

राजीव गौबा
सचिव
Rajiv Gauba
Secretary



भारत सरकार
शहरी विकास मंत्रालय
निर्माण भवन, नई दिल्ली-110011
Government of India
Ministry of Urban Development
Nirman Bhawan, New Delhi-110011



D.O. No. K-14011/14/2016/UD.II
October 26, 2016

Dear

As you may be aware, the Urban Local Bodies of NCT Delhi and Mumbai have recently streamlined their Building Plan Approvals through online mode. An online *Building Plan Approval System* has been introduced to ensure that all the required clearances by the external and internal agencies are accorded in a seamless, integrated manner, without any physical interface. Government of Andhra Pradesh have also introduced *Development Permission Management System (DPMS)* which has integrated all the urban local bodies of the State to a common portal to give building plan approvals online in an expeditious manner and getting all inspections after approval. Several other State Governments have also taken similar initiatives. These initiatives are aimed at improving the Ease of Doing Business and helping the citizens obtain construction permits in a hassle free manner.

2. In fact, one of the prescribed reforms under AMRUT Mission is revision of State Building Bye-laws along with introduction of *Single Window System for plan approvals*.
3. Ministry has prepared Guidelines for implementing online building plan approval system in million plus cities for the guidance of the urban local bodies and urban development authorities. A copy is enclosed for ready reference.
4. You may ensure that online building plan approval system is implemented in all the cities. If this cannot be done uniformly across the State in one go, at least the million plus cities should introduce the online building plan approval system within six months.
5. I would, therefore, request that you may kindly issue necessary directions to the Departments of Urban Development/Municipal Administrations/Local Bodies/Housing for ensuring the adoption of online building plan system in all the municipal corporations/urban development authorities.

With regards,

Yours sincerely,

(Rajiv Gauba)

Encl.: As above

Chief Secretaries / Administrators of all States/UTs
(As per list attached)

F.No. K-14011/14/2016/UD.II
Ministry of Urban Development
Government of India

Nirman Bhawan, New Delhi
Dated: 25th October, 2016

Office Memorandum

Subject: Guidelines for Implementing Online Building Plan Approval System in Million Plus Cities.

The Guidelines for implementing '*Online Building Plan Approval System*' as part of '*Ease of Doing Business Initiatives*' has been prepared by this Ministry for the guidance of the 51 million plus cities. It is requested that the City concerned may take urgent steps to implement the '*Online Building Plan Approval System*' which is also one of the mandatory reforms to be implemented in all AMRUT Cities including the 51 million plus cities.

2. All the cities concerned are requested to submit an Action Taken Report towards implementing the system.



(Neeraj Mandloi)
Joint Secretary (UD & Mission Director AMRUT)
Tele: 011-23063255

To

1. Principal Secretary (UD) of All the State Governments/UT Administration
2. Municipal Commissioner/Vice Chairman, Urban Development Authority of all 51 million plus cities.

Copy to:

Joint Secretary , Ministry of Commerce, Department of Industrial Policy and Promotion, Udyog Bhawan, New Delhi

GUIDELINES FOR IMPLEMENTING ONLINE BUILDING PLAN APPROVALS SYSTEM IN MILLION PLUS CITIES

1. Background :

Ease of Doing Business 2016: Measuring Regulatory Quality and Efficiency, a World Bank Group flagship publication, is the 13th in a series of annual reports measuring the regulations that enhance business activity and those that constrain it. *Doing Business* presents quantitative indicators on business regulations and the protection of property rights that can be compared across 189 economies.

Doing Business uses a different approach to measuring the quality of regulation. It focuses on whether an economy has in place the rules and processes that can lead to good outcomes, linked in each case to Doing Business measures of efficiency. In the area of dealing with construction permits, for example, Doing Business now measures the quality of building regulations and the qualification requirements for the people reviewing building plans as well as the efficiency (as measured by time and cost) of the process for completing all the formalities to build a warehouse. Doing Business does not assess the process for designing building regulations; instead, it gauges whether an economy has the kind of building regulations and quality controls that enable well-constructed buildings.

Typically for any real estate project, a number of clearances are required. It may be noted that in World Bank's Report Doing Business, 2016 India ranked 183, out of 189 countries in terms of dealing with construction permits. In their sample analysis on an average there were 37 procedures involved in granting permits and 162 days were spent before obtaining permission for undertaking construction. It clearly signifies that the procedure for obtaining clearances was time consuming and projects often get stalled due to delay in obtaining clearances from various agencies.

