পঞ্জীভুক্ত নম্বৰ - ৭৬৮ /৯৭ Registered No.-768/97

অসম ৰাজপত্ৰ

সত্যমেব জয়তে

THE ASSAM GAZETTE

অসাধাৰণ

EXTRAORDINARY

প্ৰাপ্ত কৰ্ত্তৃত্বৰ দ্বাৰা প্ৰকাশিত

PUBLISHED BY THE AUTHORITY

নং 688 দিশপুৰ, শনিবাৰ, 15 অক্টোবৰ, 2022, 23 আহিন, 1944 (শক)

No. 688 Dispur, Saturday, 15th October, 2022, 23rd Asvina, 1944 (S. E.)

GOVERNMENT OF ASSAM

ORDERS BY THE GOVERNOR

DEPARTMENT OF HOUSING AND URBAN AFFAIRS

NOTIFICATION

The 15th October, 2022

No. DoHUA/ECF No. 236697/2.- In exercise of the powers conferred by section 4 of the Assam Building Construction (Regulation) Act, 2010, the Governor of Assam is hereby pleased to make the following building byelaws to regulate the construction of buildings under the jurisdiction of areas under Development Authorities or Urban Local Bodies or the Panchayats as the case may be, namely:—

Chapter-I

1. **Short title, extent and commencement**.—

(1) These Byelaws may be called the Assam Unified Building Construction (Regulation) Byelaws, 2022.

(2) It shall extend to the master Plan areas or notified Planning areas of whole of Assam except for areas under Autonomous Districts, provided that if any District Council desires that all or any of the provisions of this byelaws shall apply to the Autonomous District concerned, a notification may be issued to that effect and this byelaws shall then extend to that Autonomous District subject to such exceptions or modifications as may be specified in the notification.

(3) They shall come into force on the date of their publication in the Official Gazette.

2. **Definitions**:— In these Byelaws unless there is anything repugnant in the subject or context, -

(1) "Affordable Housing", means the housing schemes for providing affordable housing at low cost to economically weaker class (EWS) and low income group (LIG) of public and shall include housing whose carpet areas are less than or equal to 66 Sq. Mt.

(2) "Advertising sign" means any sign, either free, standing or attached to a building or other structure which advertises a business or commercial establishment;

(3) "Apartment" means part of a property intended for any type of independent use, including one or more rooms or enclosed spaces located on one more floor or part or parts thereof in a building intended to be used for residential, commercial or business or such other type of independent use as may be prescribed and with a direct exit to a public Sq. Mt., road, or highway or to a common area leading to such street, road, or highway;

(4) "Bazaar" means a place or area reserved or licensed by the Authority for the erection of shops or stalls or both;

(5) "Base FLOOR AREA RATIO (FAR)" means the maximum FLOOR AREA RATIO (FAR) allowable in a particular development intensity zone without premium charge.

(6) "Black Waste Water" means the waste water discharged from the water closet, urinals and Municipal solid waste;

(7) "Building Accessory" means a subordinate building or a portion of the main building, the use of which is incidental to that of the dominant use of the building or the premises;

(8) "Carpet area" means the net usable floor area of an apartment, excluding the area covered by the external walls, areas under services shafts, exclusive balcony or verandah area and exclusive open terrace area, but includes the area covered by the internal partition walls of the apartment.

Explanation: For the purpose of this clause, the expression "exclusive balcony or verandah area" means the area of the balcony or verandah, as the case may be which is appurtenant to the net usable floor area of an apartment, meant for the exclusive use of the allottee; and "exclusive open terrace area" means the area of open terrace which is appurtenant to the net usable floor area of an apartment meant for the exclusive use of the allottee."

(9) "Clinic" is a diagnostic center where patients are examined and investigated for diagnosis and relevant advices are given for management but the patients are not admitted as indoor patients as in a hospital or nursing home. "Polyclinic" means an institution of a group of doctors for examinations, diagnosis and advice to the patients belonging to various specialties in medicine. The basic difference of a Clinic from a hospital or nursing home is that the patients are not kept in its premises for diagnostic or other therapeutic purposes as is done in a nursing home or hospital;

(10) "Convenient Shopping" shall mean a group of shops which shall include retail, repair and personal service shops, restaurant and clinics. Convenient shopping shall be allowed only on a road of width more than 6.6metrs in Residential and Public and semi-Public zone.

(11) "damp proof course" means consisting of some appropriate water proofing material at a height of not less than 6 inches (0.15 m) above the surface of the adjoining ground;

(12) "Demolition of Building" means removal of roof and walls in such a way that the building is brought to an uninhabitable condition, water supply and electricity disconnected.

(13) "Demolition of structure" means removal of the entire super structure above ground level.

(14) "Economically Weaker Section (EWS) Housing" means the apartments or multistoreyed housing or any houses specifically developed for providing residential accommodation to the families belonging to the low income groups viz, Economically Weaker Sections (EWS) with monthly income as fixed by the Government of India form time to time with maximum carpet area of Dwelling Unit as 66 Sq.Mt;

(15) "factory" means a place to which the provision of the Indian Factories Act, 1934 or any amendment thereof shall apply;

(16) "Floor Area Ratio (FAR)m House" means dwelling houses on a Floor Area Ratio (FAR)m. The allowable FLOOR AREA RATIO (FAR) for a Floor Area Ratio (FAR)m House shall be 50 and maximum allowable height is G+1. In addition to maximum FLOOR AREA RATIO (FAR) 50, a Watch and Ward residence upto 25 sqmt shall be allowed.

(17) "filling station" means an area of land including any structures thereon that is or are used or designed to be used for the supply of fuel for the propulsion of vehicles. For the purpose of these Byelaws there shall be deemed to be included within this term any area or structure used or designed to be used for polishing, greasing, washing, spraying or otherwise cleaning or servicing such motor vehicles;

(18) "fire resisting material" means any of the incombustible materials or other suitable materials as approved by the engineer or architect;

(19) "form" means form appended to these byelaws;

(20) "Geo-Technical Engineer" shall mean a graduate in Civil Engineer having at least 2 years experience in soil and foundation engineering under similar soil/geo-technical soil conditions;

(21) "grey waste-water" means waste water discharged from the bathrooms, sinks, showers, from washing clothes and so on;

(22) "group housing" means apartment houses or multistoried housing with more than 4(four) building blocks in a plot where the construction is undertaken by a single agency;

(23) "habitable room" means a room occupied or designed for occupancy by one or more persons for study, living, sleeping, eating, kitchen if it is intended for use as a living room, but not including bathroom, water closet compartment, laundries, pantries, corridors, cellars;

(24) "Home Stay" means paid accommodation facilities within the residential premises of the owner or tenant."

(25) "hotel" means a building or a part of the building comprising of more than fifteen rooms covering a floor area of more than 400 sq. m. in all used for the purpose of boarding of persons with or without meal;

(26) "Heritage Building" means any building of one or more premises or any part thereof which requires preservation and conservation for historical, architectural, environmental, cultural or religious purpose includes such portion of the land adjoining such buildings as may be required;

(27) "Heritage Zone" means the area around such heritage building as delineated by the Authority from time to time for restricting the height of building and use of building;

(28) "latrine connected" means a latrine connected by a sewer system;

(29) "latrine-septic" means latrine connected by a septic tank system;

(30) "Town Planning Scheme (TPS)" means a comprehensive plan for a particular area within the framework of the Master Plan, if any or for the local planning area. The planning process consists of merging and redistribution of land parcels in the urban expansion zone.

(31) "Local Area Plan(LAP)" is the principal statutory planning instrument for setting out a balanced understanding, vision and spatial strategies at the local level within the framework of the Master Plan.

(32) "Lifeline Building" means those buildings which are of post earthquake importance such as, hospital building, power house building, telephone exchange building, T.V. station, Radio Station, Jail, Police Station, office of Administration and Police Offices for critical functions in responding to a disaster event. The "Lifeline Building also means all schools and select community and meeting halls (as identified by the competent authority) to perform emergency functions as evacuation centres and relief camps;

(33) "lodge" means a building or a part of a building comprising not more than fifteen rooms covering a floor area not exceeding 400 sq. m. in all used for the purpose of boarding of persons with or without meal which shall include lodging dormitories;

(34) "Lower Income Group (LIG) housing" means the apartments or multistoreyed housing specifically developed for providing residential accommodation to the families belonging to the low income groups viz, Lower Income Group (LIG) with monthly income as per criteria as may be laid down by the Government of India from time to time;

(35) "mezzanine floor" means an intermediate floor between two floors of any storey forming an integral part of floor below;

(36) "mixed use building" means a building having more than one use where the predominant use is not less than 2/3rd of the total use. The predominant use is to be in conformity with the zoning;

(37) "multilevel car parking" means a building or structure designed specifically for the purpose of automatic parking having more than one floors or levels on which

parking takes place by means of either static automated or mechanical process comprising in the same building or structure, fully or in a part of it or any other independent structures like deck, steel frame, floors of the building or the structure as the case may be;

(38) "multiplex" means the Cinema halls existing along with other activities like shopping mall, cafeteria, restaurant etc. in one campus with not less than 2 separate cinema screens in two different halls under the same complex having minimum 500 (five hundred) seats comprising all theatres and not less than 200 seats in each theatre.

(39) "Natural Hazard Prone Areas" means the areas likely to have moderate to high intensity of earthquake or cyclonic storm or significant flood flow or inundation or landslides/mud flows, liquefaction or one or more of these hazards; Such Natural Hazard prone Areas shall be notified and updated by the authority based on Hazard Studies viz. Microzonation, Landslide Hazard zonation, Flood zonation carried out by competent authority and agencies time to time;

(40) "Non-conforming use" means a building, structure, or use of land existing at the time of commencement of these Byelaws, and which do not conform to the regulation of the zone in which it is situated;

(41) "Non-Structural Component" means those components of buildings which do not contribute to the structural stability such as, infill walls in Reinforce Concrete frame buildings, glass panes, claddings, parapet walls, chimneys etc;

(42) "normal channel" means the process of disposal of application in the normal process where the Planning Permit shall be issued within 30 (thirty) days and the Building Permit shall be issued within 45 (forty five) days from the date of receipt of the application by the respective authorities;

(43) "occupier" means any person paying or liable to pay the rent or any portion of the rent of the land or building in respect of which the rent is due or compensation or premium on account of the occupation of such land and building and also a rent free tenant;

(44) "Paying Guest" means a person such as a student of any class or course or employee may be Government or Private or a professional, who is allowed to use a part of a residential premise, either individually or jointly, by its owner or occupier for shelter, with or without food, for a certain period of time, on a payment basis or otherwise, but not allowed to run his or her kitchen (as the common kitchen for all paying guests in the same premise is run by its owner or occupier like school or college hostel). The paying guest does not mean a tenant or a sub tenant in a hotel, dharamshala, inn or similar premises and he or she can be asked to leave the residential premises by its owner or occupier at any time without notice."

(45) "parking space" means an area enclosed or unenclosed, sufficient in size to store an automobile or any other conveyance together with a drive-way connecting the parking space with a street, or alley and permitting ingress or egress of all such conveyances;

(46) "Planning Area" means a Master plan area or Peripheral Development area or any area as notified by the Government.

(47) "plot-corner" means a parcel of land at the junction of and frontage on, one, two or more intersecting streets;

(48) "plot depth" means the horizontal distance between the front and rear lines of the plot;

(49) "plot width" means the shorter distance from one side of the plot line to the other side at the plot measured through that part of the plot proposed to be occupied by the building;

(50) "plot-double frontage" means a plot having a frontage on two non-intersecting streets as distinguished from plot corner;

(51) "Podium" means a horizontal projection (platform) extending beyond the building footprint on one or more levels and stipulations for podium shall contained in national Building Code of India.

(52) "private garage" means an accessory building designed or used for the storage of motor driven vehicles owned or used by the occupants of the building to which it is necessary;

(53) "public garage" means a building or portion thereof other than a private garage designed or used for repairing, serving, selling or storing motor driven vehicles;

(54) "premium charge" means the fee charged for availing additional F.A.R. over and above the base F.A.R.

(55) "Quality Control" means the construction quality and the control of variation in the material properties and structural adequacy. In case of concrete, it is the control of accuracy of all operations that affect the consistency and strength of concrete, batching, mixing, transporting, placing, curing and testing;

(56) "Quality Audit" means the third party quality audit requirement for an independent assessment of the quality and seismic or cyclone resistant features of all the High-rise buildings in earthquake zone V of the Country. The quality audit report shall consist of conformance or non-conformance of structures with the technical specifications for earthquake and cyclone resistance and to suggest remedies/ rectification, if any; for structures under construction, conformance or non-conformance with technical specifications will be ascertained by the third party, primarily based on quality tests performed on materials and structures in field or in laboratory during construction by "Construction Engineer on Record". The audit may require Non Destructive Testing (NDT) on structures if such tests are not performed during construction for structures under construction or as may deem required by the third party. For completed structures / old structures NDT shall be performed to ascertain health of completed structures, where such quality test reports are not available or partly available or as may deem required by the third party;

(57) "Quality Assurance" means all planned and systematic actions necessary to ensure that the final product i.e. structure or structural elements will perform satisfactorily in service life;

(58) "Registered Structural Engineer on Record (SER)", "Structural Design Agency on Record (SDAR)", "Construction Engineer on Record (CER)", "Construction Management Agency on Record (CMAR)", "Quality Auditors on Record (QAR)"

means the Registered Structural Engineers / Engineers/Supervisors/Agency registered with Authority under the provision of these byelaws, qualified to take up the various works as mentioned in Appendix-II;

(59) "Retrofitting" means upgrading the strength of an unsafe building by using suitable engineering techniques by *a* Structural Engineer or *a* Structural Agency;

(60) "Reticulated Pipe Gas System" means the supply of LPG through pipeline network from a centralized Cylinder Bank/Manifold System or Bulk Installation to the customer's kitchen. The system is designed through multiple Pressure Regulation Stage (PRS) to deliver LPG to the users at low pressure to make it safe.

(61) "Registered Technical Person (RTP)" means qualified personnel as Architects, Engineers, Structural engineer, Planners, Landscape Architects, Urban Designer, Engineer for utility services Geo-Technical Engineers, Group of technical personnel and Supervisor/Firms who have been enrolled and licensed by the concerned Authority;

(62) "Set back line" means a line parallel to the center line of a road or a street and laid down in each case by the Authority beyond which nothing can be erected or re-erected save with the particular and express sanction of the Authority;

(63) "Storey-Ground" means that storey of a building to which there is an entrance from the outside of the adjoining ground or road and when there are more than one storey, then the lowest storey of such building shall be taken as the storey ground;

(64) "Service Apartment" means a premise fully furnished, serviced and self contained with provision for preparation of meal and used for short-term accommodation;

(65) "Service Floor" means an intermediate floor between any 2 (two) floors with a maximum height of 2.1 m forming an integral part of floor below primarily for use as conduit of air conditioning and other services without having a permanent access;

(66) "Slum Housing'' means row housing, apartments or multistoried housing specifically constructed for providing residential accommodation to Slum Dwellers in notifiedslum areas or in identified slum areas having characteristics of a slum;

(67) "Socio-Political Office" means premises with facilities for activities of socio-cultural and political nature run either by the public or a voluntary organization or a trust or an Non-Governmental Organization (NGO)or a political organization on primarily non- commercial basis. The permissibility in zones shall be as per the land use permissibility as fixed for the Government office in land use permissibility of the Master Plan.

(68) "Tenement" means a part of a building intended or used or likely to be used as dwelling unit for a family;

(69) "Transit Oriented Development" (TOD) means any development, macro or micro that is focused on the integration of land use and transport planning and aims to develop planned sustainable urban growth centres, having walkable and livable communes with high density mixed land use. Citizens have access to open green and public spaces and at the same time transit facilities are efficiently used;

(70) "Transferable Development Right" (TDR) means a compensation in the form of Floor Area Ration (FLOOR AREA RATIO (FAR)) or Development Rights which shall entail the owner for construction of a built-up area. The FLOOR AREA RATIO (FAR) credit shall be issued in a certificate or number of certificates, which shall be called as Development Right Certificate/Certificates (DRC);

(71) "To re-erect" means a construction for a second time or subsequent further times of a building or part of a building after demolishing it, on the same plan as has been previously sanctioned;

(72) "To make material alterations" means to make any modification in any existing building by way of addition or alteration, or any other change in the structure which alters specification of the building or structure which shall also include;

(a) conversion of a building or any part thereof for human habitation as one dwelling house into more than one dwelling house and vice versa;
(b) conversion of a building or a part thereof suitable for human habitation into-a-dwelling-house-or-vice-versa;
(c) conversion of a dwelling house or a part thereof into a shop, warehouse or-factory-or-vice-versa, and
(d) conversion of a building used or intended to be used for one purpose such as shop warehouse or factory etc. into one or another purpose:
(e) However, internal changes without changing the load bearing structure or change of use shall not be construed as material alteration:

Provided that opening of a window and providing inter-communication doors, modification in respect of gardening, white washing, painting, re-filling and other decorative works shall not be treated as making material alterations;

(73) "Tourism" means organized service for tourist on commercial or non-commercial basis including hotel, motel, home stay and paying guest;

(74) "Town Planner" means a Planner with graduate or postgraduate degree in Town Planning from a recognised institution or with qualifications required for membership of the Institute of Town Planners, India;

(75) "unsafe building" means a building which is-

a) structurally unsafe;
b) insanitary;
c) not provided with adequate means of egress;
d) prone to fire hazard; in relation to its existing use hazardous to safety or health or public wel Floor Area Ratio (FAR)e by reasons of inadequate maintenance,
e) dilapidation or abandonment;

(76) "warehouse" means a building, the whole or substantial part of which is used or intended to be used for the storage of goods whether for keeping or for sale or any similar purpose but does not include a store room attached to and used for the proper functioning of a shop;

(77) "workshop" means a building where not more than ten persons are employed in any repair or light manufacturing process;

(78) "yard" means an open space at ground level between a building and adjoining boundary lines of the plot unoccupied and unobstructed including the space required for small structures like security shed, pump house, bore-well etc. as specified in under byelaw no. 24 and 83 of these Byelaws. All yard measurements shall be the minimum distance between the front, rear and side yard plot boundaries, as the case may be, and the nearest plot of the building including enclosed or covered porch. Every part of every yard shall be accessible from every other part of the same yard;

(79) "yard-front" means a yard existing across the front of a plot between the side yard lines and the minimum horizontal distance between the street line and main building or any projection thereof other than steps, unenclosed chajja, ornamental decoration etc;

(80) "yard-rear" means a yard extending across the rear of a plot measured between plot boundaries and being the minimum horizontal distance between the rear plot boundary and the rear of the building or any projections other than steps, un-enclosed chajja, and ornamental decorations. In a corner plot the rear yard shall be considered as parallel to the street upon which the plot has its least dimension, in both the corner and interior plot the rear yard shall be at the opposite end of the plot from this yard;

(81) "yard-side" means a yard between the building and the side line of the plot and extending from the front line to the rear line of the plot and being the minimum horizontal distance between the side boundary line and the sides of a building or any other projections other than steps, unenclosed chajja, ornamental decorations;

(82) Words and expressions used in these Byelaws and not defined but defined in the Act, shall have the meanings respectively assigned to them in the Act and the Guwahati Metropolitan Development Authority Act, 1985, the Guwahati Municipal Corporation Act, 1971, the Assam Town and Country Planning Act, 1959, the Assam Municipal Corporation Act, 2022, Master Plan for the City of Guwahati and the National Building Code.

3. Interpretation.—

(1) In these Byelaws, the use of present tense includes the future tense, the masculine gender includes feminine and the neuter gender, the singular number includes the plural and the plural includes the singular, and "Signature" includes thumb impression made by a person who cannot write if his name is written near to such thumb impression.

(2) Whenever size and dimensions of rooms and spaces within the building are specified, they shall mean the clear dimensions unless otherwise specified in these byelaws.

Chapter-II

4. Form of application, amount of fees and other particulars required to be submitted with the application. —

(1) Every person who intends to erect or re-erect or make material alteration in any place, in a building or part thereof or intent to subdivide or transfer any plot of land, within the State of Assam, shall give an application in the form as may be prescribed for this purpose under this act addressing to the Chief Executive Officer, Guwahati Metropolitan Development Authority in respect of Guwahati Metropolitan Area and to Chairman in respect of Development Authority constituted under the Assam Town and Country Planning Act, 1959 for other development authority areas, having legally valid Master Plan. In case Development Authority is not constituted the application shall be submitted to the concerned. Such application shall be accompanied by the building plans conforming to the requirements mentioned these byelaws in quadruplicate in blue or white prints or computer generated prints and shall be submitted either at the designated counter in hard copy, or soft copy or through the online building permission system (OBPS) created for the purpose.

(2) The person making an application under clause (1) above shall furnish all the documents which are required to accompany the application made under section 5 of the Act. In addition, the following other particulars and documents shall have to be furnished or uploaded in Online Building Permission System (OBPS) along with the application:—

(a) Trace map of the proposed site indicating the Dag No., Patta No., Revenue Village, Mouza and the Town of the concerned District;
(b) A key plan of the area showing natural channels, drains, roads and landmarks;
(c) A site plan drawn to a minimum scale 1:200;
(d) A building plan accurately drawn in a minimum scale of 1:100 with dimensions in meters;
(e) A general specification of the proposed constructions including a detailed calculation sheet of FLOOR AREA RATIO (FAR) in the proposal showing details giving type and grade of materials to be use in Form 11, Form 24 and Form 25 duly signed by the concerned Registered Technical Person (RTP) and countersigned by the applicant;
(f) A certificate of supervision in Form 8, Form 9 and Form 10;
(g) A certificate of undertaking for hazard safety from Structural Engineer on Record in the case of buildings Ground + 3 floors and above in Form 7;
(h) An undertaking in Appendix V appended to these byelaws signed by the land owner or Power of Attorney Holder or Builder or Promoter or the Applicant, as the case may be, stating that he shall leave or surrender for road widening if required free of cost and he shall not violate any rules, building byelaws and that in case of violations the Authority shall take action as per the Guwahati Municipal Corporation Act, 1971/the Guwahati Metropolitan Development Authority Act, 1985. Where land is surrendered free of cost, as aforesaid, it shall not affect the total FLOOR AREA RATIO (FAR) that the applicant is entitled, over his whole plot as per these bye laws.

(i) The party or applicant shall submit an affidavit along with the application form declaring the following:

(a) Particulars of land,

(b) Ownership of land,

(c) That they shall construct the building as per approved plan,

(d) They shall submit completion certificate prior to obtaining electric connection,

(e) That applicant shall not occupy the building without obtaining the occupancy certificate

(f) they shall not change the Registered Technical Person (RTP) during the construction period without prior notice to the Authority, and if the change has taken place the new Registered Technical Personnel Registered Technical Person (RTP) /applicant has to fulfill all the formalities completed by the earlier Registered Technical Personnel (RTP);

(j) The up to date property tax paid receipt to be submitted; in case of existing building/structure, if any;

(k) In case of residential land/plot sales, a minimum of 10% of plotted area is to be earmarked / reserved for Affordable Housing category in all Residential Layout Plans of Plots with land area of 1.5 Hectare and above with minimum plot size for Affordable Housing segment i.e Economically Weaker Section (EWS)/ Lower Income Group (LIG) shall not be less than 54 Sq.m. and more than 120 sq.mtr. wherever applicable. In plotted development, along with Affordable housing, one plot measuring minimum 200 Sq.Mt shall be kept for anganbadies/school and one area measuring 100 Sq. Mt. be provided for local shops.(For each area of1.5H)

(l) The owner / developer is given freedom to build these units in a separate block with separate access with option to develop only Economically Weaker Section (EWS) dwelling units in lieu of Lower Income Group (LIG), wherever applicable;

(m) If the houses/flats/apartments are constructed by private developers/builders, and made available for Affordable Housing segment i.e Economically Weaker Section (EWS)/ Lower Income Group (LIG)the said developers/builders, shall be entitled to an additional FLOOR AREA RATIO (FAR) of 10% to 25% over that applicable FLOOR AREA RATIO (FAR) for the relevant land use depending on the percentage of area allotted to Affordable Housing segment i.e Economically Weaker Section (EWS) /Lower Income Group (LIG)within these limits. However, there shall be no restrictions for construction of Affordable Housing segment i.e Economically Weaker Section (EWS) /Lower Income Group (LIG)houses within the permissible FLOOR AREA RATIO (FAR).

(n) It is mandatory to reserve land for Economically Weaker Section (EWS) housing in areas covered under Local Area Plan (LAP)/ Town Planning Scheme (TPS). Not less than 5% of the area bought in by Local Area Plan (LAP)/ Town Planning Scheme (TPS) to be reserved for Economically Weaker Section (EWS) housing.

(o) In a standalone affordable housing project made exclusively of Economically Weaker Section (EWS) /Lower Income Group (LIG)category a space measuring a minimum of 1.5% Sq.Mt shall be kept for anganbadies/school/local shops/House Hold (HH) industries.

(3) Every person making an application for subdivision of plot or transfer of plot under byelaws 4 shall furnish all the documents which are required accompanying the application made under Section 5 (7) (v) of the Act. In addition the following other particulars and documents have to be forwarded along with the application.

(i) Land sale permission of Deputy Commissioner.

(ii) Particulars of land document and ownership of land.

(iii) All layout plans before submission to Authority shall be signed by owner(s) and by one of the following:—

(a) Architect holding a valid registration of the Council of Architect / Registered Technical Person (R.T.P) not below a Graduate Civil Engineer /Town Planner of Guwahati Metropolitan Development Authority or Guwahati Municipal Corporation for layout plan of plots of measuring more than 0.5 HA and below 2.5 HA wherever applicable;

(b) Architect holding a valid registration of the Council of Architecture of Guwahati Metropolitan Development Authority or Guwahati Municipal Corporation for layout plan of plots measuring 2.5 HA and above wherever applicable;

(c) Town Planner qualified to be a member with Institute of Town Planners, India for plots measuring 2.5 HA and above wherever applicable;

(d) In all layout plans a minimum of 5% of the land is to be reserved for parks/ playgrounds. This land has to be handed over to Authority for its development as parks/ playgrounds free of cost wherever applicable;

(iv) Any other document/declaration that authority may require.

(v) Development fee as prescribed in Schedule-I.

5. **Procedure for sanction**.—

(i) Planning Permit under Part-I of the application shall be granted by the Guwahati Metropolitan Development Authority and other Development Authorities on the recommendation of the Town Planner/Member Secretaries of the Development Authorities. In case Development Authority is not constituted, the concerned DD T&CP shall issue the PP.

(ii) Building Permit under Part-II of the application shall be granted by the Urban Local Bodies, Panchayats as the case may be on recommendation of the Associate Planner/Town Planner/Deputy Directors/Assistant Directors of Town and Country planning of the District. In respect of the areas under the Panchayats, the building permit shall be granted by the Panchayat on recommendation of the technical person of the concerned Panchayats.

(iii) On receipt of the planning permit so issued the building permit under Part-II of the application shall be issued by the Urban Local Bodies or the Panchayats, as the case may be.

(iv) In case of non availability of technically qualified officer in an urban local body or panchayat for making technical examination, verification and inspection of any proposal for building permit, the Government may by order authorize or designate such other technically qualified officer for the purpose of technical examination, verification and inspection of proposals of building permit to be granted by the concerned urban local bodies or the panchayat, as the case may be.

(v) Govt. may issue a separate SOP, if required outlining the detailed procedure for operation of the permission process under the Single Window System.

6. **Signing the plans**.— All the plans and drawings shall be duly signed by the owner and the person preparing the plan, a registered Architect or a registered graduate Civil Engineer who shall be registered with the Directorate of Town and Country Planning, Assam.

7. **Application for alteration only**. — When the application is only for an alteration of the building, only such plans and statements as may be necessary shall accompany the application. Application for alteration shall be submitted before the Commissioner Guwahati Municipal Corporation/other Urban Local Bodies/Panchayats within the ambit of Planning Permit issued. For alteration of approved buildings prior to coming into force of these byelaws for which Planning Permit is not obtained, application shall be submitted as provided in byelaw 4 of these byelaws.

In case there is change of use and alteration of any other parameters relevant to the Planning Permit, the application shall be submitted before the Authority issuing the Planning Permit first for change of the Planning permit.

8. **Procedure to be followed** by Guwahati Metropolitan Development Authority (GMDA), other Development Authorities, Guwahati Municipal Corporation (GMC),

Urban Local Bodies (ULBs) or the Panchayats or Deputy Director, Town and Country Planning (T&CP) as the case may be subject to the separate guidelines issued by Government under Clause 5 (iv) of these bylaws.

(i) Guwahati Metropolitan Development Authority/other development Authorities/ Deputy Director, Town and Country Planning (T&CP)shall verify the zone, road width, Floor Area Ratio (FLOOR AREA RATIO (FAR)), coverage, height of building, parking norms and layout and requirement of external open spaces and other functions as provided in the Act in accordance with the Master Plan, Zoning Regulations and the relevant provisions of the Act, rules and these byelaws. After verification and making necessary inspection if the Guwahati Metropolitan Development/other Development Authorities Authority is satisfied that the proposal conform to the provision of the Master Plan and Zoning Regulation and the Act, rules and byelaws the Planning permit with recommendation, modifications, if any shall be issued in Form-II;

(ii) The Planning Permit along with 3(three) sets of drawings shall be forwarded by the Guwahati Metropolitan Development Authority/other development Authorities to Guwahati Municipal Corporation, ULBs or the Panchayats, as the case may be, with intimation to the applicant; and within the time limit of 30 days as stipulated in clause 13 of these bye laws.

(iii) The drawings and maps as per checklist of Part-I of the application form shall be signed and submitted along with the application duly filled in and signed by the applicant;

(iv) Guwahati Municipal Corporation, the Urban Local Bodies or the Panchayats as the case may, shall issue Building Permit after verification and making necessary inspection as may be required under the Act, rules and these byelaws;

(v) The processing fee for processing the application for planning permit shall be deposited in the office of the Guwahati Metropolitan Development Authority out of which only 90% is refundable. The Building Permit fee on approval of the (Building Permit) shall be deposited to Guwahati Municipal Corporation/other Urban Local Bodies. If Planning Permit is rejected by the Guwahati Metropolitan Development Authority planning permit fees paid to it shall be refunded upto an extent of 90% of the fees paid. The Building Permit fee once paid is not refundable, however the fees can be adjusted if modified proposals are submitted by the applicant within the validity period of the Building Permit;

(vi) The Planning Permit and Building permits are not transferable except to legal heir.

(vii) In case of claiming premium FLOOR AREA RATIO (FAR) as may be applicable in the particular plot sanctioned planning permission will only be issued on depositing the premium fee as may be applicable as per Schedule –I .

(viii) Betterment charge can be levied by the authorities where land is plotted and sold as per rates fixed by them.

9. Issue of Instant Planning Permit and Building Permit for Residential Buildings upto Ground plus Two stories under " Mukhya Mantrir Sohoj Griha Nirman Achoni ".-

(i) All the proposals up to Ground +2 storied residential buildings up to a plot area of 670 sq m within Guwahati Metropolitan Area (GMA) shall be issued instant Planning Permit and Building Permit, provided the proposals are duly submitted as per the provisions of this Building Bye-laws and Master Plan for GMA along with all enclosures as required with applicable fees.

(ii) Procedures:

(a) All the applications up to Ground +2 storied residential buildings up to a plot area of 670 sq m within Master Plan area shall be submitted through empaneled Architects and Engineers under GMDA/Directorate of Town and Country Planning. GMDA/Directorate of Town and Country Planning shall empanel qualified Engineers and Architects with minimum 5 (five) years experience from Registered Technical Person (RTP) who shall be eligible for online submission of the proposals as mentioned above on behalf of the owner/ applicant.

(b) The empaneled Registered Technical Person (RTP) shall make necessary site verification, examine the documents and submit the Application online along with the Building Plans and documents required as per the Building Bye-law with Form 7(A) duly filled up. The Online Building Permission System shall auto scrutinise the proposals. On finding the proposal as per the provisions of the Building Bye-laws and the Master Plan, the system shall generate challan for requisite fees and penalty wherever applicable.

(c) On payment of requisite fees etc. the system shall auto generate instant Planning Permit and Building Permit along with approved drawing and forward the same to empanelled Registered Technical Person (RTP) and the Applicant with SMS and email alert. The approved drawings, the Planning Permit and Building Permit shall be in a downloadable format by the empanelled Registered Technical Person (RTP) and Applicant.

(d) In case the proposal is not as per the provisions of the Building Bye-laws and the Master Plan for GMA, the system shall return the same to empanelled Registered Technical Person (RTP) with email and SMS alert to the applicant with detail.

(e) Authorities shall carry out post approval inspection of the proposals as and when required to ensure the adherence of the Building Bye-laws and Master Plan. Any discrepancies found during the inspection, shall be treated as unauthorized as per the provisions of this Bye-law, GMDA and GMC Acts and the Planning Permit/ Building Permit issued shall be withdrawn.

(f) The buildings constructed under these clauses shall be supervised and monitored and also obtain instant Occupancy Certificate on submission of all the documents as per provisions given in these bye-laws duly certified by the empaneled Registered Technical Persons (RTPs).

(g) For areas where online system is not available, application shall be processed by Registered Technical Persons (RTPs) manually till digital platform is available.

(iii) The Applicant shall be the rightful or Authorised owner(s) of the land with clear title and land documents. Necessary civil and criminal proceedings shall be drawn against Person/ Persons obtaining or trying to obtain the Planning Permit and Building Permit fraudulently."

10. **Inspection after submission of application.—** Each inspection shall be made within 10 days following receipt of application. The Authority shall determine that the plans submitted conform to the requirement of the Act, rules and these Byelaws and inform the applicant as per provision of Cl. 17.
However, if inspection is delayed beyond 10 (ten) days; the applicant shall intimate the Authority in writing; and Authority shall complete the inspection within 7 (seven) days of receipt of such intimation and shall also ensure that time limit for sanction as prescribed in Cl. 13 is strictly maintained.

11. **Fees**— Fee for Planning Permit, Building Permit, other fees and charges shall be such as may be applicable as per **Schedule –I** appended to these byelaws.

It is important to note that the permissible FLOOR AREA RATIO (FAR) which is in addition to the base FLOOR AREA RATIO (FAR) shall be provided against payment of premium charge to the Authority. Additional FLOOR AREA RATIO (FAR) allowed under Transit Oriented Development (TOD) and Transferable Development Rights (TDR) shall be made available on payment as per Premium Charge and that for Economically Weaker Section (EWS) housing shall be as per fees payable for residential use.

The premium charge will be as per the **Schedule-I**.

12. **Construction not according to the plan.—** the Authority determine at any stage that the construction is not proceeding according to the sanctioned plan or is in violation of any of the provisions of the Act, rules and these Byelaws, the Guwahati Metropolitan Development Authority, other Development Authorities, the Guwahati Municipal Corporation, other Urban Local Bodies or the Panchayats as the case may be, shall notify the building permit holder and all further construction shall be stopped until correction has-been-effected-and-approved.

If the building permit holder fails to comply with the requirements at any stage of construction, Guwahati Metropolitan Development Authority, Guwahati Municipal Corporation, other Urban Local Bodies or the Panchayats, as the case may be, is empowered to take such panel action other appropriate necessary action as per the relevant provisions of the Guwahati Municipal Corporation Act 1971, the Guwahati Metropolitan Development Authority Act, 1985, the Assam Town and Country planning Act, Assam Panchayat Act 1994 and these Byelaws.

13. **Sanction with or without modification or refusal.—**
The respective Authority may either sanction or refuse the plans and statements or may sanction the proposal with such modifications or directions as it may deem necessary and thereupon make the Planning Permit and Building Permit ready for issue within the respective period of 30 (thirty) days and 45 (forty-five) days, as the case may be. In

case sanction is refused a detailed order on reasons for refusal shall be passed by the authority.

14. (a) **Time limit for disposal of application.**— Application for Planning Permit shall be disposed of within a period of 30 days from the date of receipt of the application. Application for Building Permit shall be disposed of within a period of 45 days from the date of receipt of Planning Permit. In the event of the failure of the Authorities to grant Planning permit or the Building Permit within the period stipulated above, the permits shall be deemed to have been granted and the applicant may proceed with the construction with written intimation to the Authority concerned and necessary permit fee to be deposited at least 10(ten) days prior to commencement of work, provided that building shall be constructed as per provisions of the building byelaws and in no case shall contravene any of the provisions of the Assam Building Construction (Regulation) Act, 2022, the Guwahati Municipal Act, 1971, the Guwahati Metropolitan Development Act,1985, Assam Town and Country Planning Act, Assam Panchayat Act,1994 and these byelaws. The concerned Authority shall issue a deemed permit for such cases on receipt of intimation of such construction within7 days of receipt of such intimation.

15. **Completion Report.**— The owner shall submit the Completion Report in Form Nos. 16, 17, 18, 19 and 27 as the case may be, as per provision of Section 11(a) of the Act.

16. (a) **Completion and Occupancy Certificate.** —The Authority shall issue Completion and Occupancy Certificate on receipt of completion certificate as per Section 11 (b) of the Act.

(b) **Part Completion and Occupancy Certificate.** — The Part Completion and Occupancy Certificate shall be given by the Authority subject to the owner indemnifying the Authority as per the prescribed format as provided in Appendix- IV.

(c) The completion and occupancy Certificate shall be issued within a period of 21 days from the date of receipt of the completion report provided that the building is constructed as per the approved plan NOC.

17. **Charge of electricity.**— Assam Power Distribution Company Ltd. (APDCL) shall charge electricity permanently to the building only after receipt of Occupancy Certificate issued by the Authority.

18. **Correspondence regarding Planning Permission, Building Permission and Land Sale Permission.— Correspondence regarding Planning Permission, Building Permission and Land Sale Permission**.— No planning permission, building permission and land sale permission NOC will be served in applicant's premises, but will be made available in the reception counter of the concerned Authorities and applicants are required to collect the same from the counter. Authorities will send intimation of approval of the Building Permit, as well as fees payable; through identified speed post service as well as through Email/SMS. However Authorities will have to serve all objection or rejection letters and other communications relating to

planning, building and land sale permission through identified speed post service as well as inform through Email/SMS if the same is made available by applicant and the cost of that can be realized from applicant by the authorities.

19. (a) **Modification of plans.**— All modification of plans if required shall be done by Guwahati Municipal Corporation, Urban Local Bodies or the Panchayats as the case may be within such parameters as prescribed in the Planning Permit and within the provisions of these building byelaws. In case there is change of use and alteration of any other parameters relevant to the Planning Permit, the application shall be submitted before the Authority issuing the Planning Permit first for change of the Planning permit .

(b) **Application for change of use.**—For change of use of a building or part of a building, the plan for part of the building in which change of use is proposed shall be submitted to the Authority for review of the planning permit and issue of revised planning permit. The application shall include Structural safety certificate by Registered Structural Engineer and proposed Retrofitting plan if the change of use is from lower to higher load class. The authority may decide to refer the proposal to a third party or SDRP for approval of such permit provided use is changed. Processing fee shall be paid as specified in Schedule-I.

20. **Display Board.**— In case of buildings other than Residential and Religious Institutions measuring 500 sq.m. or more the details of the development as provided in the Planning Permit and Building Permit including date of expiry of permit etc. shall be displayed on a board of size at least 100 cm x 180 cm. The same shall be displayed at site within 15 (fifteen) days of obtaining the Building Permit issued by the Authority. In the event of failure to display the board a penal charges shall be levied as provided in the **Schedule-I**.

21. **Applicability of the Building Byelaws.**—

(1) The Building Byelaws shall apply to the building regulations activity, in the State of Assam under the jurisdiction of the Guwahati Metropolitan Development Authority/other Development Authority area,—

(a) where a building is erected, the Byelaws applies to the design and construction of the building;

(b) where the whole or any part of the building is removed, the Byelaws applies to the whole building whether removed or not;

(c) where the whole or any part or the building is demolished, the Byelaws applies to any remaining part and to the work involved in demolition;

(d) where a building is altered; the Byelaws applies to the whole building whether existing or new except that the Byelaws applies only to part if that part is completely self contained with respect to facilities and safety measures required by the Byelaws;

(e) where the occupancy of a building is changed; the Byelaws applies to all parts of the building affected by the change.

(2) Existing approved building – Nothing in the Byelaws shall require the removal, alteration or abandonment, nor prevent continuance of the use or occupancy of an existing approved building, unless in the opinion of the Authority such building constitutes a hazard to the safety of the adjacent property or the occupants of the building itself.

(3) Residential building having more than 8 (eight) nos. of units shall follow all norms as laid down for apartment buildings in this bye-laws.

Chapter-III

Part-I
(Planning Parameters for Planning Permit)

22. (i)The form of application for Planning Permit shall be in Form-1(Part-I).

