

Municipal Corporation Bathinda

Building Branch (For Commercial Site plan)

1) All types of Constructions can be raised only after approval of site plan from Municipal Corporation Bathinda. Before starting any construction, site plan is necessary to be got sanctioned from Municipal Corporation. Applicant applies in form A and B along with following documents:-

- I. Filled up form of National Building Organisation Govt. of India giving details of locations, nature of construction, total plinth area etc.
- II. Registered sale deed/Nakal Jamabandi etc establishing ownership of the plot.
- III. Self declaration on prescribed Performa.
- IV. Four copies of proposed building plan (two each on Tracing cloth & Blue print) drawn by any approved architect of Municipal Corporation Bathinda.

After completing the file as mentioned above, shall be deposited at Single Window along with applicable fee. The chargeable fees are as under:

A). Building Fee

1. Commercial Building = Rs 5.00/Sq.ft. of the proposed area
2. Boundary Wall = Rs 5.00/ rft.

B). Malba Fee

1. Up to 500 Sq.ft. = Rs 500/-
2. 501 to 100 Sq.ft. = RS 1000/-
3. 1001 to 1500 Sq.ft. = Rs 1500/-
4. 1501 to 2000 Sq.ft. = Rs 2000/-
5. 2000 Sq.ft. & above = Rs 2000+Rs 0.50/sft on area in excess of than 2000 Sq.ft.

C). Development Charges:

1. Estimated cost of building $\times 5/1000$
2. The estimated cost shall be calculated
 - @ Rs. 500/- Sq.ft. of covered area for ground floor.
 - @ Rs.400/- Sq.ft. of covered area above on subsequent floors.
3. For all plans falling in undeveloped area in city following rates as approved by state Govt. in the year 2005 and adopted by resolution. No 30 dated 15/07/2010 are chargeable up to June, 2013:-

- | | |
|---------------------------|----------------------|
| A) Slum area | nil |
| B) 50 square Plot | nil |
| C) 50 to 125 square yard | Rs.127/- square yard |
| D) 126 to 250 square yard | Rs.215/- square yard |
| E) Above | Rs.341/- square yard |

F) Each Commercial Building shall be charged on above rates, and 127/- square yard for up to 125 square yard. Development charges on above rates are applicable in whole city area.

These will be increased cumulatively @ 10% from the month of July every year.

2) **Water charges:-**@ Rs 6/- per thousand of the estimate cost (these rate are leviable only in area where w/s pipe line has been laid by Municipal Corporation Bathinda)

Gaushala Fee: - Rs 50/- per file.

Labour Cess: - All estimates above Rs. 10 Lac @ 1% labour cess its leviable on an estimated cost of Rs.10 Lac or more. In addition following fees are charged (wherever applicable.)

I **Composition Fee:** - If construction has been raised before sanction of site plan, The composition fee is chargeable (If compoundable as per law) on the covered area as below:-

- i. If Construction is upto roof level ie 100% @ 12.50/- sq.ft. of constructed area.
- ii. If Construction is upto lintel level ie 66% @ 12.50/- sq.ft. of constructed area.
- iii. If Construction is upto plinth level ie 30% @ 12.50/- sq.ft. of constructed area.

II **Sub Division charges:** - if plot is not as per the size mentioned in scheme zoning plan, Sub division charges Rs 30/- sq.ft. Are chargeable.

If application submitted is found in order as above , the time limit for sanction of building plan is as below:-

Up to 500 sq. yard plots 30 working days.

For more than 500 sq. yard plots 60 working days.

NOTE: - MCB endeavors to decide the file within 20 days. If applicant does not raise construction as per sanctioned plan, MCB may demolish the construction/regularize after deposit of compound fee. For the construction raised without getting prior sanction of building plans, the notices are under section 269/ 270 of Punjab Municipal Act. If these notices are not complied with, the construction raised is demolished after getting approval of the competent authority.

2. The construction has to be completed within two years from date of sanction. If construction is not completed during this period applicant can get the time limit enhanced by one more year on written request. After completion building, the applicant can get the completion certificate by filling form F.

