		
c. Capacity (in litres per day)		
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 (yes or no)		
9.3.2 If yes, provide details		
a. Roof area covered by solar panels (in sq meter)		
b. No of panels provided		
c. Amount of electricity production per day in KW		
9.5 Affordable Housing Provisions – To be filled up in cases of residential projects on plot sizes of more than 2000 sq. meters		

8.5 Electricity	TO BE FILLED IN BY THE APPLICANT	View of the Authorised Officer ² (FOR OFFICE USE ONLY)	8.6 Solid Waste Management	TO BE FILLED IN BY THE APPLICANT	View of the Authorised Officer ² (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)	<div>Location</div> <div>Capacity (in KV)</div> <div>Accessible Distance from site (in meters)</div>		8.6.2 If yes, provide details Location of primary transfer station (show location on map/distance in metres)	<div>Location</div> <div>Distance (in meters)</div>	
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)		

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 building plan or not? (yes or no)			8.4.4 Whether, drawing and layout plans depicting the sewerage disposal methodology has been provided or not? (yes or no)		

	Nature of the drain (earthen / masonry / concrete)		
	Whether, connected to any public drainage network for outfall? (yes or no)		
	Whether, map indicating the road side drain and its alignment and connection with public drain network submitted or not? (yes or no)		
(c) If no, give details	Distance from nearest drain, which is connected to public drainage network for outfall (in meters)		
	Feasibility to connect (yes or no)		
8.2.2 Proposed Drainage Plan			
(a) Improvement of the existing drains	Widening and Deepening of the drain (yes or no)		
	Upgradation of nature of the drain (indicate the type of upgradation)		
(b) Construction of New Drain for connection	Length (in meters)		
	Width (in meters)		
	Depth (in meters)		
	Nature (earthen / masonry / concrete, any other, please specify)		
(c) Whether, drainage plan along with drawings submitted? (yes or no)			
8.2.3 Whether site is in low lying area and subjected to water logging?			
(a) Yes or No.			
(b) If yes, details thereof			
(c) Whether plan for measures mitigating water logging submitted or not? (yes or no)			

Composting (Yes/No)

PART VIII – EXTERNAL INFRASTRUCTURE PROVISIONS

8.1 Connecting Road		TO BE FILLED IN BY THE APPLICANT	View of the Authorised Officer ² (FOR OFFICE USE ONLY)
8.1.1 Present Status			
(a) Whether connectivity to the site is through an existing road? (yes or no)			
(b) If yes, Width of access road to site (in feet)		Minimum Maximum	
(c) Whether connected to existing CDP Road (yes or no)			
(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 (yes or no)			
8.1.3 Whether site located at or near road junction?			
(a) Yes or No.			
(b) If yes, distance from junction (in meters)			
8.2 Drainage		TO BE FILLED IN BY THE APPLICANT	View of the Authorised Officer ² (FOR OFFICE USE ONLY)
8.2.1 Present Status Major drainage channel if any (show location on map)			
(a) Whether, road side public drain exists? (yes or no)			
(b) If yes, give details		Width Depth	

metres)		metres)		and drain outfall (please show in site plan drawing)		View of the Authorised Officer ² FOR OFFICE USE ONLY
Width (in metres)		Area (in sqmt)		7.4 Sewerage		
7.3 Water supply		View of the Authorised Officer ² FOR OFFICE USE ONLY		TO BE FILLED IN BY THE APPLICANT		View of the Authorised Officer ² FOR OFFICE USE ONLY
TO BE FILLED IN BY THE APPLICANT		FOR OFFICE USE ONLY		7.4.1 Total quantity of waste water generated (in MLD)		
7.3.1 Water consumption demand per day requirement @ 135 LPCD				7.4.2 On-site treatment (Septic tank/soak-pit) (yes or no)		View of the Authorised Officer ² FOR OFFICE USE ONLY
7.3.2 Drinking Water facility (whether Municipal/public water supply is available) – (Yes/No)				If yes, Size of septic tank/soak pit (length X breadth, Area in sq. meter)		
7.3.3 Ground water extraction to be done on site (Yes/No)				7.4.3 STP provided (Yes/No)		View of the Authorised Officer ² FOR OFFICE USE ONLY
7.5 Electricity		View of the Authorised Officer ² FOR OFFICE USE ONLY		If yes, Capacity of STP (in MLD)		
TO BE FILLED IN BY THE APPLICANT		FOR OFFICE USE ONLY		7.4.5 Treated Sewerage disposal outfall point (show in drawing-site plan)		View of the Authorised Officer ² FOR OFFICE USE ONLY
7.5.1 Total electricity consumption proposed (in KV)				7.6 Solid Waste Management		
7.7 Proposed Open spaces area (in sqmeters)				7.6.1 Total solid waste generation (in Quintals/day)		View of the Authorised Officer ² FOR OFFICE USE ONLY
				7.6.2 Solid waste disposal location (show in drawing-site plan)		
				7.6.3 Provision for		View of the Authorised Officer ² FOR OFFICE USE ONLY