(ii)The permissible uses in a particular zone shall be as prescribed in the Master Plan for the city of Guwahati.

23. Width of existing and proposed street line shall be as prescribed in the Master plan for the city of Guwahati. For roads where proposed road width is not indicated it shall be as follows:—

Sl.	Width of existing road	Width of proposed road
1.	Up to 3.6m.	6.6 m. *
2.	Above 3.6 to 6.6 m.	8.5 m.
3.	Above 6.6 to 8.5 m.	10.0 m.
4.	Above 8.5 to 12 m.	12.0 m.
5.	Above12 to 15.0 m.	15.0 m.
6.	Above 15.0 m.	Same as existing width

** This will not be for private road, cul-de-sec and for which Authority will decide the width based on length. For dead end roads up-to 250 m in length proposed width will be 6.6m and for road width more than 6.6m the existing road width shall prevail.*

24. PLANNING REGULATIONS.—

(a) Minimum setback of the building or the structure from the prescribed street line-

(i) FRONT SETBACK:
Every building fronting a street shall have a front space from the prescribed street line forming an integral part of the site as below-

Existing width of Street fronting the plot	Minimum Front Open Space		
	Upto 9.6m	Up to 15.6 m*	Above 15.6 m*
Up to 6.6 Mts.	3.6 m	4.5 Mts.	6.0 Mts.
More than 6.6 to 15.0 Mts.	4.5 m	6.0 Mts.	7.5 Mts.
More than 15.0 to 24.0 Mts.	6.0 m	7.5 Mts.	9.0 Mts.
More than 24.0	6.0 m	9.0 Mts.	12.0 Mts.

Existing width of Street fronting the plot	Minimum Front Open Space		
	Upto 9.6m	Up to 15.6 m*	Above 15.6 m*
to 45.0 Mts.			
More than 45.0 Mts.	7.5 m	12.0 Mts.	15.0 Mts.

* Assuming 0.6 m to be the plinth height from the average level of the ground around and contiguous to the building.

Provided that the Authority shall prescribe different front and rear open space, front and rear setback, considering space required for widening of road and minimum space required. In case of building abutting two or more streets the wider street shall be considered for determining building height and other regulations. Front setback of all categories of building shall be as per 24. (a) (i).

(ii) SIDE AND REAR SETBACK

Sl.no.	Height of the building *	Side and Rear Open space to be left around the Building
1	9.6 m	1.8 m
2	12.6 m	2.4 m
3	15.6 m	3.6 m
4	18.6 m	4.2 m
5	21.6 m	5.0 m
6	24.6m	5.5 m
7	27.6m	6.0 m
8	30.6m	7.0 m
9	36.6m	9.0 m
10	45.6 m	10.0 m
11	54.6 m and above	12.0 m

** Considering 3 m minimum parking height. If the building height is in between two building heights specified above and if it exceeds 10% subject to maximum 1.5 m the higher height will be considered for rear and side setbacks.*

(iii) Podium:

Podium is a horizontal projection (platform) extending beyond the building foot print on one or more sides, and may consist of one or more levels.

Podium may be used for parking, Water Closet, fire and building services, topmost open to sky Podium slab for landscaping or as recreational open space subject to provision of 1.60 Mt high parapet wall. It may be used for other habitable uses by counting it in FLOOR AREA RATIO (FAR) subject to light, ventilation and fulfilling fire requirement.

(iv) Requirements:

(a) Plot area should more than 2000 Sq.Mt.

(b) Maximum allowable height of podium is 30.00 Mt.

(c) If ramp is not provided and only car lift is provided, the maximum allowable height above GL is 9.00 Mt.

(d) Podium is not allowed within the minimum required front setback for the building. Minimum setback/driveway around the podium is to be maintained as follows :

Building height	**Minimum required Setback/ driveway around the podium**
Upto 12.00 Mt	6.00 Mt
12.00 Mt to 30.00 Mt	9.00 Mt

(v) Ramp:

(a) Minimum Slope 1:8 for all other vehicles and slope of 1:10 for fire tenders are required.

(b) After 40 Mt length of continuous ramp, a flat surface of minimum 6.00 Mt length is required.

(c) Minimum required clear ramp width:

	One way	**Two way**
LMV	3.00 Mt	6.00 Mt
LCV	4.50 Mt	9.00 Mt
HMV	6.00 Mt	12.00 Mt
Fire tender	7.50 Mt	

(vi) Requirement of Fire tender movement:

(a) Podium shall be designed for 45 Ton load

(b) For building height above 15.00 Mt , podium shall be accessible for fire tender.

(c) For building with floor area less than 10,000 Sq Mt, fire tender shall have access to at least 1/3 rd of the perimeter of the building. In case it is more than 10,000 Sq.Mt of floor area at least 1/2 of the perimeter of the building shall be accessible.

(d) Minimum 6.00 Mt wide driveway and 9.00 Mt turning radius shall be available for fire tender movement around the building.

(e) If a part of podium is not accessible for fire tender, the podium shall be such that it is not extended beyond the building foot print to an extent more than 11.00 Mt on the side, where fire tender access not provided.

(b) MINIMUM PLOT SIZE FOR RESIDENTIAL USE

		Plot Size	Minimum width of the plot
(a)	The minimum size of plot for residential building within ULB area to be	134 sq.m.	6.0 m.
(b)	The minimum size of plot for residential building outside ULB area to be	200 sq.m.	7.50 m.
(c)	The minimum size of plot for EWS/ LIG residential building	53.56 sq m to 134 sq m (4 L to 10 L)	4.00 m

(c) PLOT SIZE AND SETBACKS FORAPARTMENT AND MIXED USE BUILDING

(i)

Nature of building	Minimum plot size
Apartment not exceeding 8(eight) self contained dwelling units	500 sq.m
Mixed use building of residential apartment and commercial above 15.6 m.	1337.8 sq.m (5Katha)

(ii) The minimum front setback shall be same as for buildings as prescribed in byelaw 24. (a) (i).

(iii) Minimum side and rear setback shall be same as for buildings as prescribed in byelaw 24. (a) (ii)

(iv) For residential building/apartment in a plot less than 1 bigha in residential zone; 30% of the allowable FLOOR AREA RATIO (FAR) area shall be allowed for other uses as permitted in the zone as per the Master Plan.

(d) PLOT SIZE AND SETBACKS FOR COMMERCIAL USE IN COMMERCIAL ZONE

Minimum plot size - 134 sq. m.
Minimum width of plot - 6 m.

(i) (a) Setback up to the height of 12.6 m. (Excluding parking floor) and plots upto 802 sq.m.
Front setback- As per Cl. 24 (a) (i)
Side set back-a minimum of 1.5 m. has to be maintained in each side which can be relaxed to only one side if the adjoining plot owner agrees to have a common wall with his building with setback on other side 2.1 m.

Minimum rear set back
Up to plot depth of 18 m. - 1.5 m.
above plot depth of 18m. - 3.0 m.

(b) For plot above 802 sq.m. front setback will be as per Cl. 24 (a) (i) and side and rear setbackas per Cl. 24 (a) (ii).

(e) PLOT SIZE AND SETBACKS FOR WHOLESALE USE IN WHOLESALE COMMERCIAL ZONE

Minimum plot size	670 sq.m.(only for wholesale-commercial and warehouse buildings.)
Minimum plot width	15 m.
Maximum height	(a) 15.0 m. for building of wholesale use
	(b) For other building the height will be as per the regulation of individual buildings
Minimum Setback	As per Cl. 24 (ii)

(f) REGULATION FOR BUILDINGS IN PUBLIC AND SEMI PUBLIC ZONE OTHER THAN SCHOOL

Minimum plot size	400 sq.m. (only for public and semi-public buildings)
Minimum setback	As per Cl. 24 (ii)

(g) REGULATION FOR INDUSTRIAL BUILDINGS IN INDUSTRIAL ZONE

		Light		Medium	
	Requirements	Area In sq.m.	Width in m.	Area in sq. m.	Width in m.
(1)	Minimum size of plot	744.00	15.5	1800	27.5
(2)	Minimum set back of all structure/ building or the structure from the prescribed street line set	Front	6.00	Front	9.0
(3)	Minimum	Rear	6.0	Rear	6.0
	Set back	Side	*5.0*	Side	6.0
		If any structure or building is permitted for human habitation under provision of these rules the yard conditions shall be same as prescribed in Cl. 24.		If any structure or building is permitted for human habitation under the provision of these rules the yard conditions shall be same as prescribed in Cl. 24	
(4)	Maximum height	15 m.		15 m.	

(h) REQUIREMENTS FOR SPECIAL TYPES OF BUILDINGS

(To be applicable for all zones where the particular use is permissible)

(i) NURSING HOMES/ HOSPITALS

(In all zones where it is permitted/ permissible on appeal)

Minimum plot size - 1338 sq. m. i.e. 1 Bigha

Minimum setback

Front setback - 9.0 m.

(a) Rear & side - 5.0 m. upto 21.6 m

(ii) PLACE OF WORSHIP

(Applicable for new proposals)

Minimum plot size - 804 sq. m. i.e. 3 K

Minimum setback

Front setback - 7.5 m.

(a) Rear - 5.0 m. upto 21.6 m

(b) Side - 5.0 m. upto 21.6 m

(iii) ASSEMBLY BUILDINGS,CINEMA/MINI CINEMA HALL AND AUDITORIUM

Minimum plot size - 1860 sq. m. i.e.1B-1K-19L
Minimum setback
(a) Front setback - 9.0 m.
(b) Rear & side - 5.0 m. upto 21.6 m

This provision shall not apply to Restaurant, gymnasium, clubs, and library.

(iv) MULTIPLEX

Minimum plot size - 2676 sq.m. (2B)
Minimum setback
(a) Front setback - 9.0 m.
(b) Rear & side - 5.0 m. upto 21.6 m

For rear and side setback for building at Sl. (i), (ii), (iii) and (iv) above 21.6 m Cl. 24 (ii) will be applicable.

(v) FILLING STATION

(a) Minimum Plot size- 31 m. x 17 m.
(b) Petrol filling station with servicing bed
Minimum Plot size- 37 m. x 31 m.

Setback of any structure will be as per Cl. 24.

*(vi) SCHOOL BUILDING UPTO A HEIGHT OF 15.6 M

		Minimum Plot size	Minimum Front set back	Minimum side setback	Minimum rear setback
(a)	Pre nursery/ Nursery	535 sq.m.02 katha	6.0 m.	3.6 m.	3.6 m.
(b)	Primary	804 sq.m.03 katha	7.5 m.	3.6 m.	3.6m.
(c)	High School	2677 sq.m.02 Bigha	10 m.	3.6 m.	3.6 m.
(d)	College	4015 sq. m. 03 Bigha	10 m.	3.6 m.	3.6 m.

* *Govt./private institutions, regulations adopted time to time byEducation Department will be followed.*

* *For building above 15.6 m height front side and rear setback shall be as per byelaw 24. (a) (i) & (ii).*

Organised parking- 20% of the total plot area

Organised recreational open space- 20% of the total plot area

(vii) **"U" type development**

As an encouragement for developing U type commercial complexes / residential / apartment / group housing the setbacks of sides and rear, excluding the front setback, can be reduced provided.

(a) The area so saved is transferred to the central area / space or court yard.

(b) The minimum open space on sides and rear except front shall be 2.4 m. for building of 15.6 m. For above 15.6 m setback be as per Cl. 24 (a) (ii) will apply.

(c) Minimum plot size for performing such development shall be 1500 Sq. m.

(viii) (A) Minimum plot size for Five Star Hotel in Eco-friendly/conservation Zone shall be 3 Bigha with maximum FLOOR AREA RATIO (FAR) 150 and Coverage 30% subject to fulfillment of other provisions of this Byelaws.

(B) For other category of hotel and tourism project in Eco-friendly/conservation Zone minimum plot size shall be 1 Bigha with maximum FLOOR AREA RATIO (FAR) 125 and Coverage 25% subject to fulfillment of other provisions of this Byelaws.

(C) For buildings of socio-cultural activities in Eco-friendly/conservation Zone coverage should be 25% and FLOOR AREA RATIO (FAR) 100 and plot size 1 bigha .

25. The area of the plot for a Multistoreyed building other than apartment/residential building of height above 15.6 m. shall be - 04 Katha (10.68 are) and road width above 6.6 m.

26. (a) FLOOR AREA RATIO (FAR) for Residential, Commercial, Mixed-Use

Base FLOOR AREA RATIO (FAR)	Existing Road Width (m)	Plot Size (Sq m/ Bigha /Katha)									
		Plot Size up to 670 sq m (2.5 K)		Plot Size above 670 sq m up to 1338 sq m (2.5 K-1 B)		Plot Size above 1338 sq m up to 6690 sq m (1B- 5 B)		Plot Size above 6690 sq m (5 B) up to 13380 sq m (10 B)		Plot Size above 13380 sq m (10 B)	
			FLOOR AREA RATIO (FAR)		FLOOR AREA RATIO (FAR)		FLOOR AREA RATIO (FAR)		FLOOR AREA RATIO (FAR)		FLOOR AREA RATIO (FAR)
100	Above 3.6 upto 4.5		125		125		125		125		125
125	Above 4.5upto 6.6		125		125		125		150		150
150	Above 6.6 upto 8.0		150		160		175		175		175
150	Above 8.0 upto 15		150		175		225		225		275
160	Above 15		175		200		250		275		300

Buildings comprising of Residential and Commercial use.

(b) INDUSTRIAL, WHOLESALE AND STORAGE BUILDING

(i) The base FLOOR AREA RATIO (FAR), maximum permissible FLOOR AREA RATIO (FAR) for industrial, wholesale and storage buildings shall be as prescribed in following table:

Road Width	Base FLOOR AREA RATIO (FAR)	Maximum Permissible FLOOR AREA RATIO (FAR)
9.0 m – up to 15.0 m	125	150
Above 15.0 m	150	175

(c) FLOOR AREA RATIO (FAR) FOR EDUCATIONAL, INSTITUTIONAL AND ASSEMBLY BUILDING".

Road Width	Base FLOOR AREA RATIO (FAR)	Maximum Permissible FLOOR AREA RATIO (FAR)
9.0 m – up to 15.0 m	125	150
Above 15.0 m	150	175

(d) MULTILEVEL CAR PARKING

(i) Minimum plot size -1000 sq. m.

(ii) Maximum Coverage -66%

(iii) FLOOR AREA RATIO (FAR): Plot Size 1000 sq. m to 2000 sq. m - 150FLOOR AREA RATIO (FAR)

Above 2000 sq. m -175FLOOR AREA RATIO (FAR)

(iv) No restriction on no. of basement with 100% basement subject to structural safety with basement to be flushed with ground level.

(v) Maximum height be restricted to permissible height and minimum setbacks be as per commercial building.

In order to compensate the cost of multilevel parking and to fulfill growing need of parking space a maximum of 25% of gross floor area can be used as commercial/office subject to maximum FLOOR AREA RATIO (FAR)applicable.

(e) For other type of buildings not specifically mentioned above, the Authority will decide considering the similarity of the building with the above use.

The proposed FLOOR AREA RATIO (FAR) structure shall be based on following aspects.

(f) (1) Maximum permissible F.A.R. over and above base F.A.R. will be allowed on payment of premium charge as given in Schedule-I in plots where all other conditions are fulfilled.

(2) No piece of land shall be used as a site for the construction of a building if-

(a) the Authority considers that site is insanitary or that it is dangerous to construct a building on it;

(3) Means of access

(i) No building shall be erected so as to deprive any other building of the means of access;

(ii) Every person who erects a building shall not at any time erect or cause or permit to erect or re-erect any building which in any way encroaches upon and diminishes area set apart as means of access;

(iii) The Authority may refuse or modify a proposal if it considers that site is insanitary or that it is dangerous to construct a building on it or if by virtue of smallness or odd shape of the site if the Authority considers that it is not suitable for development or if the site is near a water body or water course and the proposed development is likely to contaminate the said water body or water course or change the course of the channel or if the site is likely to be inundated and satisfactory arrangements for proper drainage is not possible or if the site is a filled up tank or low lying or made up of soil by depositing rubbish or offensive matters the proposal is likely to be effected by dampness owing to the sub soil water or if the site does not abut any existing public or private street;

(iv) The width of the main street in which the building abuts shall not be less than as given below and the width of road shall be taken as existing available road width or the road width in the revenue record whichever is less for following uses.

Sl. No.	Type of Building/Use	Minimum Road Width required	
		Urban Local Bodies (ULB) Area	Outside Urban Local Bodies (ULB) area but within Master Plan
1	Multistoryed commercial / Multistoryed mixed use	- 15.0 m	- 18.0 m
2	Institutional*	-	-
3	Educational Facilities (A) Schools: Primary, Higher Secondary (B) Higher Education	 - 9.0 m - 12.0 m	 - 12.0 m - 18.0 m
4	Health Facilities (A) Clinics (B) Hospital/ Nursing Home (up to 20 beds) (C) Hospital/ Nursing Home (> 20 beds)	 - 9.0 m - 12.0 m - 15.0 m	 - 12.0 m - 15.0 m - 18.0 m
5	Hall for social gathering/ assembly hall (A) Community Hall (up to 2000 Sq.m. plot) (B) Community Hall (> 2000 Sq.m. plot) (This shall not be applicable for Restaurant, Gymnasium, clubhouse, Library for which minimum road width of 6.60 Mt shall be required)	 - 9.0 m - 12.0 m	 - 12.0 m - 15.0 m
6	Industrial / Warehouse etc and similar use	- 12 m	- 15.0 m

** For other institutional uses not specified above the road width will be as prescribed above for similar nature of uses.*

N.B. :

(a) The width of a street/ road means the clear average width of the existing carriage way and foot path and drains only on which the building or plot abuts. The minimum width of this existing and the

proposed width prescribed by the Authority will be taken for calculating the maximum permissible height of building. The average width shall be computed by taking the width of the road at the last junction point leading to the plot, in front of the plot and at the point where road width is minimum, in cases where the width of the street / road is not regular or uniform all along the length of the road provided that minimum road width is available at entry point, in front of the plot and some other two points;

(b) However the Authority shall have the power to re-fix the minimum road width from time to time considering the developments in these areas and prescribe different front open space.

(c) For existing road/layout width less than 2.4 m only Ground+1 buildings shall be allowed with maximum FLOOR AREA RATIO (FAR) 75.

For road width from minimum 2.40 m, only Ground+1 buildings shall be allowed with FLOOR AREA RATIO (FAR) 125 with coverage and set backs as mentioned below:-

Sl. No.	Plot Size	Set Back
1	53.56 sq m to 93.73 sq m (4 L to 7 L)	Front/ Rear : 1.80 m Side : 0.90 m on both sides Nil set back at one side is allowed with NOC from the neighbour
2	93.73 sq m upto 134 sq m (7 L to 10 L)	
3	Above134 sq m	As per Clause 24

(v) If there is any bend or curve on the approach road, a sufficient width shall be provided at the curve to enable the heavy fire appliances to turn, the turning circle being at least of 7.5 m radius at centre of the road;

(vi)Main entrance to the premises shall be of adequate width to allow easy access to the fire engine and in no case it shall measure less than 5 m. The entrance gate shall fold back against the compound wall of the premises, thus leaving the exterior access way within the plot free for movement of fire service vehicles. If archway is provided over the main entrance the height of the archway shall not be at a height less than 4 m;

(vii) For group housing scheme up to 12.6 m height there shall be a space of minimum 3 m. between individual buildings. For other Multistoreyed buildings the minimum space between individual buildings will be as follows-

Upto 15.6 m - 4.8 m
Upto 18.6 m - 5.0 m
Above 18.6 m - 6.0 m

20% of the total area is to be utilized for organized recreational area / gardening;

(viii) For a building constructed on stilt with provision of ground level parking floor, the height of building will be-calculated-after exempting maximum 3.0 m G.F. height. For a building with semi-basement parking the height of the building will be calculated from the top of semi-basement parking. But for additional set back calculation height of building will be calculated from actual` ground level;

(ix) The minimum distance of any building from the edge of natural drainage channels shall be as given below:

Distance from Water bodies	
River (as marked in the plan)	15 m
Bharalu, Mora Bharalu & Bondajan	10 m
Other channels	06 m
Minor Drains (not marked in the plan)	In accordance with setback requirements for buildings provided in the byelaws
Notified water bodies (Deepar Beel, Silsako Waterbody)	15 m
Other notified water bodies (Sarusola, Barsola etc.)	06 m
Other Large Ponds/water bodies (as marked in the plan)	10 m
Small Ponds (Not marked in the plan)	In accordance with setback requirements for buildings provided in the byelaws

(x) The width of bridge for entrance to the premises through bridge over water channel will be 4.5 m to 6.6 m for a single bridge to the premises. For two bridges the width of one bridge should be 4.5 m with a gap of 7.5 m between the two bridges for the purpose of separate exit and entry.

27. **Area regulations.**— The setback line, yard widths, coverage will be according to the standards as specified in these byelaws**:**—

The Authority will relax the standards in special cases as specified below:

(a) In case it is not desired to provide a backyard, an internal courtyard of equal area may be provided, where the rear side will also be considered as side yard;

(b) In case of semi-detached houses, the side on which the side yard is to be left shall be prescribed by the Authority;

(c) Building abutting on two or more streets: When a building abuts two or more streets, the setback from the streets shall be such as if the building is facing each such street and the other side/ sides shall be considered as side setbacks;

(d) Where shape of the plot or other circumstances result in conditions to which the provisions governing yard requirements cannot be applied the Authority may prescribe different yard requirements;

(e) In a plot not directly abutting any street, any two sides may be considered as front and rear yard for the purpose of these bye-laws.

28. **Maximum height of the building and additional requirement. —**

For Buildings exceeding G+3 storey the following conditions shall apply except in cases where otherwise specified:—

(i) Building height shall not exceed 1.5 times the width of the road plus front open space subject to the requirement of front open space of a maximum of 16m.

(a) For the purpose of height calculation width of the road shall be taken as existing road width;

(b) Lift machine room, staircase, parapet height shall not be included in the height of the building;

(c) For a building constructed on stilt with provisions of ground level parking floor or semi-basement parking floor, the height of the building shall be calculated by omitting the height of the parking floor up to a maximum of 3.0 m. for the purpose of building height subject to provision of exclusive parking in the ground floor with special earthquake resistance measure;

(d) In all buildings other than residential buildings irrespective of height of buildings, installation of fire safety measures to be made as per Part-IV (Fire & Life Safety) of National Building Code of India, 2005 and approved by the Director, Fire and Emergency Services, Assam, before the Occupancy Certificate is issued by the competent authority;

(e) For a building with a height above 12.6 m. or above 4 floors including the ground floor, at least one lift shall be made available;

(f) For building in the vicinity of aerodromes, the maximum height of such building shall be subject to conformity with the height limitations prescribed by the Civil Aviation authorities from time to time and to this effect a No Objection Certificate issued by that authority shall be submitted by the applicant along with plans to the sanctioning Authority;

(g) Height exception: - The following appurtenant structure shall not be included in the height of building:—

(i) Roof tanks and their supports not exceeding 2.0 m. in height;
(ii) Ventilating, air conditioning and lift rooms and similar service equipments, stair covered with roof up to 3.0 m. in height, chimney and architectural features not exceeding 1.5 m. in height;
(iii) Rooftop Assam Type pitched rainwater harvesting structure covering up to 50% of the roof area. The height of such structure is to be restricted to 2.1 m;

(h) Maximum height of parking floor shall be 3.0 m measured up to the soffit level;

(i) An intermediate service floor shall be allowed for hotels, hospitals and specialized buildings. The height of such service floor shall not be more than 2.1 m from upper surface of the floor to the lower surface of the roof above. The floor shall be exempted of FLOOR AREA RATIO (FAR).

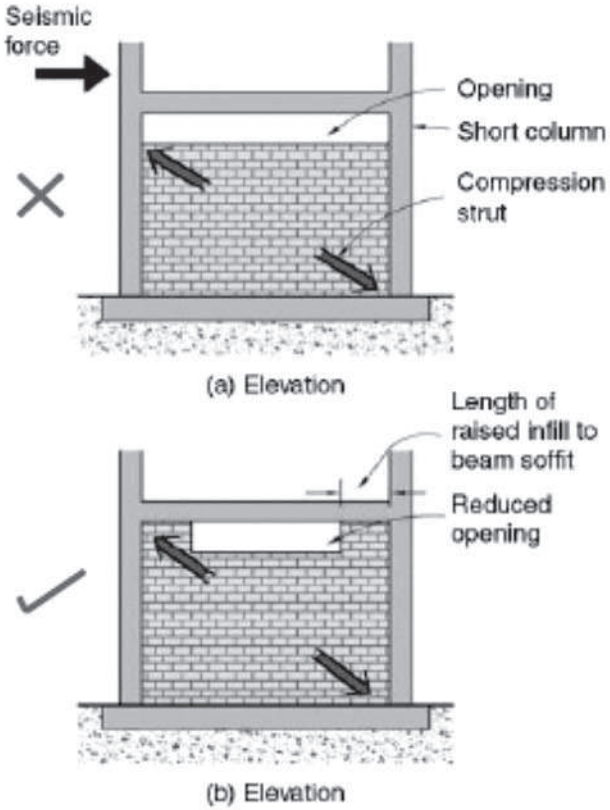
29. **Building abutting on two streets**.— If a building is situated on two or more streets of different widths, the building shall be deemed for the purpose of these byelaws to

face the streets which have the greater width and the height of the building shall be as per Byelaws.

30. **The basement shall have the following requirements:—**

(a) Every basement shall be in every part at least 3.0 m in height from the floor to the underside of the roof slab or ceiling. For multiple level the height shall be in multiples of 2.4m. In case basement is used as mechanized split level parking, the height shall not be less than 4.8 m. there is no restriction on no. of basement with 100% basement subject to structural safety and basement to be flushed with ground level;

(b) Adequate ventilation shall be provided for the basement. Any deficiency may be met by providing adequate mechanical ventilation in the form of blowers, exhaust fans, air conditioning system etc. Any openings provided for ventilation in the RCC / Brick basement walls will not abut the column face at basement and such openings shall be made away from the column face and towards the top centre of the basement wall panels between the columns to prevent a short column failure during earthquake;



(c) Adequate arrangements shall be made so that surface drainage do not enter the basement;

(d) The walls and floor of the basement shall be water-tight and be so designed that the effect of the surrounding soil and moisture, if any, are taken into account in designing and adequate damp proofing treatment is given;

(e) The access to the basement shall be separate from the main and alternate staircase providing access and exit from higher floors. Where the staircase is continuous in case of building served by more than one staircase the same shall be enclose type serving as a fire separator from the basement floor to higher floor. Open ramps shall be permitted if they are constructed within the building line subject to the provision of clause (d) above;

(f) If such ramps are provided in basement parking floor, the gradient of it should be minimum 1:5 and the height of 2.4 m is to be maintained at the entrance also.

(g) No restriction on no. of basement with 100% basement subject to structural safety with basement flushed with ground floor.

31. (1) Maximum mezzanine area allowed is 33% of plinth area which will not be counted in FLOOR AREA RATIO (FAR) if it has access from only lower floor. Height of the mezzanine - 2.2m minimum to 2.7m maximum however, no additional area above 33% shall be allowed in mezzanine floor even if FLOOR AREA RATIO (FAR) is available;

(2) An intermediate service floor may be allowed between any two intermediate floor. Height of such service floor shall not be more than 2.1 m. from upper surface of the floor to the lower surface of the roof above. FLOOR AREA RATIO (FAR) is exempted.

32. (1) Basement shall not be counted for FLOOR AREA RATIO (FAR) calculations for following uses:—

(i) Air conditioning and other machines used for services and utilities of the building;
(ii) Parking places and garages;
(iii) If the basement is used for office or commercial purpose it shall be counted in FLOOR AREA RATIO (FAR);
(iv) While calculating the FLOOR AREA RATIO (FAR) following areas are exempted from FLOOR AREA RATIO (FAR) calculation:—

Lift, Staircases, Entrance Lobby area of the Cantilever, Cupboard, Self, subject to a maximum of 2% of the area from which these are projected, Sentry Box and Guard Room (Maximum of 3.5 sq. m. each), Care Taker Room (Maximum 8 sq. m.), Rain Harvesting Structures;
(v) For calculation of exemption area from FLOOR AREA RATIO (FAR) under byelaws 32 & 33 (i),(ii),(iii) and (iv) the entrance lobby will mean immediately in front of staircase and lift subject to a maximum exempted area of 18 sq. m. per staircase/lift for each floor shall also be exempted;
(vi) In addition to entrance lobby in front of staircase and lift as exempted under 33 (v) following will also be exempted:—

(a) In respect of buildings in independent plot and under one establishment all corridors of educational and medical institutions and institutional buildings of Govt. or public authorities and

hospitals/nursing homes be exempted from FLOOR AREA RATIO (FAR) calculation upto a maximum of 36 sq.m. for every floor;

(b) In respect of buildings of all Four/Five-Starred category hotels in independent plot all corridors be exempted from FLOOR AREA RATIO (FAR) calculation upto a maximum of 36 sq.m. for every floor.

(c) Area covered under balcony shall be exempted from FLOOR AREA RATIO (FAR), subject to a maximum of 4% of total FLOOR AREA RATIO (FAR).".

(2) (i) Partial unenclosed balcony projections for a length ¼ of the building length/breadth in upper floors up to a minimum setback line of 1.5 m. from plot boundary will be allowed subject to a maximum width of 1.5 m.;

(ii) The projection of cantilever or cupboard or shelve up to 0.75 m. in depth shall be permitted and exempted from FLOOR AREA RATIO (FAR) calculation. This will be allowed only from the first floor and shall not exceed 2.0 m. per habitable room and cupboard under windows;

(iii) A canopy not exceeding 4.5 m. in length and 2.5 m. in width in the form of unenclosed cantilever over the main entrance with a clear height of 2.2 m. below the canopy shall be allowed. As such canopy covers the main entrance to the building, the Canopy shall be tied back adequately by design and should be structurally safe so that they do not collapse during earthquake and block the evacuation path at the entrance after earthquake.

33. These exempted areas mentioned under byelaw 32 and 33 above should be limited to maximum 30% of the permissible FLOOR AREA RATIO (FAR).

"However the floor areas dedicated for exclusive parking and service floor shall not be considered for calculating this limit.".

34. EARMARKING/RESERVATION OF PLOTTED AREA FOR EWS CATEGORY IN LAND SUB-DIVISION /PLOTTED DEVELOPMENT SCHEMES.—

In case of land sales a minimum of 10% of plotted area is to be earmarked / reserved for Affordable Housing segment i.e Economically Weaker Section (EWS) /Lower Income Group (LIG) category in all Residential Layout Plans of Plots with land area of 1.5 Hectare and above with minimum plot size for EWS shall be between 54 sq.m. to 120 sq.m.

35. SPECIAL PROVISIONS FOR CONSTRUCTION OF ECONOMICALLY WEAKER HOUSING & SLUM HOUSING THROUGH GOVT. AND SEMI-GOVT. AGENCIES.—

(a) Minimum height of the floors to be taken as 2.7m;
(b) The minimum height of plinth shall be 30cms. from top surface of the approach road or pathway;

(c) In plotted development for EWS buildings the setbacks may be relaxed up to following for a two storied building:
Side – 1.0 m
Rear – 2.4 m
Front – 2.4 m from proposed street line\

36. EARMARKING/RESERVATION OF DWELLING UNITS FOR AFFORDABLE SEGMENT i.e Economically Weaker Section (EWS) /Lower Income Group (LIG) CATEGORY IN GROUP HOUSING SCHEMES(GHS) .—

The authority shall allow a minimum of 10% to a maximum of 25 % additional FLOOR AREA RATIO (FAR) beyond the maximum permissible FLOOR AREA RATIO (FAR)for every Group Housing/ apartment building where Economically Weaker Section (EWS) /Lower Income Group (LIG) housing is earmarked, to the extent of additional FLOOR AREA RATIO (FAR), in plots with a minimum area of 2000 sq.m. These units will be set apart and developed for EWS housing with carpet area between 31 sq.m. to 34 sq.m. and for LIG housing units with carpet areaup to 66 sq.m. respectively.

(1) The owner/developer is given freedom to build these units in a separate block with separate access with option to develop only EWS dwelling unit in lieu of LIG. However provision of extra FLOOR AREA RATIO (FAR) will be applicable only if these units are constructed in a separate block and not mixed with other HIG or LIG units;
(2) Servant quarters constructed shall be reckoned towards EWS housing requirements in GHS;
(3) Provision of extra FLOOR AREA RATIO (FAR) (if the houses are constructed by the developer or private agencies and through co-operative societies and made available at a subsidized and an affordable price to EWS) for Economically Weaker Section (EWS) /Lower Income Group (LIG) will be available to the developer or private agencies in the same group housing scheme. For example, if the developer or private agencies constructs 2000 sq meter built up area for Economically Weaker Section (EWS) /Lower Income Group (LIG) he will get additional Floor Area of 2000 sq meters in addition to the permissible FLOOR AREA RATIO (FAR), provided that the total FLOOR AREA RATIO (FAR) shall not exceed 25% of applicable FLOOR AREA RATIO (FAR) for the relevant land use;
(4) For Building up to height of 15 m. is not required to be compulsorily provided with a lift. There shall be one staircase for every 16(Sixteen) dwelling units or part thereof, provided the ground floor units are not provided with entry from the landing space of the staircase.

37. **Penal action for violation of Master Plan & its Zoning Regulations and-Byelaws**.—

The Authority under provisions of Guwahati Metropolitan Development Authority Act, 1985 (as amended), Assam T& CP 1959, GMC Act 1969, Assam Corporation Act, Assam Panchayat Act,1994, shall take penal action for violation of Master Plan/

Zoning Regulations or Byelaws which may include stoppage of construction activity, demolition, sealing, alternation and in paying fine and by imposing penalties as given in Appendix-III.

38. (i) Rainwater harvesting provisions as prescribed in the Appendix-VI shall be provided where applicable.

(ii) Solar energy capture provisions as prescribed in the Appendix-VIII shall be provided where applicable.

(iii) Regulation for Landscaping and display of outdoor display structures shall be as provided in Part-10 of National Building Code, 2005.

39. Special regulations for physically disabled stated in the Appendix-VII shall be adhered to where applicable.

40. Qualification and Registration of Competent Persons shall be as per Appendix-II.

PART-II

(BUILDING PARAMETERS FOR BUILDING PERMIT)

41. The form of application shall be in Form-1 (Part-II).

42. Standards for Buildings.—

Foundation and Structural design:—

(a) The structural design of foundation, elements made by masonry, timbers, plain concrete, reinforced concrete, pre-stress concrete and structural steel shall be carried out in accordance with the prevailing B.I.S. code of practice taking into consideration the seismic load required to be taken for this region;
(b) Quality of material and workmanship:—
All materials and workmanship shall be of good quality conforming generally to accepted standards of A.P.W.D. and Bureau of Indian Standard specification and codes as included in N.B.C. of India;
(c) Damp proof course: - All walls internal or external shall be provided with an efficient damp proof course not less than 150 mm above ground level.

43. No piece of land shall be used as a site for the construction of a building if-

(a) the Authority considers that site is insanitary or that it is dangerous to construct a building on it;
(b) if any plot is situated in already developed areas, and the means of access is less than the minimum prescribed width, the Authority may consider the proposal with 75FLOOR AREA RATIO (FAR).

44. Means of access.—

(i) No building shall be erected so as to deprive any other building of the means of access;

(ii) Every person who erects a building shall not at any time erect or cause or permit to erect or re-erect any building which in any way encroaches upon and diminishes area set apart as means of access;

(iii) The Authority may refuse or modify a proposal if it considers that site is insanitary or that it is dangerous to construct a building on it or if by virtue of smallness or odd shape of the site if the Authority considers that it is not suitable for development or if the site is near a water body or water course and the proposed development is likely to contaminate the said water body or water course or change the course of the channel or if the site is likely to be inundated and satisfactory arrangements for proper drainage is not possible or if the site is a filled up tank or low lying or made up of soil by depositing rubbish or offensive matters the proposal is likely to be effected by dampness owing to the sub soil water or if the site does not abut any existing public or private street;

(iv) The width of the main street in which the building abuts shall not be less than as given below and the width of road shall be taken as existing available road width or the road width in the revenue record whichever is less:—

Sl	Type of Building/Use	Minimum Road Width required	
		Urban Local Bodies (ULB) Area	Outside Urban Local Bodies (ULB) area but within Master Plan
1	Multistoryed commercial / Multistoryed mixed use	- 15.0 m	- 18.0 m
2	Institutional*	-	-
3	Educational Facilities (A) Schools: Primary, Higher Secondary (B) Higher Education	 - 9.0 m - 12.0 m	 - 12.0 m - 18.0 m
4	Health Facilities (A) Clinics (B) Hospital/ Nursing Home (up to 20 beds)	 - 9.0 m - 12.0 m - 15.0 m	 - 12.0 m - 15.0 m - 18.0 m

	(C) Hospital/ Nursing Home (> 20 beds)		
5	Hall for social gathering/ assembly hall (A) Community Hall (up to 2000 Sq.m. plot) (B) Community Hall (> 2000 Sq.m. plot) (This shall not be applicable for Restaurant, Gymnasium, clubhouse, Library for which minimum road width of 6.60 Mt shall be required)	 - 9.0 m - 12.0 m	 - 12.0 m - 15.0 m
6	Industrial / Warehouse etc and similar use	- 12.0 m	- 15.0 m

** For other institutional uses not specified above the road width will be as prescribed above for similar nature of uses.*

N.B. :

(a) The width of a street/ road means the clear average width of the existing carriage way and foot path and drains only on which the building or plot abuts. The minimum width of this existing and the proposed width prescribed by the Authority will be taken for calculating the maximum permissible height of building. The average width shall be computed by taking the width of the road at the last junction point leading to the plot, in front of the plot and at the point where road width is minimum, in cases where the width of the street / road is not regular or uniform all along the length of the road provided that minimum road width is available at entry point, in front of the plot and some other two points;

(b) However the Authority shall have the power to re-fix the minimum road width from time to time considering the developments in these areas and prescribe different front open space.

(c) For road width less than 2.4 m only Ground+1 buildings shall be allowed with maximum FLOOR AREA RATIO (FAR)75.For existing road layouts.

(v) If there is any bend or curve on the approach road, a sufficient width shall be provided at the curve to enable the heavy fire appliances to turn, the turning circle being at least of 7.5 m radius at centre of the road;

(vi) Main entrance to the premises shall be of adequate width to allow easy access to the fire engine and in no case it shall measure less than 5 m. The entrance gate

shall fold back against the compound wall of the premises, thus leaving the exterior access way within the plot free for movement of fire service vehicles. If archway is provided over the main entrance the height of the archway shall not be at a height less than 4 m;

(vii) For group housing scheme up to 12.6 m height there shall be a space of minimum 3 m. between individual buildings. For other Multistoreyed buildings the minimum space between individual buildings will be as follows-

Upto 15.6 m- 4.8 m
Upto 24.6m- 6.0 m
Above 24.6m- 7.50 m

20% of the total area is to be utilized for organized recreational area / gardening;

(viii) For a building constructed on stilt with provision of ground level parking floor, the height of building will be-calculated-after exempting maximum 3.0 m G.F. height. For a building with semi-basement parking the height of the building will be calculated from the top of semi-basement parking. But for additional set back calculation height of building will be calculated from actual` ground level;

(ix) The minimum distance of any building from the edge of natural drainage channels shall be as given below:.

Sl.	**Distance from Water bodies**	
1	River (as marked in the plan)	15 m
2	Bharalu, Mora Bharalu & Bondajan	10 m
3	Other channels	06 m
4	Minor Drains (not marked in the plan)	In accordance with setback requirements for buildings provided in the byelaws
5	Notified waterbodies (Deepar Beel, Silsako waterbody)	15 m
6	Other notified waterbodies (Sarusola, Barsola etc.)	06 m
7	Other Large Ponds/waterbodies (as marked in the plan)	10 m
8	Small Ponds (Not marked in the plan)	In accordance with setback requirements for buildings provided in the byelaws

45. **Plinth.**— In constructing a building, the following plinth height shall be maintained**:**—

(a) Not less than 0.5 m. and more than 0.75 m. above the ground level of the plot. The ground level should not be raised more than 0.5 m from the finished surface of the nearest street level to be fixed permanently by concerned authority in the plain areas. As for the hilly area of the city the local condition will be considered. However, the proposal is to be framed with minimum of hill cutting, without affecting adjoining plots;

(b) Bath rooms, water closets, cowsheds, garages, courtyards and godowns may be constructed at 0.2 m. Plinth height from the ground level (either existing or formed by filling or cutting);

(c) 0.3 m higher than the highest recorded flood level *as fixed by the local authority* for ordinary buildings and 0.6 higher for lifeline buildings than the highest recorded flood level as fixed by the local authority.