The significance of the Ease of Doing Business has to be understood in right perspective and with the improvement of ranking in different sectors, the economic scenario in the country provides conducive environment for the investments thereby strengthening the economic growth. Hence, the urban local bodies and urban development authorities must work for introducing the online building plan approval system for providing ease to the citizens and investors to ensure both hassle free and transparent working environment in urban local bodies and urban development authorities.

2. Recent efforts by the Municipal Corporations of NCT Delhi & Mumbai and Government of Andhra Pradesh :

Urban Local Bodies of NCT Delhi and Mumbai have simplified the procedures for obtaining the clearances and through online mode within 30 days a building proponent

gets the approval of building plans. They have streamlined their Building Plan Approvals through online mode. The *Building Plan Approval System* is being streamlined and all the clearances by internal and external agencies like Airport Authority of India, National Monument Authority, Metro Authority and internal agencies are being integrated with the system of all the Municipal Corporations of NCT Delhi and Mumbai. Government of Andhra Pradesh have also introduced Development *Permission Management System (DPMS)* which has integrated all the urban local bodies of the State to a common portal to give building plan approvals online. Further, the online systems have the provision of online payment system along with provision of inbuilt calculator for the ease of the building proponent.

3. Essentials of Online Building Plan Approval System :

The municipal corporations of all the million plus cities have to make efforts for ensuring online building plan approvals. The *system needs to* ensure that a building proponent does not require visiting any of the offices and submission of building plans in hard copy version is to be entirely done away with. Typically, building plan approvals shall require various clearances and following inbuilt provisions have to be integral part of the working of online system:

3.1 Common Application Forms

While adopting the online building plan approval, there is a need to formulate Common Application Form (CAF) on the lines of the application form devised by both the Municipal Corporations of NCT Delhi and Mumbai or GoAP. Multiple forms submission is to be totally done away with.

3.2 Integration with internal agencies

The online system must integrate the internal agencies which are responsible for giving clearances like Fire services, Water and Sanitation Department, PWD Department, Forest and Horticulture Department, Power Department and Metro Rails and any other agency which may differ from city to city for clearances. The urban local bodies need to create dashboards on their website to ensure information on clearances obtained from the internal agencies.

3.3 Integration with External Agencies

It is possible that some of the building plans may require clearances from the external agencies which are under the central government like National Monument Authority, Airport Authority of India, Ministry of Railways, Ministry of Defense provided the plots/buildings fall in the regulated zones of these agencies. For example, height clearances are required for the plots/buildings located in Air funnel zone from the Airport Authority of India and the buildings located within 0-100 mts and 100-300 mts from the ASI protected monument require clearances from National Monument Authority of India. Both the agencies have mapped the regulated areas and accordingly

the local bodies/building proponent can ascertain the location of the plots/buildings whether the same fall within or outside the regulated areas. The external agencies have to integrate their respective system with the online building plan approval system of the urban local body.

3.4 Inbuilt Calculator and Online Payment

The online building plan approval system must have the provision for inbuilt calculator which shall facilitate the building proponent to calculate online the different fees to be paid at the time of online building plan submission. The system also needs to ensure online payment and fees remitted through cash/demand draft to be done away with.

3.5 Reduction in the number of documents to be submitted along with building plans

Efforts have to be made to reduce the number of documents to be submitted. Only the essential documents like title clearance, reference to layout plan/registration of property to be insisted upon.

3.6 Registration and empanelment of Architects

The Municipal Corporation and urban development authority to introduce empanelment of Architects for submission of online building plan approval. They may also empower them to sanction the building plans.

3.7 Risk Based Classifications of buildings

While granting building plan approvals, it would be desirable that the urban local body/urban development authority must incorporate the risk based classifications of the buildings in their respective building bye laws. The low risk buildings may be given deemed approvals on the lines of Unified Delhi Building Bye Laws which have the provision for the plots upto 105 sq mt , no approval has to be taken and the applicant only need to give an undertaking that the construction is in accordance with the norms and standards prescribed by the Building Bye Laws.