Flow chart for sanctioning of Commercial buildings plans:-

Sr.No	Concerned Officer	For Plots up to 500 sq.yard, 30 days	For Plots above 500 sq. yard, 60 days
1	Single Window	01	01
2	Building Clerk	01	01
3	JR. Engineer	10	20
4	Asstt.Corp. Engineer	07	14
5	Corp.Engineer	05	11
6	Asstt. Commissioner	05	10
7	Commissioner	03	03

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Serial No	Description	Page No
1	Noting	
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4	Part Plan of Scheme	
5	Registry/Owner ship proof	
6	Estimate	
7	Copies of Plan	
8	If any other	
9	Total Page	

Detail Of Paid fees and Estimate

Performa for the processing of building plans

Field Report

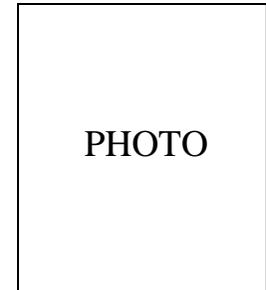
- 1 Name and Address of applicant.
- 2. Details of proposed construction.
(Residential/ commercial/ industrial / educational etc.)
- 3. Whether plot size & dimensions
As mentioned in ownership proof.
- 4. Width of road:-
 - a. The width of related road is as per
Which record (declaration scheme,
Revenue, file book)
 - b Width as per record.
 - c. Width as plan.
 - d. Width as site report.
- 5. Whether application for renovation
Or new.
- 6. If application is for renovation the
Details of construction.
 - a. If old construction is approved.
 - b. If construction raised (old) as
Sanctioned plan.
 - c. If compound fee / notice is pending
The detail of the same.
 - d. If composition fee is to the recovered.
- 7.(a) Whether concerned site falls in scheme
Area, If yes detail of the same.
(b) Whether plot size is as per scheme.
- 8. Whether change of land use required.
- 9. Extra (if any)
-
-
-
-
-

10. Total plot size.	<u>Office Report</u>	Area Incharge	
.....			
11. Details			
	As Per Under sanction Bylaws/Scheme	According to Approximate Plan	
A) Coverage	Old Covered Area	Approximate Covered Area	Total area
Basement
Ground Floor
First Floor
Second Floor
Third Floor
Fourth Floor
Fifth Floor
B) F.A.R			
C) Height			
D) Height			
(In Commercial Plot)			

Signature

TO GET SERVICES FROM LOCAL BODIES/SELF AUTONOUOUS INSTITUTIONS FALLING UNDER STATE

SELF DECLARATION



1 I _____ son/wife _____ age _____ year, resident _____, District _____, Punjab do hereby solemnly declare that:

- 2 It is true that I am owner and occupier of the house whose site plan is submitted by me.
- 3 That there is no case pending in Court or dispute regarding my house/shop/plot. If this declaration is proved false, my plan may be rescinded, and I shall not claim any compensation from Municipal Corporation nor shall I raise any unauthorised construction.
- 4 It is true that, I have not encroached any on the Govt. or municipal land and neither do it in future.
- 5 I myself shall be responsible for my water disposal.
- 6 It is true that, I shall not breach building bye laws and construct the building as per sanction plan MC has the right to demolition my building, if I do not follow the above rules
- 7 It is true that no electric cables crossing over my house/ plot.
- 8 It is true that the directions of my house / Shop/plot as are blow.

East side

West side

North side

South side

8 I well know that no arrear is pending of house tax, sewer and water against me.

It is true that if the information mentioned by me is proved false then I shall be responsible any punishment as per law. On the bases of false information all the benefits availed by me would be revoked.

Signature

Phone/Mobile No. _____

(A)
SCHEDULE NO.V
THE PUNJAB MUNICIPAL CORPORATION AND MUNICIPAL COUNCILS
BUILDING BYE LAWS-1992
(SEE RULE 3.6)

SPECIFICATION OF PURPOSED.

