



S.M.C. P. No. 3229- 5000- 6 -12

**FORM NO. C**

(See Rule-9 and See Regulation No. 3.1)

**Application for development permission under section 27,34 and 49 of G.T.P. & U.D. Act. 1976 / and under sections 253 and 254 of the B.P.M.C. Act, 1949.**

To,  
The Municipal Commissioner,  
Surat Municipal Corporation.

I/We hereby apply for permission for development as described in the accompanying maps and drawings. The names of the persons employed by me for the preparation of plans, structural details and supervision of the work area as under :

- a) The plans are prepared by Registered Architect / Engineer  
Mr. \_\_\_\_\_
- b) The structural report, details and drawings are to be prepared and  
supplied by Mr. \_\_\_\_\_
- c) Name of Clerk of works / Site supervisor \_\_\_\_\_
- d) Name of Builder / Developer ( If applicable ) \_\_\_\_\_

I have read the Development Control Regulation / Bye-laws framed by the Authority under the provisions of the relevant Act and claim to be fully conversant with it. I shall fulfil my duties and responsibilities in accordance with the provisions of the Development Control Regulation Bye-laws.

**Signature of Owner or**

**Authorised agent of owner :**

**Date :**

**Signature of Builder/Organiser/Developer**

**Date :**

1. Applicant's name :
2. Postal Address for correspondence :
3. Applicant's interest in land with respect of rights :
4. Discription of Land, village, Town :  
Planning Scheme, Revenue Survey Numbers, Final Plot No.
5. What is the present use of the land and orther building if they are to be put to more than one kind of use, Please give details of each use. :
6. Please describe in short the development work stating the proposed use of land for the building. If land and or the building are to be put to more than one use, please give details of each use. :

7. Is this land included in a layout sanctioned :  
by the appropriate authority ?  
If yes, please give date of sanction and  
reference No. with a copy of the sanctioned  
layout. If not, is it approved by any other  
Authority ?  
Give the name of such Authority with date  
of sanction and reference no with a copy of  
the sanctioned layout.
8. For residential use, number of dwelling :  
units and floor
9. Nature and manner of working of :  
industrial / commercial establishment in  
case the proposed use is for Industry  
Commerce

What separate arrangements have been :  
proposed to be made for loading and  
unloading of goods from the industrial or  
commercial goods vehicles ?

What arrangements have been proposed to :  
be made for disposal of industrial waste :  
effluent ?

**Signature of Owner of**

**Authorised agent of owner :**

**Date :**

**Signature of Builder/Organiser/Developer**

**Date :**

**Instructions to applicant regarding maps and documents to be submitted along with the application :**

A. The maps and drawings should be drawn or copies made on a paper of proper and durable quality so that they are clearly and distinctly legible. Every map and/or drawing shall have to be signed by the applicant/owner and his engineer/Architect/ and Organiser/Builder as the case may be. If copies of original maps or drawings are submitted, they shall be true copies.

**1. LAYOUT PLAN (Three Copies)**

Layout Plan of the whole land shall invariably accompany every application for permission to carry out development by way of building construction.

This map shall be drawn to a scale of not less than 1:500 and show the following details.

- Boundaries of the S.No./plots mentioned in the application and its lay out by showing sub-division.
- Existing buildings and new buildings proposed to be constructed. Roads, streets, and carriage ways constructed there on (existing construction should be shown distinctly from the proposed one). Proposed new roads and streets, their levels and width.
- Proposed use of every building and open space not to be built over within a plot.
- If the layout is for residential use, maximum number of dwelling units that can be accommodated with any increase in future.
- If the layout is for industrial or commercial use, maximum area which can be built upon without any increase in future.