3.8 Site Inspection

Inspection of site for commencement of construction to be done away. All the intimation through online for this purpose should be adequate. The inspection of plinth level construction also needs to be online be conducted jointly by all concerned. All inspections need to be coordinated through online system so that building proponent is not bothered time and again. Government of Andhra Pradesh have planned all inspections after the building plan approval.

3.9 Issue of Completion Certificate

The online building plan approval system also to issue Occupancy and Completion Certificate(OCC) duly ensuring the compliance to the norms and standards of the Building Bye Laws. The inspection for this purpose also to be set on line.

3.10 Building plans to be issued with Digital Signature

The online building plans system must have the provision of issuance of approved building plans with digital signature. Once this is introduced no hard copy of approved plan be issued.

4. Model Building Bye laws, 2016

The Model Building Bye Laws,(MBBL)2016 have included a chapter on Streamlining the building plan approvals under Ease of Doing Business. The Chapter has suggested ways of streamline the clearance procedures while issuing the building plan approvals. The Urban Local Bodies and Urban Development Authorities shall make efforts to ensure speedy processing of sanction of the building plans by an automated system of scrutiny and timely intimation to the applicant. The objective of streamlining the plan approval is to issue all construction permits/building plans within 30 days of the application date.

The MBBL,2016 have also made provision for Clearances at Master plan level so that Individual construction proposals should not generally require separate clearances from various authorities each time. Such clearances should be integrated into the Development Control Regulations of the Master/Development Plan of the concerned city. The areas unaffected by any of the restrictions should be clearly marked out and mapped, preferably on a on GIS platform. Area zones of differential control regulations (within the city) by any of these agencies may also be mapped accordingly.

The MBBL,2016 have also incorporated a Chapter on Climate Resilient Construction: Integration of Environmental clearances with sanction. The Ministry of Environment, Forest and Climate Change has decided to integrate the environmental concerns into building plan approval process and empowering the concerned local body/development authority to approve and certify compliance of stipulated requirements.

Environmental conditions for building and construction may be suitably integrated in the building permission for built up area up to between 5000 sqmt – 20000 sqmt (Category 'A' Buildings) , built up area up to between 20000 sqmt – 50000 sqmt (Category 'B' Buildings), built up area up to between 50000sqmt – 150000 sqmt (Category 'C' Buildings).

These conditions will be required to be synchronized with the bye-laws so that their effective implementation could be ensured by the urban local body/urban development authority while sanctioning building plans in their respective cities.

5. Reforms under ATAL MISSION FOR REJUVENATION AND URBAN TRANSFORMATION (AMRUT)

Under the AMRUT Mission, one of the reforms is revision of State Building Bye-laws along with introduction of Single Window System for plan approvals. Hence, besides Delhi and Mumbai, all the other million plus cities (**51 See Annexure-I**) need to introduce online building plan approval system within the stipulated timelines.

6. Timelines for Implementing the Online Building Plan Approval System by Million plus cities :

Since NCT Delhi and Mumbai have already achieved this, the following cities need to be considered for implementing the online building plan approvals for which the **colour coding maps of AAI has already been prepared** and in accordance with the AMRUT reforms ,the other million plus cities need accomplish the task of online building plan approval as per the timelines given below:

S.No.	Name of City	Whether AAI Colour Coded Zoning Maps Available	Target Date for implementing online building plan approvals.
1	Bangalore	yes	31st March,2017
2	Patna	yes	31st March,2017
3	Aurangabad	yes	31st March,2017
4	Cochin	yes	31st March,2017
5	Jaipur	yes	31st March,2017
6	Chennai	yes	31st March,2017
7	Nagpur	yes	31st March,2017
8	Guwahati	yes	31st March,2017
9	Hyderabad & Shamshabad	yes	31st March,2017
10	Ahmedabad	yes	31st March,2017
11	Ranchi	yes	31st March,2017
12	Kolkata	yes	31st March,2017
13	Lucknow	yes	31st March,2017
14	Amritsar	yes	31st March,2017

The million plus cities where AAI is yet to complete Color coded Mapping also need to accomplish online building plan sanction as per following given schedule. The cities are indicated as below.

