

FORM OF APPLICATION FOR PERMISSION UNDER SUB-SECTION (2) OF SECTION 15-A OR CLAUSE (a) OF SECTION 16 OR SUB-SECTION (1) OF SECTION 30 OR SECTION 30-A (BEYOND THE LIMITS AS SPECIFIED UNDER SECTION 30-A) OF THE HIMACHAL PRADESH TOWN AND COUNTRY PLANNING ACT, 1977 (ACT NO. 12 OF 1977) FOR DEVELOPMENT OF LAND / CONSTRUCTION OF BUILDING

To

The Director,
Town and Country Planning
Department, Himachal Pradesh, Shimla.

Affix latest
stamp size
photograph
duly

Sir,

I/We hereby apply for permission to erect/ re-erect, to make addition or alteration, to undertake repairs to a building on a piece of land under Khasra No. [] Hadbast No. [] measuring [] square Metre, over which I/we possess the necessary ownership rights, situated at Street/Road/ Ward No. [] Block No. [] Plot No. [] Scheme, [] (Name of the Scheme, if any) Village [] Post Office [] Tehsil [] District [] Himachal Pradesh.

I/We hereby submit the following documents:-

- (i) a copy of title/ownership documents i.e. latest jamabandi in original.
- (ii) a copy of latest original tatima showing Khasra number(s), description and area of land in question, abutting path with its width as well as adjoining Khasra number(s) falling on all the outer limits/ boundaries of the land in question. The land applied for is shown in red, in the tatima.
- (iii) three sets of Location Plan in the scale of 1:1000 showing North direction, indicating the land in question, showing main approach road(s), name of road(s) on which the property and boundaries abuts, important public buildings like hospital, school, cinema, petrol pump, existing land uses / building uses surrounding the land.
- (iv) three sets of Site Plan in the scale of 1:200 showing North direction and all the boundaries of land in question, abutting path with its width, natural features like nullahs, ponds, tress, slopes, contours at an interval of 5.00 Metres if the land is undulated, high tension lines passing through or adjoining the land, existing roads, highways showing the right of way, railway lines, airports with their specification(s) and boundaries, showing details of utilities and services like water supply, drainage, sullage, sewage, sewerage alongwith disposal of drainage, sullage, sewage, position of septic tank, soak pit, rain harvesting tank, electric and telephone poles, showing manner and site for muck disposal and all such other matters which need to be co-ordinated with the adjoining area.
- (v) for construction of building, apartment, colony etc., three sets of Drawings in the scale of 1:100 showing North direction, dimensions and area of building, apartment, colony etc. and other architectural details and Specifications (enclosed herewith) of proposed building, apartment, colony etc alongwith Schedule of Area (enclosed herewith) including built up and open area, set backs.
- (vi) A copy of Structural Stability Certificate and a copy of Soil Investigation Report (for the areas falling in sliding and sinking zones as defined in respective Interim Development Plans or Development Plans or for any re-claimed piece of land). (Strike out which is not applicable).

- (vii) for construction of building, apartment, colony etc., three sets of Drawings in the scale of 1:100 showing North direction, dimensions and area of building, apartment, colony etc. and other architectural details and Specifications (enclosed herewith) of proposed building, apartment, colony etc alongwith Schedule of Area (enclosed herewith) including built up and open area, set backs.
- (viii) A copy of Structural Stability Certificate and a copy of Soil Investigation Report (for the areas falling in sliding and sinking zones as defined in respective Interim Development Plans or Development Plans or for any re-claimed piece of land). (Strike out which is not applicable).
- (ix) a note indicating the type of development proposed i.e. land use or building use, namely residential or commercial or industrial or public and semi-public etc.

Certified that the plans have been prepared, designed and signed by Sh./Smt./M/s. [] (Name and address of the registered Town Planner/ Architect/ Engineer/ Draughtsman/ Surveyor) having Registration No. [] dated [] and the Structural Stability Certificate has been issued by Sh./ Smt./ M/s [] (Name and address of the registered Civil Engineer) having Registration No. [] dated [] and the Soil Investigation Report has been issued by Sh./Smt./M/s. [] (Name and address of the registered Geologist) having Registration No. [] dated [] (Strike out which is not applicable).

- (x) I/We have deposited a fee of Rs. [] only (Rupees. [] only) in accordance with the scale as specified under sub-rule (2) of Rule 16 of the Himachal Pradesh Town and Country Planning Rules, 2014.

[] Yours faithfully,
 (Signature of the Applicant(s))
 Address []
 []
 []
 Phone No. []

Check list for Planning permission cases

1. Application on Form -12 of H.P. Town & Country Planning Act 1977.
2. Check list duly signed by the owner and registered professional as their competency.
3. Structural stability certificate issued by Civil Engineer.
4. Latest revenue documents i.e. Tatima and Jamabandi (not more than 6 months old).
5. Demarcation report.
6. NOC from HPPWD along with site plan, if required.
7. NOC from HPSEB for HT/LT line, if required.
8. NOC from the Forest department, if required.
9. Water /electricity availability certificate from concerned department, if required.
10. NOC from Fire department, if required.
11. NOC from Tourism department for establishment of unit.
12. Photographs of site under reference, where required.
13. Two sets of drawing of proposed project duly signed by the owner and registered professional as per their competency.