Provided that until such time till the finished surface of the streets are not fixed permanently by concerned Authority in plain areas. The finished surface will be considered as follows:

(i) In case where the road is fully developed pitch road the ground level shall not be more than 0.5 m from existing plinth level. Authorities shall also ensure that while relaying these pitch road, the existing level of the road shall not be unduly raised.

(ii) In case where the road is not fully developed pitch road while determining the finished surface of street sufficient allowance be taken for developing a fully pitch road.

(d) In fixation of road level following shall be considered-

Sl. No.	Type of Road	Road Level to be considered
1	Permanently built up major roads	Existing RL + 15 cm
2	Arterial Road and Roads yet to be built up permanently	Existing or built up hard RL + 20 cm
3	No existing road	HFL + 60 cm

46. **Floor.**— The floors of all ground floor rooms, walls should be efficiently damp proved.

47. **Brick wall.**—

(a) In the case of load bearing wall it should be strong enough to take the super-imposed load;

(b) No external brick wall should be less than 125 mm thick.

48. **Wattle crate wall.**— The construction of Wattle crate walls should be as follows:—

(a) The maximum area of one framed panel of the wall should not exceed 2 sq. m. in the case of lime plaster and 3 sq. m. in the case of cement plaster;

(b) The thickness of such wall should not be less than 15 mm;

(c) The detail construction of such wall should be according to the specification as laid down in the General Specification of the Assam Public Works Department Schedule Rates.

49. **Minimum height and sizes of rooms.**—

(a) No room in a residential house which is intended to be used as an inhabited room shall have a floor area of less than 9 sq. m;

(b) The minimum width of a living room shall not be less than 2.4 m;

(c) The minimum height of habitable room should be 3.0 m. in any floor. In hilly areas this may be reduced to 2.4 m. and in centrally air conditioned building this may be 2.5 m;
(d) The height of the ground floor in commercial building shall not be less than 3.0 m. In air conditioned building this may be 2.4 m. in respect of other floors.

50. **Slope of pitched roofs.**— Except with special permission of the Authority no slope of pitched type roof shall be more than 45 degrees and less than 26 degrees.

51. **Latrines and Lavatories** (in general)**.**—

(a) No domestic building shall be constructed unless sanitary type latrine is provided for the use of the persons inhabiting the building.
(b) Every domestic building constructed in the sewerage area in the city or town shall be provided with a water closet.
(c) Every building other than domestic buildings shall have toilet in the ratio of 1 for man 1 for woman.
(d) Every Commercial, Public Semi Public and Government Building with 3000 sq m of FLOOR AREA RATIO (FAR) area shall have toilet facilities with minimum 100 sq m in area at ground floor accessible to general public both for male and female users. The area of such toilet facilities shall be exempted from FLOOR AREA RATIO (FAR) calculation..

52. **Bath rooms.**—

(a) If the bath room is attached to any dwelling room of the house the wall in between shall be solid masonry 1.0 m. high from the floor of the bath room;
(b) There shall be a floor area of not less than 2 sq. m. of which the smallest side should not be less than 1.2 m;
(c) It shall have a window of a superficial area of not less than 0.2 sq. m. and it shall open upon a minimum wide open space or open to an open verandah of not more than 1.8 m. wide opening on to such open space, or to any duct, the sizes of which should be as prescribed N.B.C.;
(d) It shall have an impermeable floor made of smooth, hard material having a suitable fall of 1 in 30 for the drainage of the water;
(e) The height of the bathroom should not be less than 2.4 m.

53. **Kitchen.**— Every room used as a kitchen shall be provided with a flow for the escape of the heated air and shall have-

(a) a superficial floor area of not less than 3.35 sq. m. of which the smallest side should not be less than 1.5 m;
(b) a height of not less than 3.0 m;
(c) a window of not less than 0.5 sq. m. superficial area opening directly into the external air and to a duct, the size of which should be as prescribed in N.B.C.

54. **Open space for ventilation.**—

(a) Every domestic building shall be so constructed that in every living room there shall be at least one side abutting on a space either external or internal verandah;

(b) Every open space external or internal required by this rule shall be kept free from any erection thereon and open to the sky.

55. **Ventilation of rooms**.—

(a) Every room in a residential building which is intended to be used as an inhabited room shall be provided for the purpose of light and ventilation with windows, clear storey windows, doors and apertures having a total area of not less than 1/6 at the floor area of the room;
(b) Stores, backroom and the like shall have at least half of the ventilation required for living rooms. When such ventilation by apertures in walls is not possible or advisable, at least there shall be ventilation by means of a blower or chimney;
(c) Laundry and recreation rooms located above the basement shall be lighted by window located in exterior walls having openings of not less than 10% of the floor area;
(d) Basement and cellars and all rooms located therein, except storage rooms, shall be lighted and ventilation area of not less than 5% of the floor area;
(e) Every kitchen shall be ventilated according to the standards of habitable rooms.

56. **Corridors and passages**.— In a residential house the width of any corridor or passage shall not be less than 1 m. and for hotel 1.5 m. clear. For shopping complex it shall not be less than 1.8 m. up to a length of 15.0 m. and 2.1 m. above the length of 15.0 m., Assembly building like auditorium, cinema- 2.5; educational building- 2.5 m., all other building – 1.5 m.

57. **Post, Post-plate, Truss etc**.—

(a) In the case of wooden posts these should be firmly fixed with the post pillar by means of two or more flat iron straps bolted together;
(b) The flat iron strap should at least be 0.6 m. inserted into the post pillar and at least 0.15 m. above for bolting with the post;
(c) The wooden posts should be made of well seasoned sal wood or any other first class hard local wood. The size of such posts should not be in any case less than 100 mm x 100 mm or in the case of circular post diameter should not be less than 150 mm;
(d) Only on special ground/case found fit by the Authority on condition given to him thatched roof house will be allowed within the Master Plan area.

58. **Standard for R.C.C. wells for drinking water**.—

(i) The minimum inside diameter of the well should not be less than 0.9 m;
(ii) The minimum height of the well above the floor of the platform should not be less than 1.1 m;
(iii) All R.C.C. wells should be provided with an outwardly slipping platform of cement concrete (prop. 1:4) and a circular pitch roof cover of G.I. sheets on wooden post height of which above the floor of the platform should not be less than 2.1 m;
(iv) The well shall be at distance of not less than 15.0 m. from any refuse pit and soak pit of sanitary latrine;
(v) Kutcha well only be permitted in fields or gardens for purpose of irrigation;

(vi) The Authority/ State Govt. will give separate special regulations for digging deep tube wells. And such regulations will be binding on all concerned.

59. **Area regulations**.— The setback line, yard widths, coverage will be according to the standards as specified in these byelaws**:**—

The Authority may relax the standards in special cases as specified below**:**—

(a) In case it is not desired to provide a backyard, an internal courtyard of equal area may be provided, where the rear side will also be considered as side yard;
(b) In case of semi-detached houses, the side on which the side yard is to be left shall be prescribed by the Authority;
(c) Building abutting on two or more streets:— When a building abuts two or more streets, the setback from the streets shall be such as if the building is facing each such street and the other side/ sides shall be considered as side setbacks;
(d) Where shape of the plot or other circumstances result in conditions to which the provisions governing yard requirements cannot be applied the Authority may prescribe different yard requirements;
(e) In a plot not directly abutting any street, any two sides may be considered as front and rear yard for the purpose of these byelaws.

60. **Maximum height of the building and additional requirement**.—

Buildings shall not exceed 3 storeyed or a height of 12 m. without the following additional provisions for open space all around the building except in cases where otherwise specified:—

(i) Building shall not exceed 1.5 times the width of the road plus front open space subject to the requirement of a maximum of 6m front setback.

(a) For the purpose of height calculation width of the road shall be taken as existing road width;
(b) Lift machine room, staircase, parapet height shall not be included in the height of the building;
(c) For a building constructed on stilt with provisions of ground level parking floor or semi-basement parking floor, the height of the building shall be calculated by omitting the height of the parking floor up to a maximum of 3.0 m. for the purpose of building height subject to provision of exclusive parking in the ground floor with special earthquake resistance measure;
(d) Building above the height of 15.8 m. shall require necessary clearance from State Fire Service;
(e) For a building with a height 12 m. or above 4 floors including the ground floor, at least one lift shall be made available;
(f) For building in the vicinity of aerodromes, the maximum height of such building shall be subject to conformity with the height limitations prescribed by the Civil Aviation Authorities from time to time and to this effect a No Objection Certificate issued by that Authority shall be submitted by the applicant along with plans to the sanctioning Authority;
(g) Height exception: - The following appurtenant structure shall not be included in the height of building.
(i) Roof tanks and their supports not exceeding 2.0 m. in height;

(ii) Ventilating, air conditioning and lift rooms and similar service equipments, stair covered with roof up to 3.0 m. in height, chimney and architectural features not exceeding 1.5 m. in height;

(iii) Rooftop Assam Type, pitched rainwater harvesting structure covering up to 50% of the roof area. The height of such structure is to be restricted to 2.1 m.;

(h) Maximum height of parking floor shall be 3.0 m measured up to the soffit level;

(i) An intermediate service floor shall be allowed. The height of such service floor shall not be more than 2.1 m from the upper surface of the floor to the lower surface on the roof above. The floor shall be exempted from FLOOR AREA RATIO (FAR);

61. **Building abutting on two streets**.— If a building is situated on two or more streets of different widths, the building shall be deemed for the purpose of these Bye-laws to face the streets which has the greater width and the height will be as per Bye-laws;

62. **Boundary Wall/ Compound Wall**.—

(a) Except with the special permission of the Authority the maximum height of the compound wall shall be 1.5 m above the center line of the front street. Compound wall up to 2.4 m height may be permitted if the top 0.9 m is of open type construction of a design to be approved by the Authority;

(b) In case of a corner plot the height of the boundary wall shall be restricted to 0.75 m for a length of 10 m on the front and side of the intersections and balance height of 0.75 m if required in accordance with clause (a) above may be made up of open type construction (through railings) and of design to be approved by the-Authority. In case of a corner plot the boundary wall shall be sufficiently rounded off to give a clear view of the other roads. However the junction round off radius shall not be less than 4.5 m;

(c) The provisions of clause (a) above are not applicable to boundary walls of jails, in industrial buildings, electric sub-stations, transformer stations, institutional buildings like senatoria, hospital, industrial buildings like workshops, factories and educational buildings, like schools, colleges, including the hostels, and other uses of public utility undertakings and height up to 2.4 m may be permitted by the Authority;

(d) Compound gate should open entirely inside the property and shall not open on any access/ pathways/ road/ street.

63. **Number of rooms**.—

(a) Every dwelling unit shall have not less than one living room, one kitchen and a latrine;

(b) In existing developed areas and in cases of reconstructions, if there is no space, bathroom and a latrine may not be insisted upon in case community baths and latrine are available. Otherwise a latrine must be provided. However, 1 set of latrine and bathroom may be allowed in the rear yard in ground floor with a height of 2.4 m only by maintaining 1 m setback from plot boundary.

64. **Access to bathroom**.— In a dwelling house containing not more than two bedrooms access from the bedrooms to an only bathroom shall be had without passing through another habitable room. In dwelling containing 3 or more bedrooms access to the bathrooms from 2 of the bedrooms shall be had without passing through another habitable room.

65. **Water supply**.— Every living unit shall have available supply of safe water obtained from any of the following sources :—

(a) Public or municipal water, if available.
(b) A drilled, driven or dug well or tube well.

66. **Basement.—**

(1) The construction of the basement shall be allowed by the Authority in accordance with the landuse and other provisions specified under the Development Control Rules and these bye-laws.

(2) Basement can be constructed with setback of 2 metre from property line for single basement, 3 metre setback shall be kept for basement of two storey and above.

(3) Basement shall not be permitted in low-lying areas and areas without adequate drainage facilities to ensure drainage from the basement.

(4) Basement may be put to only the following uses**:**—

(a) Storage of household or other goods of ordinary non combustible material;

(b) Strong rooms, bank cellars etc.;

(c) Air conditioning equipment and other machines used for services and utilities of building subject to satisfaction of the Authority;

(d) Parking spaces;

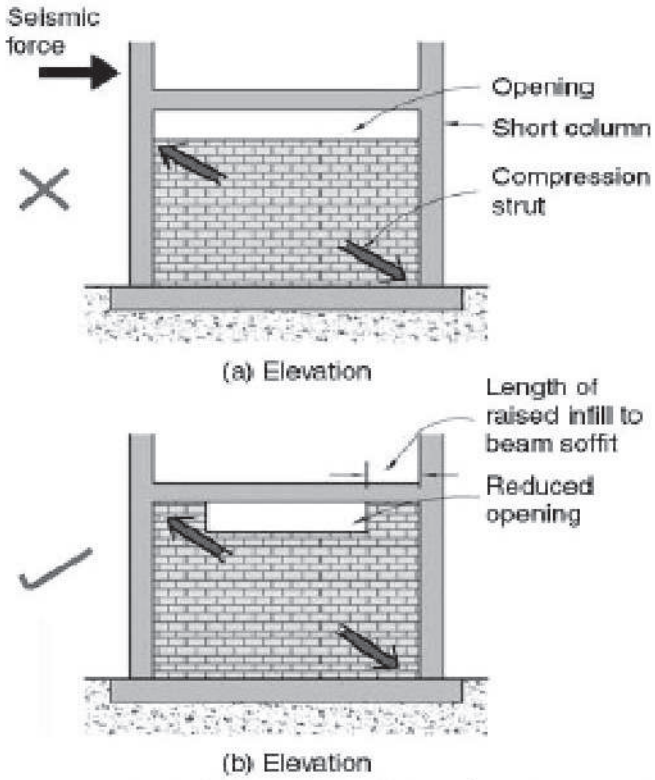
(e) Air conditioned shopping which will then be counted in FLOOR AREA RATIO (FAR).

67. **The basement shall have the following requirements**.—

(a) Every basement shall be in every part at least 3.0 m in height from the floor to the underside of the roof slab or ceiling; for multiple level the height shall be in multiples of 2.4 m. In case basement is used as mechanized spilt level parking, the height shall not be less than 4.8 m. There is no restriction on number of basement with 100% basement subject to structural safety and basement to be flushed with ground level;

(b) Adequate ventilation shall be provided for the basement. Any deficiency may be met by providing adequate mechanical ventilation in the form of blowers,

exhaust fans, air conditioning system etc. Any openings provided for ventilation in the RCC / Brick basement walls will not abut the column face at basement and such openings shall be made away from the column face and towards the top centre of the basement wall panels between the columns to prevent a short column failure during earthquake.



(c) Adequate arrangements shall be made so that surface drainage do not enter the basement;

(d) The walls and floor of the basement shall be water-tight and be so designed that the effect of the surrounding soil and moisture, if any, are taken into account in designing and adequate damp proofing treatment is given;

(e) The access to the basement shall be separate from the main and alternate staircase providing access and exit from higher floors, where the staircase is continuous. In case of building served by more than one staircase the same shall be of enclosed type serving as a fire separation from the basement floor and higher floors. Where the staircase is continuous in case of building served by more than one staircase the same shall be enclose type serving as a fire separator from the basement floor to higher floor. Open ramps shall be permitted if they are constructed within the building line subject to the provision of clause (d) above;

(f) If such ramps are provided in basement parking floor, the gradient of it should be minimum 1:5 and the height of 2.4 m is to be maintained at the entrance also;

(g) No restriction on no. of basement with 100% basement subject to structural safety with basement flushed with ground level.

68. **Numbering of houses**.— All building and sites shall be given a number by the Authority and no other number shall be used by the owner or occupier. This number shall be displayed in an approved manner on the building so as to be visible from the road.

69. **Provisions of underground ducts**.— In all buildings 75mm x 75mm underground duct to be provided separately at suitable location from boundary of plot for allowing telephone and electricity cables into the premises;

70. **Safe distance from the power line**.— No structures shall be allowed to be erected or re-erected or any additions or alterations shall be made to a building in a site within the distance specified below determined in accordance with the Indian Electricity Rules, between the building and any overhead electric supply line:— subject to modification of these rules from time to time in Indian Electricity Rules 1965.

	Vertical distance in m.	Horizontal distance in m.
Low and medium voltage lines and service lines	2.5	1.2
High voltage lines up to and including 33KV	3.7	2.0
Extra high voltage lines beyond 33KV	4.6	4.5
	(Plus 0.3 m. for every additional 33KV or part thereof)	(Plus 0.3 m. for every additional 33KV or part thereof)

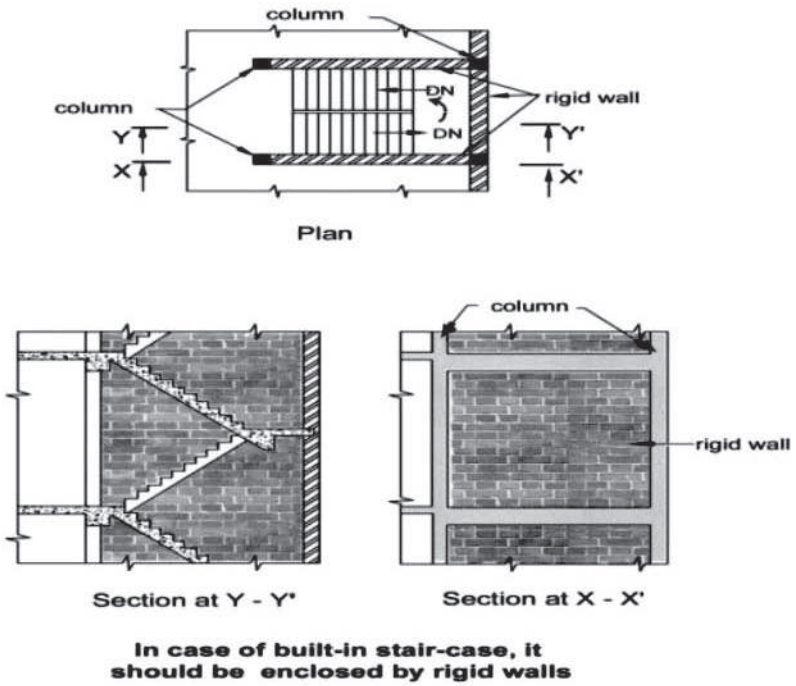
71. **Provisions for unsafe buildings.—** All unsafe buildings shall be restored by repair, retrofitting, demolition or dealt with as otherwise directed by the Authority. The relevant provisions of Guwahati Municipal Corporation Act, 1971, Assam Corpoaration Act,2022, Assam Municipal Act, Assam Panchayat Act, 1994 shall apply for procedure of action to be taken by the Authority for unsafe buildings.

72. **Staircases**.—

(a) Every staircase shall be suitably lighted and properly ventilated through an external wall;

(b) The minimum clear width of staircases in case of domestic building shall not be less than 0.9 m;

(c) The minimum clear width of staircases in case of public building shall not be less than 1.2 m for every 300 persons who are expected to use the building. The furthest corner of the building shall not be more than 18 m distance from the staircase. The stair case hall should be enclosed with Rigid wall for better seismic resistance;



(d) The minimum rise and minimum breadth of tread of staircases shall be as follows:—

	Maximum rise	Minimum-tread-
Domestic building	175 mm	225 mm
Public building	150 mm	275 mm
Hospital& Auditorium	150 mm	300 mm

(e) Interior staircase may be constructed with fire resistant materials throughout;

(f) A staircase shall not be arranged around a lift shaft, unless the latter is entirely enclosed with fire resistant material. For building more than 15.8 m in height, the staircase location shall be to the satisfaction of the Authority regulating fire safety and the distance from the furthest corner of the building to the staircase should not be more than 18 m;

(g) The minimum head room in a passage under the landing or under the staircase, if provided shall not be less than 2.2 m;

(h) All buildings which are more than 15.8 m in height and all buildings used as educational, assembly, institutional, industrial store and hazardous occupancies and mixed occupancies having area more than 500 sq. m. on every floor shall have minimum two staircases. At least one of them be on external wall of buildings and shall open directly to the exterior/ interior open space as to an open area of safety. The provision of alternative staircase shall be subject to the requirement of travel distance being complied with;

(i) The use of spiral staircase (fire escape) shall be limited to a building 12.8 m in height and to be connected with external balconies and shall be designed to give adequate head room;

(j) Ramps other than for parking floor shall have slope of not more than 1:10 provided that in case of public office, hospitals, slope of ramps shall not be more than 1:12. The minimum width of the ramps for hospitals should not less than 2.0 m.

73. **Sites containing deposited refuse.—**

No building shall be constructed on any sites on any part of which there is deposited refuse excrete, or other offensive matter to which the Health Authority objects until such refuse has been removed therefrom and the site has been prepared or left in a manner suitable for building purpose to the satisfaction of the Authority:

Provided that where it is intended to found a building on piles or non reinforced concrete pillars, the Authority may insist for appropriate treatment of the site by chemicals or in some other manner to the satisfaction of the Health Authority and to be covered by a layer of sand or other suitable material to a depth of not less than 150 mm thick.

74. **Sites liable to floods**.— No building shall be erected on a site liable to flood or on a slope forming an angle of more than 45 degree with the horizontal or on soil unsuitable for percolation unless it is proved by the owner to the satisfaction of the Authority that erection of such a building will not be dangerous or injurious to health or involve danger from flooding or erosion or cause undue expenditure of public fund in the provision of roads, sewage, sanitation, water supply or other public services. Permit for such sites will be considered subject to (i) provision of rain water harvesting by roof water collection system. (ii) provision of dry sump (including design calculation) in all individual plots, capable of holding rain water during peak monsoon. (iii) provision of silt fence along plot boundary to prevent soil wasting into another's plot or into a common drainage network.

75. **Sites containing pits and quarries etc**.— No building shall be erected on a site which comprises or includes a pit, quarry or other excavations or any part thereof unless such site has been prepared or, left in a manner and condition suitable for building purposes to the satisfaction of the Authority.

76. **Damp sites**.— Whenever the dampness of site or the nature of the soil renders such precaution necessary the ground surface of the site between the walls of any building erected thereon shall be covered with a layer of sound cement concrete not less than 150 mm thick or with asphalt paving on a layer of sound cement concrete not less than 150 mm thick or with asphalt paving on a layer of closely packed broken stone hard cake not less than 150 mm thick or otherwise rendered damp proof to the satisfaction of the Authority.

77. **Service latrine**.— No service latrine shall be allowed within the Guwahati Metropolitan Area.

78. **Requirements of water supply in buildings**.— The total requirement of water supply shall be calculated based on the population as given below**:**—

Occupancy	Basis
Residential building	5 persons/ tenement
Other building	As per norms prescribed by the Public Health Engineering Department, Govt. of Assam.

The requirements of water supply for various occupancies shall be as given above.

79. **No. of bath rooms**.— Every building designed or used for human habitation shall be provided with bath rooms as follows:—

(i) A building or part thereof designed or used for occupation by separate families or containing separate dwelling unit shall have one bathroom for each family or dwelling unit;
(ii) A building designed or used for human habitation other than in separate dwelling unit shall be provided with one bathroom or shower room to every closet.

80. **Septic tanks**.— Where a septic tank is used for sewage disposal, the location, design and construction of the septic tank shall conform to requirement of subsequent bye-laws.

81. **Location of septic tank's subsurface absorption system**.— A subsoil dispersion system shall not be closer than 18 m from any source of drinking water, such as well, to mitigate the possibility of bacterial pollution of water supply. It shall also be as Floor Area Ratio (FAR) removed from the nearest habitable building as economically feasible but not closer than 6 m. to avoid damage to the structure.

82. **Requirement**.—

(a) Dimensions of septic tanks- Septic tanks shall have minimum width of 0.75m, minimum depth of one m. below water level and a minimum liquid capacity of one cubic m.. Length of tanks shall be 2 to 4 times the width;
(b) Septic tanks may be constructed of brickwork, stone masonry, concrete or other suitable material as approved by the Authority;
(c) Under no circumstance should effluent from a septic tank be allowed into an open channel, drain or body of water without adequate treatment;
(d) Minimum nominal diameter of pipe shall be 100 mm. Further at junctions of pipes in manholes, direction of flow from a branch connection should not make an angle exceeding 45 degree with the direction of flow in the main pipe;
(e) The gradients of land drains, under drainage as well as the bottom of dispersion trenches and soak ways should be between 1:300 and 1:400;
(f) Every septic tank shall be provided with ventilating pipe of at least 50 mm diameter. The top of the pipe shall be provided with a suitable cage of-

mosquito-proof-wire-mesh. The ventilation pipe shall extend to a height, which would cause no smell nuisance to any building in the area. Generally, the ventilating pipe may extend to a height of about 2 m when the septic tank is at least 15 m away from the nearest building and to a height of 2 m above the top of the building when it is located closer than 15 m;

(g) When the disposal of septic tank effluent into seepage pit, may be of any suitable shape with the least cross-sectional dimension of 90 cm and not less than 100 cm in depth below the invert level of the inlet pipe. The pit may be filled with stone, brick or concrete blocks with dry open joins which should be backed with at least 7.5 cm of clean coarse aggregate. The lining above the inlet level should be finished with mortar. In the case of pits of large dimensions, the top portion may be narrowed to reduce the size of the RCC cover slab, where no lining is used, especially near trees; the entire pit should be filled with loose stones. A masonry ring may be constructed at the top of the pit to prevent damage by flooding of the pit by surface run off. The inlet pipe may be taken down to a depth of 90 cm;

(h) When the disposal of septic tank effluent is to a dispersion trench, the dispersion trench shall be 50 to 100 cm deep and 30 to 100 cm wide excavated to a slight gradient and shall be provided with 15 to 25 cm of washed gravel or crushed stones. Open jointed pipes placed inside the concrete and shall have minimum internal diameter of 75 to 100 cm. No dispersion trench should be longer than 30 m and trenches should not be placed closer than 1.8 m.

83. **Plot size, Setback line, yard width, and other particulars will be according to the standards as below.—**

(a) MINIMUM PLOTSIZE FOR RESIDENTIAL USE

		Plot Size	Minimum width of the plot
(a)	The minimum size of plot for residential building within Urban Local Bodies (ULB) area to be	134 sq.m.	6.0 m.
(b)	The minimum size of plot for residential building outside Urban Local Bodies (ULB) area to be	200 sq.m.	10.0 m.

(b) SETBACK REGULATIONS

Minimum setback of the building or the structure from the prescribed street line-

(i) FRONT SETBACK:

Every building fronting a street shall have a front space from the prescribed street line forming an integral part of the site as below:—

Existing width of Street fronting the plot	Minimum Front Open Space		
	Upto 9.6m	Up to 15.6 m*	Above 15.6 m*
Up to 6.6 Mts.	3.6 m	4.5 Mts.	6.0 Mts.
More than 6.6 to 15.0 Mts.	4.5 m	6.0 Mts.	7.5 Mts.

More than 15.0 to 24.0 Mts.*	6.0 m	7.5 Mts.	9.0 Mts.
More than 24.0 to 45.0 Mts.	6.0 m	9.0 Mts.	12.0 Mts.
More than 45.0 Mts.	7.5 m	12.0 Mts.	15.0 Mts.

Assuming 0.6 m to be the plinth height from the average level of the ground around and contiguous to the building.

Provided that the Authority may prescribe different front open space, front setback considering space required for widening of road and minimum space required. In case of building abutting two or more streets the wider street shall be considered for determining building height and other regulations. Front setback of all categories of building shall be as per 83. (b) (i).

(ii)SIDE AND REAR SETBACK:

Sl.no	Height of the building *	Side and Rear Open space to be left around the Building
1	9.6 m	1.8 m
2	12.6 m	2.4 m
3	15.6 m	3.6 m
4	18.6 m	4.2 m
5	21.6 m	5.0 m
6	24.6m	5.5 m
7	27.6m	6.0 m
8	30.6m	7.0 m
9	36.6m	9.0 m
10	45.6 m	10.0 m
11	54.6 m and above	12.0 m

** Considering 3 m minimum parking height. If the building height is in between two building heights specified above and if it exceeds 10% subject to maximum 1.5 m the higher height will be considered for rear and side setbacks.*

(c) PLOT SIZE AND SETBACKS FOR MIXED USE BUILDING:—

(i)

Height of building	Minimum plot size
Mixed use building of residential apartment and commercial above 15.6 m.	5 K (1340 sq.m.)

(ii) The minimum front setback shall be same as for residential buildings as prescribed in byelaw 83. (b) (i).

(iii) Minimum side and rear setback shall be same as residential building as prescribed in byelaw 83. (b) (ii).

(iv) The authority shall allow a minimum of 10% to a maximum of 25 % additional FLOOR AREA RATIO (FAR) beyond the maximum permissible FLOOR AREA RATIO (FAR) for every Group Housing/ apartment building where Economically Weaker Section (EWS) /Lower Income Group (LIG) (Affordable Housing)) housing is earmarked, to the extent of additional FLOOR AREA RATIO (FAR), in plots with a minimum area of 2000 sq.m. These units will be set apart and developed for EWS housing with plinth area of between 31 sq.m. to 34 sq.m. and for LIG housing units with plinth area of 42 sq.m. to 48 sq.m. respectively.

(e) PLOT SIZE AND SETBACKS FOR COMMERCIAL USE IN COMMERCIAL ZONE:—

Minimum plot size - 134 sq. m.
Minimum width of plot - 6 m.

(i) (a) Setback up to the height of 12.6 m. (Excluding parking floor) and plots upto 802 sq.m.

Front setback- As per Cl. 83 (b) (i)

Side set back-a minimum of 1.50 m. has to be maintained in each side which can be relaxed to only one side if the adjoining plot owner agrees to have a common wall with his building with setback on other side 2.1 m.

Minimum rear set back
Up to plot depth of 18 m. - 1.5 m.
above plot depth of 18m. - 3.0 m.

b) For plot above 800 sq.m. front setback will be as per Cl. 83. (b) (i) and side and rear setback as per Cl. 83. (b) (ii).

(f) PLOT SIZE AND SETBACKS FOR WHOLESALE USE IN WHOLESALE COMMERCIAL ZONE

Minimum plot size	670 sq.m.(only for wholesale and warehouse building)
Minimum plot width	15 m.
Maximum height	15.0 m. for building of wholesale use
	For other building the height will be as per the regulation of individual buildings
Minimum set back	As per CL. 83 (b) (ii)

(g) REGULATION FOR BUILDINGS IN PUBLIC AND SEMI PUBLIC ZONE OTHER THAN SCHOOL

Minimum plot size	400 sq.m.(only for public and semi public building)
Minimum setback	As per CL. 83 (b) (ii)

(h) REGULATION FOR INDUSTRIAL ZONE FOR INDUSTRIAL BUILDING

	Requirements	Light		Medium	
		Area In sq.m.	Width in m.	Area in sq. m.	Width in m.
(1)	Minimum size of plot	744.00	15.5	1800	27.5
(2)	Minimum set back of all structure/ building or the structure from the prescribed street line set	Front	6.00	Front	9.0
(3)	Minimum Set back	Rear	6.0	Rear	6.0
		side	*5.0*	side	6.0
		If any structure or building is permitted for human habitation under provision of these rule the yard conditions shall be same as prescribed in Cl. 83		If any structure or building is permitted for human habitation under the provision of these rules the yard conditions shall be same as prescribed in Cl. 83	
(4)	Maximum height	15 m.		15 m	

(i) REQUIREMENTS FOR SPECIAL TYPES OF BUILDINGS

(To be applicable for all zones where the particular use is permissible)

(A) NURSING HOMES/ HOSPITALS

(In all zones where it is permitted/ permissible on appeal)

Minimum plot size - 1338 sq. m. i.e. 1 Bigha

Minimum setback:

Front setback - 9.0 m.

(a) Rear & side - 5.0 m. upto 21.6 m

(B) PLACE OF WORSHIP

(Applicable for new proposals)

Minimum plot size- 804 sq. m. i.e. 3 K

Minimum setback:

Front setback - 7.5 m.

(a) Rear - 5.0 m.upto 21.6 m

(b) Side - 5.0 m. upto 21.6 m

(C) ASSEMBLY BUILDINGS, CINEMA HALL AND AUDITORIUM

Minimum plot size - 1860 sq. m. i.e.1B-1K-19L

Minimum setback:

(a) Front set back - 9.0 m.

(b) Rear & side - 5.0 m. upto 21.6 m

This provision shall not be applicable for Restaurant, Gymnasium, club& library

For rear and side setback for building at Sl. (A), (B) and (C) above 21.6 m 83 (b) (ii) will be applicable.

(D) MULTIPLEX

Minimum plot size - 2676 sq.m. (2B)

Minimum setback

(a) Front setback - 9.0 m.

(b) Rear & side - 5.0 m. upto 21.6 m

For rear and side setback for building at Sl. (A), (B), (C) and (D) above 21.6 m Cl. 24 (ii) will be applicable.

(E) FILLING STATION

(a) Minimum Plot size- 31 m. x 17 m.

(b) Petrol filling station with servicing bed
Minimum Plot size- 37 m. x 31 m.

Setbacks of any structure will be as per Cl. 83.

*(F) SCHOOL BUILDING UPTO A HEIGHT OF 15.6 M

		Minimum Plot size	Minimum Front set back	Minimum side setback	Minimum rear setback
(a)	Pre nursery/ Nursery	535 sq.m.02 katha	6.0 m.	3.6 m.	3.6 m.
(b)	Primary	804 sq.m.03 katha	7.5 m.	3.6 m.	3.6 m.
(c)	High School	2677 sq.m.02 bigha	10 m.	3.6 m.	3.6 m.
(d)	College	4015 sq. m. 03	10 m.	3.6 m.	3.6 m.

* Govt./private institutions, regulations adopted by Education Department will be followed.

* *For building above 15.6 m height front side and rear setback shall be as per byelaw 83. (b) (i) & (ii).*

Organised parking- 20% of the total plot area

Organised recreational open space- 20% of the total plot area

(G) **"U" type development**

As an encouragement for developing U type commercial complexes / residential / apartment / group housing the setbacks of sides and rear, excluding the front setback, can be reduced provided.

(a) The area so saved is transferred to the central area / space or court yard.

(b) The minimum open space on sides and rear except front shall be 2.4 m. for building of 15.6 m. height. For above 15.6 m setback be as per Cl. 24 (a) (ii) will apply.

(c) Minimum plot size for performing such development shall be 1500 Sq. m.

(H) (a) Minimum plot size for Five Star Hotel in Eco-friendly/conservation Zone shall be 3 Bigha with maximum FLOOR AREA RATIO (FAR) 150 and Coverage 30% subject to fulfillment of other provisions of this Byelaws.

(b) For other category of hotel and tourism project in Eco-friendly/conservation Zone minimum plot size shall be 1 Bigha with maximum FLOOR AREA RATIO (FAR) 125 and Coverage 25% subject to fulfillment of other provisions of this Byelaws.

(c) For buildings of socio-cultural activities in Eco-friendly/conservation Zone coverage should be 25% and FLOOR AREA RATIO (FAR) 100 and plot size 1 bigha

84. EARMARKING/RESERVATION OF PLOTTED AREA FOR EWS CATEGORY IN LAND SUB-DIVISION /PLOTTED DEVELOPMENT SCHEMES.—

In case of land sales a minimum of 10% of plotted area is to be earmarked / reserved for EWS category in all Residential Layout Plans of Plots with land area of 1.5 Hectare and above with minimum plot size for EWS shall be between 90 sq.m. to 120 sq.m.

85. SPECIAL PROVISIONS FOR CONSTRUCTION OF ECONOMICALLY WEAKER HOUSING & SLUM HOUSING THROUGH GOVT. AND SEMI-GOVT. AGENCIES.—

(a) Minimum height of the floors to be taken as 2.7 m;
(b) The minimum height of plinth shall be 30cms. from top surface of the approach road or pathway;
(c) In plotted development for EWS buildings the setbacks may be relaxed up to following for a two storied building:
Side – 1 m
Rear – 2.4 m
Front – 2.4 m from proposed street line.

86. EARMARKING/RESERVATION OF DWELLING UNITS FOR Economically Weaker Section (EWS) /Lower Income Group (LIG) CATEGORY IN GROUP HOUSING SCHEMES(GHS).—

The authority shall allow a minimum of 10% to a maximum of 25 % additional FLOOR AREA RATIO (FAR) beyond the maximum permissible FLOOR AREA RATIO (FAR) for every Group Housing/ apartment building where Economically Weaker Section (EWS) /Lower Income Group (LIG) housing is earmarked, to the extent of additional FLOOR AREA RATIO (FAR), in plots with a minimum area of 2000 sq.m. These units will be set apart and developed for EWS housing with plinth area of between 31 sq.m. to 34 sq.m. and for LIG housing units with plinth area of 42 sq.m. to 48 sq.m. respectively.

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(1) The owner/developer is given freedom to build these units in a separate block with separate access with option to develop only EWS dwelling units in lieu of LIG. However, provision of extra FLOOR AREA RATIO (FAR) will be applicable only if these units are constructed in a separate block and not mixed with other HIG or LIG units;

(2) Servant quarters constructed shall be reckoned towards EWS housing requirements in GHS;

(3) Provision of extra FLOOR AREA RATIO (FAR) if the houses/flats/apartments are constructed by private developers/builders, and made available at subsidized price for Economically Weaker Section (EWS) /Lower Income Group (LIG) the said developers/builders, shall be entitled to an additional FLOOR AREA RATIO (FAR) of 10% to 25% over that applicable FLOOR AREA RATIO (FAR) for the relevant land use depending; on the percentage of area allotted to Economically Weaker Section (EWS) /Lower Income Group (LIG)within these limits.

(4) For Building up to height of 15m. is not required to be compulsory provided with a lift. There shall be one staircase for every 16(Sixteen) dwelling units or part thereof, provided the ground floor units are not provided with entry from the landing space of the staircase.

87. The area of the plot for a Multistoreyed building other than Apartment/Residential House of height above 15.6 m. shall be - 04 Katha (10.68 are).

88. (a) FLOOR AREA RATIO (FAR) for Residential, Commercial, Mixed-Use Buildings comprising of

Residential and Commercial use:

Base FLOOR AREA RATIO (FAR)	Existing Road Width (m)	Plot Size (Sq m/ Bigha /Katha)				
		Plot Size up to 670 sq m (2.5 K)	Plot Size above 670 sq m up to 1338 sq m (2.5 K- 1 B)	Plot Size above 1338 sq m up to 6690 sq m (1B- 5 B)	Plot Size above 6690 sq m (5 B) up to 13380 sq m (10 B)	Plot Size above 13380 sq m (10 B)
		FLOOR AREA RATIO (FAR)	FLOOR AREA RATIO (FAR)	FLOOR AREA RATIO (FAR)	FLOOR AREA RATIO (FAR)	FLOOR AREA RATIO (FAR)
100	Above 3.6 upto 4.5	125	125	125	125	125
125	Above 4.5upto 6.6	125	125	125	150	150
150	Above 6.6 upto 8.0	150	160	175	175	175
150	Above 8.0 upto 15	150	175	225	225	275
160	Above 15	175	200	250	275	300

(b)INDUSTRIAL, WHOLESALE AND STORAGE BUILDING

The base FLOOR AREA RATIO (FAR), maximum permissible FLOOR AREA RATIO (FAR) and maximum permissible Ground Coverage for industrial, wholesale and storage buildings shall be as prescribed in following table.

Road Width	Base FLOOR AREA RATIO (FAR)	Maximum Permissible FLOOR AREA RATIO (FAR)
9.0 m – up to 15.0 m	125	150
Above 15.0 m	150	175

(c) FLOOR AREA RATIO (FAR) FOR EDUCATIONAL, INSTITUTIONAL AND ASSEMBLY BUILDING.

Road Width	Base FLOOR AREA RATIO (FAR)	Maximum Permissible FLOOR AREA RATIO (FAR)
9.0 m – up to 15.0 m	125	150
Above 15.0 m	150	175

(d) MULTILEVEL CAR PARKING

(i) Minimum plot size -1000 sq. m.

(ii) Maximum Coverage -66%

(iii) FLOOR AREA RATIO (FAR): Plot Size 1000 sq. m to 2000 sq. m -150FLOOR AREA RATIO (FAR).

Above 2000 sq. m -175FLOOR AREA RATIO (FAR)

(iv) No restriction on no. of basement with 100% basement subject to structural safety with basement to be flushed with ground level.

(v) Maximum height be restricted to permissible height and minimum setbacks be as per commercial building.

In order to compensate the cost of multilevel parking and to fulfill growing need of parking space a maximum of 25% of gross floor area may be used as commercial/office subject to maximum FLOOR AREA RATIO (FAR).

(e) For other type of buildings not specifically mentioned above, the Authority will decide considering the similarity of the building with the above use.

(f) Maximum permissible F.A.R. over and above base F.A.R. will be allowed on payment of premium charge as given in Schedule-I in plots where all other conditions are fulfilled.

