

ANNEXURE-B

SCHEDULE APPLICATION FORM FOR DEVELOPMENT PERMISSION FOR (ERECTION/RE-ERECTION)

5. Contact information
of the applicant:

Mobile: _____ Email: _____

6. Land Details:

i) Description of land/land schedule as per R.O.R. for which development charge has to be assessed:

Name of G.P./Municipality	Name of Mouza	JL. No.	L.R. Khatian No.	RS Plot No.	LR Plot No.	Classification of Land

ii) Total area of Land:

Acre: _____, Sq.Mt.: _____, Sq. ft.: _____

7. For Building Plan:

i) Total area of Site (in sq. mtr.): _____ ii) Width of access Road (in mtrs). _____

iii) Plinth area (in sq. mtr.): _____ iv) Height of building (in mtrs). _____

v) Development permission Sought for: New Construction/Addition/Alteration/Revision/Others(specify):

(If applied for Addition/alteration provide a copy of sanctioned plan approved by competent Authority)

vi) Development permission for conversion taken from BDA → Yes/No

If "No" provide proof of following relevant documents supporting the age of building along with the conversion certificate from BL & LRO.

(specify) 1. _____

2. _____

3. _____

vii) Use proposed-Residential/Industrial/Commercial/Institutional/Others(specify): _____

viii) Building Details:

Sl. No.	Parameters	As Proposed in Drawing	Sl. No.	Parameters	As Proposed in Drawing
1	Ground Coverage (in percentage)		5	Rear Open Space (in meters)	
2	Building Height (in meters)		6	Side 1 Open Space (in meters)	
3	F.A.R.		7	Side 2 Open Space (in meters)	
4	Front open Space (in meters)		8	Parking (Nos)	

ix) Floor-wise Break Up:

Floor	Covered Area (Sq. mtr.)	Height (Mts)	Type of Use	Floor	Covered Area (Sq. mtr.)	Height (Mts)	Type of Use
Gr. floor				7 th floor			
Garage				8 th floor			
Mezzanine				9 th floor			
1 st floor				10 th floor			
2 nd floor				11 th floor			
3 rd floor				12 th floor			
4 th floor				13 th floor			
5 th floor				14 th floor			
6 th floor				15 th floor			

In case the site contains more than one building, a separate sheet giving the floor-wise break up of all the buildings need to be attached.

Declaration

I, _____, declare that all the documents and information furnished by me in Form '1' along with Annexure 'B' are true to the best of my knowledge and in case of any information given by me is found to be false or a case of misrepresentation of facts, the application may stand cancelled and/or Permission for Development forfeited.

Date:

Place:

SIGNATURE OF THE APPLICANT

N.B.: In case of erection/re-erection, the application should accompany the following Photocopies of documents

A. Documents for Land Details

- One Photocopy of filled up form for Receiving.
- ROR of the land (LR Porcha).
- Land Deed with Sketch Map.
- Land Tax Receipt of Current Bengali Year.
- Document for signature verification (Pan Card/Driving License/others)
- Conversion Certificate of LR Department.
- Empanelment Certificate of the Planner.
- Development permission of BDA for Change of Use of Land and Money Receipt of the same.

B. Documents for Building Plan

- 4 Nos of Amonia Print of Site plan showing dimension of plot, abutting plot nos., abutting road width along with roof plan of the building with dimensions in appropriate scale.
 - 4 Nos of Amonia Print of Building plans in appropriate scale showing the Plans, Elevation, Sections, Services, etc.
 - NOC from WBF&ES, Soil test report, Structural drawing etc.
 - Softcopy of Building Plan in AutoCAD Format [CD] in 2008 version or lower.
 - Area Calculation Sheet.
- *All drawings shall have to be drawn, certified and signed by a competent LBS/Architect/Structural Engineer/Geo-Technical Engineer empanelled in BDA.*
- *All dimensions should be in Millimeters.*
- *All the pages of the documents have to be signed in blue ink by the applicant & the signature should be same as in land Deed or PAN Card.*
- *All photocopies have to be legible and in good quality.*
- *All documents need to be brought in original for verification during submission of form.*

Name of Planner/Architect: _____

Phone No.: _____

Submitted by : _____

Contact No. of person submitting the form : _____

Remarks (if any) of receiving Authority: _____