PART VI – OTHER PLANS RELATED TO BUILDING PLAN

Sl. No.	Parameters	Whether given in the Building Plan or not? (yes or no) <small>TO BE FILLED IN BY THE APPLICANT</small>	View of the Authorised Officer ² <small>FOR OFFICE USE ONLY</small>
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 <small>FOR OFFICE USE ONLY</small>	7.2 Drainage	View of the Authorised Officer ² <small>FOR OFFICE USE ONLY</small>
<small>TO BE FILLED IN BY THE APPLICANT</small>	<small>TO BE FILLED IN BY THE APPLICANT</small>	<small>TO BE FILLED IN BY THE APPLICANT</small>	<small>TO BE FILLED IN BY THE APPLICANT</small>
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 metres) Area (in sqmt)	7.2.2 Length of internal drains (in metres)	
7.1.3 Internal pathways (in	Length (in	7.2.3 Location of drain system	

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	1 st floor				
5.4	2 nd floor				
5.5	3 rd floor				
5.6	4 th 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 sqmt)				
5.12	Height (in mt)				
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. meter)				
5.18	Approach gradient to basement/stilt				
5.19	Minimum opening area of window, door and ventilator for lighting/ventilation (in sq. meter)				
5.20	No. of lifts				
5.21	No. of Recharging pits/Size of pits				
5.22	No. of Gates and size				

Village	sqm)	Sale Deed No.	Date	sq. meters)	Officer ²
3.2 Whether the plot/site is part of an approved layout/Town Planning scheme / Development Schemes					
TO BE FILLED IN BY THE APPLICANT					
(A) Yes or No?					
(B) If yes, details thereof					
(i) Date of Approval / Permission	(ii) Approval / Permission No.	(iii) Whether map enclosed? (yes or no)			View of the Authorised Officer ² (FOR OFFICE USE ONLY)
3.3 Site Plan (to be given on revenue plan along with the layer of Development 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 Development Plan		
4.3	Land use, as per Layout / Town Planning Scheme / Development Scheme		
4.4.	Permissibility of the Land use applied (Permissible / Permissible on special conditions / Not permissible)		
4.5	Dwelling Units per Acre (for projects having residential components)		
4.6	Whether, plot affected by development plan (Development 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? (yes or no)		
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		

No.	Technical Persons	Address	(Mobile No.)	Address	Registering / Licensing Authority	Registration / License
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					

PART II –BASIC DETAILS OF THE PROJECT

Sl. No.	Parameter	Details to be given TO BE FILLED IN BY THE APPLICANT	Views of the Authorised officer ² FOR OFFICE USE ONLY
2.1	Project type (New Development / Addition / Alteration / Renewal / Revalidation)		
2.2	Project Category (G to G+3, Apartment - G+4 and above, Group housing, Multi-storeyed residential/commercial/Industrial/Public-semi-public/ others Please specify)		
2.3	Project Component (Residential/Commercial/Industrial/Public-semi-public/Others (please specify)		
2.4	Total Area covered in all floors (in sq. meters)		
2.5	No. of Floors		
2.6	No. of dwelling units		

PART III – LAND DETAILS

3.1 Land Details										
TO BE FILLED IN BY THE APPLICANT										
Sl. No.	Mauza	Name of Revenue	Khata No.	Plot No.	Area (in acres /	Kisam	If mutation not done, then details of sale deed	Area under Possession (in	Remarks	FOR OFFICE USE ONLY
										View of the Authorised

² Authorised Officer – An official of the Authority who has been authorised to check and certify such details

FORM - I

Permission for Development

Annexure-A

(Name of the Authority) COMMON APPLICATION FORM

To be filled by the applicant:

Date of application _____

Address of the Project: 1. Revenue Village _____

2. Tehsil/ULB Name _____

Location of the Project: 1. Latitude _____ 2. Longitude _____

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

Sl. 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 Land Owner

Sl. 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 Tenant ¹	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)	No.	Date	Valid up to (date)	Contact No. (Mobile No.)	Email Address	ID Proof

1.5 Details of Technical Persons including Architects, structural engineers etc.

Sl. No.	Category of	Name	Postal	Contact	Email	Details of the	No. and Date of	Valid Up to	ID Proof

¹If the recorded tenant is not alive then details of legal heirs should be mentioned in other columns such as : postal address, contact no. etc.