89. Maximum mezzanine area allowed is 33% of plinth area which will not be counted in FLOOR AREA RATIO (FAR) if it has access from only lower floor. Height of the mezzanine - 2.2m minimum to 2.7m maximum however, no additional area above 33% shall be allowed in mezzanine floor even if FLOOR AREA RATIO (FAR) is available.

90. Basement shall not be counted for FLOOR AREA RATIO (FAR) calculations for following uses:—

(i) Air conditioning and other machines used for services and utilities of the building;
(ii) Parking places and garages;
(iii) If the basement is used for office or commercial purpose it shall be counted in FLOOR AREA RATIO (FAR);
(iv) While calculating the FLOOR AREA RATIO (FAR) following areas are exempted from FLOOR AREA RATIO (FAR) calculation:—

Lift, Staircases, Entrance Lobby area of the Cantilever, Cupboard, Self, subject to a maximum of 2% of the area from which these are projected, Sentry Box and Guard Room (Maximum of 3.5 sq. m. each), Care Taker Room (Maximum 8 sq. m.), Rain Harvesting Structures;

(v) For calculation of exemption area from FLOOR AREA RATIO (FAR) under byelaws 31 & 32 (i),(ii),(iii) and (iv) the entrance lobby will mean immediately in front of staircase and lift subject to a maximum exempted area of 18 sq. m. per staircase/lift for each floor shall also be exempted;

(vi) In addition to entrance lobby in front of staircase and lift as exempted under 90 (v) following will also be exempted:—

(a) In respect of buildings in independent plot and under one establishment all corridors of educational and medical institutions and institutional buildings of Govt. or public authorities and hospitals/nursing homes be exempted from FLOOR AREA RATIO (FAR) calculation upto a maximum of 36 sq.m. every floor;

(b) In respect of buildings of all Four/Five-Starred category hotels in independent plot all corridors be exempted from FLOOR AREA RATIO (FAR) calculation upto a maximum of 36 sq.m. every floor.

91. (a) Partial unenclosed balcony projections for a length ¼ of the building length/breadth in upper floors up to a minimum setback line of 1.5 m. from plot boundary will be allowed subject to a maximum width of 1.5 m.;

(b) The projection of cantilever or cupboard or shelve up to 0.75 m. in depth shall be permitted and exempted from covered area calculation. This will be allowed only from the first floor and shall not exceed 2.0 m. per habitable room and cupboard under windows;

(c) A canopy not exceeding 4.5 m. in length and 2.5 m. in width in the form of unenclosed cantilever over the main entrance with a clear height of 2.2 m. below the canopy shall be allowed. As such canopy covers the main entrance to the building, the Canopy shall be tied back adequately by design and should be structurally safe so that they do not collapse during earthquake and block the evacuation path at the entrance after earthquake.

(d) Light and ventilation:— When any habitable room excepting bath, W.C, store room, kitchen and dining are not abutting on either the front side or rear open space it shall abut in an interior open space where minimum width shall be 3 m;

For ventilating the spaces for W.C, bath, store, kitchen and dining, if not opening on any open space, shall open on the ventilation shaft with all side closed or 3 sides closed, the size of which is given below:—

	Height of building	Minimum area of shaft	Minimum width of shaft
(1) W.C, bath & store	(a) up to 18 m (b) above 18 m.	4sq. m 6.25 sq. m	2 m 2.5 m
(2) Kitchen & dining	(a) up to 18 m (b) above 18 m	6.25 sq. m 9 sq. m	2.5 m 3 m

For one side open shaft the minimum width is to length is 1:4 calculated at minimum side.

92. The parking space to be provided in the building shall be as per the details given in the **Appendix- I**. In providing the parking, care has to be taken that 50% of the open space is left for landscaping and not counted for in the parking calculations. At least

15% of the open space reserved as organised open space which should be clearly shown in the service plan.

93. (a) No extension of existing building will be allowed by the Authority if the parking provision required for the whole building as per these Byelaws is not made available in the proposal.

(b) No vertical extension of the existing building shall be allowed is required setback is not available in the existing building for the proposed height.

94. Additional requirements for Multistoreyed and special type of buildings.—

(1) Service plan showing the following details-private water, sewerage disposal system and detail of building services where required by the Authority shall be made available on scale not less than 1:100 and it should also include the following:—

(a) For outlet from the soak-pit to municipal drain if provided an intermediate treatment chamber should be installed, details of which is to be shown in service plan, subject to approval of the Authority;

(i) The space for a STP is mandatory to be proposed in the layout/service plan and constructed as per the approved norms and specifications in case of,-

(i a) residential layouts, areas measuring 4000 Sq.m. or more;

(i b) group housing/Apartment houses if the builtup area measures above 2000 Sq.m. or if the consumption of water is 20000 liters per day or if it is a multi-storied building with more than 30 apartment houses;

(i c) commercial Complexes/Institutional/Hotel and Lodges/ Industrial Buildings etc. if the built-up area is above 2000 Sq.m. or water consumption is 20,000 liters per day;

(i d) hospitals/Nursing Homes with 40 or more beds.

The STP is required to be certified by independent expert accredited by State Pollution Control Board/Department of Environment and Forest, Govt. of Assam before the project is commenced for operation or by State Pollution Control Board.

(ii) STP provision for building/commercial project, new development project and township $\geq$ 20,000 sq.m. and < 1,50,000 sq.m. of buildup space will be governed by environmental clearance required as per SO 1533 14th September 2006 notified by Ministry of Forest, Govt. of India.

(iii) For all other projects requiring prior environmental clearance the requirement will be as per the clearance.

(b) Garbage vet, location of which should be within the plot and such that it can be easily accessed by collecting staff of municipal authority without any difficulty.

(c) Detail of building services, which include,-

(i) air conditioning system, if any;

(ii) detail of exits including provisions of ramps, etc. for hospital and special risk building;

(iii) Location of generator, if any, transformer and switchgear and main electric panel duly certified by Chief Electrical Inspector- cum-Adviser of Government of Assam.

(iv) smoke exhauster system and fire alarm, if any;

(v) location of centralized control of all fire alarm systems, if any;

(vi) location and dimension of static water storage and pump house;

(vii) location of fire protection installation, sprinklers, wet risers, etc, if any. .

N.B.—These should generally be as per specifications of National Building Code, 2016.

(viii) location and details of fixed fire protection installation and first and fire fighting equipments/installations;

(ix) in case of nursing homes and hospitals, detail of incinerator for treatment of hospital waste is to be submitted and clearance from appropriate authority under Assam Health Establishment Act, 1993 (as amended) shall be required before its clearance by Guwahati Municipal Corporation, Urban Local Bodies or the Panchayats as the case may be;

(x) detail provisions made for conservation and harvesting of rain water to be provided as required under these bye-laws;

(d) Detailed drainage plan for both internal and external required to be constructed upto the available permanent/pucca drain of municipal/other authority. In this regard provision of Cl. 100 (1) (vi) will also apply if there is no proper drainage system on the vicinity of the plot.

(2) (a) NOC from the Directorate of State Fire and Emergency Service shall be required for building above the height of 15 m.

(b) In all buildings other than residential buildings irrespective of height of buildings, installation of fire safety measures to be made as per Part-IV (Fire & Life Safety) ofNational Building Code of India, 2016 and approved by the Director, Fire and Emergency Services, Assam, before the Occupancy Certificate is issued by the competent authority.

(c) Architect/ Fire Consultant/ Registered Technical Persons (RTPs) shall provide details on all issues in prescribed format as per Annexure-X with the application for necessary clearance from FESA.

(3) Specifications:— General specifications and Structural Design Basis Report (SDBR) in Form No. 11 of the proposed construction giving type and grade of material of public use along with soil testing report and duly signed by architect/the concerned engineer/Group or agency should accompany the application for buildings above three storey.

(4) Supervision: Applications shall be further accompanied by a certificate of supervision in a prescribed form by the licensed architect, engineer, group or agency as the case may be.

(5) A certificate to the effect that the maximum requirement of power in the building/ project is being intimated to A.P.D.C.L. in advance with total requirement of power.

(6) Apartment having 20 dwelling units or more may adopt Reticulated Pipe Gas Supply System. The technical design and specification should be as per provisions of NBC, 2016 and approved design of Oil companies. However, the location of the structure in the plot should be as approved by the Authority.

95. For the hazardous and industrial building the Authority shall ask for NOC from the State Pollution Control Board.

96. All other regulations not specifically mentioned here shall be applicable as per the provision of Zoning Regulations.

96A. Compliance of the Energy Conservation Act, 2001 .-

All the buildings with commercial use having a connected load of 100 Kilo Watt or above or a contract demand of 120 Kilo Volt Ampere (KVA) or above shall comply with the provisions of the Energy Conservation Act 2001 (Central Act No. 52 of 2001) and the rules made thereunder.

97. The Authority may ask for any other information considering special nature of building and location of the plot.

98. Engineers, Group or agency, Structural Engineers, Geo-Technical Engineers, Consultants and Supervisors referred to above shall be licensed/ enrolled by the Authority as competent to do various works as specified in these bye-laws and modifications made from time to time, detail of which is given in Appendix – II, whereas Architects registered as an Architect by the Council of Architects under the Architect Act, 1972 are not required to be registered if they provide satisfactory proof of their valid registration under Architect Act, 1972.

98A. Verification .-

The minimum requirement for verification of the development by the Authority issuing Building Permit shall be based on Risk Based Classification of the Building as follows:

(i) Verification Schedule for Different categories of Building

Table (a) Residential* / Commercial / Institutional Building :

Risks Criteria	Parameters	Very Low	Low	Moderate	High
Size of the plot	Square Meters	Below 134 m² (10 Lessa)	134 m² -670 m² (10 Lessa – 2.5 Katha	Above 670 m² - 1338 m² (2.5 Katha – 1 Bigha)	All sizes
Height of building	Meters	Below 15.6 m	Below 15.6 m	Below 15.6 m	15.6 m and above
Sample size and Authority to verify in Urban Local Bodies (ULB) area	Percentage	Inspector 25% based on randomisation	Inspector 100%	Inspector 100% Associate Planner 20%	Associate Planner 100% GMC Commissioner 20%
Sample size and Authority to verify in Master Plan area outside Urban Local Bodies (ULB) area	Percentage	Technical Personnel 25% based on randomisation	Technical Personnel 100%	Technical Personnel 100% Executive Officer 25%	Executive Officer 100%

*Residential Building upto G+2 with plot area upto670 sq m, no inspection will be required for issue of Planning Permit and Building Permit.

Table (b) For other types of Buildings :
(Refer to Sl (ii) below for Risk Matrix for Storage / Ware House and Industrial Buildings)

Risks	Parameters	Low	Moderate	High
Sample size and Authority to Verify in Urban Local Bodies (ULB) area	Percentage	Inspector 25% based on randomisation	Inspector 100%	Inspector 100% Associate Planner 100% GMC Commissioner 50%
Sample size and Authority to Verify in Master Plan area outside Urban Local Bodies (ULB) area	Percentage	Technical Personnel 25% based on randomisation	Technical Personnel 100%	Technical Personnel 100% Executive Officer 100%

In all verifications it shall be mandatory to conduct the same with prior intimation to the applicant who shall be present along with his Registered Technical Person (RTP) and counter sign the verification report as a token of his acceptance that the figures recorded are correct.

(ii) Risk Matrix for Other Types of Building:

(a) Storage/Warehouse Buildings:

For approval of the buildings meant for use as storage buildings/ warehouses/ godowns, risk based classification shall be as per Table given below:

Risk Matrix for Storage/Warehouses

Risks	Low	Moderate	High
Covered Area on all floors/ Built up Area	Up to 250 m²	Above 250 m^2 and up to 2000 m^2	Above2000 m^2
Height of building	Up to 15 m	Up to 15 m	Up to15m

(b) Industrial Buildings :

For approval of the buildings meant for use as Industry, risk based classification shall be as per Table given below:-

Risk Matrix for Industries

Risks		Low	Moderate	High
Criteria	**Parameters**			
Size of the Plot	Square Meters	Upto670 m^2 (2.5 Katha)	Above 670 m^2 to 1800 m^2	All sizes
Height of building	Meters	Up to 15 m	Up to 15 m	Up to 15 m

99. **Penal action for violation of Master plan & its Zoning Regulations and-Byelaws.—**

The Authority under the provisions of the Guwahati Municipal Corporation Act, 1971, Guwahati Metropolitan Development Authority Act, Assam town and Country Planning Act and Assam Panchayat Act 1994 shall take penal action for violation of Master Plan/ Zoning Regulations or Bye-laws which may include stoppage of construction activity, demolition, sealing, alteration and in paying fine and by imposing penalties as given in Appendix-III.

100. The structural design, constructional standard etc. of all Multistoreyed buildings are required to be supervised during construction at three stages at (1) foundation (2) plinth/ Gr. Floor, (3) upper floor in the manner described below:—

(a) The individual /promoter is required to get their construction checked at above mentioned three stages of construction through licensed technical persons, groups or agencies before proceeding with next stage of construction failing which the Authority may revoke the permission;

(b) The supervision under this clause shall be done by the concerned licensed technical persons, groups or agencies. Necessary certificate is to be submitted

duly signed by the licensed technical persons, groups or agencies and by the applicant in the manner given in the prescribed Form Nos. 12, 13, 14 and 15 respectively;

(c) The individual promoter/developer is required to employ technical personnel of suitable competence for daily supervisions of construction work.

101. (1) If any dispute arises as to the interpretation of any definitions or provisions of these bye-laws, the decision of the Authority shall be final. However, aggrieved persons may appeal to the State Government against such decisions and the decisions of the State Government shall be final and binding on all concerned;

1. For construction of any public and apartment building of height-above-12-m.——

(i) the structural design is required to be done as per IS code of practice by a licensed structural engineering consultant and the structural calculations, designs and drawings and specifications are-certified-by-this-consultant;

Note:— The Authority may go for proof checking of structural design through a structural designs review panel to be setup by the Authority. It shall be mandatory for the Structural Design Review Panel to follow the regulations and time limits for submission of report of proof checking as set by the authority.

(ii) the soil testing report on which the design is based is required to be obtained from a licensed Geo-technical consultant. Where the soil characteristics of any area are with underlain alluvium deposit, soil testing report should also include mandatory liquefaction potential analysis for designing settlement and to suggest appropriate foundation system to avoid failure.

(iii) for public buildings and apartment houses, permission for construction shall not be granted unless,-

(a) the builder submits Structural Design Review Panel certified by the structural engineering consultant. (detail in Chapter-V);

(b) provision is made for appropriate treatment of septic tank effluent, sullage water, garbage and drainage of waste water;

(iv) If any restrictions/regulations are imposed by State Ground Water Authority under Assam Ground Water Control Act 2012 the applicant will have to abide by such regulations and seek separate permission for ground water extraction as prescribed by the said Authority under that Act.

Once the 24 x 7 water supply projects of Guwahati are operational, Authority may refuse extraction of ground water in these areas;

(v) Electrical installation: Proper location and space for electrical facilities as per Indian Electricity Rules is to be provided in all

buildings above 15 m height and all works of lift installation must comply with requirement of I.S. codes of practice and relevant provisions of Indian Electricity Rules and should be approved by the Chief Electrical Officer of Government of Assam;

(vi) Improvement of drains up to the nearest outlet point is to be made as directed by the Authority. Additional 25% of the cost of improvement at PWD rate be imposed as penalty if such improvement is not done as directed by the Authority;

102. If at any time the Authority decides that certain provision of these bye-laws requires change or suspension in certain areas for a comprehensive development of the area, the same will be made by the Authority with prior approval of the Government.

103. Provisions of National Building Code, 2016 or as updated version shall apply in case of those provisions which are not specified in these bye-laws.

104. (i) Rainwater harvesting provisions as prescribed in the Appendix-VI shall be provided where applicable;

(ii) Solar energy capture provisions as prescribed in the Appendix-VIII for certain category of building shall be provided where applicable.

(iii) Planting of Tress:—
Every personbeing the owner or occupierof lands or premises within the Municipality shall plant a minimum ten evergreen trees and shall provide a detailed site plan showing the location of all trees. The trees shall be watered and fertilizer applied for at least 12 (twelve) months and maintained. Trees shall be planted along the boundary of the plot and unpaved soil surface of minimum 2(two) feet shall be kept.

(iv) Green Building certification shall be provided where applicable in the manner as prescribed in Appendix-IX. These buildings will be certified by authorized agencies certifying the star rating to qualify for discount on property tax as applicable under relevant provision.

105. Special provisions for physically disabled persons as stated in the Appendix-VII shall be adhered to where applicable in accordance with the provisions of National Building Code of India.

106. Qualification and Registration of Competent Persons shall be as per Appendix-II.

107. Regulation of Display Structures shall be as provided in NBC, 2016 or as updated version.

Chapter-IV

MISCELLANEOUS

108. **Cinemas,-Theatres-and-Assembly-Halls.—**

In addition to any other Byelaws applicable to such buildings, the following shall apply:—

(a) If any portion of the cinema, theatre or assembly hall (except accommodation for caretakers and his family) is intended to be used as a domestic building such portion shall comply with all the requirements of a domestic building;

(b) Every room in such building as mentioned above shall be lighted and ventilated by doors, ventilators and windows abutting on an interior or exterior open air space which shall not be less than 1/5 of the total floor area:

Provided that if exhaust fans are installed or if it is air conditioned, the requirement of this clause shall be suitably relaxed by the Authority;

(c) Gangways and passages must not be more than 6.0 m apart. No seat must be more than 3.0 m from gangway or passage;

(d) A gangway or passage must be at least 1.2 m wide and they shall be provided at least one in the center and one on each side;

(e) The height of the bottom balcony or the gallery shall not be less than 3.0 m from the floor of the auditorium and depth under the balcony shall not be more than 3 times the clear height. The clear distance between the backs of two successive rows shall not be less than 0.9 m , but for seats with rocking backs it may be 0.8 m;

(f) The maximum slope of the floor of the auditorium shall not be more than 1 in 20;

(g) The maximum width of the balcony steps shall be 0.8 m. Provided that for the front, and rear step, this distance is 0.9 m;

(h) The maximum rise of the balcony steps shall be 0.4 m;

(i) The maximum height of the roof or ceiling at the highest step of the balcony shall be 3.0 m and at no place the distance between the nosing and lowest projection ray shall be less than 2.4 m;

(j) In the case of the cinema the Floor Area Ratio (FAR)thest seat shall not be more than 45.0 m anyway from the screen;

(k) The angle of seating shall not be less than 60 degree and the front row shall not be nearer to the screen than the half of its width;

(l) The position and height of the screen be regulated in such a way that the maximum angle of the line of vision from the front seat to the top of the screen shall not exceed 35 degrees;

(m) No corridor leading to any stair case or exit passage shall be less than 2.0 m. in width;

(n) No corridor shall be used for any purpose other than the exit and entrance from the auditorium;

(o) Doors: Entrance and exit doors shall be provided at a rate of not less than one door of a dimension of 2.0 m in width and 2.4 m in height for every 200 individuals or part thereof;

(p) All out doors for the use of the public be made open outward and in such a manner that when open they shall not obstruct any gangway or passage or stairway or landing;

(q) Staircase: - The access to the auditorium if it is on the upper storey or the galleries shall be provided by not less than two independent stairs of fire-proof-construction. Such stairs at no place shall be less than 2.0 m clear in width;

(r) No staircase shall have a flight of more than 15 steps or less than 3 steps and width of the landing between such flight shall be the same width of the staircase. The tread of the step shall not be less than 150 mm. and rise not more than 300 mm.;

(s) No space less than 2.4 m in height shall be allowed in between two intermediate floors of the auditorium;

(t) The cinematograph machine room shall be substantially constructed of fire resisting material or lined with such material.

109. **Factories and building of the warehouse class**.—

(a) Factories: - Every room in such building shall be lighted and ventilated by sufficient number of windows, ventilators and skylight exclusive of doors having clear opening not less 1/15 of the floor area abutting on open air space of width not less than 1/3 rd the height of the part of the building-abutting-such-open-space; provided that this requirement may be relaxed if artificial lighting and ventilation are installed to the satisfaction of the Authority;

(b) Height of the floors: - The height of the ground floor and each of the upper floors shall not be less than 4.2m and 3.9 m. respectively and the height of the cellar or basement shall in no part be less than 2.4 m., provided that these provisions shall not apply to the extensions of the ground floor and upper floors of the existing building.

110. **Special regulations for construction in hilly areas**.—

(a) The Authority shall ask for detailed topographic survey map of the site, showing the proposed ground levels of the plot and the remedial construction measures to check the undesired erosion that may affect the adjoining areas. The Authority may also give special direction for framing the proposal in such a way which involves least disturbance to the natural terrain and keeping of bare land which is not allowed.

(b) If terrace cutting is done for building constructed on hill the depth and slope of the cut should be restricted according to the soil characteristic of the area.

(c) Adequate drainage provision should be kept to the satisfaction of the Authority so that rain water and waste water can drain out from the plot without causing soil erosion.

(d) In hilly areas with slope greater than 10^{o} special protection measures shall have to be provided as specified by the Authority. Local ground conditions shall be taken into account in the determination of the appropriate precautionary work and protection walls as well as relevant code of I.S. as specified in Chapter-V.

(e) The maximum height of cutting for development should generally be 4 m. to 6m and cutting of slope over a height of 6m. shall not be ordinarily permitted. Height of 6m earth cutting should be from face of 1^{st} cutting.

(f) Detailed scheme and design to be submitted by owner for development of individual plot including earth work calculation (cutting and filling) and slope

stability analysis calculation, remedial measures etc. and the same is to be vetted by an approved third party.

(g) Rain water harvesting by roof water collection system shall be made mandatory in hilly areas.

(h) Provision of dry sump (including design calculation) in all individual plots, capable of holding rain water during peak monsoon.

(i) Provision of silt fence along plot boundary to prevent soil wasting into another's plot or into a common drainage network, shall be made mandatory.

(j) If however Authority feels that special protective measures are required in the plot prior to any construction in the plot, no construction of building shall be allowed by the Authority in such plot unless the protective measures are completed as directed by the Authority first.

(k) A minimum 30% of land in a plot in hilly areas required to be covered under vegetation.

111. **Environmental-aspects-and-landscaping**.—

The Authority may impose special provision for landscaping, in special type of building/ plot that is nature and number of plantation to be carried out, maintenance of vegetable cover in the plot for the environmental up gradation of the area and to restrict soil erosion. In every plot at least 20% of the land should be utilized for tree plantation and greenery which may be reduced to 10% in case of housing projects where minimum 25% of the FLOOR AREA RATIO (FAR) area is dedicated to Affordable Housing.

112. (a) The authorities may impose conditions to the developerto develop the roads and drains upto the road and drain abutting the plot.;

(b) If however, the developer agrees to contribute towards the development charge for developing adjoining roads and drains or decides to relinquish a part of these land for improvement of road, drain or creation of open space for the locality without asking for any compensation to the satisfaction of the Authority, the Authority shall consider allowing additional proportionate FLOOR AREA RATIO (FAR) in that particular plot development of the area.

113. In Group Housing project and projects where a number of apartment blocks are proposed in a single plot the Authority shall impose special regulations for drains, recreational open space, garbage collection etc. in addition to the regulations contained in these Bye-laws. Both

114. Every building shall provide one or more rainwater harvesting structures to collect the roof top run-off. The total dimension of recharging/percolating pits/trenches should be at least 5 cubic metres dimension for every 100 sq. metres. of roof area, provided that such rain water harvesting structure shall also be provided in cases of all apartment houses, institutional and similar buildings and buildings in hilly areas as per Appendix-VI.

115. **(a) RE-USE OF RECYCLED / WASTEWATER.—**

Every group housing scheme/apartment houses and commercial complexes/ institutional buildings shall be provided with installation of system of recycling of wastewater from bathrooms and kitchen sinks (excluding water closets). The final treatment plant should recycle water which should be re-used for purposes other than drinking such as gardening, landscaping, and washing of roads/pathways and so on. Accordingly the space for a wastewater treatment plant is mandatory to be proposed in the layout and constructed as per the approved norms and specifications in case of,-

i. residential layouts, areas measuring 4000 Sqm or more;
ii. group housing / Apartment houses if the area measures 2000 Sqm and above or if the consumption of water is 20000 liters per day or if it is a multi-storied building with 20 or more apartments houses;
iii. commercial Complexes / Institutional / Hotel and Lodges/Industrial Buildings etc. if the built-up area is 1500 Sqm and more or water consumption is 20,000 liters per day;
iv. hospitals/Nursing Homes with 40 or more beds.

(b) Provision of Composting Plant :

Every group housing scheme/apartment houses and commercial complexes/institutional buildings shall be provided with installation of composting plant for bio - degradable waste. Accordingly the space for a composting plant is mandatory to be proposed in the layout and constructed as per the approved norms and specifications in case of

i. residential layouts , areas measuring 4000 Sqm or more ;

ii. group housing/Apartment houses if the area measures 3000 Sqm or if it is a multi- storied building with 20 more apartment houses ;

iii. commercial complexes /institutional /hotel and lodges/industrial buildings etc. if the built - up area is 1500 Sqm and more ;

iv. hospitals / nursing Homes with 40 or more beds .

(c) Provision for Bio - Medical Waste :

Bio - Medical Waste (BMW) generated by Health Care Facilities (Hospital / Nursing Homes) has to be disposed off as per Bio-Medical Waste (Management) Rules , 2016 .

116. **SYSTEM OF RECYCLING OF WASTEWATER FOR REUSE.—**

Every group housing schemes/apartment houses etc. shall make Provisions of facilities and infrastructure to recycle the Wastewater (Grey Water) from bath rooms and kitchen sinks in following manners:—

(a) Each building shall have a separate downward pipeline to collect waste water from bath and wash basins and the collected waste water shall be treated adequately by organic or mechanical recycling and taken to a Settling tank for onward pumping to the exclusive overhead tank or to a separate collection unit of over head tank for exclusive use of toilet flushing through cisterns. The excess waste water not reused for toilet flushing shall be suitably connected to the rain water recharge structures for ground water recharge.

Explanation: For the purposes of this bye-law in so Floor Area Ratio (FAR) as the regard to recycling systems are concerned, any other modifications, additional structures, alternative designs furnished by the applicant shall be considered for approval, if it conforms to recycling concept to the satisfaction of the competent authority for building plan approval.

(b) Settling Tanks : The tank should be large enough to hold twice the expected daily flow of wastewater plus 40% to allow sludge accumulation and surge loading. One type of settling tank well-suited for grey water treatment is a septic tank with aeration facility.

(c) Disinfection Facility : Two chemicals viz. Chlorine and Iodine may be used to disinfect water. Organic material in grey water may combine with Chlorine to reduce amount available for disinfection;

(d) Filters : Type of filter required depends on amount of grey water to be filtered and type of contaminates present. Viz., simple drain filter, Activated charcoal, cellulose or ceramic cartridge, slow and or multimedia filters etc could be used based on specific requirement;

(e) Separate Collection Units and Overhead Tank : Grey water for reused to be collected in separate unit and provision is made for a separate Overhead tank for storage of recycled grey water for use of toilet flushing and gardening / landscaping purposes only;

(f) Duel Pipelines : Lying of dual pipe lines is necessary viz., one for carrying potable water and other for carrying grey water duly marked in orange colour and laid separately for the ease of identifying the pipe carrying grey water;

(g) If separate point to draw water for gardening, landscaping and washing is provided it should be provided with an adequate warning that the water is not fit for drinking.

117. The following areas to be earmarked by the Authority by notification from time to time if not already notified in the Master Plan should be excluded for permission of Multistoreyed building.

(i) National Heritage zones consisting of places of pilgrimage and worship (like Satra, Namghar, Devalaya, Mandir, Math, Masjid, Dargah, Gurudwara, Church) and sites of historical and cultural importance;

(ii) Areas falling on or abutting natural drainage channels;

(iii) Areas falling on or abutting wetlands;

(iv) Areas earmarked for infrastructure of civic amenities in the Master Plan and Zoning Regulation

(v) Sites on hills and foothills requiring excavation that is likely to cause soil erosion, land slide or instability of hill slope; and sites below overhanging embedded rocks without proper protection work as specified in these bye-laws.

(vi) Government land in the hills and in the water bodies like beels;

(vii) The notified forest land falling within the Guwahati Master Plan area;

(viii) Areas between river Brahmaputra and the main road from Raj Bhawan to Kamakhya hill.

The Authority shall judiciously examine all building proposals including Multistoreyed buildings in the vicinity of the above areas before such proposal are cleared/allowed with such condition / modification as the Authority may decide from time to time. The protective measures to be taken in natural hazard prone areas;

(ix) Government may, by notification, restrict maximum height of building in a particular area considering the topography, location, security aspect, seismic factor and other sensitive areas as notified by Government from time to time;

(x) Regulations for controlling buildings in the vicinity of archeological sites as notified under The Ancient Monuments and Archeological Sites and Remains (Amendment and Validation) Act, 2010. shall be as per provision of the said Act.

(xi) Clearance from local Army Authority may obtained before issuing building permission in vicinity of Army establishment as per latest circular of Ministry of Defense or any other competent Authority.

(xii) If any site of building to be constructed fallsunder Eco-Sensitive Zone (ESZ) of any Protected Area (National Parks & Wildlife Sanctuaries), clearance of District Level ESZ Monitoring Committee, headed by the Deputy Commissioner, must be taken before granting permission of building construction.

Chapter V

118. **PROVISIONS IN BUILDING REGULATIONS/ BYELAWS FOR STRUCTURAL SAFETY.—**

(a) STRUCTURAL DESIGN

For any building under the jurisdiction of these bye-laws structural design/ retrofitting shall only be carried out by a Registered Structural Engineer on Record (SER) or Structural Design Agency on Record (SDAR). Proof checking of various designs/ reports shall be carried out by competent authority as per Table-1 below wherever applicable.

Generally, the structural design of foundations, elements of masonry, timber, plain concrete, reinforced concrete, pre-stressed concrete and structural steel shall conform to the provisions of part VI Structural Design Section – 1 Load, Section – 2 Foundation, Section – 3 Wood, Section – 4 Masonry, Section – 5 Concrete, Section – 6 Steel, of National Building Code of India (NBC), taking into consideration the Indian Standards as given below:—

For General Structural Safety

1. IS: 456:2000 "Code of Practice for Plain and Reinforced Concrete;
2. IS: 800-1984 "Code of Practice for General Construction in Steel;
3. IS: 801-1975 "Code of Practice for Use of Cold Formal Light Gauge Steel Structural Members in General Building Construction;
4. IS 875 (Part 2):1987Design loads (other than earthquake) for buildings and structures Part2 Imposed Loads;
5. IS 875 (Part 3):1987Design loads (other than earthquake) for buildings and structures Part 3 Wind Loads;
6. IS 875 (Part 4):1987Design loads (other than earthquake) for buildings and structures Part 4 Snow Loads;
7. IS 875 (Part 5):1987Design loads (other than earthquake) for buildings and structures Part 5 special loads and load combination;
8. IS: 883:1966 "Code of Practice for Design of Structural Timber in Building;
9. IS: 1904:1987 "Code of Practice for Structural Safety of Buildings: Foundation";
10. IS1905:1987 "Code of Practice for Structural Safety of Buildings: Masonry Walls;
11. IS 2911 (Part 1): Section 1: 1979 "Code of Practice for Design and Construction of Pile Foundation Section 1;

    Part 1: Section 2 Based Cast-in-situ Piles;
    Part 1: Section 3 Driven Precast Concrete Piles;
    Part 1: Section 4 Based Precast Concrete Piles;
    Part 2: Timber Piles;
    Part 3 Under Reamed Piles;
    Part 4 Load Test on Piles;

For Cyclone/Wind Storm Protection

12. IS 875 (3)-1987 "Code of Practice for Design Loads (other than Earthquake) for Buildings and Structures, Part 3, Wind Loads";

13. Guidelines *(Based on IS 875 (3)-1987)* for improving the Cyclonic Resistance of Low rise houses and other building.

For Earthquake Protection

14. IS: 1893-2002 "Criteria for Earthquake Resistant Design of Structures (Fifth Revision)";
15. IS:13920-1993 "Ductile Detailing of Reinforced Concrete Structures subjected to Seismic Forces - Code of Practice";
16. IS:4326-1993 "Earthquake Resistant Design and Construction of Buildings - Code of Practice (Second Revision)";
17. IS:13828-1993 "Improving Earthquake Resistance of Low Strength Masonry Buildings - Guidelines";
18. IS:13827-1993 "Improving Earthquake Resistance of Earthen Buildings - Guidelines";
19. IS:13935-1993 "Repair and Seismic Strengthening of Buildings - Guidelines".

For Protection of Landslide Hazard

20. IS 14458 (Part 1): 1998 Guidelines for retaining wall for hill area: Part 1 Selection of type of wall;
21. IS 14458 (Part 2): 1997 Guidelines for retaining wall for hill area: Part 2 Design of retaining/breast walls;
22. IS 14458 (Part 3): 1998 Guidelines for retaining wall for hill area: Part 3 Construction of dry stone walls;
23. IS 14496 (Part 2): 1998 Guidelines for preparation of landslide – Hazard Zonation maps in mountainous terrains: Part 2 Macro-Zonation.

Note: Whenever an Indian Standard including those referred in the National Building Code or the National Building Code is referred, the latest revision of "National Building Code of India" shall be followed except specific criteria, if any, mentioned above against that code.

(b) STRUCTURAL DESIGN BASIS REPORT

In compliance of the design with the above Indian Standard, the Registered Structural Engineer on Record will submit a structural design basis report in the proforma attached herewith covering the essential safety requirements specified in the Standard:

(i) The "Structural Design Basis Report (SDBR)"consists of four parts (**Form No. 5**);

Part-1 - General Information/ Data;
Part-2 - Load Bearing Masonry Buildings;
Part-3 – Reinforced Concrete Buildings;
Part-4 - Steel Buildings;

(ii) drawings and documents to be submitted for approval of appropriate authorities shall include SDBR as detailed below:

Part - 1 Completed;
Part - 2 (if applicable) – completed;

Part -3 (if applicable) – undertaking that completed Part 3 will be submitted before commencement of construction;
Part– 4 (if applicable) – undertaking that completed Part 4 will be submitted before commencement of construction;

(iii) SDBR as detailed below shall be submitted to the appropriate authority as soon as design of foundation is completed, but not later than one month prior to commencement of construction.

Part-1 Completed;
Part-2, Part-3 or Part-4 (if applicable) Completed.

(c) SEISMIC STRENGTHENING/RETROFITTING

Prior to seismic strengthening/ retrofitting of any existing structure, evaluation of the existing structure as regards structural vulnerability in the specified wind/ seismic hazard zone shall be carried out by a RSE/RSDA. If as per the evaluation of the RSE/RSDA the seismic resistance is assessed to be less than the specified minimum seismic resistance as given in the note below, action will be initiated to carry out the upgrading of the seismic resistance of the building as per applicable standard guidelines. For any adverse report given by RSE/RSDA detailed supporting calculations must be submitted.

Note: (a) for masonry buildings reference is to be made to IS: 4326 and IS: 13935 and (b) for concrete buildings and structures reference to be made to ~~BIS code~~ reference to be made to IS 15988:2013"

on evaluation and seismic strengthening for retrofitting of RCC buildings under preparation at present.

(d) REVIEW OF STRUCTURAL DESIGN

(i) The competent authority shall create a Structural Design Review Panel (SDRP) consisting of senior SER's and SDAR's whose task will be to review and certify the design prepared by SER or SDAR whenever it is decided to be referred by the competent authority;

(ii) the reviewing agency shall submit addendum to the certificate or a new certificate in case of subsequent changes in structural design;

(iii) It shall be mandatory for the SDRP to follow the regulations and time imits for submission of report as set by the authority

(iv) **Table-1** gives requirements of SDRP for seismic zone V and for structures of different complexities.

TABLE – 1
PROOF CHECKING REQUIREMENTS FOR STRUCTURAL DESIGN

SL NO.	TYPE OF STRUCTURE / RCC	SUBMISSION FROM SER or SDAR	TO BE PROOF – CHECKED
01	LOAD BEARING BUILDINGS UPTO 3 STOREYS	SDBR*	NOT TO BE CHECKED / SUBMITTED
02	BUILDINGS UPTO SEVEN STOREYS (R.C.C. / STEEL FRAMED STRUCTURE)	SDBR	TO BE CHECKED
		PRELIMINARY DESIGN	NOT TO BE CHECKED BUT REQUIRED TO BE SUBMITTED
03	BUILDINGS MORE THAN SEVEN STOREYS (R.C.C. / STEEL FRAMED STRUCTURE)	SDBR	TO BE CHECKED
		PRELIMINARY DESIGN	TO BE CHECKED
		DETAILED STRUCTURAL DESIGN AND STRUCTURAL DRAWINGS	TO BE CHECKED
04	PUBLIC BUILDINGS (A) LOAD BEARING BUILDINGS / RCC UPTO 3 STOREYS	SDBR	NOT TO BE CHECKED
	(B)R.C.C./STEEL STRUCTURES	SDBR	TO BE CHECKED
		PRELIMINARY DESIGN	TO BE CHECKED
		DETAILED STRUCTURAL DSIGN AND STRUCTURAL DRAWINGS	TO BE CHECKED
05	SPECIAL STRUCTURES	SDBR	TO BE CHECKED
		PRELIMINARY DESIGN	TO BE CHECKED
		DETAILED STRUCTURAL DESIGN-AND STRUCTURAL DRAWINGS	TO BE CHECKED

* SDBR - Structural Design Basis Report

Notes:

- Public building means assembly of large number of people including schools, hospitals, courts etc.
- Special structure means large span structures such as stadium, assembly halls, or tall structures such as water tanks, TV tower, chimney, etc.

It will be seen from the table that there is a wide range of structure typology, and the requirement by the competent authority for third party verification will depend on the type of structure.

(e) **CERTIFICATION REGARDING STRUCTURAL SAFETY IN DESIGN**

Registered Structural Engineer on Record (SER) or Structural Design Agency on Record (SDAR) shall give a certificate of structural safety of design as per proforma given in **Form-19** and **Form-21** at the time of completion.

Buildings with Soft Storey:

In case buildings with a flexible storey, such as the ground storey consisting of open spaces for parking, Stilt buildings or any other storey with open halls, special arrangements are to be made to increase the lateral strength and stiffness of the soft/open storey such as Steel bracing / Shear walls / Brick infill between columns. Dynamic analysis of building is to be carried out including the strength and stiffness effects of infill and inelastic deformations in the members, particularly, those in the *soft storey*, and the structural members are to be designed accordingly.

Alternatively, the following design criteria are to be adopted after carrying out the earthquake analysis, neglecting the effect of infill walls in other storeys:

(a) The columns and beams of the soft storey shall be designed for 2.5 times the storey shears and moments, calculated under seismic loads specified in the other relevant clauses; or,

(b) Besides the columns designed and detailed for the calculated storey shears and moments, shear walls shall be placed symmetrically in both directions of the building as Floor Area Ratio (FAR) away from the centre of the building as feasible; to be designed exclusively for 1.5 times the lateral storey shear force calculated as before.

For details of design and provisions, IS 1893, Part 1 shall be referred."

(f) **CONSTRUCTIONAL SAFETY**

(i) **Supervision**

All construction except RCC load bearing buildings up to 3 storeys shall be carried out under supervision of the Construction Engineer on Record (CER) or Construction Management Agency on Record (CMAR) for various seismic zones.

(ii) **Certification of structural safety in construction**

CER/ CMAR shall give a certificate of structural safety of construction as per proforma given in **Form-18** at the time of completion**.**

(g) **QUALITY CONTROL AND INSPECTION**

(i) **Inspection**

All the construction for highrise buildings higher than seven storeys, public buildings and special structures shall be carried out under quality inspection program prepared and implemented under the Quality Auditor on Record (QAR) or Quality Auditor Agency on Record (QAAR) in seismic zone V.

(ii) **Certification of safety in quality of construction**

Quality Auditor on Record (QAR) or Quality Auditor Agency on Record (QAAR) shall give a certificate of quality control as per proforma given in **Form-20.**QAR will have to function and operate within the rules set by the authority.

Quality Inspection Programme to be carried on the site shall be worked out by QAR/ QAAR in consultation with the owner, builder, CER/ CMAR.

(h) **CONTROL OF SIGNS (HOARDINGS) AND OUTDOOR DISPLAY STRUCTURES AND TRANSMISSION TOWER, TELEPHONE TOWER, MOBILE/BROADBAND TOWER AND OUTDOOR DISPLAY STRUCTURES (Apart from provisions laid down in NBC 2005)**

Following provisions shall apply for Telecommunication, Transmission infrastructure:—

(i) Location: The telecommunication infrastructure shall be either placed on the building roof tops or on the ground or open space within the premises subject to other regulations.