S.No.	Name of City	Whether AAI Colour Coded Zoning Maps Available	Target Date for implementing online building plan approvals.
1	Agra	No	31st August,2017
2.	Allahabad	No	31st August,2017
3	Bhopal	No	31st August,2017

4	Chandigarh	No	31st August,2017
5.	Coimbatore	No	31st August,2017
6	Dhanbad	No	31st August,2017
7	Indore	No	31st August,2017
8	Jabalpur	No	31st August,2017
9.	Jamshedpur	No	31st August,2017
10.	Jodhpur	No	31st August,2017
11.	Kanpur	No	31st August,2017
12	Kozhikode	No	31st August,2017
13	Ludhiana	No	31st August,2017
14	Madurai	No	31st August,2017
15.	Surat	No	31st August,2017
16.	Rajkot	No	31st August,2017
17.	Gwalior	No	31st August,2017
18	Kota	No	31st August,2017
19	Srinagar	No	31st August,2017
20	Vadodara	No	31st August,2017
21	Pune	No	31st August,2017
22.	Visakhapatnam	No	31st August,2017
23	Vijayawada	No	31st August,2017
24	Thiruvananthapuram	No	31st August,2017
25	Varanasi	No	31st August,2017
26.	Raipur	No	31st August,2017

The remaining million plus cities which do not have presence of airport need to introduce the online building plan approval system as per following schedule

S.No.	Name of City	Whether Airport Exists	Target Date for implementing online building plan approvals.
1.	Ghaziabad	No	31st August,2017
2.	Thrissur	No	31st August,2017
3.	Malappuram	No	31st August,2017
4.	Kannur	No	31st August,2017
5.	Nazhik	No	31st August,2017
6.	Meerut	No	31st August,2017
7.	Faridabad	No	31st August,2017
8.	Asansol	No	31st August,2017
9.	Vasai-Virar	No	31st August,2017
10.	Kollam	No	31st August,2017
11.	Durg Bhilai	No	31st August,2017

6.1 National Monument Authority Mapping

The National Monument Authority has mapped the regulated areas around the ASI protected monument which can be referred while submitting the building plans for approval.

6.2 Phase Implementation

The integration of the online building plan approval system with the internal and external agencies for getting clearances may be done in two phases.

Phase I(four months),once the online building plan approval system is launched, the city municipal corporation/urban development authority to ensure integration of internal agencies as mentioned in Para 3.2 and Phase II(next two months) should ensure integration with the external agencies as indicated in Para 3.3.

7. Funding for Online Building Plan Approval System and Handholding:

The urban local bodies /urban development authorities of above cities can also avail financial assistance under the AMRUT Mission. Further, the officials who are dealing with building plan approvals may visit the offices of Municipal Corporations of NCT Delhi and Mumbai and Directorate of Town and Country Planning, Government of Andhra Pradesh, Guntur to study the functioning online building plan approval system. If the municipal corporation/urban development authority of the city concerned have capacity issues, the task can be accomplished through the consultants who have successfully implemented the system.

Ministry of Urban Development has drafted the model RFP and EOI for inviting the bids for online building plan approval system. The model provides the detailed system architecture both hardware and software requirements and can be adopted by the city concerned for inviting bids. The model RFP and EoI are available on MoUD 's website.

8. Monitoring and Evaluation of Implementation of Online Building Plan Approval System (OBPAS)

8.1 Monitoring of the implementation

All the 51 million plus cities need to report the progress on the implementation of online building plan approval system .The format of the reporting progress is given in **Annexure-II**. Ministry of Urban Development shall be apprised by the all the cities on the progress of implementation on regular basis .

8.2 Evaluation of the implementation

All the all the million plus cities to make efforts for implementing the online building plan approval system. However, in order to ascertain the efficacy of the working of system, it is necessary that proper audit to be undertaken . All these Cities need to engage third party audit which may be undertaken by an independent consultant or a team of architects to monitor on periodic basis say once in six months to test the working of the system and ensure that problems related hardware and

software to be addressed in the minimum possible time and ensure that system is working without any glitches. Once the system is fully functional ,the city concerned to submit the details of online building plan approval as per the format given in **Annexure-III**

ANNEXURE-I**LIST OF STATEWISE MILLION PLUS CITIES/UA* WITH POPULATION
(other than Delhi and Mumbai)**