(A) The purpose (Residence, office, Godown, Restaurant, Hotel, Dharmshala, School,Hostel, Cinema, Shop, Factory, Stable) to which it is intenden to be used:-

Tehkhana (Basement)

Ground floor.

First floor.

Second Floor.

Third Floor etc.

(B) **The materials to be use in construction:**

(1) Walls.

(2) Roofs.

(3) Floors.

(C) Approximate number of inhabits proposed to be accommodated.....

(D) The Number of latrines, urinals , Kitchens, baths to be provided.....

(E) The source of water to be used in the construction.....

(F) Distance from the sewer.....

(G) How much municipal land will be used for stacking building materials.....

Date.....

Signature of applicant

Full Postal address.....

.....

(B)
SCHEDULE NO.IV
THE PUNJAB MUNICIPAL CORPORATION AND MUNICIPAL COUNCILS
BUILDING BYE LAWS-1992
(SEE RULE 3.2)

Form of notice intention to erect a building or executed any work.

From

.....
.....

To

The Competent Authority

Sir,

We hereby give you notice that I/We intend to erect/re- erect/add to / alter/execute the following work at plot No..... block No.....House No.....Situatd at..... Street/Road..... according to plans submitted herewith.

Description of Construction :-

- | | |
|------------------------|---------------------------------------|
| 1) Basement (Tehkhana) | 2) Ground floor. |
| 3) First Floor. | 4) Second Floor. |
| 5) Third Floor. | 6) Specification- General & detailed. |

I/We attach (A) site plan in triplicate showing the position of the plot proposed to built upon the coming water supply and sewerage disposal line.

(B) 3 copies of plan, elevation, section and other details of the proposed construction with or without projection ; as required by M.C./Municipal Corporation (Building) Bye-laws.

I/We hereby declare that I/We am/are the owner/ owner' s or authorized agents of the property to be built upon.

The plans have been prepared by- name of the licenced architect/ Engineer.

Draughtsman.....

Licence No.....

Address.....

Your faith fully,

Signature of Owner/Owners or
authorized agent/ agents

S/o, W/o, D/o

Date.....

Full Postal address

Strike off the alternative not required

.....

NATIONAL BUILDINGS ORGANISATION GOVERNMENT OF INDIA

Ministry of Urban Employment and Poverty Alleviation SCHEDULE FOR CONSTRUCTION OF BUILDING IN PUBLIC AND PRIVATE SECTOR

1. Identification
 - i) Sector- private
 - ii) Name of Project
2. Location Distt Town State Urban
3. i) Date of Commencement
ii) Total Approved cost of Project
4. Executing Agency (codes)
5. Nature of Construction (codes)
6. Types of Building (codes)
7. Total floor Area of all the floors in Project in Sq. Mt.
8. Total floor Area of all the floors in Sq. Mt.
9. If code 1 in item 6, then total No. of dwelling units in the Project:
10. No. of dwelling units in the project by:
 - 1) EWS
 - 2) LIG
 - 3) MIG
 - 4) HIG
11. Whether project is completed (codes):
12. If codes 1 & 2 in item 11, date of completion of work.
13. Total investment made in the Project:

Item	Latest Approved cost		Value of work done during the current year		Value of work done since beginning of work	
	Material	Labour	Material	Labour	Material	Labour
Building portion						
Sanitary & Water Supply						
Electrical Fitting						

14. Remarks:

Codes for:

Item 4 : CPWD –1, MES – 2, Railways – 3, P & T – 4 Central PSU – 5, State PWD/ Development Authority /Deptt. – 7, Builder/ Contractor – 8, Private Individual – 9.

Item 5 : New – 7

Item 6: Family Residential – 1 Non family residential -2, Industrial – 3, Commercial – 4, Institutional – 5 and others – 9

Item 11 : Started and completed current year -1 Non family residential – 2 , Industrial – 3, Commercial – 4, Institutional – 5 and others - 9 going from previous year – 3 Started in current year and continuing - 4