(ii) Type of structure
- (a) Steel fabricated tower or antennae on M.S. pole.
- (b) Pre-fabricated shelters of fibre glass or P.V.C. on the building roof top/terrace for equipment.
- (c) Masonry structure/ Shelter on the ground for equipment.
- (d) D.G. Set with sound proof cover to reduce the noise level.

(iii) Requirement:
- (a) Every applicant has to obtain/ procure the necessary permission from the "Standing Advisory Committee on Radio Frequency Allocation" (SACFA) issued by the Ministry of Telecommunications.
- (b) Every applicant will have to produce the structural safety & stability certificate for the tower as well as the building from the Structural Engineer on Record (SER) which shall be the liability of both owner and SER.
- (c) Applicant has to produce / submit plans of structure to be erected.
- (d) For Ground Base Transmission tower, the setback norms of Multistoreyed commercial building shall apply.
- (e) For Roof Top Transmission Tower a minimum of 3mt shall be provided from the edge of the outer frame of the building.

(iv) Projection: No such tower shall project beyond the existing building line of the building on which it is erected in any direction.

(v) Prescribed setback from plot boundary for such structure shall be the height of such structure.

(i) **STRUCTURAL REQUIREMENTS OF LOW COST HOUSING**

Notwithstanding anything contained herein, for the structural safety and services for development of low cost housing, the relevant provisions of applicable IS Codes shall be enforced.

(j) **INSPECTION**

The general requirement for inspection of the development shall also include the following regulations:—

(a) **General Requirements**

(i) The building unit intended to be developed shall be in conformity with Regulations on requirement of site. Generally all

development work for which permission is required shall be subject to inspection by the competent authority as deemed fit.

(v) The applicant shall keep a board at site of development mentioning the Dag No, Patta No., Revenue Village, Mouza, Building Permit No. name of owner and name of Architect on Record, Engineer on Record , developer, Structural Engineer on Record , Construction Engineer on Record .

(b) **Record of Construction Progress**

(i) Stages for recording progress report and checking:—

(a) Plinth, in case of basement before the casting of basement slab.
(b) First storey.
(c) Middle storey in case of high-rise building.
(d) Last storey.

(ii) At each of the above stages, the owner / developer / builder shall submit to the designated officer of the competent authority a progress certificate in the given formats **(Form No. 13-15)** This progress certificate shall be signed by the Construction Engineer on Record.

(iii) The progress certificate shall not be necessary in the following cases:—

(a) Alteration in building not involving the structural part of the building.
(b) Extension of existing residential building on the ground floor upto maximum 15 sq m. in area.

(iv) Completion Report

(a) It shall be incumbent on every applicant whose plans have been approved, to submit a completion report in prescribed Form.

(b) It shall also be incumbent on every person / agency who is engaged under these bye-laws to supervise the erection or re-erection of the building, to submit the completion report in prescribed Form under these bye-laws.

(c) No completion report shall be accepted unless completion plan is approved by the competent authority.

(v) The final inspection of the work shall be made by the concerned competent authority within 21 days from the date of receipt of notice of completion report.

(vi) **Plinth Level Approval**: On receipt of the Progress Certificate by the Authority at Plinth level, The Authority shall verify the same by an inspection and issue a certificate in Form No 30, approving the construction up to the plinth level within a period of 7(seven) days from the date of receipt of Progress Certificate at plinth level.

(k) **Issue of Completion &Occupancy Certificate**

The Authority issuing Completion & Occupancy certificate before doing so shall ensure that following are complied with for consideration of safety against natural hazard:—

(i) Certificate of lift Inspector has been procured & submitted by the owner regarding satisfactory erection of lift;

(ii) The certificate of competent authority and/or fire department for completion and/or fire requirements as provided in these byelaws has been procured and submitted by the owner.

(iii) If any project consists of more than one detached or semi detached building / buildings in a building unit and any building / buildings thereof is completed as per provisions of these bye-laws (such as parking, common areas, internal roads, height of the building, infrastructure facilities, lift and fire safety measures), the competent authority may issue completion certificate for such one detached or semi detached building / buildings in a building unit.

(iv) The completion &occupancy certificate shall not be issued unless the information is supplied by the owner and the Architect on Record/ Engineer on Record concerned in the schedule as prescribed by the competent authority from time to time.

(V) The Completion & Occupancy Certificate shall be issued within a period of 21 days from the date of receipt of the completion certificate, provided it is constructed as per approved plan & NOC.

119. **MAINTENANCE OF BUILDINGS.—**

In case of building older than fifty years, it shall be the duty of the owner of a building, to get his building inspected by a Registered Structural Engineer (RSE) within a year from the date of coming into force of these bye-laws. The Structural Inspection Report shall be produced by the owner to the appropriate authority. If any action for ensuring the structural safety and stability of the building is to be taken, as recommended by SER, it shall be completed within three years:

Provided that if the Structural Inspection Report does not ensure the structural safety of the building by resorting to retrofitting or taking any other measure to maintain structural safety and makes a recommendation for demolition of the building, in that case, the Authority shall evacuate the occupier of the building immediately and serve notice upon the owner/occupier to demolish the building/structure within a period of three months from the date of receipt of the notice, failing which the Authority shall cause the building/structure demolished and shall realize the cost of such demolition from the owner/occupier, as the case may be. Any adverse report given by the SER, must be supported with reasons backed by detailed calculations.

120. **PROTECTIVE MEASURES IN NATURAL HAZARDPRONE AREAS.—**

In natural hazard prone areas identified under the landuse Zoning Regulations, structures, buildings and installations which cannot be avoided, protective measures for such construction/ development should be properly safeguarded based on the suggestion given by structural Engineer or competent Authority. Such Natural Hazard prone Areas will be notified and updated by the authority based on Hazard Studies viz. Microzonation, Landslide Hazard zonation, Flood zonation carried out by competent authority and agencies from time to time.

The Assam Unified Building Bye Laws 2022 will be guided by the principles laid down in the Disaster Risk Reduction Roadmap particularly the principles of 'Do No Harm', 'Resilient Development' 'Integrated allhazard approach' and 'Equity and Inclusion'. The bye laws will be inclusive of the DoHUA action planincluded in the DRR Roadmap. It would specifically encourage safety audit of existing urban builtin frastructure, GIS/GPS mapping of existing infrastructure including vulnerabilities and exposure, mapping and essential integration of assembly points and open spaces in design of new infrastructure, green construction practices, pollution reduction measures, waste treatment (solid and liquid) and management including proper sewerage, faecal sludge management, flood risk management in achanging rainfall scenario including renovation and futuristic drainage systems and designs, protocols for retrofitting, disaster management planning and SoP in design, systems of monitoring compliance tobye-laws, grievance redressal and community feedback mechanisms etc. The Bye Laws will promotemulti-hazard resilience in a changing climate at all levels including in design, execution, monitoring and measures to ensure compliance. An integrated compliance dashboard for measuring compliance of thebye-laws with a special tab on disaster resilience would be developed in alignment with '10 essential formaking cities resilient' framework (https://mcr2030.undrr.org/sites/default/files/inline-files/10%20Essentials%20%28from%20LG%20handbook%29_1.pdf). DoHUA will ensure compliancedash-board is linked to the DRR Roadmap Technology Platform as and when it is developed.

CHAPTER-VI

ADDITIONAL FLOOR AREA RATIO (FAR) SCHEME

121. Additional FLOOR AREA RATIO (FAR) scheme shall be in the form of Transferable Development Rights policy and Transit Oriented Policies notified by the by the Government of Assam and other competent Authorities. Policies are appended as Schedule IV, Schedule V and Schedule VI of this byelaws. The additional FLOOR AREA RATIO (FAR) provided in these policies shall be in addition to the base and premium FLOOR AREA RATIO (FAR) admissible under these byelaws.

122. **Penalty for not meeting the stipulated timeline,-**

The stipulated times lines as provided in byelaws 13(a), 118(j)(vi) and 15(c)&118(k)(v) for Building Plan Approval, Plinth Level approval and Occupancy Certificate respectively shall be adhered to. In case a Public Servant has refused to receive an application for the services or has failed to provide the services within stipulated time as fixed as above or malafidely denied the request for the Services or obstructed in any manner in providing the services without sufficient and reasonable cause, then the Appropriate Authority shall impose a penalty of two hundred and fifty rupees for each day of delay after completion of the stipulated time limit for providing the particular above service, provided, however, that the total amount of such penalty shall not exceed twenty-five thousand rupees in all.

Provided that the Public Servant shall be given a reasonable opportunity of being heard before such penalty is imposed upon him:

Provided further that the burden of proving that he acted reasonably and diligently shall be on the concerned Public Servant.

The Appropriate Authority shall communicate to the concerned Public Servant about the amount of penalty imposed in writing. The concerned Public Servant shall pay the amount of penalty within a period of 30 days in the State Government Head of Account as may be specified by the State Government under the Assam Right to Services Act, failing which the Appropriate Authority shall recover the amount of penalty from the salary of the concerned Public Servant by issuing necessary order in this regard.

CHAPTER-VII

CONSERVATIONOFHERITAGESITESINCLUDINGHERITAGE BUILDINGS,HERITAGE PRECINCTS AND NATURALFEATUREAREAS

123. (a)Conservation of heritage sites shall include buildings, artifacts, structures, areas and precincts of historic, aesthetic, architectural, cultural or environmentally significantnature (heritage buildings and heritage precincts), natural feature areas of environmental significanceorsites of scenic beauty.

b) The provisions of Assam Ancient Monuments and Records Act, 1959,for preservation and protection of ancient and historical monuments and records in Assam other than those declared by or under law made by Parliament to be of National Importance and certain other matters connected therewith shall be strictly followed in all development activities in and around these protected monuments as notified under the provisions of the Act. The State Government may, by notification in the official Gazette, declare an ancient monument under Section 3 of the said Act, to be a protected monument within the meaning of this Act.

c) The provisions of Assam Heritage (Tangible) Protection, preservation, Conservation and Maintenance Act, 2020 to provide protection, preservation, conservation , maintenance and restoration of tangible heritage of the state of Assam as defined at Section 2(l) and 3,other than those declared by or law made by the parliament to be of national importance or those covered under the Assam Ancient Monuments and Records Act, 1959,and to develop and promote and develop these heritage and matters connected there with and incidental there to , shall be strictly followed for all development activities in the prohibited zone upto 50 Mt from the periphery of these heritage sites and restricted zones from 50 Mts to 100 Mts from the periphery of these sites as defined in this Act, under Section 20 .The Government shall notify these heritage sites time to time on recommendation of the Director, notified under the provision of this act, as per advice of the State level advisory committee of Heritage Conservation and Preservation, Chaired by the Hon. Minister Cultural Department as per Section 5 of the Act and District or Sub divisional level Heritage Committee as per Section 10 of this Act. Necessary NOC shall be mandatorily obtained from the Director notified under this Act/ Director Archaeology before allowing any development Activity within these restricted zones as per laid down procedure of the competent authority.

(d) The provisions of Ancient Monument and Archeological Site and Remains(Amendment and Validation) act, 2010 of Government of India shall be strictly followed for any development activity with the prohibited zone within 100Mts (Section 20A) from the periphery of the notified Monument and heritage sites under the provisions of the act and from 100 Mts to 200 Mts (Section 20B)from the periphery as the restricted zones of these Heritagesites. Before allowing any development activity within these restrictedzones, NOC form the competent authority shall be mandatorily obtained as per laid down procedure under the provision of the Act.

CHAPTER-VIII

PROVISIONS FOR IN-BUILDING SOLUTIONS

Digital Communication Infrastructure

In-Building Solutions for CTI

124. **Introduction: Communication System**

(a) Data growth is exploding globally and in India as per Nokia MBIT 2021 Report the average monthly data usage per user in India has increased almost 17 times over the past 5 years. Covid 19 has further pushed data consumption with people staying indoors. Government has facilitated Work from Home (WFH) guidelines with a Work from Anywhere (within India) permitted. Home consumption of data has therefore grown exponentially through 2020. According to the Tower and Infrastructure Providers Associations, almost 85% data traffic and 70% voice traffic is now generated indoors.

(b) The World Bank has clearly demonstrated that every 10% Increase in broadband penetration leads to nearly 1.40% increase in GDP growth rate. While that is a global average, even the India specific study by the reputed quasi-Government research agency, ICRIER, has shown that every 10% increase in internet traffic delivers 3.1%

increase in GDP per capita and a 10% increase in investment in Telecom Infrastructure will increase GDP by 3.3%. The entire consumer pull today is focused on data and broadband now with the new digital services providing voice services free with the data services, Video and app-based services are driving the demand for broadband with Apps for e-commerce, e-healthcare etc, in everyday use. It is very clear that internet traffic and Apps are contributing to GDP growth and for this to grow even further, conventional connectivity needs to be replaced with duct-sharing and fiber especially, which is an essential requirement In-Building as much as it is for FTTx and Tower Fiberization.

(c) A broad variety of Information Communication Technology (ICT) systems are installation /up gradation of ICT systems and their cost effectiveness and maintenances, adequate physical infrastructure is required within buildings. This infrastructure will include common ducts, cable riser systems, conduits, cable trays and utility closets etc. among other things, The same can also be retrofitted into existing buildings wherever possible and feasible and must be designed in all new, re-developed and renovated structures. This section describes the general and specific requirements of such an ICT infrastructure in Building specially in respect of cabling aspects.

(d) Communication systems are general utility in much the same way as water, power, gas, cable TV & CCTV/ Security. Unlike traditional communication systems which are constantly evolving, the recommended Digital Infrastructure has to be designed to be flexible enough to accommodate a variety of ICT systems and emerging technologies and be future proof for the next 25-30 years. Space and power are required for installation of common ducts, optical fiber, small cells, antennas, smart sensors etc. Space, power and earthing are required for electronic equipment installation for supporting the various digital technologies of now and the future. Most communication utilities can share the same space since the physical topology and wiring requirements are similar and no significant power is present in the cables. However, in some cases state-of-the-art communication cabling or equipment will invoice new or more specific requirements for utility spaces such as:

(i) Cable routing layout and cable length restrictions between Work-Space and utility closet.

(ii) Bending radius and working clearance requirements for different cable types, e.g. Fiberoptic cables, Cat-6 Cables and co-axial cables.

(iii) Isolated power circuits for permanent communication equipment,

(iv) Protection, Safety, Grounding and environmental requirements of communication equipment.

125. **Emerging Technologies in Telecommunications Services**

(a) The technologies used for telecommunications have changed greatly and over the past few years and particularly during the pandemic, India has experienced a massive surge in indoor voice and data consumption. According to the Tower and infrastructure Providers Association, almost 85% data traffic and 70% voice traffic is now generated indoors. Telecommunication network architecture is changing to meet new requirements for a number of services/ application viz. 5G, massive Internet of things, Artificial Intelligence, etc.

(b) Choosing efficient and cost-effective and fast-deployment technologies such as wired and wireless networks will improve accessibility. Based on type of building and profile of customers in the buildings, the needs of wired and wireless may vary. Further, the architecture of the information of a and communication infrastructure is changing to accommodate the requirements of a growing number of ICT-enabled services/applications (broadband, IP, mobile, multimedia, surveillance, IoT, etc.)

(c) In line with the changing market needs, the Digital Services Providers (TSPs/ISPs/ IP-1'shave been scaling up the deployment of in-building solutions (IBS) and FTTx, covering active and/ or passive infrastructure. Further, industry stakeholders are putting greater emphasis on sharing in-building infrastructure to save opex and capex, as well as to avoid the duplication of infrastructure deployment.

(d) Moving forward, he humungous growth of data traffic riding on the use of the digital infrastructure during the pandemic and with the new WFH (Work-from-Home) and work-from-anywhere paradigms and with the emergences of 5G are expected to create huge opportunities for extension of ubiquitous, reliable and high speed digital infrastructure into the homes and inside residential buildings, and lead to huge growth of shred in-building Solutions sites.

(e) Theoretically, wireless services can be provided from outside the building. However, there are appreciable losses in signal strength when it penetrates building walls. While all wireless services suffer from poor in-building coverage, this problem is particularly pronounced for the high-speed services. These services require a much better signal quality than their voice counterpart. Therefore, in order to improve in-building coverage and to offer better-quality high-speed data services, there is a definite need to install in-building solutions (IBS) for augmenting the wireless-based voice and data services. This is equally true for installing 5G and Wi-Fi hotspots along with fiber to x (FTTX) distribution network of fiber and Cat-6 Cables for seamless data connectivity.

(f) Provisioning of telecom services and broadcasting services viz. cable TV DTH and Security Services viz. CCTV Cameras and futuristic services viz. ioT based sensors would require suitable wire line connectivity inside the buildings inside buildings are not confined to wireless medium only. Wire line services through cables such as copper cables, optical fiber cables (OFC), LAN cat-6 cables are also equally important for having uninterrupted connectivity, also, for services such as Cable TV, DTH and Smart Devices Solutions (ioT). Suitable cabling within building premises is a pre-requisite and for that, shared duct space across the building riser and floors is critical to achieve the flexibility in the future.

(g) Improved IBS coverage MNOs / Network operators should be allowed to install such appropriate instruments as provided by licensor/ Regulator from time to time.

126.

(a) **Policy Efforts**

The proliferation of in-building connectivity has become a key component of government policies. The National Digital Communications Policy, 2018 proposes to

make the installation of telecom infrastructure and associated cabling and in-building solutions mandatory in all commercial, residential and official buildings (including government building) by amending the National Building Code of India with the help of the Bureau of India Standards.

(b) The Government has been taking a number of steps for promoting the sharing of in-building infrastructure, in line with TRAI recommendations.

(c) In October 2019, the digital Communications Commission (DGC) approved in-building access and sharing of infrastructure among TSPs, thereby allowing them to share infrastructure and, in the process, curbing TSPs, monopoly to install infrastructure through exclusive contracts with the owners/ builders.

(d) In November 2019, the Department of Telecommunications issued an advisory to encourage all TSPs/IP-1s to share their in-building infrastructure such as systems, optical fiber, other cables, ducts and boosters on government premises and other public places such as airports, railway stations, bus terminals, and hospitals.

(e) The government's policy and regulatory push coupled with the ever-expanding data usage has propelled TSPs/IP-1s to scale up the deployment of IBS. There is an urgent requirement to allow TSPs/IP-1s to own active built and manage active infrastructure in addition to passive infrastructure to help them cater to the ever-increasing data demand.

(f) Bureau of Indian Standards (BIS) has framed National Building Code of India under which provision of **Common Telecom Infrastructure (CTI)** housed inside the buildings for convenient provision of telecom services has been envisaged.

(g) Making cities smarter: Ministry of Housing and Urban Affairs led Smart Cities Mission is another key driver that is encouraging the adoption of in-building solutions (IBS) and FTTx/IP networks covering Fiber and LAN cables, Since, the success of the mission relies on the underlying digital communications infrastructure, the cities identify under this programme have mandated to install common infrastructure inside buildings to enable seamless connectivity. To this certain smart cities have started collaborating with infrastructure providers to scale up to the deployment of IBS and Fiber network, Moving forward, IBS and FTTx/IP networks covering Fiber and LAN cables should be included as one of the key parameters in the selection of smart cities for granting financial assistance.

127. **In-Building and Gated Buildings Solutions**

(a) It is important to ensure quality telecom services inside a building – in residential, multi-story building, commercial complex, hotel or airport, police/ Government offices/ building etc. it is also essential for Telecommunication Service Providers/ IP-1s to work on sharing of telecom infrastructure which may be made mandatory as they extend the services in the buildings.

(b) Telecom Service Providers/ IP-1s require a non discriminatory and unhindered access inside the building / along the premises to install the telecom infrastructure or lay their cables.

(c) At present, mobile operators and the building owner or building developer or Resident WelFloor Area Ratio (FAR)e Associations (RWA) enter into commercial agreement for in-building deployment. Building owners or building developers delay the negotiations or request exorbitant rents – slowing down the speed of deployment. The Urban Local Body / Urban Development Authority may intervene in this regard wherein commercial agreement are inside upon. TSPs/ IP-1s should be given legal rights and permissions to use the Common Telecom infrastructure (CTI) within the premises of Building / Gated Society free of charge or for a standardized nominal charge just like other essential like water electricity and/ or gas. Provision of CTI in a building should not be deemed as a revenue sourace in any way, much as the water and electricity utilities are not. Sufficient space should be provided within the premises to install telecom services by MNOs/ network operators.

(d) The issue is not limited to sharing of IBS/ Distributed Antenna System (DAS) systems only, but TSP should get access to all telecom infrastructures including Fiber Cable and LAN cables for provision of wired and wireless network , other telecom/ ICT and IoT services.

(e) It is important for telecom service providers to provide mobile coverage / network presence/high speed connectivity inside big resident / commercial complexes to improve QoS of their networks. It may not be practical to install individual in-building infrastructure by TSPs/ IP-1s as this will result in not only duplication of network resources but will also entail huge avoidable cost. It may also be not advisable to lay down cables again and again on the same land / building by several TSPs/IP-1s.

128. **Incorporation in State /UT Building Bye Laws**

The buildings are to be constructed in such a way that they are 'Digital infrastructure deployment' / 'Digital Connectivity' ready. There should be provision of telecom ducts / common pathways / runways (digital access paths) to reach to the accessible parts of the buildings. The common ducts /digital access paths to access buildings from outside should invariable be part of the CTI, which could be used by TSPs/ IP-1s for laying/ deploying digital infrastructure including cables. While approving the building plans, it has to be ensure that plan for creation of CTI including the common duct to access the common space used as telecom room inside the building is also prepared and separate set of drawings showing the inter / intra connectivity access to the building with distribution network need to be furnished.

Occupancy-cum-Completion certificate to a building to be granted only after ensuring that the CTI as per the prescribed standards is in place and an undertaking by the Architect or Engineer to be insisted to certify that building has ensured common access to all digital infrastructure to all Service providers in accordance with plan of creation of CTI. Provision of visit from Department of Telecom (DoT) / TRAI officials along-with joint inspection with TSPs – who may suggest any relevant modification in the plan to be ensured.

As part of Building Bye-Laws, the builder/RWA should be mandated to ensure that

1) While preparing the building plans, there is a need to mandate to have properly demarcated sections within buildings and on rooftops for housing Broadband / digital connectivity infrastructure / antenna. These areas should have access to power supply for reliable, always-on services.
2) Access to building as well as CTI facilities inside the building should be available on a fair, transparent and non-discriminatory manner to all Service Providers/ IP1's
3) The Service Providers/ IP1's should have unrestricted access for maintenance work.
4) The permission to in-building access and/or CTI facilities inside the building should not be seen as a source of revenue generation for builder(s)/ RWA (s) but as a means for facilitating penetration of broadband access and thereby helping in socio-economic growth of all the residents.
5) Charges (rentals/ power rates etc.) levied to the TSPs/ IP-1s should be fair, transparent and non-discriminatory and should be on residential rates.

Suitable provision for the creation of Common Telecom Infrastructure (CTI) inside the newly constructed public places like Airports, commercial complexes and residential complexes, be incorporated in State/ UT Building Bye Laws.

129. **At Layout Level**

While developing Greenfield cities/towns, the layout plans should clearly indicate the telecom as Utility infrastructure lines. Standards followed for Utility planning shall be published and work shall be done by the respective department for brining in the standardization of the utility coding and sequences. The placement and sequence of above- and below-ground utilities at the appropriate location in the right-of-way to be for unconstrained movement as well as easy access for maintenance. Telecommunication cables should be placed in a duct that can be accessed at frequent service point with sufficient spare capacity to enable scaling and future expansion, and empty pipes (large size hume pipes / HDPE pipes) should be laid before planting trees in order to accommodate additional infrastructure.

Digital Readiness Rating of Building / Society in line to the GREEN ratings shall be created where the existing and new buildings shall be rated on standardized parameters such as; but not limited to; Digital infrastructure access , provisions for Emerging Technologies, Maintenance and Operational ease to TSPs/ IPv1, Quality of Wireless Services, Quality / Inter-changeability ease of Wireline Services till each Unit Security, redundancy and Expandability of the digital infrastructure etc. A detailed rating parameters and calculation mechanism of Points / Stars shall be devised and benchmarked for all new / retrofitting of buildings/ Societies.

Digital Asset repository which will ensure proper planning and mapping of utilities through GIS is necessary especially when the alignments of telecommunication cables are identified, Design criteria and standards Utilities should meet the following criteria:

- Telecommunication cables should ideally be placed below the parking area or service lane, which may be dug up easily without causing major inconvenience. Where this is not possible, the cables may be placed at the outer edge of the right-of-way.
- There is a need to reduce conflict with pedestrian movements is to place telecom boxes in easements just off the right-of-way. Where this is not possible, they should be placed within parking or landscaping areas. If cables have to be located in the pedestrian path, a space of at least 2m should be maintained for the movement of pedestrians. The telecom Boxes should never constrain the width of a cycle track.
- In order to minimize distributions, cables should be installed with proper maintenance infrastructures.

130. **Other procedures for selling up-in Building Solution (IBS) / Fiber Networks**

(1) There is a need to promote installation of In-Building (IBS)/Smart Connectivity infrastructure, where there is a poor connectivity in terms of weak signal strength inside the office, shopping mall, hospitals, multi-story building, education institutions and the objective has to be to strengthen quality of service of the voice & data of mobile and Fiber broadband network and access to digital services being offered by TSP And IP1's.

A) **Procedure of obtaining IBS-NOC during plan approval and completion:**

a) While submitting the proposed Building plan seeking approval from the relevant sanctioning Authority, applicant shall also submit.

I. A Complete Service Plan for IBS-Infrastructure along with required specification (in consultation with, and certified by a credible Telecom Networking hardware –consultant).

II. An undertaking that such IBS infrastructure, when constructed shall be available for sharing by various TSPs/IP-Is.

III. Such Service Plan (IBS) shall be forwarded by the concerned Local Authority to the Telecom Enforcement Resource and Monitoring (TERMS) cell of the State (external NOC agency) – for approval NOC.

IV. During the Joint Site Inspection of the complete building structure the TERM cell shall undertake Inspection of the constructed/Installed IBS Infrastructure – for issuance of NOC for OCC.

b) The Local Authority shall liaise with the TERM cell as per its relevant online/offline process of communication to seek the relevant NOCs within the specified time as per the service Charter/Service Guarantee Act and rules in place. Separate communication from the applicant shall be needed to secure the IBS NOC.

B) Provision of IBS components in building premises : (as per NBS 2016) Entrance Facilities (EF)/Lead-in consults: (clause 3.1.4, of Part B: Sec6) min.1.2m X 1.83m space to be allocated for each TSP adjacent to the EF.

Underground conduits/pipes to MDF room : min 100mm dia encased condults.

Main Distribution Frame (MDF)/Equipment Room (ER): (clause 3.1.2. Part 8:Sec 6)

- Prescribed size with L:W ratio between 1:1 to 2:1
- Appropriate ventilation of MDF room
- Proper Lightening for vision of equipments,
- Located at a level above from the Natural Ground level to avoid Indolence of flooding

Electric distribution panels, Insulators, sockets and earthing as per specific requirements with effect from the area proposed for coverage (Dwelling Units or Service Subscribers)

Telecommunications Room (TR) at each building block unless provided with MDF room:

(all provisions of space to be as per clause 3.1.3.2, Part 8: Sec 6)

Appropriate nos. of Service/Telecom rises (vertical shafts) for all multistoried building w.e.t. the area proposed for coverage (DUs/service subscribers):

- Of appropriate nos. and size (width & depth) to accommodate cable trays
- With access door at each floor.

Telecommunications Enclosures (TE) at each floor of a block or TR clause 3.1.5, Part 8: Sec6)

Telecom Media and Connecting Hardware (TE) : (Clause 3.2, Part 8: Sec 6)
Various cabling system and trays : (clause 3.2.4, Part 8: Sec 6)
Wireless systems : (clause 3.2.4, Part 8: Sec 6)
Backbone Cabling Media Distribution and Blog, pathways
(Clause 3.3, Part 8: Sec 6) Horizontal Cabling Media Distribution and Blog, pathways
(Clause 3.4, Part 8: Sec 6)

IBS Installation spaces : area for rooms or systems (e.g antennas, base stations, remote unit, power distribution boxes etc) to be provided as per requirement with respect to the area proposed for coverage/number of proposed users (as per clause 3.1.3.2, part 8 : Sec 6, table stated below)

1. Telecom room space norm for building with Built – up area > 465 Sq Mts.

Sl. No.	Area to be covered by IBS	Size of Telecom Room (all dimension in m)
1	Upto 465 sqmt	3.0 x 2.4
2	465.0 sqmt to 930.0 sqmt	3.0 x 3.4
3	More than 930.0 sqmt	Additional TR required with same space norms

Space requirements for smaller building with Built-up area <465 sqmt

Sl. No.	Area to be covered by IBS	Space provisions (all dimensions in m)
1	Upto 93.0 sqmt sqmt	Wall cabinets, self-contained enclosed cabinets
2	93.0 sqmt to 465.0 sqmt	Shallow Room (0.6 x 2.6)
		Walk-in Room (1.3 x 1.3)

IBS Installation spaces, so provided, should be :

- Not susceptible to flooding
- Not exposed to water, moisture, fumes, gases or dust
- Able to withstand designed equipment load (to be specified in design)
- Located away from any vibrations to avoid dislocation/dislodgement

For any other necessary detailing of building components and service installations with respect to common Telecom/Digital connectivity infrastructure, architect/developers and other service consultants involved in preparing building and service drawing may refer Part 8-Sections 6: Information and Communication Enabled Installations of Volumes 2 of the National Building Code, 2016

(2) Mode of deployment of In-Building, FTTxIP Solution: There shall be various mode of deployment of in Building solutions such as : The possible mode are deployment by a neutral host Infrastructure provide or build and managed by mobile operator and sharing with other service providers on non-discriminatory basis. The In-Build Solutions (IBS), FTTxIP Solutions can also be deployed by TSPs/IP1 requires to install optical fiber for connecting In-Building Solution (IBS)/Distributed Antenna System (DAS) nodes/FTTx solutions, RoW/permissions should be granted by the road owing agency through online mode (if same is working seamlessly) or offline mode till online system is established. For deploying solutions these companies should have deemed permissions from the premises owners for installation Distribution Network within the utility shafts/ common saces with provisions for common / shared points or interconnect for Connectivity to individual units. Moreover, if the TSP/IP requires to install optical fiber for connecting In-Building Solution (IBS)/Distributed Antenna System (DAS) nodes, FTTx IP Solutions for which RoW /permissions should be granted by the road owing agency through online mode.

(3) Permissibility : The IBS, FTTxIP components being shall requirement can be install on any type of land/building utility pole and shall be exempted from obtaining the permission for installation of these component from the respective Urban Local Body/Urban Development Authority should get permission from the Administrative of the concerned premises.

(4) Procedure for submitting application for obtaining clearance: TSP/IP-1 will apply to the administrative authority of the building / head of the office with layout diagram for implementing IBS in the building as mentioned In the RoW Rules 2016 or State notified RoW Policy.

(5) Fees : No fee will be charged for IBS/FTT x Network. However, charges may be level for power (as per Industry tariffs), fixtures etc. provided by building owners to TSP/IP-1 as per actual.

(6) Access and Distribution Fiber and IP/LAN networks for connectivity for the Shopping Malls, Multi-Storey Residential Building, Cooperative Housing, Societies, Residential WelFloor Area Ratio (FAR)e and Commercial Building to be Planned and deployed by TSP/IP-1s as per standard requirement of providing high bandwidth adequate indoor coverage to each unit/apartment in these complexes.

131. **Repeal and Saving**

(1) The Guwahati Building Construction (Regulation) Byelaws, 2010 is hereby repealed.

(2) Notwithstanding such repeal of the Byelaw as mentioned in clause (1) above, anything done or action taken or any right, title, obligation or liability already acquired, accrued or incurred or any remedy or proceeding in respect of any such right, title, obligation or liability or penalty, claim or demand etc. already enforced under the Act, so repealed, before the date of commencement of this repealing Act, shall be deemed to have beenn validity done or taken under the repealed under the repealed Byelaw.

APPENDIX-I
MINIMUM NO. OF OFFSRTEET PARKING SPACE

"MINIMUM NO. OF OFFSTREET PARKING SPACE

Sl No	Building Types	Parking Requirements		Visitors' Car
		Car	Two Wheeler	
1	Residential Buildings/ Group Housing / Apartment Building	1 per Dwelling Unit measuring 66 Sqm and above in carpet area; 2 Per Dwelling Unit measuring 120 sq m and above in carpet area including units constructed underPMAY.	1 per Dwelling unit of 66 sq.m. of carpet area or below.	(i)For EWS and LIG Category of houses up to 66 sqmt of carpet area shall provide 1 car per 10 dwelling unit. (ii) For dwelling units above 66sqm 1 car per 4 dwelling units shall be provided.
2	**Mixed Use Buildings**			
(i)	Mixed Use Building	As per respective uses	As per respective uses	As per respective uses
3	**Commercial Buildings**			
(i)	Commercial with Shops, Store, Market, for display or sale of Merchandise.	1 per 75Sqm of Built Up Area.	1 per 50 Sqm Built Up Area.	1 per 150 Sqm of Built Up Area.
(ii)	Commercial with Business Office, Firms for Private Business	1 per 100Sqm of Built Up Area.	1 per 50 Sqm of Built Up Area.	1 per 150 Sqm of Built Up Area.
(iii)	Guest House/Lodge/ Hostel/Boarding House	1 Per 3 Guest Rooms	NA	NA
(iv)	Hotels/ Restaurant without Banquet Halls	1 Per 3 Guest rooms and 1 per 100 Sq m of Built Up Area under other uses excluding guest room area.	NA	NA
(v)	Hotels/ Restaurants with Banquet Halls	1 Per 3 Guest rooms and 1 per	NA	NA

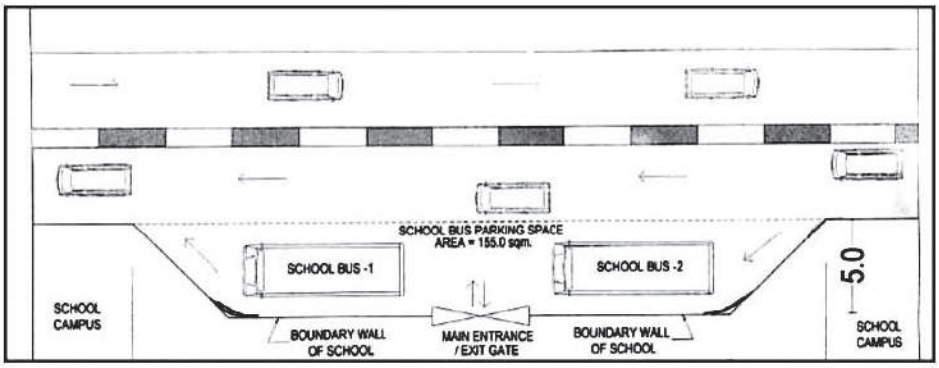
		50 Sq m of Built Up Area under other uses excluding guest room area		
4	**Institutional Buildings**			
(i)	Public Semi Public/ Govt. Offices,	1 Per 100 Sqm of Built Up Area	1 per 50 Sqm of Built Up Area.	1 per 100 Sqm of Built Up Area.
(ii)	Medical Use, Diagnostic Clinic, Hospital , Nursing Home	1 Per 60 Sq m of Built Up Area. For in patient accommodation 1 per 5 beds	1 per 5 beds	1 per 200 Sqm of Built Up Area.
5	**Educational Buildings**			
(i)	Pre-Nursery/Nursery School/Creche	Area equivalent to 10% of total Built Up Area to be provided in Basement, Stilts or Open Spaces.	NA	NA
	For Schools, Colleges and Other Educational Use	(i) Area equivalent to 20% of total Built Up Area to be provided in Basement, Stilts or Open Spaces.	NA	NA
6	**Assembly Buildings**			
(i)	Cinema Hall, Mini Cinema, MultiPlex	1 per 10 Seat Capacity	1 per 10 Seats	NA
(ii)	Community Centres /Marriage Halls, Banquet Hall, Banquet Lawns and Amusement parks	1 per 50 Sqm of plot area	NA	NA
(iii)	Stadium and Exhibition Centre	1 per 30 seats	NA	NA
7	**Industrial Buildings**			
(i)	Industrial Buildings	1 per 150 Sqm of Built Up Area.	1 per 50 Sq m of Built Up Area.	NA
8	**Wholesale Buildings**			
(ii)	Wholesale Building, storage Building	1 per 250 Sqm of Built Up Area		NA

N.B.

(i) For the purpose of calculating parking requirements, Built Up Area shall exclude the area earmarked for parking within the building.

(ii) All non-government public and private high/higher secondary school shall provide for pick-up and dropping bay of minimum 5.00 m width in front side of school campus within their plot as shown in sketch below.

(iii) No school bus shall be parked on road. Authority may impose fine to school authorities as deem fit.



(iv) The area covered under mechanical parking shall not be counted for coverage. However, minimum setback is to be maintained as per the height of the structure as applicable for residential/commercial building. The minimum distance/ driveway of 7.5m between two rows of mechanical/multilevel stilt parking to be maintained. Mechanical Parking in shall be limited to two layers.

(v) A parking layout plan shall be so prepared that each vehicle becomes directly accessible from the driveway. However, in residential buildings and apartments, back to back parking may be allowed if the cars belong to the same owner. In this case the car parking arrangement shall be made in such a way that every car can be moved by shifting not more than one car. ”

Note: Parking provision for uses not specified above shall be computed based on similarity in uses of the above table.

The parking space to be provided in the building shall be as per the details given in the above table. At least 15% of the plot reserved as organised open space which should be clearly shown in the service plan. Uncovered parking and circulation area should be finished with water permeable materials.

For calculation of car space the following shall be considered:—

Area of each car space-

(i) Basement parking-30 sq. m.
(ii) Stilt-25 sq. m.
(iii) Open Parking-20 sq. m.

In addition to parking requirement specified in Appendix–Iabove, for Multistoreyed Apartment Houses, Commercial Complex and Nursing Homes following parking provisions have to be made in these complexes for visitors/shoppers, which should be easily accessible from the approach road;

Multistoreyed Apartment Houses	1 car/4 dwelling units.
Multistoreyed shopping/ Office complex	1 car/100 sq.m. of area 1 scooter/50 sq.m.. of area
Nursing home	1 car/5 cabin of single accommodation. 1 Scooter/5 bed accommodation

Visitor parking should be provided within the plot in areas which is directly accessed from entry and exit of the plot and should be prominently marked and clearly shown in the parking plan.

This area is inclusive of the circulation and driveway etc. as provided in National Building Code, 2005. For actual size of a car space (excluding circulation and driveway area) to be taken as 13.75 sq. m.

Note:

1. The minimum width of circulation driveway to be provided for adequate maneuvering of vehicles shall be 3.6 m for cars.
2. The parking layout plan has to be submitted and shall be so prepared that the parking space for each vehicle becomes directly accessible from driveway or circulation driveway or aisles. However stack car parking arrangement will be allowed in such a way that every car can be moved by shifting not more than one car. This stack car parking will be allowed on the ground floor level with stilt and open basement and terrace.
3. For building with different uses, the area of parking space shall be worked out on the basis of respective uses separately and parking space to be provided for the total number of vehicles thus required.
4. In case of a plot containing more than one building, parking requirement for all buildings shall be calculated on the basis of consideration of the area of respective uses.

Minimum No. of Off-Street Parking space

(1) For calculation of scooter parking space, one car parking space will be equivalent to 6 scooter parking.
(2) 2.5 car parking space will be equivalent to one parking space of heavy vehicle in Industrial and Whole-sale, Warehouse buildings.

APPENDIX-II
GUIDELINES FOR THE QUALIFICATIONS AND COMPETENCE OF REGISTERED TECHNICAL PERSON

A-1 **ESSENTIAL REQUIREMENTS**

A-1.1 Every building/ development work for which permission is sought under the code shall be planned, designed and supervised by registered professionals. The registered professionals for carrying out the various activities shall be: (a) architect, (b) engineer, (c) structural engineer, (d) supervisor, (e) town planner, (f) landscape architect, (g) urban designer, (h) utility service engineer and (i) Geotechnical Engineer, Requirements of registration for various professionals by the Authority or by the body governing such

profession and constituted under a statute, as applicable to practice within the local body's jurisdiction shall apply.

Provided that no such license/ enrollment of technical personnel shall be necessary for various works of building permit in case of boundary walls, residential single storeyed A.T. building upto plinth area of 140 sq m and commercial building of single storeyed A.T. upto plinth area of 75 sq m. However considering the topography and other peculiar nature of plot and proposed construction the Authority may also require such schemes to be submitted by licensed/ enrolled technical personnel.

A-2 **REQUIREMENTS FOR REGISTRATION AND COMPETENCE OF PROFESSIONALS**

A-2.1 Architect

Practice of profession of Architecture by the registered architect should strictly be as per provision of the Architects Act, 1972 and their competence be as per comprehensive services as specified in Architect (Professional Conduct) Regulation, 1989 and all architects will be competent to carry out these works.