FORM-II

Application for Occupancy Certificate

By Speed Post

File No.Development 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. Building completion certificate
2. Photograph of building
3. Sanctioned plan
4. Compliance certificate to special condition while sanctioning building plan.

Office Use Only

I have verified that the enclosure and the application qualify for further processing.

.....Authority

E.4. Notification for establishing a dedicated conflict resolution mechanism for land and construction permits

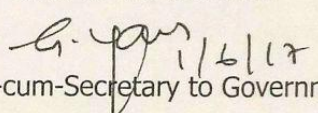
GOVERNMENT OF ODISHA
HOUSING AND URBAN DEVELOPMENT DEPARTMENT

Notification

NO. HUD-TPDev-22/2016 12488 / HUD, Bhubaneswar, Dated the 1.6.17

In exercise of the powers conferred by sub-section (1) of section 18 and sub-section (2) of section 91 of the Odisha Development Authorities Act, 1982 (Odisha Act 14 of 1982), the State Government do hereby appoint the Revenue Divisional Commissioner, Northern Division as the officer to whom appeals against the orders of the Rourkela Development Authority, Sambalpur Development Authority and Talcher Angul Meramandali Development Authority passed under sections 16 or 17 and sub-section(1) of section 91 of the said Act, shall be preferred.

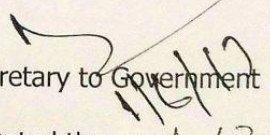
By order of the Governor


Commissioner-cum-Secretary to Government

Memo No. 12489 / HUD, Bhubaneswar, Dated the 1.6.17

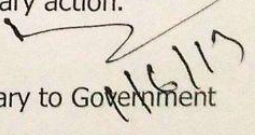
Copy forwarded to the Gazette Cell, Odisha Secretariat, C/o Commerce Department, Bhubaneswar with a request to publish this Notification in an extra ordinary issue of the Odisha Gazette on or before 03.06.2017 and supply 100 spare copies to this Department.

The Notification is statutory and will bear SRO Number and date.


Deputy Secretary to Government

Memo No. 12490 / HUD, Bhubaneswar, Dated the 1.6.17

Copy forwarded to the Vice Chairman, all Development Authorities/ Municipal Commissioner, all Municipal Corporations/the Secretary, all Regional Improvement Trusts/ all Special Planning Authorities/ the Executive Officer, all Urban Local Bodies of the State for information and necessary action.

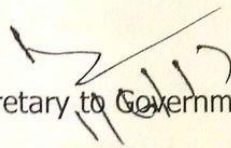

Deputy Secretary to Government

Memo No. 12491 / HUD, Bhubaneswar, Dated, the 1.6.17

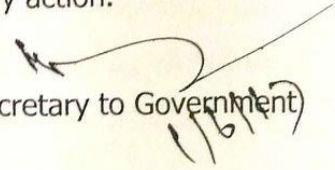
Copy forwarded to All Departments of Govt. / All Heads of Departments/ R.D.C (CD), Cuttack / R.D.C. (ND), Sambalpur/ R.D.C.(SD),

P.T.O.

Berhampur/ All Collectors, / All A.D.Ms / IGR(O), Cuttack/ D.T.P, Orissa, Bhubaneswar/ P.S to Hon'ble Minister, Urban Development / P.S to Commissioner-cum-Secretary to Govt., Housing & Urban Development Department/ P.S to Special Secretary to Govt., Housing & Urban Development Department for information and necessary action.


Deputy Secretary to Government

Memo No. 12492 / HUD, Bhubaneswar, Dated the 1.6.12
Copy forwarded to all sections of the Housing & Urban Development Department / T.P. Section (20 spare copies) of the Housing & Urban Development Department for information and necessary action.


