

CHECK LIST

(Port Blair Planning Area)

RESIDENTIAL/ COMMERCIAL/ PUBLIC & SEMI PUBLIC/ INDUSTRIAL/ TRANSPORTATION & COMMUNICATION/ PARKS & OPEN SPACES/ SUBMURGIBLE LAND

- 1) Name of Applicant :
- 2) Ward No/ Village Name :
- 3) Plot No / Survey No :
- 4) Area of the Plot :
- 5) Date of receipt of Application :
- 6) Weather the plot is sub divided & converted for the project proposal:
- 7) Is the shape & dimension of the site plan are match with the record entry sketch:
- 8) Whether any planning permission for construction of building is given for the same plot:
- 9) Whether any subdivision of the plot is allowed after March 2012:

I. Competent Authority for issue of Planning Permission

S.No	Particulars	Does the application meet the requirement
1	Does the site extent exceed 500 sq.mt? If "Yes" forward the application to Port Blair Planning Authority	Yes / No
2	Is the Proposed activity is in conformity with land use If "No" or permitted with special sanction forward the application to Port Blair Planning Authority or Land use reclassification	Yes / No/with spl. sanction

II. Enclosures to the Application

S.No	Particulars	Does the application meet the requirement
1	Is Form-'V' duly filled in and signed by the owner	Yes / No/ NA
2	Has 4 copies of all Plans duly signed by Architect or Engineer been filed? Key Plan :4 Site plan/Layout Plan :4 Building Plan with elevation, section :4	Yes / No/ NA
3	Statement about the proposed Development / redevelopment duly signed by the applicant	Yes / No/ NA
4	2 copies of Document of ownership and Title	Yes / No/ NA
5	2 copies of Record entry sketch duly attested	Yes / No/ NA
6	Receipt of payment of Application fee for Planning Permission Receipt No. DD No: Date:	Yes / No/ NA
7	Is FAR and coverage calculation sheet of Existing / Proposed construction enclosed?	Yes / No/ NA

III. Scrutinizing of Application for Plan Permission

S.No	Particulars	Does the application meet the requirement	Remarks
1	a	Is the applicant the Owner	Yes / No/ NA
	b	If no, Any authorised document for taking up the Development like power of Attorney etc is enclosed?	Yes / No/ NA

2	a	Is the area comes under CRZ	Yes / No	
	b	If yes, clearance Certificate from Environment and Forest is enclosed?	Yes / No/ NA	
3	a	If the area comes under vicinity of Aerodrome zone	Yes / No	
	b	Is Yes' No Objection Certificate' from Airport Authority is enclosed?	Yes / No/ NA	
4	a	Does the Applicant propose additions/alterations/changes of roof to existing structures?	Yes / No/ NA	
	b	If yes-is an attested copy of the earlier sanctioned plan enclosed?	Yes / No/ NA	
	c	If answer to (b) is 'Yes'- Is the building constructed as per sanctioned plan?	Yes / No/ NA	
	d	If answer to (b) is 'No' are fresh plans as existing at site is enclosed?	Yes / No/ NA	
	e	If answer to (d) is 'yes' is any evidence to prove the existence of the building?	Yes / No/ NA	
5	a	Is any existing building to be retained?	Yes / No/ NA	
	B	If "yes" are detailed plans, elevation and section enclosed	Yes / No/ NA	

Scrutinizing of Application for - Planning Norms

S. No	Particulars	Clause No. as per Master Plan/ Bye Law	Required/ Permissible as per the Master Plan	Provided in the Plan Proposal by the applicant	Remarks
1	2	3	4	5	6
1	Proposed Land Use	PBPA/Ward/ PROP/ 11			
2	Is the Plot comes under Heritage/ conservation area	Yes/No			
3	Is the area comes under Continues building area	Yes/No			
4	Height of the Building	Clause No 5.3.7.			
5	Plot Frontage	Clause No 5.3.7.			
6	Width of Abutting Road	Clause No 5.3.7.			
7	Maximum FAR	Clause No 5.3.7.			
8	Maximum Plot Coverage	Clause No 5.3.7.			
9	Maximum No. of Floors	Clause No 5.3.7.			
10	Minimum Floor to floor height				

11	(a) Parking area for existing building is provided?	Clause No 5.3.6. B			
	(b) Parking area for Proposed building?				
	Has the space for parking set aside as per DCR? (a+b)				
12	Minimum Front set back	Table-A Clause No. 5.3.6 A			
13	Minimum Side set back	Table-D Clause No. 5.3.6 A			
14	Minimum Rear Set back	Table-B Clause No. 5.3.6 A			
15	Minimum Distance between the two blocks	Clause No 5.3.6. I			
16	Have the rain water harvesting details shown in plan as per clause DCR?	Clause No 5.3.6. E			
17	Have the ancillary solar assisted solar heating system incorporated for Nursing Homes/ Hospitals/ Hotels/ Lodges Tourist Homes/ Cinema Theaters/ Auditoriums/ Assembly Halls/ Marriage Halls/ Shopping Complex (only in case Floor area exceeds 1000 sq.m)	Clause No 5.3.6.F			
18	Whether location of planting of tree shown in the plan as per Master Plan?	Clause No 5.3.6.D			