A-2.2 Engineer

The minimum qualifications for an engineer shall be graduate in civil engineering/ architectural engineering of recognized Indian or foreign university.

A-2.2.1 Competence

The registered engineers shall be competent to carryout the work related to the building/ development permit as given below:

(a) All plans and information connected with building permit provided that their competence is satisfactory to the Authority;

(b) Structural detail and calculations of buildings on plot upto 500 m^2 and upto 5 storey or 16 m in height;

(c) Issuing certificate of supervision and completion for all buildings;

(d) Preparation of all service plans and related information connected with development permit; and

(e) Issuing certificate of supervision of land for all area.

A-2.3 Structural Engineer

The minimum qualification of structural engineer shall be graduate in civil engineering of recognized Indian or foreign university, or Corporate Member of Civil Engineering Division of Institution of Engineers (India), and with minimum 3 years experience in structural engineering practice with designing and field work.

Note:— The 3 years experience shall be relaxed to 1 year in the case of post-graduate degree of recognized Indian or foreign university in the branch of structural engineering. In case of doctorate in structural engineering, is not required.

A-2.3.1 Competence

The registered engineers shall be competent to prepare the structural design, calculations and details for all buildings and supervision.

A-2.3.1.1 In case of buildings having special structural features, as decided by the Authority, which are within the horizontal areas and vertical limits specified in A-2.2.1 (b) and shall be designed only by structural engineers.

A-2.4 Supervisor

The minimum qualifications for a supervisor shall be diploma in civil engineering or architecture or engineering equivalent to the minimum

qualification prescribed for recruitment to non-gazetted service by the Government of India plus 5 years experience in building design, construction and supervision.

A-2.4.1 Competence

The registered supervisor shall be competent to carryout the work related to the building permit as given below:

(a) All plans and related information connected with building permit for residential buildings on plot up to 400 m^2 and up to two storeys or 7.5 m in height unless the building is in hilly area or in notified Natural Hazard prone area provided that their competence is satisfactory to the Authority; and

(b) Issuing certificate of supervision for buildings as per (a).

A-2.5 Town Planner

The minimum qualification for a town planner shall be the graduate/postgraduate degree in Town planning from recognized institute or qualifications required for Associate Membership of the Institute of Town planers India.

A-2.5.1 Competence

The registered town planner shall be competent to carry out the work related to the development permit as given below:

(a) Preparation of plans for land sub-division/ layout and related information connected with development permit for all areas.

(b) Issuing of certificate of supervision for development of land of-all-areas.

Note: However, for land layouts for development permit above 5 hectare in area, and for land development infrastructural services for roads, water supplies, sewerage/ drainage, electrification, etc, the registered engineers for utility services shall be associated.

A-2.6 Landscape Architect

The minimum qualification for a landscape architect shall be the bachelor or master's degree in landscape architecture or equivalent from recognised Indian or foreign university.

A-2.6.1 Competence

The registered landscape architect shall be competent to carry out the work related to landscape design for building/ development permit for land areas 5 hectares and above. In case of metro-cities, this limit of land area shall be 2 hectare and above.

Note: For smaller areas below the limits indicated above, association of landscape architect may also be considered from the point of view of desired landscape development.

A-2.7 Urban Designer

The minimum qualification for an urban designer shall be the master's degree in urban design or equivalent from recognized Indian or foreign university.

A-2.7.1 Competence

The registered urban designer shall be competent to carryout the work related to the building permit for urban design for land areas more than 5 hectares and campus area more than 2 hectares. He/She shall also be competent to carryout the work of urban renewal for all areas.

Note: For smaller areas below the limits indicated above, association of urban designer may be considered from the point of view of desired urban design.

A-2.8 Engineers for Utility Services

For building identified in 12.2.5.1, the work of building and plumbing services shall be executed under the planning, design and supervision of competent personnel. The qualification for registered mechanical engineer (including HVAC), electrical engineer and plumbing engineers for carrying out the work of air-conditioning, heating and mechanical ventilation, electrical installations, lifts and escalators and water supply, drainage, sanitation and gas supply installations respectively shall be as given in Part 8 'Building Services' and Part 9 'Plumbing Services' or as decided by the Authority taking into account practices of the National professional bodies dealing with the specialist engineering services.

A-2.9 Geo-technical Engineers (GE) shall mean essentially a Graduate Civil Engineer and having at least 2 (two) years experience in soil and foundation engineering under similar soil/ geotechnical/ soil condition or a Post Graduate Civil Engineer with specialization in soil / foundation engineering. They shall produce evidence of having infrastructure/soil testing laboratory for conducting such soil investigation, or produce a certificate from such laboratory/institution allowing GE to use the infrastructure for such purpose.

A-2.9.1 Competence

To do all geotechnical investigation related to building construction.

A-3 **BUILDER/ CONSTRUCTOR ENTITY**

The minimum qualification and competence for the builder/ constructor entity for various categories of building and infrastructural development shall be as decided by the Authority to ensure compliance of quality, safety and construction practices as required under the Code.

A-4 **GROUP OR AGENCY:**

When an agency or group comprising of qualified Architect/ Engineer/ Supervisor is practicing, then the qualifications and competence of work will be combination of the individual qualifications and competence, given under A-2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 2.7,2.8 and the agency shall be licensed by the Authority.

A-5 Annual License fee for technical persons shall be as provided in schedule-I.

A-6 **PROCEDURE FOR APPLICATION OR LICENSE/ ENROLMENT IN THE DIRECTORATE OF TOWN AND COUNTRY PLANNING**

The Architect/ Engineer/ Group/ Agency/ Supervisor may apply in prescribed form to the Directorate of Town and Country Planning with necessary fees as prescribed for license/ enrolment in theses byelaws.

DUTIES AND RESPONSIBILITIES OF LICENSED TECHNICAL PERSONNEL:

(i) It will be incumbent on every licensed technical personnel in all matters in which he/she may be professionally consulted or engaged to assist and cooperate with the Authority in carrying out and enforcing the provision of the Act and any rules and Byelaws being in force under the same.

(ii) Every technical personnel shall in every case in which he may be professionally consulted or engaged be responsible so Floor Area Ratio (FAR) as his professional connection with such case extends for due compliance with the provisions of the Act and any rules and Byelaws for the time being in force under the said Act and in particular it will be obligatory on him to satisfy himself that all works are carried out as per rules and to prevent the use of any defective material therein and improper execution of any such work.

(iii) When a licensed Technical Personnel ceases to be in the employment for the development work, he shall report the case forthwith to the Authority.

(iv) Licensed technical personnel shall be required to submit a certificate (enclosed at Annexure-I) for designing/ supervision of proposed R.C.C. building of above 2nd floor.

(v) It shall be competent for the permit issuing Authority to inspect records of Registered Technical Person (RTP) registered with the them.

A-7 **PENAL ACTION AGAINST DEFAULTING ARCHITECTS/ ENGINEERS/ GROUPS/ SUPERVISORS:**

The Authority reserves the exclusive right to declare black listed, cancel license or take any other action that the Authority may decide to take against Architect/ Engineers/ Groups/ Supervisors if found to have diverged from the aesthetic and professional conduct or has made any misstatement or has misrepresented any material fact or has suppressed material facts.

A-8 **MISCELLANEOUS:**

(1) Provided that no such license/ enrolment will be required if the applicant himself is Technical Personnel with qualification as given in CL. 1 of these provisions.

(2) Provided that no license fees will be required as given in Schedule-I for Architects registered under the Architects Act, 1972. any other fees as per CL A-5 are not applicable.

(3) In the event of any doubt or disputes about any question relating to the above provisions, the Authority's decisions shall be final and binding on all concerned.

APPENDIX-III

Penalties to be levied for violations of provisions of Master Plan/ Zoning Regulations & Byelaws.

(i) All provisions of Byelaws except items given below shall not be compounded/ regularized and shall have to be rectified by alteration/demolition at the risk and cost of owner.

Compoundable Items:

(2) FLOOR AREA RATIO (FAR) – Maximum 2%
Set back – upto 0.30 m

(4) Open space - maximum 10% reduction

(5) Total height of building - 10%

(6) Unauthorized construction, if it is within the norms of Building Byelaws subject to satisfaction of the Authority.

(7) Additional of extra floor to accommodate area within compoundable FLOOR AREA RATIO (FAR).

Non compoundable Items:

(1) Use of building

(2) Addition of extra floor

(3) Parking norms

(4) Projection/ encroachment of public land.

Note: Additional floors will mean additional floors beyond the compoundable FLOOR AREA RATIO (FAR).

(ii) Compoundable Items

If a building or part thereof has been constructed unauthorisedly i.e. without obtaining the required building permit from the Authority as required by Building Byelaws the same shall be compounded at the following rates provided the construction otherwise conforms to the provisions of Building Byelaws & Master Plan and Zoning Regulations. For this party shall have to submit the request for permission in the prescribed procedure as per Assam Building Construction (Regulation) Act, 2022.

(iii) Rates for compounding shall be as given in the Schedule-I

(iv) Corporations, Urban Local Bodies (ULBs), and Gaon Panchayats (GP) shall initiate action as per provisions of respective Acts and byelaws for building constructed in deviation from the approved plan. Guwahati Metropolitan Development Authority and other development Authorities, DD/AD TCP shall also initiate action as per provision of the respective Acts and Byelaws on detection of deviation. For buildings permissions granted prior to byelaws of 2014 for GMA, Authority granting permission shall initiate action. For other areas, buildings permitted prior to coming into force of this Unified Byelaws of 2022, Authority granting permission shall initiate action. In general after coming into force of the Unified Byelaws of 2022, the building permit issuing Authority shall take action against deviations /violations in construction for buildings permitted under this byelaw..

Note: The Authority may however refuse regularisation of construction even with penalties as specified in the above provisions if in the opinion of the Authority this may infringe public safety and general environment of adjoining area.

(vi) Any deviation from approved plan shall be corrected by demolition of the unauthorized part of the construction except that If a building or part thereof has been constructed without obtaining the required building permit from the Authority but in conformity with Building Byelaws, the same shall be compounded at the rates prescribed in Schedule-I.

APPENDIX- IV

Indemnity Bond

(To be submitted on non-judicial stamp paper of Rs. 10 duly attested by the Magistrate.)

This Indemnity Bond is executed by Shri…… hereinafter called the owners of …….. Guwahati in favour of GMC/ URBAN LOCAL BODIES (ULBS) /PANCHAYATS, its successors or entitled.

Whereas the owner have submitted the plan of basement under building/ wall whereas he represented to the GUWAHATI MUNICIPAL CORPORATION (GMC) / URBAN LOCAL BODIES (ULBS)/PANCHAYATS that if sanction is granted for the construction of the said basement/ building/ wall the owners shall indemnify the GUWAHATI MUNICIPAL CORPORATION (GMC) / URBAN LOCAL BODIES (ULBS)/PANCHAYATS of any loss at the time of digging of foundation of the said basement/ building/ wall/ hill cutting or in the course of construction of the basement/ wall/ hill cutting or even thereafter.

And whereas the said owners have further agreed to indemnify the GMC/ULBS/PANCHAYATS of any claims put up against the GUWAHATI MUNICIPAL CORPORATION (GMC) / URBAN LOCAL BODIES (ULBS)/PANCHAYATS either by way or damage, compensation or in any other way in case the GUWAHATI MUNICIPAL CORPORATION (GMC) / URBAN LOCAL BODIES (ULBS)/PANCHAYATS is required to pay any such amount to any person or the owner or owners of the adjoining properties. The owners hereby agree and undertake to indemnify the GUWAHATI MUNICIPAL CORPORATION (GMC) / URBAN LOCAL BODIES (ULBS)/PANCHAYATS to pay full extent of the amount the GUWAHATI MUNICIPAL CORPORATION (GMC) / URBAN LOCAL BODIES (ULBS)/PANCHAYATS may require to pay in the extent herein above mentioned.

The owners further undertake and agree to indemnify the GUWAHATI MUNICIPAL CORPORATION (GMC) / URBAN LOCAL BODIES (ULBS)/PANCHAYATS for any such amount the GUWAHATI MUNICIPAL CORPORATION (GMC) / URBAN LOCAL BODIES (ULBS)/PANCHAYATS may require to pay either by way of compensation or damage or any other amount and further undertake to indemnify the GUWAHATI MUNICIPAL CORPORATION (GMC) / URBAN LOCAL BODIES (ULBS)/PANCHAYATS of all cost and expenses that the GUWAHATI MUNICIPAL CORPORATION (GMC) / URBAN LOCAL BODIES (ULBS)/PANCHAYATS may require to defend any such action in any court of law. The owners undertake that no excavation shall be carried out beyond the boundaries of the plot. Any damage occurring during or due to the excavation made at site to public sewers, water drains/ road shall have to be made good by the owners.

In consideration of the above matter, undertaking and indemnity given by the said owners the GUWAHATI MUNICIPAL CORPORATION (GMC) / URBAN LOCAL BODIES (ULBS)/PANCHAYATS hereby under in this behalf grant the sanction in the said basement/ building/ wall to the said owners.

In witness hereof the owner above-mentioned put their hands and seal to the said indemnity bond on this ……

Witness:

1. …… 1. ……..
2. …… 2. ……..

(EXECUTANTS)

N.B. Authority will ask for this Bond for building with Basement/ 4 storey and above/ in hills and in special cases where Authority may require.

APPENDIX- V
FORM OF UNDERTAKING TO BE EXECUTED INDIVIDULLY BY THE LAND OWNER OR POWER OF ATTORNEY HOLDER OR BUILDER OR PROMOTER

This deed of undertaking executed at Guwahati on the …….. day of …… 20…….. by Sri / Smti/ ……..…… Son/ Daughter of ……. aged…….. Residing at No……..……. in favour of the ……..…….. witnesseth as follows.

1. I have applied for Permission for construction at ……..……. Premises No…….. by submitting an application to the Guwahati Metropolitan Development Authority in accordance with

the planning norms prescribed in the prevailing Development Regulations. I am associated with the project as Land Owner / Power of Attorney Holder / Builder / Promoter. I assure that I will put up the construction only in accordance with the approved plan without any deviation and if any construction is later on found not in accordance with the approved plan and any unauthorized addition is made, I agree for the forfeiture of the Security Deposit which will be collected while issuing Building Permission, and also agree to demolish the such a deviation marked by the Authority within thirty days after such notice, failing which, apart from forfeiture of Security Deposit, the Authority may demolish or cause to demolish such unauthorized or deviated constructions at the site under reference and recover the cost of demolition from me.

2. I also assure that the pen space around the building to be left or the usage of the building, including the car parking in ground floor, will be kept as specified in the approved plan and it will not be converted into any other use except the purpose for which it is approved. If any structural modification or usage differs from the approved plan, the Authority is at liberty at any time to remove any structural modification or usage and the expenses incurred by the Authority is recoverable from me for non-compliance of their request or order.

3. I further assure that I will not convert any place of the construction in contravention to the approved plan, especially in respect of car parking as specified in the sanctioned plan. At any time in future, I will not convert the car parking on stilts by covering them fully, and use the car parking space for any other purposes. If any construction work in car parking place, converting them either as a flat or for any other purpose, is done either by me or by my successor or by any other person to whom the said construction is transferred in future, without getting appropriate order for doing so from the Competent Authority, the Authority is at liberty at any time to take any action to remove any structural modification or usage and the expenses incurred by the Authority is recoverable from me / my successor or from any other person to whom the said construction is transferred in future.

4. I hereby undertake that, I am, jointly and severally responsible with the Land Owner / Power of Attorney Holder / Builder / Promoter to carry out the developments in accordance with the permission granted and also for payment of Development Charges, Security Deposit, Scrutiny Fee and for all other charges levied from time to time by the Authority and also liable for penal provisions for developments made in contravention of the Development Regulations and these presents.

5. This deed of undertaking is executed by me on the ..... Day of ..... 20..... With the full knowledge of the contents of this document.

DEPONENT

Witnesses:

1.
2.

SEAL

Duly attested by the
Public Notary

APPENDIX VI
RAIN WATER CONSERVATION, RAINWATER RECHARGING, RAINWATER HARVESTING

Effective measures must be taken within each premise for conservation of rainwater, harvesting and recharging to the following standards. The same shall be shown in plans while applying for planning permission.

For all types of Buildings except Commercial and Residential Apartment Buildings

(a) **Percolation Pits:**

In areas around the buildings, percolation pits of size 1.2m x 1.2m x 1.5m shall be provided at the rate of 1 nos. such pit for every 100 sq.m. of Plot area . Such pits shall be filled with small pebbles or brick jelly or river sand and covered with perforated concrete slabs. All Rain water outlets/drains and waste water drains shall be connected to the roadside side through the percolation pit only.

(b) Storage and re-use : All buildings with plot area 134sq m and above shall have the provision of rain water harvesting storage and reuse.

For Commercial, Residential Apartment, Public Semi Public, Institutional, Industrial and all other categories of buildings

(a) **Percolation Pits:**

In areas around the buildings, percolation pits of size 1.2m x 1.2m x 1.5m shall be provided at the rate of 1 nos. such pit for every 100 sq.m. of Plot area . Such pits shall be filled with small pebbles or brick jelly or river sand after and covered with perforated concrete slabs. All Rain water outlets/drains and waste water drains shall be connected to the roadside side through the percolation pit only.

And

(b) **Grass Paving**

All paved areas shall be done in a type of perforated paving (in- situ or readymade) where 10-15% of the area is covered by grass. This is in addition to the mandatory green space that is to be provided as provisions of this Bye Law.

For Commercial, Residential Apartment, Public Semi Public, Institutional, Industrial and all other categories of buildings"

(a) **Terrace Water Collection Sump**:

The terrace shall be connected to a sump or the well through a filtering tank by PVC pipe. A valve system shall be incorporated to enable the first part of the rain water collected to be discharged out to the soil if it is dirty.

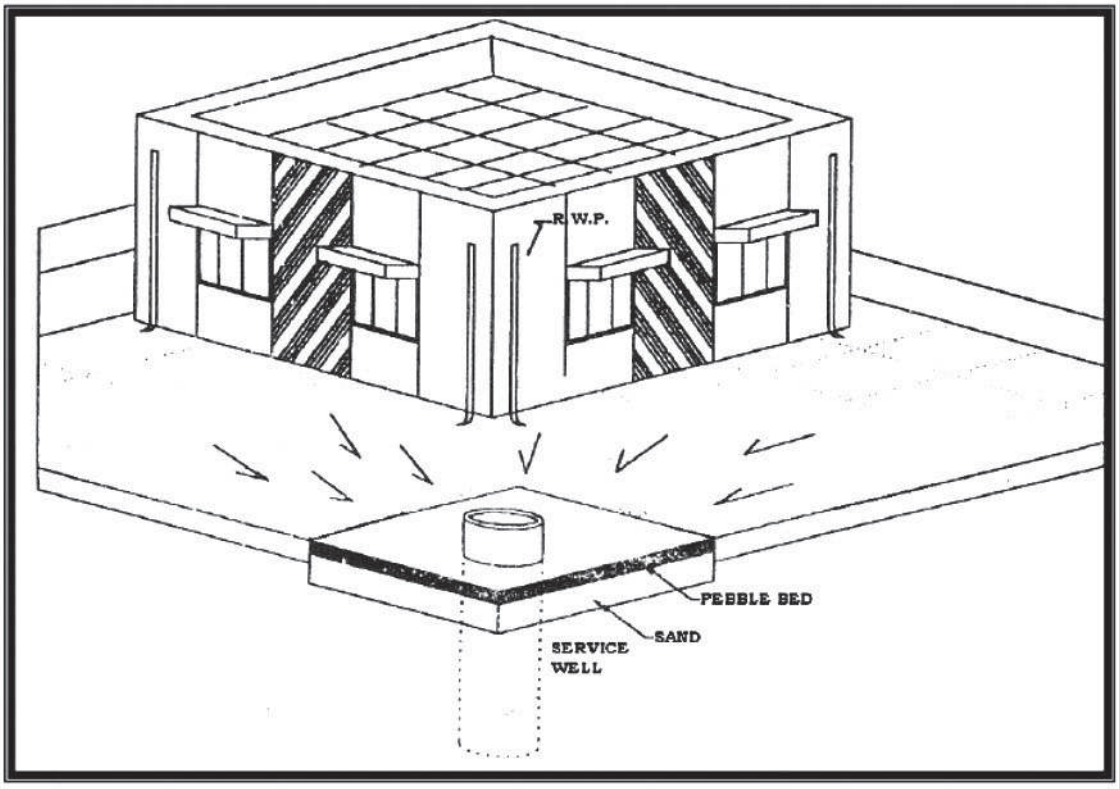
The filtering tank measuring 0.6 m by 1.2 m square or larger can be constructed near the sump. A filtration tank can be divided by a perforated slab and onepart should be filled by small pebbles and other by brick jelly. The bottom portion of the tank should have slope to avoid stagnation of water. The capacity of the sump can vary as per the size of plot. The water so collected can be used for car washing and gardening etc only.

(b) **Open Ground percolation:**
Whenever there is open ground a portion of top soil should be removed and replaced with river sand to allow slow percolation of rain water.

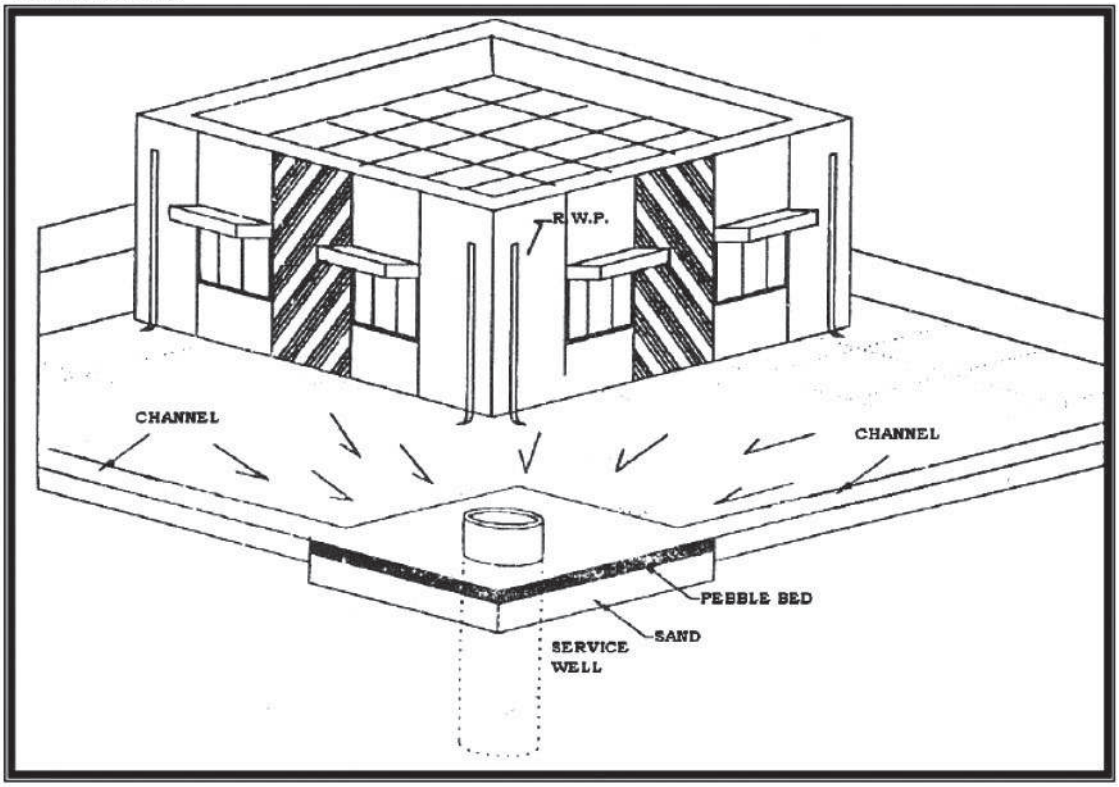
(c) **Piped Recharge of Well**:
Roof top water may also be collected and discharged directly to a well after filtration. Pipes for such purposes shall be minimum 75mm dia and provided for every 50 sq.m. of roof area

RAIN WATER HARVESTING METHODS

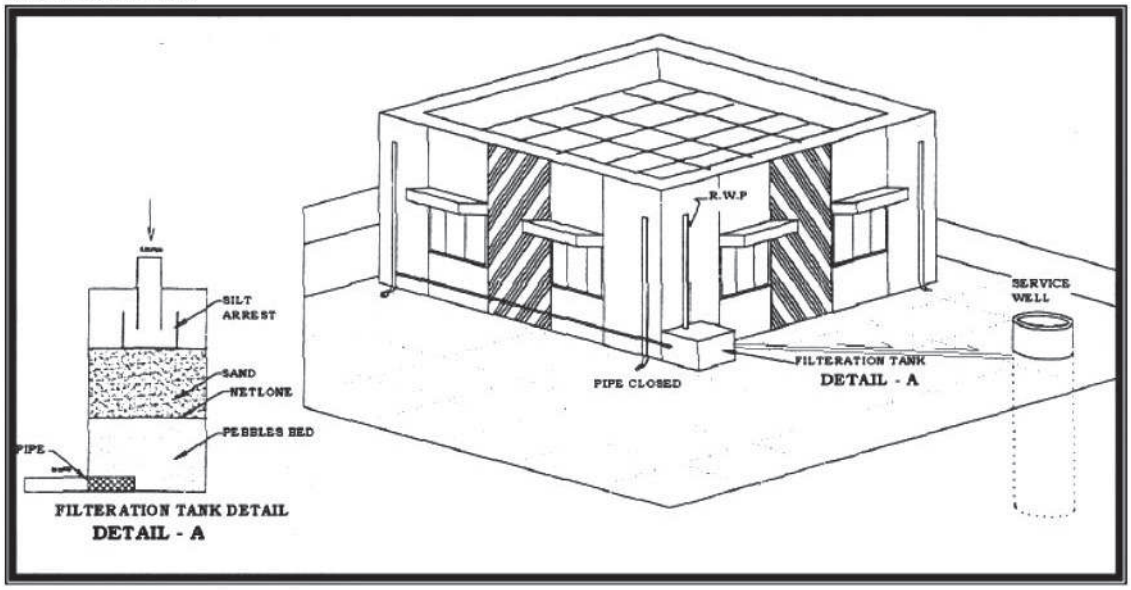
METHOD-I



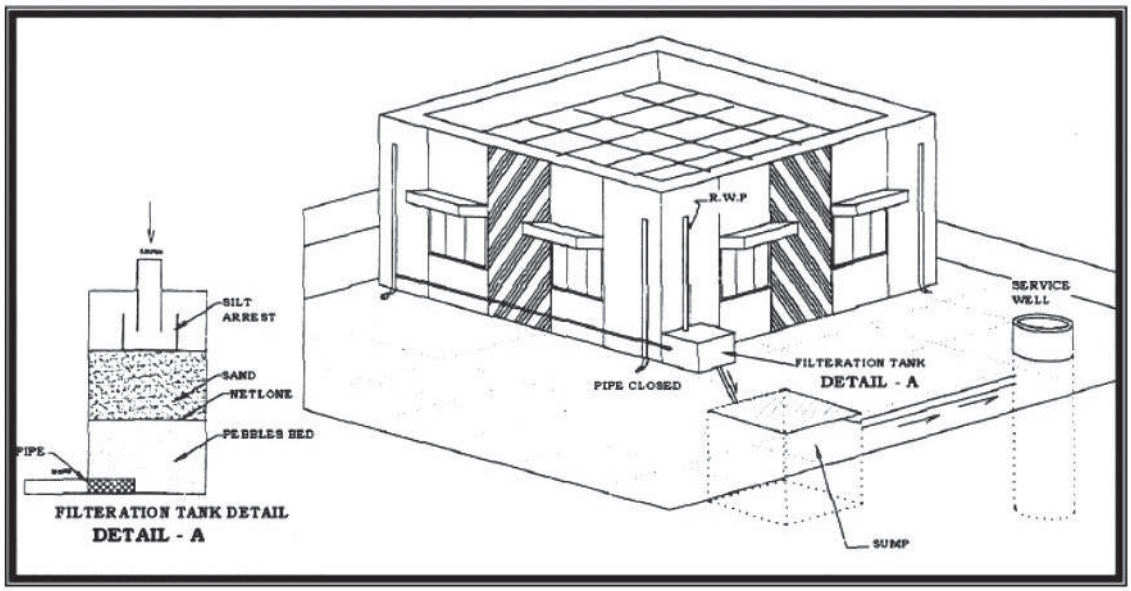
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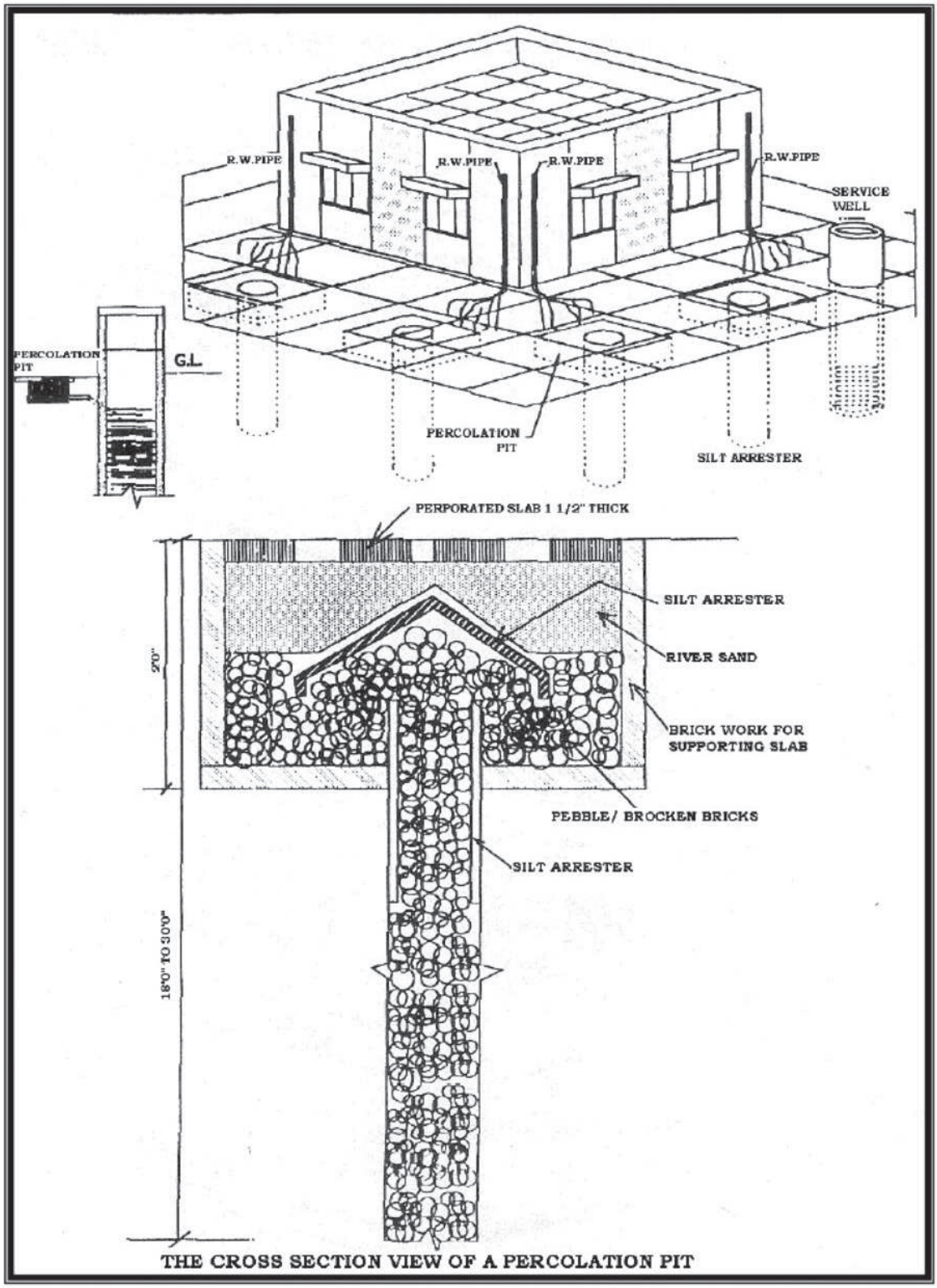
METHOD-III



METHOD-IV

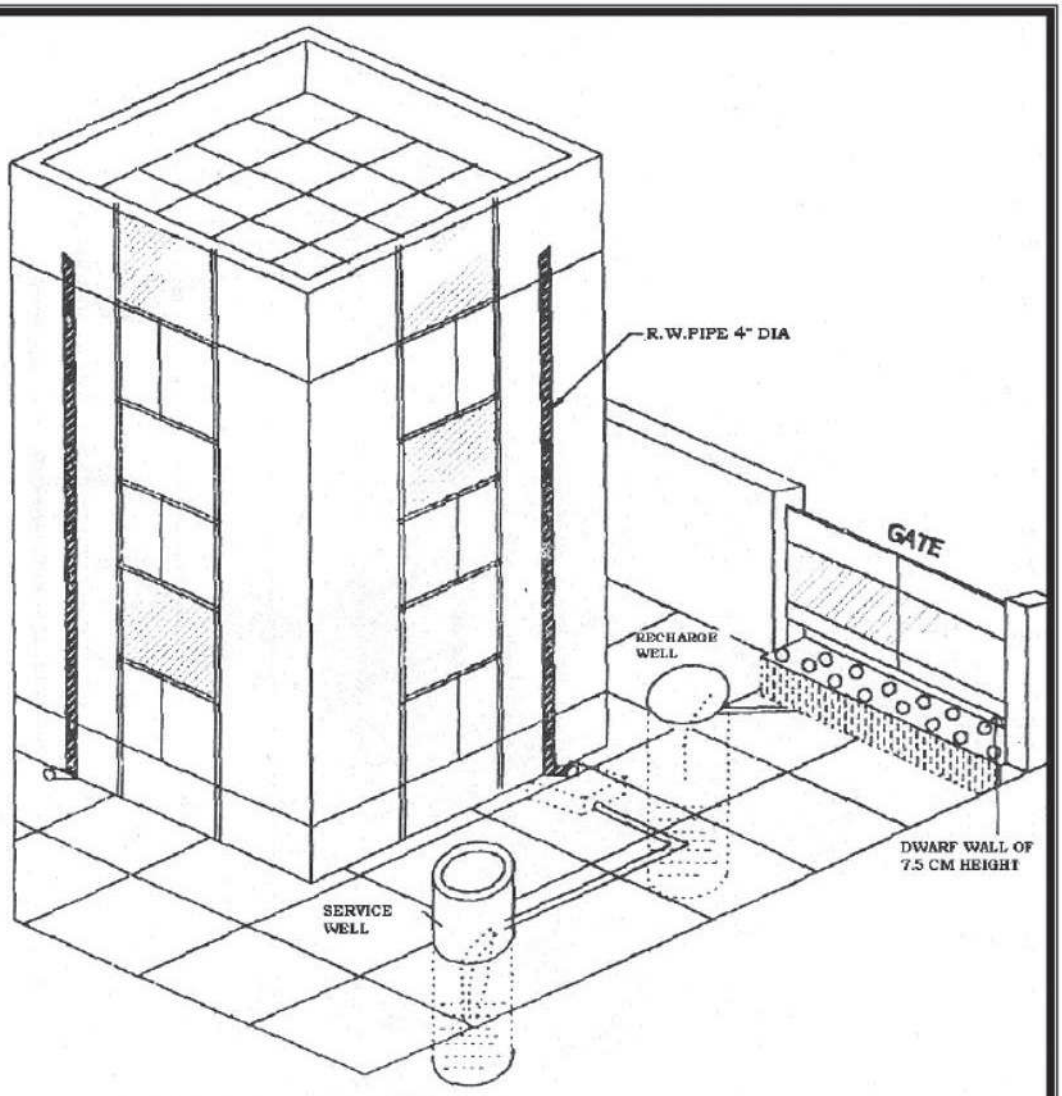


METHOD-V



THE CROSS SECTION VIEW OF A PERCOLATION PIT

METHOD-VI



Provide a well of 1.2m for a depth of 10.0m and divert the rain water from the terrace into the well through rain water down-take pipes. Divert the rain waterfalling around the open space surrounding the building to the front gate wherein a gutter is provided for a depth of 1.0m and a width of 0.6m with perforated slabs. The rain water collected in the gutter in front of the entrance is discharged into another recharge well of 1.20m dia. with 10m depth provided near by through necessary piping arrangements.

APPENDIX- VII

PROVISIONS FOR PERSONS WITH DIFFERENTLY ABLE, ELDERLY AND CHILDREN

1. In order to provide barrier free environment in the buildings and premises used by public the following shall be provided for persons with disabilities(not applicable to individual residential plot).

(a) Site planning:

Every building should have at least one access to main entrance / exit to the disabled which shall be indicated by proper signage. This entrance shall be approached through a ramp together with stepped entry. The ramp should have a landing in front of the doorway.

(b) Parking:

(i) Surface parking for at least two Car Spaces shall be provided near entrance for the physically handicapped persons with maximum travel distance of 30 metres from building entrance.

(ii) The width of parking bay shall be minimum 3.6 metres.

(iii) The information stating that the space is reserved for wheel chair users shall be conspicuously displayed.

(c) Building requirements(Applicable only to commercial and public building):

(i) For approach to the plinth level, and in other levels where ramps with gradients are necessary or desired they shall conform to the following requirements.

Ramps slope shall not be steeper than 1 in 12
Its length shall not exceed 9 m between landings and its width shall be minimum 1.5 m with handrails on either side.
Its surface shall be non slippery.
Minimum size of landing shall be 1 m x 2 m.

(ii) Among the lifts provided within the premises at least one lift shall have the facility to accommodate the wheel chair size 80 cm x 150 cm.

(iii) The doors and doorways shall be provided with adequate width for free movement of the disabled persons and it shall not be less than 90 cm.

(iv) Stairs shall have the handrail facilities as prescribed in the National Building Code.

Minimum one special WC in a set of toilet shall be provided for the use of handicapped as specified in National Building Code with essential provision of washbasin near the entrance for the handicapped.

"(d) All the provisions of the Rights to Persons with Disabilities Act, 2016 and the Harmonised Guidelines and Space Standards for Barrier free Built Environment for Persons with Disability and Elderly Persons shall be followed".

APPENDIX - VIII
Solar Energy Capture

New Buildings in the following categories shall be provided with the ancillary solar assisted solar heating system and it shall be shown in the plans for developments applied for Planning Permission:

(a) Nursing Homes / Hospitals exceeding 500 square metre in the floor area;
(b) Hotels and Lodges exceeding 500 square metre in floor area;
(c) Hostels exceeding 50 rooms;
(d) 20% of the water heating in commercial buildings/complexes to be done through solar heating.

APPENDIX - IX
GREEN BUILDING CERTIFICATION

Green Building Certification shall evaluate the environmental performance of a building holistically over its entire life cycle, thereby providing a definitive standard of a building that is environmental friendly and to optimize the conservation and utilisation of resources land, water, natural habitat, and energy.

Construction of Green Buildings may be guided by the provisions of part-11 of NBC 2016 and/or ECBC 2017 for commercial buildings and Eco-Niwas Samhita 2018 for residential buildings.

A building shall be rated based on criteria prescribed. Applicant shall apply for eligibility for certification with detail plan of action for fulfillment of each criterion to the authorized agency certifying the star rating. The authorized agency may also follow their own criteria for star rating of these buildings.

(a) Criterions for certification

Criteria 1: Preserve and protect the landscape during construction/compensatory depository forestation.
Objective: Proper timing of construction, preserve top soil and existing vegetation, staging and spill prevention, and erosion and sedimentation control. Replant, onsite, trees in the ratio 1:5 to those removed during construction.

Criteria 2: Reduce hard paving on-site and /or provide shaded hard- paved surfaces.
Objective:Minimize storm water run-off from site by reducing hard paving on site.

Criteria 3: Enhance outdoor lighting system efficiency.
Objective:Meet minimum allowable luminous efficacy (as per lamp type) and make progressive use of solar lighting system.

Criteria 4: Reduce landscape water requirement.
Objective: Landscape using native species and reduce lawn areas while enhancing the irrigation efficiency, reduction in water requirement for landscaping purposes managing slope and water retention.

Criterion 5: Reduce building water use.
Objective:Reduce building water use by applying auto-stop fixtures, etc.

Criterion 6:Optimise building design to reduce the conventional energy demand.
Objective: Plan appropriately to reflect climate responsiveness, adopt an adequate comfort range, less air-conditioned areas, day-lighting, avoid over-design of the lighting and air-conditioning systems.