STATE	S.NO	MILLION PLUS UA/CITY	POPULATION(2011)
Andhra Pradesh	1.	Greater Visakhapatnam MC	1,730,320
	2.	Vijayawada UA	1,491,202
Bihar	3.	Patna UA	2,046,652
Chhattisgarh	4	Raipur UA	1,122,555
	5.	Durg-Bhilainagar UA	1,064,077
Chandigarh	6.	Chandigarh UA	1,025,682
Gujarat	7.	Ahmedabad UA	6,352,254
	8.	Surat UA	4,585,367
	9.	Vadodara UA	1,817,191
	10.	Rajkot UA	1,390,933
Haryana	11.	Faridabad M.Corp	1,404,653
Jammu and Kashmir	12.	Srinagar UA	1,273,312
Jharkhand	13.	Jamshedpur UA	1,337,131
	14.	Dhanbad UA	1,195,298
	15.	Ranchi UA	1,126,741
Karnataka	16.	Bengaluru UA	8,499,399
Kerala	17.	Kochi UA	2,117,990
	18.	Kozhikode UA	2,030,519
	19.	Thrissur UA	1,854,783
	20.	Mallapuram UA	1,698,645
	21.	Thiruvananthapuram UA	1,687,406
	22.	Kannur UA	1,642,892
	23.	Kollam UA	1,110,005
Madhya Pradesh	24.	Indore UA	2,167,447
	25.	Bhopal UA	1,883,381
	26.	Jabalpur UA	1,267,564
	27.	Gwalior UA	1,101,981
Maharashtra	28.	Pune UA	5,049,968
	29.	Nagpur UA	2,497,777
	30.	Nashik UA	1,562,769
	31.	Vasai Virar City (M Corp.)	1,221,233
	32.	Aurangabad UA	1,189,376
Punjab	33.	Ludhiana (M Corp.)	1,613,878
	34.	Amritsar UA	1,183,705
Rajasthan	35.	Jaipur (M Corp.)	3,073,350
	36.	Jodhpur UA	1,137,815
	37.	Kota (M Corp.)	1,001,365

Tamil Nadu	38.	Chennai UA	8,696,010
	39.	Coimbatore UA	2,151,466
	40.	Madurai UA	1,462,420
	41.	Tiruchirappalli UA	1,021,717
Telangana	42.	Hyderabad UA	7,749,334
Uttar Pradesh	43.	Kanpur UA	2,920,067
	44.	Lucknow UA	2,901,474
	45.	Ghaziabad UA	2,358,525
	46.	Agra UA	1,746,467
	47.	Varanasi UA	1,435,113
	48.	Meerut UA	1,424,908
	49.	Allahabad UA	1,216,719
West Bengal	50.	Kolkata UA	14,112,536
	51.	Asansol UA	1,243,008

***Urban Agglomeration**

Source: Census of India, 2011

ANNEXURE-II

FORMAT FOR MONITORING THE ONLINE BUILDING PLAN APPROVAL SYSTEM (OBPAS)

NAME OF THE CITY

Whether On line Building Plan approval system (OBPAS) introduced	If No, By what time online plan approval will be introduced	Average Time taken for Building Plan approval Since introduction of OBPAS	Whether Common Application Form devised and uploaded	Whether integration of all Internal Agencies like Fire Dept, PWD, Horticulture etc., done	Whether integration of External Agencies like AAI, NMA, Railways, Defense etc., done	Provision of inbuilt fee calculator and online fee payment done	Reduction in number of documents to be submitted	Whether empanelment of Architects / Engineers being done	Whether Risk Based Classification of building done	All the joint Inspection done Online and How many	Whether Issue of Occupancy & Completion Certificate (OCC) done on-line	Whether Digital Signature introduced for issuing building plans and Completion Certificate (CC)
1	2	3	4	5	6	7	8	9	10	11	12	13

**Wherever the response is no, then clear cut timelines have to be mentioned by which the milestone is to be achieved by the urban local body/urban development authority if the city concerned*

ANNEXURE-III

PROFORMA FOR EVALUATION OF ONLINE BUILDING PLAN APPROVAL SYSTEM

Name of the City

No. of Building Plans submitted Online since commencement	No. of Building Plans approved Online	No. of Building Plans rejected	Average time taken for approval for Building Plan approval	No. of Occupancy Completion Certificate (OCC) issued Online	Average Time taken for issuing Occupancy & Completion Certificate (OCC)
1	2	3	4	5	6