Deputy Secretary to Government

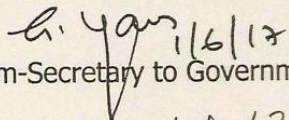
GOVERNMENT OF ODISHA
HOUSING AND URBAN DEVELOPMENT DEPARTMENT

Notification

NO. HUD-TPDev-22/2016 12493 / HUD, Bhubaneswar, Dated the 1.6.17

In exercise of the powers conferred by sub-section (1) of section 18 and sub-section (2) of section 91 of the Odisha Development Authorities Act, 1982 (Odisha Act 14 of 1982), the State Government do hereby appoint the Commissioner-cum-Secretary to Government, Housing and Urban Development Department as the officer to whom appeals against the orders of the Bhubaneswar Development Authority passed under sections 16 or 17 and sub-section (1) of section 91 of the said Act, shall be preferred.

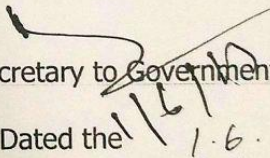
By order of the Governor


Commissioner-cum-Secretary to Government

Memo No. 12494 / HUD, Bhubaneswar, Dated the 1.6.17

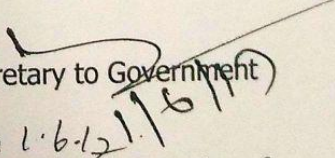
Copy forwarded to the Gazette Cell, Odisha Secretariat, C/o Commerce Department, Bhubaneswar with a request to publish this Notification in an extra ordinary issue of the Odisha Gazette on or before 03.06.2017 and supply 50 spare copies to this Department.

The Notification is statutory and will bear SRO Number and date.


Deputy Secretary to Government

Memo No. 12495 / HUD, Bhubaneswar, Dated the 1.6.17

Copy forwarded to the Vice Chairman, all Development Authorities/ Municipal Commissioner, all Municipal Corporations/ the Secretary, all Regional Improvement Trusts/ all Special Planning Authorities/ the Executive Officer, all Urban Local Bodies of the State for information and necessary action.


Deputy Secretary to Government

Memo No. 12496 / HUD, Bhubaneswar, Dated, the 1.6.17
Copy forwarded to All Departments of Govt. / All Heads of Departments/ R.D.C (CD), Cuttack / R.D.C. (ND), Sambalpur / R.D.C.(SD), Berhampur / All Collectors, / All A.D.Ms / IGR(O), Cuttack/ D.T.P, Orissa, Bhubaneswar / P.S to Hon'ble Minister, Urban Development / P.S to

P.T.O.

Commissioner-cum-Secretary to Govt., Housing & Urban Development
Department/ P.S to Special Secretary to Govt., Housing & Urban Development
Department for information and necessary action.

Deputy Secretary to Government

Memo No. 12497 / HUD, Bhubaneswar, Dated the 11/6/17

Copy forwarded to all sections of the Housing & Urban Development
Department / T.P. Section (20 spare copies) of the Housing & Urban
Development Department for information and necessary action.

Deputy Secretary to Government

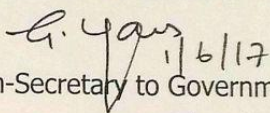
GOVERNMENT OF ODISHA
HOUSING AND URBAN DEVELOPMENT DEPARTMENT

Notification

NO. HUD-TPDev-22/2016 12502 / HUD, Bhubaneswar, Dated the 1.6.17

In exercise of the powers conferred by sub-section (1) of section 18 and sub-section (2) of section 91 of the Odisha Development Authorities Act, 1982 (Odisha Act 14 of 1982), the State Government do hereby appoint the Special Secretary to Government, Housing and Urban Development Department as the officer to whom appeals against the orders of the Cuttack Development Authority, Puri Konark Development Authority, Kalinga Nagar Development Authority and Paradeep Development Authority passed under sections 16 or 17 and sub-section (1) of section 91 of the said Act, shall be preferred.

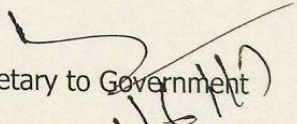
By order of the Governor


Commissioner-cum-Secretary to Government

Memo No. 12503 / HUD, Bhubaneswar, Dated the 1.6.17

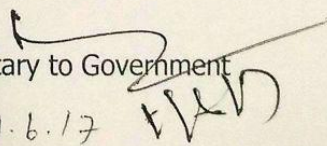
Copy forwarded to the Gazette Cell, Odisha Secretariat, C/o Commerce Department, Bhubaneswar with a request to publish this Notification in an extra ordinary issue of the Odisha Gazette on or before 03.06.2017 and supply 100 spare copies to this Department.