Criterion 7: Reduce volume, weight, and time of construction by adopting an efficient technology (e.g. pre-cast systems, ready-mix concrete, etc.).
Objective: Replace a part of the energy-intensive materials with less energy intensive materials and/or utilize regionally available materials and light weight materials in (internal partitions, paneling /false ceiling/interior wood finishes/ in-built furniture door/window frames, flooring etc.

Criterion 8: Renewable energy utilization.
Objective: Provide solar energy system equivalent to at least 20% of connected load. Energy requirements will be calculated based on realistic assumptions which will be subject to verification during appraisal.

Criterion 9: Water recycle, reuse and rainwater harvesting.
Objective: Provide wastewater treatment on-site for achieving prescribed concentration, rainwater harvesting, reuse of treated waste water and rainwater for meeting the building's water and irrigation demand.

Criterion 10: Waste management.
Objective: Ensure maximum resource recovery and safe disposal of wastes generated during construction and reduce the burden on landfill. Use different coloured bins for collecting different categories of waste from the building. Allocate separate space for the collected waste before transferring it to the recycling/disposal stations. resource recovery systems for biodegradable waste as per the *Solid Waste Management and handling Rules, 2000 of the MoEF.*

Criterion 11: Ensure water quality.
Objective: Ensure groundwater or the source of water meet the water quality norms as prescribed in the Indian Standards for various applications (*Indian Standards for drinking [IS 10500-1991], irrigation applications [IS 11624-1986].* In case the water quality cannot be ensured, provide necessary treatment of raw water for achieving the desired concentration for various applications.

Criterion 12: Acceptable outdoor and indoor noise levels.
Objective: Ensure outdoor noise level conforms to the Central Pollution Control Board Environmental Standards–Noise (ambient standards) and indoor noise level conforms to the *National Building Code of India, 2005, Bureau of Indian Standards, Part 8–Building Services; Section 4–Acoustics, sound insulation, and noise control.*

Criterion 13: Universal accessibility
Objective: To ensure accessibility and usability of the building and its facilities by employees, visitors and clients with disabilities.

Criterion 14: Operation and maintenance protocol for electrical and mechanical equipment.

Objective: Ensure the inclusion of specific clauses in the contract document for the commissioning of all electrical and mechanical systems to be maintained by the owner, supplier, or operator. Provide a core facility/service management group, if applicable, which will be responsible for the operation and maintenance of the building and the electrical and mechanical systems after the commissioning. Owner/ builder/ occupants/ service or facility management group to prepare a fully documented operations and maintenance manual, CD, multimedia or an information brochure listing the best practices/do's and don'ts/maintenance requirements for the building and the electrical and mechanical systems along with the names and addresses of the manufacturers/suppliers of the respective system.

Criterion 15: Innovation points.

One innovation points are available under the rating system for adopting criteria which enhance the green intent of a project, and the applicant can apply for this bonus point.

(b) Procedure of Certification

Each criterion has) 6((six) number of points assigned to it. It means that a project intending to meet the criterion would qualify for the points. Compliances, as specified in the relevant criterion, have to be submitted before Authority with a detail plan of action. The points related to these criteria are awarded provisionally while certifying and are converted to firm points through monitoring, validation, and documents/photographs to support the award of point. Evaluation shall be done by an expert committee constituted for the purpose by the Authority. Examination of plan of action, Monitoring during the construction stage and post construction period shall be done by an Engineer dedicated for the purpose. Report of such findings shall be submitted before the Expert committee for evaluation, rating and certification. Standards shall conform to relevant BIS code and standards as prescribed. There will be in total 100 point for 15 (fifteen) criterions,6 (six) points each for 14 criterions and 16 9sixteen) points for the innovation points. Different levels of certification (one star to five star) are awarded based on the number of points earned. The minimum points required for certification is 50. Buildings scoring 50 to 60 points, 61 to 70 points, 71 to 80 points, and 81 to 90 points shall get one star, 'two stars', 'three stars' and 'four stars' respectively. A building scoring 91 to 100 points will get the maximum rating viz. five stars.

The building having qualified under the star rating will get Certificate of Star rating. The building qualified under star rating may shall apply before building permit issuing Authority for property tax rebate.

" Appendix-X

DECLARATION BY ARCHITECT /FIRE CONSULTANT

1. Name & address of the building :_____
2. Type of Principal Occupancy :_____
3. Type of Case : Construction permit/Completion Certificate
4. Fire Safety directives letter No. :_____
5. Height of Building (m) :_____
6. Name & registration number of Architect & Fire Consultant: _____
   _____
7. Year of Construction:_____
8. Applicant's letter No._____

Sl. No.	Fire & Life Safety Requirements	NBC/Bye Law Requirement	Proposed/ Provided at site	Remarks MR/NMR
1	Access to Building			
	• Road width			
	• Gate width			
	• Width of internal road			
2	Number, Width, Type & Arrangement of Exists			
	a. Number of staircases			
	• Upper Floors			
	• Basements			
	b. Width of staircases			
	• Upper Floors			
	• Basements			
	c. Protection of exits			
	• Fire check door			
	• Pressurization			
	d. No. of continuous staircases to terrace			
	e. Width of Corridor			
	f. Door size			
	g. Fire Tower			
3	Compartmentation			
	• Fire check door			
	• Sealing of electrical shafts			
	• Fire Rating of shaft door			
	• Water Curtain			
	• Fire Curtain			
	• Fire Dampers			
4	Smoke Management System			
	• Basements	__a/c per hour		
	• Upper floors	___/c per hour		
	• Atrium	___/c per hour		
5	Fire Extinguishers			
	• Total Numbers			
	• Types	ISI marked		
	• IS marking			
6	First-Aid Hose Reels			
	• Total numbers on each floor	_____		
	• Length of hose reel hose	30 m		
	• Nozzle diameter	5 mm		
7	Automatic fire detection and alarming system			
	• Type of detectors			
	• Location of Main Panel			
	• Location of Repeater Panel			
	• Alternate source of Power			

	• Hooter's Location			
8	MOEFA			
9	Public Address System			
10	Automatic Sprinkler System			
	• Basement			
	• Upper Floor			
	• Sprinkler above false ceiling			
11	Internal Hydrants			
	• Size of riser/down-comer			
	• Number of hydrants per floor			
	• Hose Box containing hoses & a nozzle			
12	Yard Hydrants			
	• Total Number of hydrants			
	• Hose Box containing hoses & a nozzle			
13	Pumping Arrangements			
	• Ground Level			
	➢ Discharge of main Pump			
	➢ Head of main Pump			
	➢ Number of Main pumps			
	➢ Jockey Pump out put			
	➢ Jockey Pump head			
	➢ Standby pump out put			
	➢ Standby Pump head			
	➢ Auto starting /manual stopping			
	➢ Pump House access			
	• Terrace level			
	➢ Discharge of pump			
	➢ Head of the pump			
	➢ Power Supply			
	➢ Auto starting of pump			
14	Captive Water Storage for fire fighting			
	• Underground tank capacity			
	➢ Draw-off connection			
	➢ Fire service inlet			
	➢ Access to tank			
	• Overhead Tank capacity			
15	Exit Signage			
16	Provision of Lifts			
	• Pressurization of Lifts Shaft			
	• Pressurization of Lift lobby			
	• Communication In lift Car			
	• Fireman's Grounding Switch			
	• Lift Signage			
17	Standby power supply			
18	Refuge Area			
	➢ Total Area			
	➢ Location			
19	Fire Control Room			

	• Detector System Panel			
	• Flow Switch Panel			
	• PA System Panel			
	• Batter backup			
	• Building Floor Plans			
20	Special Fire Protection Systems for Protection of special Risks, if any.			

Certified that necessary markings of the aforesaid requirements has been made on the building plans.

Signature of the Fire Consultant
Name
Registration No.

Signature of Architect
Name
Registration No.

FORM-1

(Part-I for Planning Permit)

Application for Planning Permission
For Laying out the Land for Building Purposes

For Office use only
Ref :
Date received :

Chairman/The Chief Executive Officer
..... Development Authority/DD T&CP
.....

Sir,

I hereby apply for Planning Permission for laying out of my land in Dag no..... PP No..... Village..... Mouza..... for building purposes/desire to find out whether under noted development is permissible.

I forward herewith the following particulars in quadruplicate duly signed by the Registered Technical Person and me.

(a) A key map of the site showing adjoining areas of the proposed layout under reference, marking clearly therein the boundaries of the proposed layout in colour, existing roads, structures, landmarks, streams, H.T. or L.T. Power Lines, drains to passing through layout and levels of the site.

(b) A detailed site plan to a scale of not less than 1:200 showing the proposed layout indicating size of plots, width of the proposed roads, open spaces and amenities provided and type of buildings be built, if any, and

(c) The Trace map of the area. required under building byelaws.

(d) Other documents, maps and drawings as required under building byelaws.

I/We the owner/legal representative of the land to which the accompanying application relates request that the layout may be approved and Planning Permission may be accorded.

Date :

Signature of the Owner of the land / Power of attorney holder/Lease Holder

TO BE COMPLETED BY THE OWNER OF THE LAND / POWER OF ATTORNEY HOLDER / LEASE HOLDER

1. Applicant (in block capital)
   Name .....
   Address .....
   Particulars of proposal for which permission or approval is sought

2. (a) Full address or location of the land to which this application relates and site area
   Dag No./PP No. ....
   Division No./Ward No. .....
   Name of Town or village ---------- ----------
   Mouza .....
   Land area .....

   (b) State whether the applicant owns or controls any adjoining land. If so give its location and extent.

3. Particulars of present and previous use of land
   (i) Present use of land
   (ii) If vacant, the last previous use

4. Information regarding the proposed use.
   (i) State number and type of dwelling units
   (whether bungalows, houses, flats, etc.) factories
   Shops, institutions, parks & play fields etc. proposed.

   (ii) Extent of land use proposed : (extent in hectares)
   (a) Land allotted for residential purpose .....
   (b) Land allotted for commercial purpose.....
   (c) Land allotted for industrial purpose.....
   (d) Land allotted for institutional purpose.....
   (e) Land allotted for park and play fields.....
   (f) Land allotted for roads and pathways.....
   (g) Land allotted for other uses (to be specified).....

5. Does the proposed development involve felling of any trees?
   If yes, indicate the position on plan.
6. Does the proposed development involve erection of any advertisement board?
   If yes, indicate its position on plan and type of the
   Advertisement board to be erected.

7. Whether the land in question is property belonging to a Wakf or a Hindu Religious Institution and if so whether proper prior approval or authority clearance has been obtained for the proposed development.

CONDITIONS

(i) I agree not to proceed with laying out of land for building purposes until the planning permission is granted by the Authority under relevant provision of building byelaws and Guwahati Building Construction (Regulation) Act 2010.

(ii) I agree not to do any development otherwise than in accordance with the layout plan, specifications which have been approved or in contravention of any provision of the building byelaws, order or other declaration made there under or of any direction or requisition lawfully given or made under the said Act rules or by laws.

(iii) I agree to make any modification which may be required by any notice issued by any order confirmed by the Authority.

(iv) I agree to keep one copy of the approved layout plans at the site at all reasonable times when development is in progress and also agree to see that the plan is available and the site is open at all reasonable times for the inspection of the Authority or any officer authorized by him in that behalf.

(v) I agree to furnish a set of completion plans within fifteen days from the date of completion of the development.

(vi) I agree to hand over all the proposed roads after duly forming them to the satisfaction of the local authority concerned and sites reserved for parks, play grounds, open spaces for public purpose free of cost to the local authority concerned in which the site falls when so directed by the authority.

I .....have signed this application in my capacity as the Owner/Power of Attorney Holder/Lease Holder and declare that the checklist and statement made therein are true to the best of my knowledge and belief.

Signature of the Owner
of the Land /Power of attorney
holder / Lease holder

I .....have signed this application in my capacity as the Architect/ Registered Technical Person (RTP) of Attorney Holder/Lease Holder and declare that the checklist and statement made therein are true to the best of my knowledge and belief.

Signature of the Architect/ Registered Technical Person (RTP)

FORM-1

(Part-II for Building Permit)

APPLICATION FORM TO ERECT, RE-ERECT OR TO MAKE MATERIAL ALTERNATION IN A BUILDING

(Submitted under section Guwahati Building Construction (Regulation) Act 2010))

To

Executive Officer/ Commissioner/Secretary GP

……MB/Corporation/Panchayat/

……..

Sir,

I/We hereby give notice that I intend to erect/re-erect or to make alteration in the House No …… situated at Road …… of …… area of Ward No……. in Dag No…… Patta No…….. of Revenue Village …… Mouza…….. and in accordance with the Assam Unified Building Byelaws 2022, and I forward herewith, the following plans and specifications duly signed by me and ……

…… (Name in block letters)of the Registered Technical Personal, Registration No. …… who have prepared the plans, statements/documents (as applicable).

a) Three copies of site plan and building plan as required by building bye laws, GMC, and drawn by Technical Personal registered in G.M.C.
b) Photostat Copy of land document (Such as land deed, Mutation order or Patta). The photocopy is to be self attested.
c) Structural Certificate (as per building bye laws of 2006) issued by Technical Personal / Group Agency Registered in G.M.C.
d) Service plan for building when it is above 12.00 m high.
e) For boundary wall permission; an undertaking through affidavit will be required particularly for road side wall.
f) Key plan of the location.
g) Soil test report (Geo-Technical Report) in case of building above 12.00 m high.
h) Trace Map.
i) Receipt Copy of up-to-date property tax.

The schedule of the land is also given below:

(a) Total plot area : .....

(b) Name of owners of adjoining land

North : .....

South : .....

East : .....

West : .....

(c) Is there any future provision for (i) Vertical extension ☐

(ii) Horizontal extension ☐

(iii) If yes No. of floors ☐

I request that the construction may be approved and permission accorded to me to Execute the work. I hereby also declare that contents of the above application and the enclosures are true and correct to my/our knowledge. No part of it is false and nothing has been concealed there from.

Signature of the Applicant	:	.....
Name of the Applicant (in block letters)	:	.....
Father/Husband Name	:	.....
Mother Name	:	.....
Postal Address of Applicant	:	.....
		.....
Phone No / Mobile No	:	.....
PAN No.	:	.....

FOR OFFICE USE

B.P. fees Received Rs. ..... (Rupees ....) only .	Sl.No: ..... Rt.No : ..... Date .....
Rt. No..... Book No..... Date ..... (Cashier)	

Note :

1. The site to be shown to the concern Zonal Engineer within 7 days.

2. You are to contact to office counter of the building permission branch within 30 (thirty) days from the date of submission for further information.

seen

Signature of the Applicant

Fees to be paid:
Rs……
……
……. only.
for construction of RCC / Boundary Wall / AT building for
…….use.

Zonal Engineer

FORM-2

OFFICE OF THE

……. DEVELOPMENT AUTHORITY/GUWAHATI METROPOLITAN DEVELOPMENT AUTHORITY.

/DD T&CP

No**……..** Dated, Guwahati the ……

To,
Executive Office/ Commissioner/Secretary GP/ Deputy Director/Assistant Director…….
……
……...

SUB: PLANNING PERMIT.

REF: Application dated **……., Submitted by……**

Sir/Madam

With reference to the above application for layout of land and development to erect/re-erect/add to/alter a/a building at **……,** Planning Permitis hereby accorded under section …… read with section …….. of Assam Building Construction Regualtion (Amendment)Act,2022 in accordance with plan submitted with / without modification. The particulars of the construction for which permission accorded is given below. Modification in Building Plan if required shall be done within the permissible limit given below.

Sl. No.	Parameter	Permissible	Proposed	Approved	Remarks
1	PLOT AREA				
2	DAG NO.				
3	PATTA NO.				
4	WARD NO.				
5	Name of the Road				
6	Vill / Mouza				
7	USE				
	FLOOR AREA RATIO (FAR)				
8	TYPE OF CONSTRUCTION				
9	FRONT SETBACK ( )				
10	REAR SETBACK ( )				
11	SIDE SETBACK ( )				
12	SIDE SETBACK ( )				

LENGTH OF B/WALL	
HEIGHT OF B/WALL	

Yours faithfully,

Chairman……
Development Authority/
Chief Executive Officer, GMDA
/President GP /Deputy
Director/Assistant Director

Memo No: **……..** Dated, Guwahati the …….

Copy to: i) ……..
ii) ……
iii) ……
iv) ……

Chairman……
Development Authority/
Chief Executive Officer, GMDA
/President GP /Deputy
Director/Assistant Director

FORM-3

OFFICE OF THE .....
BUILDING PERMIT

NO: ..... /..... Dated, Guwahati the .....

To,

.....

.....

.....

Contact number:

Email id:

(NB: Full address with contact number and email id. of applicant to be filled up above)

SUB: BUILDING PERMIT

REF: Your application dated .....

Sir/Madam

With reference to your above application for permission to erect/re-erect/add to/alter a / a building at .....(Full address of the project site to be mentioned including location of project with co-ordinates, name of road, By-lane, PIN code and near by landmark)is hereby accorded and you are required to comply with the conditions mentioned overleaf in accordance with plan submitted with / without modification. The particulars of the construction for which permission accorded is given below.

Project Area :

Number of blocks :

Number of Units :

Admissible FLOOR AREA RATIO (FAR) :

Achieved FLOOR AREA RATIO (FAR) :

PROPOSED USE		
ZONE		
TYPE OF CONSTRUCTION		
MARGINS	NORTH	

NO OF FLOORS		
PARKING (No.& Area)	BASEMENT	
	GROUND	
	OPEN	
AREA	BASEMENT	

(SETBACKS)	SOUTH	
	EAST	
	WEST	
CANTILEVER	NORTH	
	SOUTH	
	EAST	
	WEST	
DETAILS OF LAND	DAG NO	
	PATTA NO	
	WARD NO	
Name of Road : Mouza / Vill :		

OF FLOORS	GROUND	
	MEZZ. FLOOR	
	FIRST	
	SECOND	
	THIRD	
	FOURTH	
	FIFTH	
	SIXTH	
	SEVENTH	
	EIGHT	
	NINTH	
	TENTH	

Enclo : One copy of approved Plan.
Yours faithfully,
N.B. : Please see back page.

LENGTH OF B/WALL	
HEIGHT OF B/WALL	

Note: Add additional floor if required.

Chairman.....
Municipal Board/ Commissioner.....
corporation
/President GP

Memo No: **GPL /.....** Dated, Guwahati the .....

Copy to:

(i) Assessment Branch, Guwahati Municipal Corporation/Urban Local Bodies for information with a copy of approved plan.
(ii) Chief Executicve Officer, Guwahati Metropolitan Development Authority/Chairman other Development Authorities.
(iii) Registered Technical Person

Chairman.....
Municipal Board/ Commissioner.....
corporation
/President GP

NOTICE

1. This Permit shall remain valid up to two years only from the date of issue of the permit.
2. The Permit is not transferable.
3. The owner upon commencement of his work under a no-objection certificate shall give Notice to Guwahati Municipal Corporation that he has started his work and Corporation shall cause inspection of the work to be made within 14 days following receipt of notice to verify that the building has been erected in accordance with the sanctioned plans.
4. Should the Corporation determine at any stage that the layout or the construction is not proceeding according to the sanctioned plan or is in violation of any provision of the Act, it shall serve a notice on the applicant requiring him to stay further execution until correction has been made in accordance with the approved plan.
5. If the Permit holder fails to comply with the requirements at any stage of construction the corporation is empowered to cancel the building permit issued.
6. Every person who erects or re-erects any building shall within one month of the completion of the work deliver to the Commissioner at his office a notice in writing of such completion and shall give him all necessary facilities for the inspection of such works as provided in the Building Bye-laws.
7. Whenever asked by the Commissioner or his subordinates, the Permit holder shall produce the Permit along with the copy of the approved plan for verification.
8. In the event of reclamation of the plot for construction of building/boundary wall the reclamation level shall not exceed the level of the nearest P.W.D. or Guwahati Municipal Corporation Road. For preparation of hilly land for construction, retaining wall has to be constructed on the excavated earth and spoils should be adequately guarded to prevent erosion.

Conditions:—

1. "M/S ..... '' along with the builder will be held responsible for any kind of structural failure of the building.
2. N.O.C. from Director of FIRE Service is to obtained for the building.
3. Necessary fire fighting facilities are to be provided in and around the building.
4. The Road side drain along with the Road is to be constructed at the cost of the builder connecting main outlet of the area.
5. Before installation of Deep Tube Well, N.O.C. from Central Ground Water Board is to be obtained.
6. "CHUTES" are to be provided inside the building for garbage disposal.
7. At least 2 nos. of DUST BIN are to be placed near the plot at the cost of the builder.

8. Planning of minimum 10 nos. of evergreen trees inside the plot on the date of commencement of construction and be maintained.
9. The owner through the licensed architect, engineer, as the case may be Registered Technical Person (RTP) who has supervised the construction, shall give notice to the Authority regarding completion of work and obtain "Occupancy Certificate" before occupying the building.
10. For building above seven storeyed, Party shall submit detail structural design for proof checking by Structural Design Review Panel (SDRP) at least one month prior to commencement of construction.

FORM-4

Application for Enrolment as Competent Registered Technical Personnel

To,
The Director,
Town and Country Planning
Dispur, Guwahati.

I hereby apply for enrolment of my name as Architecs/Engineers/Structural Engineers……l to do the various works of schemes for Planning Permit/ Building Permit and supervision I do hereby also declare that I shall follow and will abide by all the rules and regulations now in force under provisions of Guwahati Building Construction (Regulation) Act and byelaws framed there under.

My personal bio-data are as follows-

Name :
Qualification :
(Certificate to be enclosed)
Past experience :
Father's Name :
Age :
Present Address :
Permanent Address :

I deposit herewith annual enrolment fees of Rs…….. (Rupees……..) only in cash as required. I am not associated with any other similar group or Firms in any manner for this purpose.

Signature:
Dated:

FORM-5

Application for Enrolment as Competent Registered Technical Personnel (Group or Agency)

To,

The Director,
Town and Country Planning
Dispur, Guwahati.

We hereby apply for enrolment of our Group/Agency in the name and style as mentioned below, as competent technical personnel to do the various works of schemes for Building Permit and supervision under provisions of the Guwahati Building Construction (Regulation Act 2010) and byelaws framed thereunder.

We do hereby also declare that we shall follow and will abide by all the rules and regulations now in force and that may be framed from time to time under the provision of the Act. Name of the group and persons associated with personal bio-data are as follows-

1. Name of the Group or Agency: -
2. Present & Permanent Address: -
3. Name of persons associated: -
   with his/ her personal capacity
   and rank and personal bio-data
   (Certificates enclosed)
   (A)
   (B)
   (C)
   (D)
4. We deposit herewith the annual enrolment fees of Rs……... (Rupees……) only in cash as required.

Signature of head of the group or agency.

N.B. Any person associated with any group or agency will not be eligible for enrollment as an individual.

FORM NO. 6

CERTIFICATE OF UNDERTAKING FOR HAZARD SAFETY REQUIREMENT

To,
……
……

REF : Proposed work of _____
(Title of project)
Dag No. _____ Patta No._____ of Revenue Village _____ __
_____ under _____ Mouza situated at
_____ Guwahati.

1. Certified that the building plans submitted for approval will satisfy the safety requirements as stipulated under Building Regulation No. …… and the information given therein is factually correct to the best of our knowledge and understanding.

2. It is also certified that the structural design including safety from hazards based on soil conditions shall be duly incorporated in the design of the building and these provisions shall be adhered to during the construction.

Signature of Owner with date _____

Name in Block Letters _____

Address_____
_____
_____

Structural Engineer on Record with date

Name in Block Letters _____
Address_____
_____

Signature of Developer
with date _____

Name in Block Letters _____
Address_____

Signature of the Architect on
Record/ Engineer on Record
with date _____
Name in Block Letters _____
Address_____

FORM NO. 7

CERTIFICATE OF UNDERTAKING OF ARCHITECT ON RECORD/ ENGINEER ON RECORD

To
……
……..

Ref : Proposal work of _____
(Title of the project)
Dag No. _____ Patta No._____ of Revenue Village _____ __
_____ under _____ Mouza situated at _____ _____ _____
Guwahati.
For_____
(Name of Owner /Developer/Builder)
Address:_____

Tel.No.:_____

I am a member of Council of Architects/Institution of Engineers (India) and I am possessing current registration to act as registered Architect/Engineer.

I hereby certify that I am appointed as the Architect on Record / Engineer on Record to prepare the plans, sections and details as required under the provisions of the Act / Development control Regulations for the above mentioned project and that I have
prepared and signed the same and that the execution of the project shall be carried out under my direction, and supervision of a Construction Engineer on Record, as per the approved drawings. I am fully conversant with the provisions of the Regulations, which are in force, and about my duties and responsibilities under the
same and I undertake to fulfill them in all respects, except under the circumstances of natural calamities.

I also undertake to provide my guidance for the adequate measure to be taken by the owners for installation of plumbing, drainage, sanitation and water supply. The appointment of a Construction Engineer on Record, building contractor, plumbing contractor and electrical contractor shall be made at the appropriate stage by the owner before the relevant work commences.

Signature : _____
Reg. No. _____Date:____

Name : _____
Address : _____
_____
Tel. No. : _____

" FORM NO. 7A

CERTIFICATE OF UNDERTAKING BY EMPANELLED REGISTERED TECHNICAL PERSONNELS UNDER "MUKHYA MANTRIR SOHOJ GRIHA NIRMAN ACHONI":

To

……

……..

Ref : Proposed Ground/ Ground +1/ Ground +2 residential building of _____

_____

(Name of Owner)

Address:_____

Tel.No.:_____

Dag No. _____ Patta No._____ of Revenue Village _____ __ _____ under _____ Mouza situated at _____ _____ _____ Guwahati/other areas.

I do hereby certify that I am appointed as the Registered Technical Person (RTP) to prepare the plans, sections and details as required under the provisions of the Act / Development control Regulations for the above mentioned project and that I have prepared and signed the same and that the execution of the project shall be carried out under my direction and supervision.

I am fully conversant with the provisions of the Regulations, which are in force, and about my duties and responsibilities under the same and I undertake to fulfil them in all respects, except under the circumstances of natural calamities.

I also hereby certify that:

(a) I have examined the land documents as provided to me by the applicant and verified the site.

(b) I have examined the provisions of the Master Plan for Guwahati Metropolitan Area/ other areas and the building byelaw in force and accordingly I have prepared this plan.

In case there is an existing building in the plot or the proposal is for extension of existing residential building the following need to be certified:

(a) I have examined the existing Ground/ Ground +___ residential building and found that the building was constructed with NOC/ without NOC.

(b) I have examined the existing building and found (Tick whichever is applicable)

i. No deviations.
ii. Deviations found which are compoundable in nature.
iii. The existing building is as per the provisions of the Building Byelaw in force and can be regularized.

Penalty calculated at Rs._____ which shall be deposited at Guwahati Metropolitan Development Authority / Guwahati Municipal Corporation/ other Development Authorities/Urban Local Bodies/Gaon Panchayats authorities before issue of Planning Permit/ Building Permit.

Signature : _____

Reg. No. _____Date:____

Name : _____

Address : _____

_____

Tel. No. : _____"

FORM NO. 8

CERTIFICATE OF UNDERTAKING OF STRUCTURAL ENGINEER ON RECORD (SER)

To
.....
.....

Ref : Proposed work of _____
(Title of the project)
Dag No. _____ Patta No._____ of Revenue Village _____ __
_____ under _____ Mouza situated at ____ ____ _____ __
Guwahati.
Owner:_____
Address:_____
Tel. No.: _____

I am a Registered Structural Engineer (RSE). This is to certify that I have been appointed as the Structural Engineer on record to prepare the Structural design basis report, detailed structural design and detailed structural drawings for above mentioned project. I am fully conversant of my duties and responsibilities under the Regulations and assure that I shall fulfill them in all respects.

I have prepared and signed a Structural Design Basis Report (SDBR).

I undertake to carry out a detailed structural design and prepare detailed structural drawings of the proposed building as per the latest Indian Standard Specifications, and as indicated in the Structural design basis report.

I undertake to supply the owner and the supervisor the detailed structural drawings. If my services are terminated, I undertake to intimate the Authority in writing.

Signature : _____
Reg. No. _____ Date : _____

Name : _____
Address : _____
Tel. No. : _____

FORM NO. 9

CERTIFICATE OF UNDERTAKING OF THE CONSTRUCTION ENGINEER ON RECORD

To.....
.....

Ref : Proposed work of .....
(Title of the work)

Dag No. _____ Patta No._____ of Revenue Village _____ __
_____ under _____ Mouza situated at _____ _____
Guwahati.
Owner :
Address :
Tele. No.....
I possess a current registration to act as Registered Construction Engineer.
I hereby certify that I am appointed as a Construction Engineer on Record on the above mentioned project and that all the works under my charge shall be executed in accordance with the drawings and specifications prepared for this project.

I am fully conversant with the provisions of the Regulations which are in force and about the duties and responsibilities under the same and I undertake to fulfill them in all respect.

* I undertake not to supervise more than ten works at a given time as provided in Development Control Regulations.
* I undertake not to supervise work simultaneously at one point of time on any other sites during my supervision of the execution of this work.

Signature:.....
Registration No.....Date.....

Name.....
Address.....
Tele.No.....

FORM NO. 10

DEVELOPMENT PERMISSION

Permission is hereby granted / refused under Section _____
_____
to_____
(Name of the person)
for_____
(Description of work)

on the following conditions / grounds Conditions:
(in case of grant)
subject to the submission of structural design basis report along with soil investigation report at least one month in advance and subsequent approval before the commencement of the work by the Authority.
Grounds:
(in case of refusal)

a) Documents / N.O.C. etc.: -
Following documents / plans / N.O.C/ undertakings as mentioned in form no. -----
(application for Development permission) are not submitted.

b) Site Clearance: -
(i) Site is not cleared as per the provisions of Development Plan with respect to
- Road line
- Reservations
- Zone
- Other (specify)

(ii) Site is not cleared as per the provision of T.P. Scheme …… with respect to
- Road
- Reservation
- Final plot
- Other (specify)

(iii) Proposed use is not permissible according to the width of road as per the provision No……

……..

FORM NO. 11

STRUCTURAL DESIGN BASIS REPORT

1. This report to accompany the application for Building Permit.
2. In case information on items 3, 10, 17, 18 and 19 can not be given at this time, it should be submitted at least one week before commencement of construction.

Part 1: General Data

Sl. No.	Description	Information	Notes
1	Address of the building • Name of the building • Plot number • Subplot number • TPS scheme a. Name b. Number • Locality/Township • District		
2	Name of owner		
3	Name of Builder on record		
4	Name of Architect/Engineer on record		
5	Name of Structural engineer on record		
6	Use of the building		
7	Number of storeys above ground level (including storeys to be added later, if any)		
8	Number of basements below ground Level		
9	**Type of structure** • Load bearing walls • R.C.C frame • R.C.C frame and Shear walls • Steel frame		
10	**Soil data** • Type of soil • Design safe bearing capacity		IS: 1893 Cl. 6.3.5.2 IS: 1904
11	**Dead loads (unit weight adopted)** • Earth • Water • Brick masonry • Plain cement concrete • Reinforced cement concrete • Floor finish • Other fill materials • Piazza floor fill and landscape		IS: 875 Part 1
12	**Imposed (live) loads** • Piazza floor accessible to Fire Tender • Piazza Floor not accessible to Fire Tender . □□Floor loads		IS: 875 Part 2

	. □□Roof loads		
13	Cyclone / Wind • Speed • Design pressure intensity		IS: 875 Part 3
14	Seismic zone		IS:1893 2002
15	Importance factor		IS:1893 (2002) Table 6
16	Seismic zone factor(Z)		IS:1893 Table 2
17	Response reduction factor		IS: 1893 Table-7
18	Fundamental natural period - approximate		IS: 1893 Cl. 7.6
19	Design horizontal acceleration spectrum value (Ah)		IS: 1893 Cl. 6.4.2
20	Expansion / Separation Joints		

Part 2: Load bearing masonry buildings

Sl No	Description	Information	Notes
1	Building category		IS:4326 Cl. 7 read with IS: 1893 Bld/Zone II III IV V Ord. B C D E Important C D E E
2	Basement Provided		
3	Number of floors including Ground Floor (all floors including stepped floors in hill slopes)		
4	Type of wall masonry		
5	Type and mix of Mortar		IS:4326 Cl. 8.1.2
6	**Re: size and position of openings (See note No.1)** • Minimum distance (b5) • Ratio (b1+b2+b3)/l1 or (b6+b7)/l2 • Minimum pier width between consequent opening (b4) • Vertical distance (h3) • Ratio of wall height to thickness4 • Ratio of wall length between cross wall to thickness		IS:4326 Table 4, Fig.7
7	**Horizontal seismic band** • at plinth level • at window sill level • at lintel level • at ceiling level • at eave level of sloping roof • at top of gable walls	**P IP NA**	(see note no.2) IS:4326 Cl. 8.4.6 IS:4326 Cl. 8.3 IS:4326 Cl. 8.4.2 IS:4326 Cl. 8.4.3 IS:4326 Cl. 8.4.3 IS:4326 Cl. 8.4.4

	• at top of ridge walls		
8	**Vertical reinforcing bar** • at corners and T junction of walls • at jambs of doors and window openings		IS:4326 Cl. 8.4.8 IS:4326 Cl. 8.4.9
9	Integration of prefab roofing/flooring elements through reinforced concrete screed		IS:4326 Cl. 9.1.4
10	**Horizontal bracings in pitched truss** • in horizontal plane at the level of ties • in the slopes of pitched Roofs		

Part 3 :Reinforced concrete framed buildings

Sl No	Description	Information	Notes
1	**Type of Building** □□Regular frames □□Regular frames with Shear walls □□Irregular frames □□Irregular frames with shear walls □□Soft storey		IS: 1893 Cl. 7.1
2	Number of basements		
3	Number of floors including ground floor		
4	**Horizontal floor system** □□Beams and slabs □□Waffles □□Ribbed Floor □□Flat slab with drops □□Flat plate without drops		
5	**Soil data** □□Type of soil □Recommended type of foundation - Independent footings - Raft - Piles □Recommended bearing capacity of soil □Recommended, type, length, diameter and load capacity of piles □Depth of water table □Chemical analysis of ground water □Chemical analysis of soil		IS: 1498
6	**Foundations** □Depth below ground level □Type • Independent		

	• Interconnected • Raft • Piles		
7	**System of interconnecting foundations** □□Plinth beams □□Foundation beams		IS: 1893 Cl. 7.12.1
8	Grades of concrete used in different parts of Building		
9	Method of analysis used		
10	Computer software used		IS: 1893 Cl. 7.9
11	Torsion included		
12	**Base shear** a. Based on approximate fundamental period b. Based on dynamic analysis c. Ratio of a/b		IS: 1893 Cl. 7.5.3
13	Distribution of seismic forces along the height of the building		IS:1893 Cl. 7.7 (provide sketch)
14	The column of soft ground storey specially Designed		IS:1893 Cl. 7.10
15	**Clear minimum cover provided in** • Footing • Column • Beams • Slabs • Walls		IS: 456 Cl. 26.4
16	**Ductile detailing of RC frame** • Type of reinforcement used • Minimum dimension of beams • Minimum dimension of columns • Minimum percentage of reinforcement of beams at any cross section • Maximum percentage of reinforcement at any section of beam • Spacing of transverse reinforcement in 2-d length of beams near the ends • Ratio of capacity of beams in shear to capacity of beams in flexure • Maximum percentage of reinforcement in column • Confining stirrups near ends of columns and in beam-column joints a. Diameter b. Spacing • Ratio of shear capacity of columns to maximum seismic shear in the storey		IS: 456 Cl. 5.6 IS:13920 Cl. 6.1 IS:13920Cl. 7.1.2 IS: 456 Cl. 26.5.1.1(a) IS:13920 Cl. 6.2.1 IS: 456 Cl. 26.5.1.1(b) IS:13920 Cl. 6.2.2 IS: 13920 Cl. 6.3.5 IS: 456 Cl. 26.5.3.1 IS: 13920 Cl. 7.4

General Notes

1. A certificate to the effect that this report will be completed and submitted at least one month before commencement of Construction shall be submitted with the application for Building Development Permission.
2. In addition to the completed report following additional information shall be submitted, at the latest, one month before commencement of Construction.

2.1 Foundations
2.1.1 Incase raft foundation has been adopted indicate K value used for analysis of the raft
2.1.2 Incase pile foundations have been used give full particulars of the piles, type, dia, length, capacity
2.1.3 Incase of high water table indicate system of countering water pressure, and indicate the existing water table, and that assumed to design foundations.
2.2 Idealization for Earthquake analysis
2.2.1 Incase of a composite system of shear walls and rigid frames, give distribution of base shear in the two systems on the basis of analysis, and that used for design of each system.
2.2.2 Indicate the idealization of frames and shear walls adopted in the analysis with the help of sketches.
2.3 Submit framing plans of each floor
2.4 Incase of basements, indicate the system used to contain earth pressures

Part 4 : Buildings in Structural Steel

1	Adopted method of Design	O Simple O Semi-rigid O Rigid	IS: 800; Cl. 3.4.4 IS: 800; Cl. 3.4.5 IS: 800; Cl. 3.4.6
2	Design based on	O Elastic analysis O Plastic analysis	IS: 800; Section-9 SP: 6 (6)
3	Floor Construction	O Composite O Non-composite O Boarded	
4	Roof Construction	O Composite O Non-composite O Metal O Any other	
5	Horizontal force resisting system adopted	O Frames O Braced frames O Frames & shear walls	*Note: Seismic force As per IS: 1893Would depend on system*
6	Slenderness ratios maintained	Members defined in Table 3.1, IS: 800	IS: 800; Cl. 3.7
7	Member deflection limited to	Beams, Rafters Crane Girders Purlins Top of Columns	IS: 800; Cl. 3.13
8	Structural members	O Encased in Concrete O Not encased	IS: 800; Section-10
9	Proposed material	O General weld-able O High strength O Cold formed O Tubular	IS: 2062 IS: 8500 IS: 801, 811 IS: 806
10	Minimum metal thickness Specified	O Hot rolled sections	IS: 800, Cl. 3.8

	for corrosion protection	O Cold formed sections O Tubes	Cl. 3.8.1 to Cl. 3.8.4 Cl. 3.8.5 Cl. 3.8.5
11	Structural connections	O Rivets O C T Bolts O S H F G Bolts O Black Bolts O Welding- Field Shop (Specify welding type proposed) O Composite	IS: 800; Section-8 IS: 1929,2155,1149 IS: 6639, 1367 IS: 3757, 4000 IS: 1363, 1367 IS: 816, 814, 1395, 7280, 3613, 6419 6560, 813, 9595
12	Minimum Fire rating Proposed, with method	O Rating ---------- hours O Method proposed- - In tumescent Painting - Spraying - Quilting - Fire retardant boarding	IS: 1641, 1642, 1643

FORM NO. 12
PROGRESS REPORT

Plinth Stage / In case of basement casting of basement slab
Reference No.
Owner's Name: Location:
Submitted on: Received on:

The _____

_____

_____

Sir,

We hereby inform you that the work of execution of the building as per approved plan, working drawing and structural drawings has reached the plinth level and is executed under our supervision. We declare that the amended plan is not necessary at this stage.

Yours faithfully,

Signature of the
Construction Engineer on Record
Date:_____

Signature of the
Owner/ Developer/ Builder
Date: _____

Name in block letters:
_____
Address:_____
_____
_____

Name in block letters
_____
Address _____
_____
_____

FORM NO. 13
PROGRESS REPORT - FIRST STOREY

Reference No.

Owner's Name: Location:
Submitted on: Received on:

The _____

_____

_____

Sir,

We hereby inform you that the work of execution of the building as per approved plan, working drawing and structural drawings has reached the first storey level and is executed under our supervision.

We declare that the amended plan is not necessary at this stage.

Yours faithfully,

Signature of the
Construction Engineer on Record
Date:_____

Signature of the
Owner/ Developer/ Builder
Date: _____

Name in block letters:
_____
Address:_____
_____
_____

Name in block letters
_____
Address _____
_____
_____

FORM NO. 14

PROGRESS REPORT - MIDDLE STOREY IN CASE OF HIGH-RISE BUILDING

Reference No.

Owner's Name:
Submitted on:

Location:
Received on:

The _____
_____
_____

Sir,

We hereby inform you that the work of execution of the building as per approved plan, working drawing and structural drawings has reached _____ storey level and is executed under our supervision.

We declare that the amended plan is not necessary at this stage.

Yours faithfully,

Signature of the
Construction Engineer on Record
Date:_____

Signature of the
Owner/ Developer/ Builder
Date: _____

Name in block letters:
_____
Address:_____
_____
_____

Name in block letters
_____
Address _____
_____
_____

FORM NO. 15
PROGRESS REPORT - LAST STOREY

Reference No.