- f) Existing facilities regarding water supply, sewerage etc, diameter and gradient of water supply line, drainage lines for the disposal of storm water as well as for sewerage.
  - g) Location of the plot in relation to the near by public road.
  - h) Alignment and width of all the existing roads, including the road from which the plot has access from the major road. Existing access road and proposed new road, if any, should be shown clearly and distinctly.
  - i) Existing trees and natural scenery worth preserving.
  - j) Dimensions and areas of common plot, as required under these regulations, provided in the layout/sub-division of plot.
  - k) Tree plantation required under regulation No. 30.
2. An extract of the record of right of property register card or any other document showing the ownership of the land proposed for development.
  3. Certified part plan zoning certificate from the certificate from the Authority shall be enclosed along with the application.
  4. The applicant shall also submit a certified copy of approved layout of final plot from the concerned authority for the latest approved layout of city survey numbers or revenue survey numbers from D.I.L.R. showing the area and measurement of the plot or land on which he proposes to develop or build.
  5. a) Drawing (3 copies) to a scale not less than 1cm.= 1 metre for the building existing as well as proposed with floor area for each floor.  
b) Layout showing parking arrangements with internal & surrounding roads and exit, and entry movement of vehicles etc. as per regulation No. 19 to the suitable scale.
  6. In the case of lands falling within the Urban Land Ceiling (U.L.C.) Act, 1976 Limit, the applicant shall submit along with application. :  
i) The N.O.C. from the competent authority under the U.L.C. Act, 1976  
ii) An affidavit and indemnity bond in the prescribed form under the U.L.C. Act, 1976.
  7. Structural Designer's certificate duly signed by him.
  8. Certificate of Undertaking : Certificate in the prescribed form no. 2(a), 2(b) and 2 (c) by the Registered Architect/Engineer/Structural Designer / Clerk of Works / Developer / undertaking the work.
  9. Full information should be furnished as prescribed in Form No. 3 and 4 under these Development Control Regulations, as the case may be along with the plans.
  10. The applicant shall also obtain copy of N.O.C. from the relevant authority as per Regulation No. 3.3 and 4.2 wherever applicable.
  11. Certificates as prescribed in forms 2(a), 2(b) and 2(c) are required to be submitted prior to the commencement of the construction.
  12. If during the construction of the building the Owner / Organiser / Builder / Architect/ Engineer / Surveyor is changed, he shall intimate the Competent Authority by registered letter that he was no longer responsible for the project, and the construction shall have to be suspended until the new owner / Organiser / Builder / Architect / Engineer / Surveyor etc. undertakes the full responsibility for the project as prescribed in form 2(a), 2(b), 2(c) and 2(d).
  13. The new Owner / Developer / Architect / Engineer shall before taking responsibility as stated above in clause (12), check the work already executed is in accordance with the permission granted by the Competent Authority. He may go ahead with the remaining work only after obtaining permission of the Competent Authority.

## **B. SCRUTINY FEE**

A person applying for a permission for carrying out any development shall with his application pay to the Competent Authority / M.C. the scrutiny fees at the following rates :

**1 BUILT UP AREA**

For lowrise building Rs. 3.00 per sq. mt. of Built up area of all floors for the intended residential development or part there of subject to minimum scrutiny fee of Rs. 300.00

2

For high-rise, commercial, mix development and other than residential use Rs. 5.00 per sq.mt. of Built area of all floors for the intened development of part thereof subject to minimum scrutiny fee Rs. 300.00

3.

Subdivision and amalgamation of land

- a) Rs. 1.50 per sq. mt. of building unit / plot area for subdivision and amalgamation of all types of development.
- b) Rs. 0.50 per sq. mt. of building unit / plot area for subdivision and amalgamation for agricultural and special agricultural zone.

Minimum scrutiny fee shall not be less than Rs. 300.00

**4. URBAN CENTRES, RURAL CENTRES AND AREA OUTSIDE URBAN COMPLEX AND FALLING IN AGRICULTURE ZONE ONLY**

50% of the scrutiny fee as mentioned in Regulation No. 3.2.1, 3.2.2 and 3.2.3 for the respective uses and type of dwelling unit subject to minimum scrutiny fee Rs. 300.00

**5. RENEWAL OF DEVELOPMENT PERMISSION IN LIEU OF**

Development permission granted under these regulation shall be deemed to be lapsed, if such development work has not been commenced till the expiry of one year from the date of commencement certificate / development permission. Provided that, the Competent Authority may on application made to it before the expiry of above period (one year) extended such period by a further period of one year at a time by charging Rs. 300.00 for renewal of development permission. The extended period shall in no case exceed three years in the aggregate.

**6. PUBLIC CHARITABLE TRUST :**

Rs. 500.00 if the intended development is for hospitals, dispensaries, schools or colleges or a place of worship, dharmshala, hostels etc. constructed by a public charitable trust registered under Public Charitable Trust Act. 1950 or for any other purpose which the Authority may specify by a general or special order.

**7. DEVELOPMENT PERMISSION FOR MINING, QUARRYING AND BRICK KILN OPERATIONS :**

In case of mining, quarrying and brick kiln operations, the scrutiny fees will be as under.

- (i) Mining, quarrying and brick kiln operation.  
Rs. 500.00 per 0.4 hectare or part there of and a maximum of Rs 2500.00
- (ii) Brick kiln without Chimney.  
Rs. 25.00 per 0.1 hectare or part there of and a maximum of Rs. 500.00.
- (iii) Processing of lime sagol etc. without construction.  
Rs. 25.00 per 0.1 Hectare or part there of and maximum of Rs. 250.00.
- (iv) Renewal of permission for mining, quarrying Rs. 50.00 for one year.
- (v) Renewal of permission for brick kiln (without chimney) Rs. 25.00 for one year.
- (vi) Renewal of permission for processing of sagal, lime etc. without construction  
Rs. 10.00 for one year.

Note :- Fees to be decided by Competent Authority from time to time.

**C.DEVELOPMENT CHARGE :**

A copy of the receipt of the Development Charge if any, shall be submitted along with the application form.