The Notification is statutory and will bear SRO Number and date.


Deputy Secretary to Government

Memo No. 12504 / HUD, Bhubaneswar, Dated the 1.6.17

Copy forwarded to the Vice Chairman, all Development Authorities/ Municipal Commissioner, all Municipal Corporations/the Secretary, all Regional Improvement Trusts/ all Special Planning Authorities/ the Executive Officer, all Urban Local Bodies of the State for information and necessary action.


Deputy Secretary to Government

Memo No. 12505 / HUD, Bhubaneswar, Dated, the 1.6.17

Copy forwarded to All Departments of Govt. / All Heads of Departments/ R.D.C (CD), Cuttack / R.D.C. (ND), Sambalpur / R.D.C.(SD), Berhampur / All Collectors, / All A.D.Ms / IGR(O), Cuttack/ D.T.P, Orissa, Bhubaneswar / P.S to Hon'ble Minister, Urban Development / P.S to

P.T.O.

Commissioner-cum-Secretary to Govt., Housing & Urban Development
Department/ P.S to Special Secretary to Govt., Housing & Urban Development
Department for information and necessary action.

Deputy Secretary to Government

Memo No. 12506 / HUD, Bhubaneswar, Dated the 11/6/17
Copy forwarded to all sections of the Housing & Urban Development
Department / T.P. Section (20 spare copies) of the Housing & Urban
Development Department for information and necessary action.

Deputy Secretary to Government

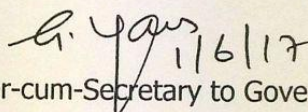
GOVERNMENT OF ODISHA
HOUSING AND URBAN DEVELOPMENT DEPARTMENT

Notification

NO. HUD-TPDev-22/2016 12507 / HUD, Bhubaneswar, Dated the 1.6.17

In exercise of the powers conferred by sub-section (1) of section 18 and sub-section (2) of section 91 of the Odisha Development Authorities Act, 1982 (Odisha Act 14 of 1982), the State Government do hereby appoint the Revenue Divisional Commissioner, Southern Division as the officer to whom appeals against the orders of the Berhampur Development Authority passed under sections 16 or 17 and sub-section (1) section 91 of the said Act, shall be preferred.

By order of the Governor

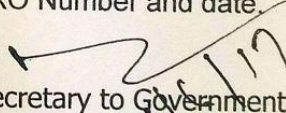

11/6/17

Commissioner-cum-Secretary to Government

Memo No. 12508 / HUD, Bhubaneswar, Dated the 1.6.17

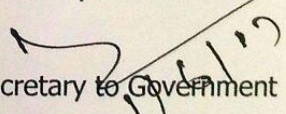
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The Notification is statutory and will bear SRO Number and date.


Deputy Secretary to Government

Memo No. 12509 / HUD, Bhubaneswar, Dated the 1.6.17

Copy forwarded to the Vice Chairman, all Development Authorities/ Municipal Commissioner, all Municipal Corporations/the Secretary, all Regional Improvement Trusts/ all Special Planning Authorities/ the Executive Officer, all Urban Local Bodies of the State for information and necessary action.


Deputy Secretary to Government

Memo No. 12510 / HUD, Bhubaneswar, Dated, the 1.6.17

Copy forwarded to All Departments of Govt. / All Heads of Departments/ R.D.C (CD), Cuttack / R.D.C. (ND), Sambalpur/ R.D.C.(SD),

P.T.O.

Berhampur/ All Collectors, / All A.D.Ms / IGR(O), Cuttack/ D.T.P, Orissa,
Bhubaneswar/ P.S to Hon'ble Minister, Urban Development / P.S to
Commissioner-cum-Secretary to Govt., Housing & Urban Development
Department/ P.S to Special Secretary to Govt., Housing & Urban Development
Department for information and necessary action.

Deputy Secretary to Government
11/6/17

Memo No. 12511 / HUD, Bhubaneswar, Dated the 1.6.17
Copy forwarded to all sections of the Housing & Urban Development
Department / T.P. Section (20 spare copies) of the Housing & Urban
Development Department for information and necessary action.

Deputy Secretary to Government
11/6/17