

Chapter-15(Manual-14)

Norms set by it for the discharge of its functions

Norms/Standard for execution of various activities:

1. Norms for Acceptance of proposal:

Every person who intends to carry out a development or redevelopment erect or re-erect a building or after any building or a part of a building shall give a notice in writing to the Commissioner of his said intention in the prescribed forms / called notices and such notices shall be accompanied by plans.

- (a) Form of supervision by Architect/licensed surveyor in prescribed proforma Annexure-II of DCPR-2034
- (b) A scrutiny form proforma (Reports as per EODB).
- (c) P.R. Cards issued not earlier than one year from the date of submission along with City Survey Plan, Triangulation calculation for area and other documents for area of the plot, owners' affidavit and Architect's certificate for area of the plot as prescribed in Annexure 3 & 4 of DCPR-2034
- (d) N.O.C. from Director of Industries wherever the proposal is for industrial development.
- (e) N.O.C. from a special planning authority (MMRDA/MIDC etc.) if applicable.
- (f) N.O.C. from Mumbai Housing and Area Development Authority for development of cessed properties in island city.

- 1. The proposal will be accepted by S.E. only after requisitions as above are complied with by accepting necessary scrutiny fee as per proposed Built up area depending on whether the proposal is submitted by (1) Registered Cooperative Society (2) Registered Education Institute (3) Registered Charitable Trust and User whether residence commercial or industrial.
- 2. Survey will offer the remarks within 7 days.

2. Norms for Deemed Permissions:

If within sixty days of the receipt of the notice under sub regulation (i) of Regulation 5, the Commissioner fails to intimate in writing to the person who has given the notice his refusal or sanction, or sanction with modifications or directions, the notice with its plans and statements shall be deemed to have been sanctioned, provided that this shall not be construed to authorize any person to do anything on the site of the work in contravention of or against the terms of lease or titles of the land, development plan, these Regulations or any law in force and as per provisions of M.R. & T.P. Act, 1966 .

3. Norms for Revised submissions:

The revised plans should be scrutinized and shall grant or refuse development permission within 60 days of date of resubmission.

4. Norms for Lapse of permission:

Every permission for development granted or deemed to be granted under Section 45 or granted under Section 69 shall remain in force for a period of one year (from the date of receipt of such grant), and thereafter it shall lapse;

Provided that the Planning Authority, may on application made to it extend such period from year to year but such extended period shall in no case exceed three years.

Provided further that, such lapse shall not bar any subsequent application for fresh permission under this Act.

5. Norms for Issue of Commencement Certificate:

After issue of I.O.D., the applicant will be required to submit additional documents / comply certain conditions. After submission of these additional documents and compliance of other C.C. conditions, the C.C. shall be issued by B.P. Section within 20 days from the compliance of the C.C. conditions.

6. Norms for Work Start Notice:

The owner shall give notice to the Commissioner of his intention to start work on the building site in the prescribed form and the owner may start the work after 7 days have elapsed from the date of the serving such notice to the Commissioner or earlier, if so permitted.

7. Norms for Checking of plinth columns upto plinth level:

The owner through his Licensed Surveyor, engineer, structural engineer or supervisor or his Architect shall give notice in the prescribed form to the commissioner on completion of work upto plinth level to enable the Commissioner to ensure that the work conforms to the sanctioned plans. The Commissioner may inspect the work jointly with the licensed technical personal or Architect within fifteen days from the receipt of such notice and either give or refuse permission for further construction as per the sanctioned plans. If within this period, the permission is not refused, it shall be deemed to have been given provided the work is carried out according to the sanctioned plans.

8. Norms for completion certificate / Occupation Certificate (OCC):

The owner, through his licensed plumber, shall furnish a drainage completion certificate to the Commissioner in the prescribed format. The owner through his licensed surveyor/engineer/structural

engineer/supervisor or his Architect who has supervised the construction shall furnish a building completion certificate to the Commissioner in the prescribed form. These certificates shall be accompanied by plans of the completed development. The Commissioner shall inspect the work and after satisfying himself that there is no deviation from the approved plans, issue a certificate of acceptance of the completion / OCC of the work in the prescribed format. Time limit for refusal / acceptance is 21 days from the submission of B.C.C. / O.C.C.in the prescribed format in the office.