Owner's Name: Location:
Submitted on: Received on:

The _____
_____
_____

Sir,

We hereby inform you that the work of execution of the building as per approved plan, working drawing and structural drawings has reached _____ storey level and is executed under our supervision.

We declare that the amended plan is not necessary at this stage.

Yours faithfully,

Signature of the
Construction Engineer on Record
Date:_____

Name in block letters:
_____
Address:_____
_____
_____

Signature of the
Owner/ Developer/ Builder
Date: _____

Name in block letters
_____
Address _____
_____
_____

FORM NO. 16
COMPLETION REPORT

Reference No.

Owner's Name: Location:
Submitted on: Received on:

The _____
_____
_____

Sir,

The work of erection/re-erection of building as per approved plan is completed under the Supervision of Architect/Construction Engineer who have given the completion certificate which is enclosed herewith.

We declare that the work is executed as per the provisions of the Act and Development Control Regulations / Byelaws and to our satisfaction. We declare that the construction is to be used for _____ the purpose as per approved plan and it shall not be changed without obtaining written permission.

We hereby declare that the plan as per the building erected has been submitted and approved. We have transferred the area of parking space provided as per approved plan to an individual/association before for occupancy certificate.

Any subsequent change from the completion drawings will be our responsibility.

Yours faithfully,

(Developer's / Builder's Signature) (Owner's Signature)

Name of Developer / Builder Name of Owner

Date:
Address:
Encl: Completion Certificate

FORM NO. 17

BUILDING COMPLETION REPORT BY ARCHITECT ON RECORD

Reference No.

Owner's Name: Location:
Submitted on: Received on:

The _____
_____
_____

Sir,

1. The building/s has/have been constructed according to the sanctioned plan.

2. The building/s has /have been constructed as per approved plan and design as per detailed architectural drawings and specifications prepared by Architect on Record.

3. Construction has been done under our supervision / guidance and adheres to the drawings submitted.

Signature of the Owner Signature of Architect on Record
Date Date

Name in block letters: Name in block letters
_____ _____
Address:_____ Address _____
_____ _____
_____ _____

FORM NO. 18

BUILDING COMPLETION REPORT BY CONSTRUCTION ENGINEER ON RECORD

Reference No.

Owner's Name: Location:
Submitted on: Received on:

The _____
_____
_____

Sir,

1. The building/s has/have been constructed according to the sanctioned plan.

2. The building/s has / have been constructed as per
   - the detailed structural drawings and structural specifications prepared by the Structural Engineer on Record
   - the detailed Architectural drawings and Architectural specifications prepared by the Architect on Record.
   - detailed drawings and specifications of all services

3. All materials used in the construction have been tested as provided in specifications and a record of test reports has been kept.

Signature of the Owner

Signature of Construction
Engineer on Record

Date

Date

Name in block letters:
_____
Address:_____
_____
_____

Name in block letters
_____
Address _____
_____
_____

FORM NO. 19

BUILDING COMPLETION REPORT BY STRUCTURAL ENGINEER ON RECORD

Reference No.

Owner's Name: Location:
Submitted on: Received on:

The _____
_____
_____

Sir,

This is to certify that detailed structural drawings of the buildings/s has / have been prepared on the basis of a detailed analysis and a detailed design carried out according to relevant previsions of the latest Indian Standard Codes, National Building Code and as indicated in the structural design basis report.

Signature of the Owner

Date

Name in block letters:
_____
Address:_____
_____
_____

Signature of Structural
Engineer on Record

Date

Name in block letters
_____
Address _____
_____
_____

FORM NO. 20

MODEL PROFORMA FOR TECHNICAL AUDIT REPORT

1. Design

	COMMENTS
1.1 Design / Drawings available	Y/N
Design Category Type Design? Specific design?	Y/N Design to be collected to refer to Design Consultant / H.O.
Drawings prepared / checked by competent Authority ?	Y/N
Design Drawings / details Structural detailed included Earthquake / cyclone resistant features included?	Y/N
Design verified / vetted by Dept. / Govt. approved agency / competent authority?	Y/N
Design changes approved by Dept. / Govt. approved agency / competent authority?	Y/N

2. **Foundation**

2.1	Foundation used	Existing/New
2.2.1	**If existing foundation used**	
2.2.1	Depth of foundation below ground	: <50cm/50-70/>70cm
2.2.2	Type of foundation	: Isolated/Combined/Raft/Piled etc.
2.2.3	Thickness of masonry (above ground)	:
2.2.4	Mortar used and Mix of cement mortar	: Cement-Sand/Lime and 1:4/1:6/Leaner
2.2.5	Grade of concrete (M20)	: Y/N
2.2.6	Height up to Plinth	: _____ cm
2.2.7	If stone masonry	
	2.2.7.1 Through Stones	: Yes/No, if Yes Adequate / Inadequate
	2.2.7.2 Corner Stones	: Yes/No, if Yes Adequate/Inadequate
2.3	If new foundation used	
2.3.1	Depth of foundation below ground	: _____ <50/50-70/>70cm
2.3.2	Type of foundation	: Isolated/Combined/Raft/Piled etc.
2.3.3	Thickness of Masonry above plinth	: _____
2.3.4	Mortar used and Mix of cement mortar	(1:4): Cement – sand/lime/mud and Y/N
2.3.5	Grade of concrete (M20)	:Y/N
2.3.6	Height up to Plinth	: <60/>60cm
2.3.7	If stone masonry	
	2.3.7.1 Through Stones	: Yes/No, if Yes Adequate/Inadequate
	2.3.7.2 Corner Stones	: Yes/No, if Yes Adequate/Inadequate

Vertical reinforcement in foundation : Yes/No

3 **Walling**

3.1	Type of masonry	: Brick/PCC Blocks/ Stone
3.2	Mortar used	: Cement – Sand/Lime
3.3	Mix of cement mortar	: 1:4/1:6/Leaner
3.4	Thickness of wall	: >23cm/23cm/23cm

3.5	Mixing of mortar	: OK/Not OK
3.6	Joint Property filled	: OK/NOT OK
3.7	Wetting of bricks	: Good/ Medium/ Poor
3.8	If stone masonry	
3.8.1	Through Stones	: Yes/No
3.8.2	Corner Stones	: Yes/No
3.9	Overall workmanship	: Good / Medium / Poor

4 Roofing

4.1	Type of roof	: Flat/Sloping
4.2	If sloped	: A.C. sheet/ G.I. sheet /Morbid tiles
4.3	Purlins	: Angle-Iron / Timber / NA
4.4	Truss type : _____	
4.5	Anchorage with wall	: Adequate/ Inadequate/ NA

5 Materials

5.1		Cement	
	5.1.1	Source	: Authorized Dealer/ Market
	5.1.2	Type of cement	: OPC/PPC/PSC
	5.1.3	If OPC	: Grade (33/ 43/ 53)
5.2		Sand	
	5.2.1	Type of sand	: River sand / Stone dust
	5.2.2	Presence of deleterious materials	: Mild / Moderate/ High
5.3		Coarse Aggregates	
	5.3.1	Type coarse Aggregates	: Gravel/ Crushed Stone
	5.3.2	Presence of deleterious material	: Mild/ Moderate / High
5.4		P.C.C. Blocks (Applicable for onsite production)	
	5.4.1	Type of P.C.C. Blocks	: Solid blocks/Hollow blocks
	5.4.2	Ratio of concrete in blocks : _____	
	5.4.3	Interlocking feature	: Yes/No
	5.4.4	Course aggregates used	: Natural/ Crushed stone
5.5		Bricks Blocks, Stone etc.	
	5.5.1	Strength (field assessment)	: Low/Medium/High
	5.5.2	Dimensional accuracy	: Yes/No
5.6		Concrete	
	5.6.1.	Mix of concrete	: M20/Design Mix
	5.6.2	Batching	: Weigh batching/Volume batching
	5.6.3	Compaction	: Vibrators/Thappies and rods
	5.6.4	Workability	: Low / Medium / High
	5.6.5	Availability of water	: Optimum/Sufficient / Insufficient
	5.6.6	Curing	: Satisfactory/Unsatisfactory.
5.7		Reinforcing Steel	
	5.7.1	Type of Steel	: Plain mild steel/HYSD bars
	5.7.2	Source	: Authorised Dealer/Market
	5.7.3	Whether IS marked	: Yes/No
	5.7.4	Conditions of bars	: Clean/Corroded
	5.7.5	Fixing of reinforcement	

as per drawing : Yes/No
5.7.6 Suitable cover : Yes/No
5.7.7 Spacing of bars : Regular/Irregular
5.7.8 Overlaps as per specifications : Yes/ No

5.8 Form Work
5.8.1 Type of Form Work : Timber / Plyboard/ Steel
5.8.2 Use of mould oil : Yes/No
5.8.3 Leakage of cement slurry : Observed/Not observed

5.9 Source
5.9.1 Cement
5.9.2 Sand
5.9.3 Coarse Agg.
5.9.4 Bricks
5.9.5 PCC blocks.

6 **Seismic resistance features**
6.1 Masonry Structures

6.1.1 Provision of bands at	Provided	Adequate
6.1.1.1 Plinth level	Yes/No	Yes/No
6.1.1.2 Sill level	Yes/No	Yes/No
6.1.1.3 Lintel level	Yes/No	Yes/No
6.1.1.4 Roof level (if applicable)	Yes/No	Yes/No

6.1.2 If sloped Roof, whether seismic bands are provide at

6.1.2.1 Gable wall top	Yes/No	Yes/No
6.1.2.2 Eaves level	Yes/No	Yes/No

6.1.3 Provision of vertical steel in masonry at Provided Adequate

6.1.3.1 Each corner	Yes/No	Yes/No
6.1.3.2 Each T-junction	Yes/No	Yes/No
6.1.3.3 Each door joint	Yes/No	Yes/No
6.1.3.4 Around each window	Yes/No	Yes/No

6.1.4 Openings
6.1.4.1 Total width of openings : <50%/50*-60%/>60%
(*-42% for double storey)
6.1.4.2 Clearance from corner : OK/Not OK
6.1.4.3 Pier width between two openings : OK/Not OK

6.2 Framed Structures

6.2.1 Ductile detailing
6.2.1.1 Spacing of stirrup : OK/Not OK
6.2.1.2 Sizes of members : OK/Not OK
6.2.1.3 End anchorage : OK/Not OK
6.2.1.4 Lapping (length, location etc.) : OK/Not OK
6.2.1.5 Angle of stirrup hook : 90 / 135 degrees

6.3 Any testing carried out by Owner/Engr. Supervisor on

Testing done	Testing results
6.3.1 Water	Yes/No OK/Not OK
6.3.2 Cement	Yes/No OK/Not OK

6.3.3 Bricks/PCC blocks/Stones Yes/No OK/Not OK
6.3.4 Aggregate Yes/No OK/Not OK
6.3.5 Mortar Yes/No OK/Not OK
6.3.6 Concrete Yes/No OK/Not OK
6.3.7 Reinforcement Yes/No OK/Not OK

FORM NO. 21
STRUCTURAL INSPECTION REPORT

(This form has to be completed by registered Structural Designer after his site Inspection and verification regarding compliance of all recommendation by the owner, which in the opinion of the registered structural designer are necessary for safety of the structure)

I. Description by title and location of the property including .....

II. Name of the present owner : .....

III. Description of the structure : .....

Class I or Class II (Briefly describe the property in general and the structure in particular)

(a) Function					(b) Framed construction			
	Residence (with or without shops	Apartments (with or without shops	Office Bldg.	Shopping Centre	School, College	Hostel	Auditoria	Factory
1	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**
A. Load bearing masonry wall construction								
B. Framed structure Construction								
Construction and structural materials	Critical load bearing element	Brick	RCC	Stone	Timber	Steel		
	Roof Floor	RCC	Timber	RBC	Steel	Jackarch		

IV. Year of construction
Year of subsequent additions or rectification's (Please describe briefly the nature of additions or rectification's). :

V. Date of last inspection report filed : Last filed by whom :
(This does not apply to the first report).

VI. Soil on which building is founded :
- i) Any change subsequent to construction :
- ii) Nearby open excavation :
- iii) Nearby collection of water :
- iv) proximity of drain :
- v) underground water-tank :
- vi) R.W. Pipes out-lets :
- vii) Settlements :

VII. The Super-structure (R.C.C. Frame structure)
- i) Crack in beam or column nature and extent of crack : probable causes.
- ii) Cover spell :
- iii) Exposure of reinforcement
- iv) subsequent damage by user for taking pipes, : conduits, hanging, fans or any other fixtures, etc. :
- vi) Crack in slab :
- vii) Spalling of concrete or plaster of slab :
- viii) Corrosion of reinforcement :
- ix) Loads in excess of design loads :

VIII The Super-Structure
(Steel Structure)
- i) Paintings :
- ii) Corrosion :
- iii) Joint, nuts, bolts, rivets, welds, gusset plates :
- iv) Bending or buckling of members :
- v) Base plate connections with columns or pedestals :
- vi) Loading :

IX. The Super-Structure (Load bearing masonry structure)
Cracks in masonry walls)
(Please describe some of the major cracks, their nature, : extent and location, with a sketch, if necessary.

X. Recommendations if any :
This is to certify that the above is a correct representation of facts as given to me by the owner and as determined by me after Site Inspection to the best of my ability and judgment.

The recommendations made by me to ensure adequate safety of the structure are compiled with by the owner to my entire satisfaction.

(Signature of the Registered Structural Engineer

Date:_____

Name of the registered structural Engineer:

Registration No. Address:

FORM-22

Area Statement

(For all categories of buildings)

(A) Plot area:— .....

(B) Plinth area

(I) Existing plinth Area (if any):— .....
(II) Proposed plinth Area:— .....

(C) Floor area showing detail calculation of each floor (Existing + Proposed):—
.....

(D) Detail of mezzanine floor area:— .....

(E) Deduction showing detail calculation of each floor (Existing + Proposed):—
.....

(F) Total floor area after deduction (Existing + Proposed):— .....
.....

(G) Total floor area before deduction (Existing + Proposed):— .....
.....

(H) Coverage (Existing + Proposed):— .....

(I) Floor Area Ratio (FLOOR AREA RATIO (FAR)) (Existing + Proposed):—
.....

.....	.....
Signature of the owners:	Signature of registered Architect/Engineer/ supervisor
Name of owner(s):	Registration no. of the Architect/Engineer/ supervisor:
Address of the owner(s):	Address of the Architect/Engineer/ supervisor:
Dated:	Dated:

FORM-23

Annexure- A-1

Statement of the Proposal and Certificate

By the Owner and Registered Architect

(For above G+2)

Classification of the Proposal .....
(To erect/re-erect/demolition)

Revenue Village : .....
Mouza :
Dag No. : .....Patta No. : .....
Road facing the plot : .....
(1) Existing road width

Sl. No.	Existing road width	Proposed road width	Remarks

(1) Plot Area
(a) As per site plan : .....
(b) As per land document : .....

In the principal Bye-laws, in Form No. 23,Anexure A-1, in point No. (2), for the table "Area Statement ", the following new table shall be substituted, namely:-

"

Description	Proposed Sq m	Use	Permissible (for office use only)	Carpet Area of each apartment	Remarks
Max Ground Coverage			NA		
Basement					
No of floors					
No of floors					
Service floor if any					
Total floor area					
Floor Area Ratio					
No. of Dwelling units					

"

(3)
(a) Maximum height of building (in meter): .....
(b) Maximum height of the plinth (in meter): .....

(4) Set backs

Setbacks	Proposed		Required as per byelaws (For office use)		Remarks
	Clear setback (in meter)	Cantilever projection over setback (in meter)	Clear setback (in meter	Cantilever projection over setback (in meter	
Front					
Rear					
Left					
Right					

(5) Duct

No. of duct	Area of duct (in sq. mt.)	Minimum width of the shaft (in meter)

(6) Distance from the electric line (if any):

Nature of electric line	Vertical distance (in meter)	Horizontal distance (in meter)

(7) Parking

(A) Parking provided as per Building Byelaws:

Open parking	Stilt parking or ground floor covered parking	Basement parking	Total no. of parking

(B) Parking required as per Appendix-I Byelaws (For office use):

Sl. No.	Type of use of building	CAR parking	Scooter parking	Remarks

(C) Visitor's car/Scooter parking required as per the Byelaws:

Sl. No.	Type of use of building	Car parking	Scooter parking

N.B. For Educational building 20% of the total plot area is required to be kept for parking in organised manner with separate entry and exit gate.

(8) Fee and charges (For office use)

(a) Building permit fee : Rs. .....
(b) Use of city infrastructure charges : Rs. .....
(c) Additional floor space charges (provisional) : Rs. .....
(d) Peripheral charges (if any) : Rs. .....
(e) Any other charges (if any, please specify) : Rs. .....

Total amount (as per detail above) Rs. .....
Receipt No. ..... Dated .....

We hereby certify that-

(1) The title document is to justify the ownership of land and its sub-division was duly approved by the Authority before registration of the land sale deed.
(2) Plot is lying vacant and no construction shall be started before sanction.
(3) The plot is free from all encumbrances (owner responsibility).
(4) Building will not be occupied before getting occupancy certificate dully issued by Authority.
(5) Supervision in the manner prescribed will be conducted with intimation to the Authority.
(6) Mandatory provision of rainwater harvesting is to be provided.
(7) Special earthquake resistance measure (Like shear wall/breeching etc.) has been taken to make stilt parking as an earthquake resistance structure.

……..	…….
Signature of the owners:	Signature of registered Architect/Engineer/ supervisor
Name of owner(s):	Registration no. of the Architect/Engineer/ supervisor:
Address of the owner(s):	Address of the Architect/Engineer/ supervisor:
Dated:	Dated:

FORM-24

Annexure A-2

(For above G+2)

Form for specification of proposed building

(1) The purpose (Residence, Office, Restaurant, Hotel, Dharamshala, School, Hostel, Cinema, Shop, Factory. Others) for which it is intended to be used ……..……..……
……..

(2) Details of Area on respective floor are given below

	Floor	Existing (sq. mt.)	Proposed (sq. mt.)	Total (sq. mt.)
1	Basement			
2	Ground			
3	Mezzanine			
4	First floor			
5	Second floor			
6	Third			
7				
8				
9				
10	Service floor (if any)			

(3)

(a) Approximate number of inhabitants proposed to be accommodated ……..……
(b) The number of Latrine. Urinals, Kitchens. Baths to be provided ……..……

(c) The source of water to be used in the construction ……..……
(d) Distance from public sewer (if any) ……..…..
(e) The materials to be used in construction walls/ Columns/ Foundations/ Roof/ Floors ……..

……..
Signature of registered Architect/Engineer/ supervisor
Name ……
Registration No. ……..
Address ……

(4) The period of construction valid up to …….. as per the lease condition/further extension of the time for construction granted by the leaser is valid upto …….. Time construction obtained form the Competent Authority.
(5) Size of dwelling unit is not more than ……..

……...	……
Signature of the owners:	Signature of registered Architect/Engineer/ supervisor
Name (in block letters):	Registration no. of the Architect/Engineer/ supervisor:
	Name (in block letters):
Address of the owner(s):	Address of the Architect/Engineer/ supervisor:
Dated:	Dated:

FORM-25
Authority letter

I hereby authorise that Mr./Mrs. …….. to collect the sanction whose signature is verified below.
Specimen signature of …… signature of the owner(s)/Registered architect

Mr./Mrs. ……
Dated received …….. Date ……

(Signature of authorized person/owner/Registered Architect)

Dated …… Remarks, if any ……

FORM-26
Affidavit-cum Undertaking

(For all categories of buildings except residentialR.C.C. above G+2)

(Affidavit of applicant on Rs. 20/- Non-Judicial Stamp paper of specified amount to be attested by Notary Public/Metropolitan Magistrate)
Ref: Proposal work of ……
(Title of the project)
Dag No. …… Patta No. …… of Revenue Village …….. under …… Mouza situated at ……..…….. Road, Guwahati for ……
(Name of the owner/Developer/Builder)

Address: ……..……..
Telephone No. …… Mobile No. ……

I …… son of ……..…… has applied for permission and do hereby solemnly affirm and declare as under:

1) That I or through my authorized representative and Registered Technical Person (RTP) have visited the site and surveyed the site and the site measurements are found to be in conformity with land area at site and land document provided to me by my client. The plot under proposal forms part of the existing Master Plan for Greater Guwahati with respect to its location, proposed land use in conformity with the existing zoning regulation and Building Byelaws.
2) The appointment of Construction Engineer on record, Building Contractor, Plumbing Contractor, Electrical Contractor, HVAC Contractor if required separately shall be met at an appropriate stage before the relevant work commences.
3) That in case I dispense with services of my Registered Technical Person (RTP) and or deviates from the sanctioned design at any stage whatsoever, I will inform the concern authority within 48 (forty eight) hours after it is brought to my notice.
4) That mandatory setbacks will be kept and shall be maintained in accordance with the setbacks marked in the Layout Plan and approved plan.
5) That in case any thing contrary to the above is found or established at any stage, the concern Authority shall be at liberty to take action as per rule.
6) I will submit completion certificate prior to obtaining electric connection.
7) I will construct the building as per approved plan.
8) I will not occupy the building without obtaining the occupancy certificate.
9) I will not change the Registered Technical Person (RTP) during the construction period without prior notice to Authority, and if the change has taken place the new Registered Technical Person (RTP) /applicant has to fulfill all the formalities completed by the earlier Registered Technical Person (RTP).
10) That nothing has been concealed and no misinterpretation has been made while applying for permission.

Deponent

Verification:

I the above named deponent do hereby verify at …… on this …… of …… 201…….. that contents of the above affidavit are true and correct to my knowledge. No part of it is false and nothing has been concealed there from.

FORM-27

Detail report on construction of Building as per as built drawing.
(To be submitted by Applicant and Registered Technical Person (RTP) jointly for Completion &Occupancy Certificate)

1. Name of Applicant / Builder :
2. Location of Building :
3. Name of Road :
4. NOC No. & Date :
5. Zone :

6. Floor wise use / Area statement :

Floors	**Approved**			**Maintained**			**Deviation**		
	Use	Area before deduction	Area after deduction	Use	Area before deduction	Area after deduction	Use	Area before deduction	Area after deduction
Basement									
Ground									
Mezzanine									
First									
Second									
Third									
Fourth									
Fifth									
Sixth									
Seventh									
Eighth									
Ninth									
Tenth									

7. Setback / Margins :

Direction/ Side	Setbacks			Cantilever		
	Approved	Maintained	Deviation	Approved	Maintained	Deviation
North						
South						
East						
West						

8. No. of unit :

No. of unit		
Approved	Maintained	Deviations

9. Parking statement :

Approved	Maintained	Deviations

10. FLOOR AREA RATIO (FAR) :

Approved	Maintained	Deviations

11. Coverage :

Approved	Maintained	Deviations

12. Height of the building :

Approved	Maintained	Deviations

13. The following documents are enclosed herewith
   a) No Objection Certificate & Approved Plan.
   b) As Built Plan
   c) Completion Report Form No. 16.
   d) Building Completion Report by Architect on Record, Form No. 17.
   e) Building Completion Report by Construction Engineer on Record, Form No. 18.
   f) Building Completion Report by Structural Engineer on Record, Form No. 19.
   g) N.O.C. from Director of Fire Services where applicable.
   h) Lift Inspector's Report / Certificate.

i) Certificate from Chief Electrical Advisor.
j) Photographs of building and site showing dustbin and trees.

We do hereby declare that the above information are true to our knowledge.

Signature of Applicant Signature of Registered Technical Person (RTP)

Deponent

FORM NO. 28

No……... Date…….

Shri/Miss/Smt…….
……

COMPLETION CUM OCCUPANCY CERTIFICATE

With reference to your notice of completion dated……It is hereby certified that the building as per description below in certified plan at dag No…… Patta no……, Village……. Mouza……
situated at ……. whose plans were sanctioned vide No……dt…… has been inspected with reference to building bye-laws and following documents and is certified to be completed & allowed to occupy.
(a)Documents furnished:
……
……..

(b) Description of Construction Work Block Wise/Building Wise.
1. Block Building No.
2. Detail area statement Work floor wise.

Chairman……
Municipal Board/ Commissioner…….
corporation
/President GP

Form No. 29
Form of Rejection or Compliance in Respect of Occupancy Certificate

File No..... Dated:.....

Shri/Smti.....
.....
Subject: Occupancy Certificate in respect of Plot No..... NO no..... dated.....

Dear Sir / Madam,

1) With reference to your letter dated.....
2) With reference to your notice of completion dated.....
3) In continuation of this office letter of even No.....dated on the subject noted above, I am to inform you that your case bas been examined and occupancy certificate is rejected for the reasons as given below:-

1. .....
2. .....
3. .....
4. .....

Chairman.....
Municipal Board/ Commissioner.....
corporation
/President GP

FORM-30

OFFICE OF THE .....
BUILDING PERMIT ISSUING AUTHORITY

NO: ..... /..... Dated, Guwahati the .....

To,

.....

.....

.....

SUB: APPROVAL UPTO PLINTH LEVEL CONSTRUCTION

REF: Your application dated .....

Sir/Madam

With reference to your above application. approval upto plinth level construction of the building permitted vide No .....dated..... at ..... is hereby accorded, as per plan/section forwarded

herewith with / without modification and you are required to comply with the conditions mentioned in the Planning Permit/Building permit as applicable,. The particulars of the construction for which permission accorded is given below.

i)Plinth area

ii) Plinth height

iii)Setbacks

iv).....

Chairman.....
Municipal Board/ Commissioner.....
Corporation
/President GP

Memo No: **GPL /.....** Dated, Guwahati the .....

Copy to:

i) Assessment Branch, G.M.C/ULB/GP for information with a copy of approved plan.
ii) CEO, GMDA/Chairman other Development Authority.
iii) Site Engineers concerned.
iv) Concerned R. T. P.

Chairman.....
Municipal Board/ Commissioner.....
corporation
/President GP

SCHEDULE-I

. **Fees for permission**: -

(a) No application, petition, notice or appeal to the Authority in respect of permission for any development or sale of land shall be considered valid by the Authority unless and until the person giving the notice has paid the fees to the Authority at the following rate and the reference to the number and date for such payment is quoted in the notice.

Provided that Central and State Govt. and the local authority need not pay this application fees;

Provided further that these fees will be payable only once in respect of a particular application etc. until it is disposed of by the Authority and in relation to that particular application.

(b) In the event of any doubt or dispute about any question relating to application fees the Authority's decision shall be final.

Application Processing fee :

(i) FOR RESIDENTIAL USE

Sl. No.	Type of Construction		Rate (Rs.)
1.	Residential	Assam Type with Bamboo wall	0.50 per sqm.
		Assam Type with Brick wall	1.00 per sqm.
2.	Residential R.C.C. Type	Ground floor	10.00 per sqm.
		Upper floors	12.00 per sqm.

(ii) Application processing fees for re-erection of an existing building shall be same as for erection of a new building prescribed in (i) above.

(iii Application fees for any addition or alteration of an existing building shall be same as for erection of a new building as prescribed in (i) above.

(iv) FOR OTHER USE

Sl. No.	Type of Construction		Rate (Rs.)
1.	Commercial (4 times the rate of RCC residential) (This includes Nursing Home and Hospital, Marriage Hall, Community hall and Corporate Offices)	Ground floor	40.00 per sqm.
		Upper floor	48.00 per sqm.
2.	Industrial, Godown & Warehouses (8 times the rate of RCC residential)	Ground floor	80.00 per sqm.
		Upper floors	96.00 per sqm.
3.	Apartment, School, Religious Institutions Semi Govt. undertaking and other uses (Two times the rate of RCC residential building)	Ground floor	20.00 per sqm.
		Upper floors	24.00 per sqm.

In case of fee for uses not listed above, the Authority may decide the fees to be fixed considering the similar nature of uses.

(v) (A) In calculating the total floor area for determining the fees, fraction of Sq. meter, if any, shall be rounded to next higher integer, and subject to minimum of Rs.100/-

(B) Application fees for a Filling Station - Rs. 5,000.00/-+Processing fee

(C) Application fees for Cinema, Theatre, Multiplex etc. - Rs. 5,000.00/- +Processing fee

(D) Application fee for transmission tower - Rs. 5,000.00/-

(E) Application fee for bridge-

a) Wooden/Bamboo bridge for pedestrian -Rs.100/- Lump-sum

b) Wooden bridge for vehicular traffic-Rs. 500/-

c) R.C.C. foot bridge for vehicular traffic -Rs. 2,000/-

d) R.C.C. foot bridge -Rs. 1,000/-

(F) Application fees for erection of R.C.C. or brick compound-walls:—Iron grill or wire netting fencing with iron or R.C.C. brick columns shall be charged Rs. 1000/- per hundred R.M. of length or part thereof subject to minimum of Rs.100/-. For R.C.C. compound wall the rate shall be Rs. 20.00 per hundred R.M. of length or part thereof

subject to minimum of Rs. 100/-

(G) Application fees for development of site including earth filling shall be as under-

a) For residential, public and semi public, Institutional etc. the rate of fees shall be Rs.20.00 per unit as per Zoning Plan (subject to minimum of Rs.50.00).

b) For commercial, industrial, etc. the rate of fees shall be Rs. 60.00 per unit of Zoning Plan (subject to a minimum of Rs. 150.00).

(H) Fees at the following rates shall be payable to the Authority for a land use certificate for a particular site for a particular proposed construction. This is not a permission-for-actual-construction.

Residential		Non-residential, except Filling Station and Theatre		Filling Station/ Medium/ Industry	Cinema/ Theatre
Huts and temporary sheds	Other	Huts and temporary sheds	Other including light industry		
Rs. 50/-	250/-	100/-	500/-	1000/-	1500/-

(I) Fees for appeal to the Authority:—

(a) Fees for appeal for residential building of any type Rs. 100.00 on flat rate basis.

(b) Fees for nonresidential building Rs. 200.00 on flat rate basis.

(a) Fees for cinema, theatre Rs. 1000.00 on flat rate basis.

(b) Fees for filling station etc. Rs. 1000.00 on flat rate basis.

(J) Premium Charge:— The premium charge will be charged by Authority issuing planning permit on maximum permissible FLOOR AREA RATIO (FAR) in addition to base FLOOR AREA RATIO (FAR) allowed as per bye-law 26.(1) (a) of these bye-laws and the premium charge payable at 8 times the processing fee. Additional FLOOR AREA RATIO (FAR) allowed under TOD & TDR shall be made available on payment as per premium Charge and that for EWS housing shall be as per fees payable for residential use

(c) Development fee for NOC for sale/ transfer/ sub-division of land is 1% of total value of land excluding the value of building, if the proposal is for transfer of land with building as fixed by D.C. Kamrup (Metro)/D.C., Kamrup which is to be paid after approval. However, a processing fee of Rs. 250/- to be paid with each application, which will be adjusted with the actual fee later-on-if-approved. In case of NOC for apartment/flat sale the 1% will be limited to extent of the value of the land component only.

Miscellaneous fees item	Rate of fees
(i) Duplicate copy of Permit	Rs. 10.00 per copy.
(ii) Certified copies of approved plan.	Rs. 20.00 per copy.
(iii) For furnishing copies of map.	Rs. 200.00 per copy.
(iv) Fees for revision of plan after approval	15% of the fees paid for original permit plus additional fees for additional area, if any.

(d) **Fees for Building Permit**:

(I) FOR RESIDENTIAL USE

Sl. No.	Type of Construction		Rate (Rs.)
1.	Residential	Assam Type with Bamboo wall	2.00 per sqm.
		Assam Type with Brick wall	5.00 per sqm.
2.	Residential R.C.C. Type	Ground floor	15.00 per sqm.
		Upper floors	20.00 per sqm.

(i) Application fees for re-erection of an existing building shall be same as for erection of a new building prescribed in (i) above.

(ii) Application fees for any addition or alteration of an existing building shall be same as for erection of a new building as prescribed in (i) above.

(II) FOR OTHER USES

Sl. No.	Type of Construction		Rate (Rs.)
1.	Commercial (4 times the rate of RCC residential) (This includes Nursing Home and Hospital, Marriage Hall, Community hall and Corporate Offices)	Ground floor	60.00 per sqm.
		Upper floor	80.00 per sqm.
2.	Industrial, Godown & Warehouses (8 times the rate of RCC residential)	Ground floor	120.00 per sqm.
		Upper floors	160.00 per sqm.
3.	Apartment, School, Semi Govt. undertaking, religious Institutions and other uses (Two times the rate of RCC residential building)	Ground floor	30.00 per sqm.
		Upper floors	40.00 per sqm.

In case of fee for uses not listed above, the Authority may decide the fees to be fixed considering the similar nature of uses.

(III) (A) In calculating the total floor area for determining the fees, fraction of Sq. meter, if any, shall be rounded to next higher integer.

(B) Permit fees for a Filling Station - Rs. 25,000.00/- + Construction fees as prescribed above.

(C) Application fees for Cinema, Theatre, Multiplex etc.—
Rs. 25,000.00/- + Construction fees as prescribed above.

(D) (i) Application fee for transmission tower - Rs. 25,000.00/-

(ii) Application fee for bridge-

(a) Wooden/Bamboo bridge for pedestrian -Rs.1000/-Lump sum

(b) Wooden bridge for vehicular traffic

(c) R.C.C. foot bridge for vehicular traffic -Rs. 10,000/-

(d) R.C.C. foot bridge -Rs. 5000/-

(E) Application fees for erection of R.C.C. or brick compound-walls:—
Iron grill or wire netting fencing with iron or R.C.C. brick columns shall be charged Rs. 1000.00 per hundred R.M. of length or part thereof. For brick R.C.C. the rate shall be Rs. 2000.00 per hundred R.M. of length or part thereof.

(F) Application fees for development of site including earth filling-shall-be-as-under-

(a) For residential, public and semi public, institutional etc. the rate of fees shall be Rs. 1000.00 per unit as per Zoning Plan subject to a minimum of Rs.—500.00.

(b) For commercial, industrial, etc. the rate of fees shall be Rs. 2000.00 per unit as per Zoning Plan subject to minimum of Rs. 2000.00.

(G) Fees for NOC for Electric Connection- Rs. 50/- for each application.

(H) Fees for appeal to the Authority:—

(i) Fees for appeal for residential building of any type Rs. 100.00 on flat rate basis.

(ii) Fees for nonresidential building Rs. 200.00 on flat rate basis.

(iii) Fees for cinema, theatre Rs. 1000.00 on flat rate basis.

(iv) Fees for filling station etc. Rs. 1000.00 on flat rate basis.

(I) Fee for proof checking of Structural Design Basic Report (SDBR) and proof checking of structural design as per Chapter- V may be fixed by Authority separately.

(2) RENEWAL PERMISSION FEE:

Miscellaneous fees item		Rate of fees
(i)	Renewal of building permission *	15% of the fees paid for the original permit.
(ii)	Duplicate copy of NOC	Rs. 10.00 per copy.
(iii)	Certified copies of approved plan.	Rs. 20.00 per copy.
(iv)	For furnishing copies of map.	Rs.200.00 per copy.
(v)	Fees for revision of plan after approval	15% of the fees paid for original permit plus additional fees for additional area, if any.

* If renewal is not applied within the validity period 15% of the renewal fee per annum will be realized.

(3) Stacking of any building material in Govt. land/road will be fined by the Authority as given below ;-

(a) Rs. 5000.00 per Sq. Metres of covered area of the plot / day.

(4) The fee for structural design review panel for proof checking of designs and other construction management work etc. will be as per size and complexity of the project and will have to be borne by the-applicant.

(5) Penal charge for non-erection of Display Board shall be Rs. 500/-.

(6) Security deposit (non-interest bearing) shall be Rs. 50/- per sq.m. subject to a maximum of Rs. 5 lakhs.

(7) A builder shall declare the cost of construction of building while submitting the application for construction and such fee/cess as provided in The Building and Other Construction Workers WelFloor Area Ratio (FAR)e Cess Rules, 1998 (as amended) shall be deposited to the Authority before receipt of NOC for construction.

(8) Rates for compounding compoundable items:

(1) For building built prior to 1998

(i) Five times the rate of normal permission fees for residential, public & semi public, institutional, educational buildings.

(ii) Ten times the rate of normal permission fees for commercial apartment, industrial & similar buildings.

(2) For buildings built after 1998 upto 2006

(i) In addition to the rates prescribed in (1), the normal building permission fees will be charged.

N.B.: For incomplete building, the regularization fees to be computed on pro-rata basis.

(3) Rates for deviation of the Building Bye laws other than non-compoundable items specified in (i) of Appendix–III shall be compounded at following rates for building constructed upto 2006

(i) Rs. 500.00/sq. metres. of area to be compounded for residential, public & semi public and educational buildings.

(ii) Rs. 3000.00/Sq. metres. of area to be compounded for commercial, apartment, industrial building.

N.B:

(i) 5% escalation charge /year will be added for buildings constructed after 2006.

(ii) The buildings not covered specifically under above categories shall be compoundable as decided by the Authority considering the merit of each case.

(iii) Residential & non residential buildings:

Upto 0.15metres	-	No penalty
Above 0.15 metres to 0.3 metres	-	Rs. 100.00 per sq. metres.

If a building has more than one violation the total regularisation fee will be calculated after considering each violation separately as per these provisions

(4) Violation Penalty: — Not exceeding Rs. 1000/- per day and shall be imposed after the day of his first conviction.

(5) ANNUAL RATE OF LICENSE/ ENROLMENT FEES OF TECHNICAL PERSONNEL:

a) Rs. 5000.00 (Rupees Five Thousand) only per year.

b) Rs. 3000.00 (Rupees Three Thousand) only for a single Multistoreyed commercial building, apartment, residential and others.

(9) Betterment Charge:— Betterment charge shall be realized on construction in a plot of land exceeding 2000 m2 @0.25% of the total cost of construction.

(10) The State Government may revise the rates as mentioned in the Schedule-I from time to time.

(11) Charges for premium FLOOR AREA RATIO (FAR) shall be exempted for affordable housing projects.

(12) The royalty of minor minerals, to be used in various types of buildings shall be collected and deposited by the competent Authority as per the Assam Minor Mineral Concession (Amendment) Rules, 2021 published vide notification No.

SCHEDULE – II

CHECK LIST OF DOCUMENTS TO BE ACCOMPANIED WITH APPLICATION FORM FOR PLANNING AND BUILDING PERMIT

(See Sec. 4 (1))

1.	Trace map of the proposed site indicating the Dag No., Patta No., Revenue Village, Mouza and the Town of the concerned District.
2.	A key plan of the area showing natural channels, drains, roads and landmarks.
3.	A site plan drawn to a minimum scale 1:200 with detailed schedule of the plot.
4.	A building plan accurately drawn in a minimum scale of 1:100 with dimensions in meters.
5.	Form 11, Form 24 and Form 25 duly signed by the concerned Registered Technical Person (RTP) and countersigned by the applicant.
6.	A certificate of supervision in form 8, Form 9 and Form 10
7.	Form 7 in the case of buildings Ground + 3 floors and above.
8.	An undertaking signed by the land owner or Power of Attorney Holder or Builder or Promoter or the Applicant, as per Appendix – V of the byelaws.
9.	The party/applicant should submit an affidavit along with the application form declaring the following : (a) Particulars of land, (b) Ownership of land, (c) That they shall construct the building as per approved plan, (d) They shall submit completion certificate prior to obtaining electric connection, (e) That applicant will not occupy the building without obtaining the occupancy certificate (f) They shall not change the Registered Technical Person (RTP) during the construction period without prior notice to the Authority, and if the change has taken place the new Registered Technical Person (RTP) /applicant has to fulfill all the formalities completed by the earlier Registered Technical Person (RTP).
10.	The up to date property tax paid receipt to be submitted; in case of existing building/structure, if any.
11.	Service Plan showing provisions of all the services as provided in the byelaws.
12.	Detailed parking plan in appropriate scale.
13.	Ownership document of land.
14.	Processing fee and building permit fee as prescribed in Schedule-I of the byelaws.
15.	Any other document that the applicant feels necessary for consideration by the Authority.

SCHEDULE – III

CHECK LIST OF DOCUMENTS TO BE ACCOMPANIED WITH APPLICATION FORM FOR LAND SALE/TRANSFER/SUB DIVISION PERMISSION

(See Sec. 4 (2))

1.	Land sale permission of Deputy Commissioner.
2.	Particulars of land document and ownership of land.
3.	All layout plans before submission to Authority shall be signed by owner(s) and by one of the following :- (a) Architect holding a valid registration of the Council of Architect / Registered Technical Person not below a Graduate Civil Engineering/Town Planner of Guwahati Metropolitan Development Authority or Guwahati Municipal Corporation for layout plan of plots of measuring more than 0.5 HA and below 2.5 HA wherever applicable; (b) Architect holding a valid registration of the Council of Architecture of Guwahati Metropolitan Development Authority or Guwahati Municipal Corporation for layout plan of plots measuring 2.5 HA and above wherever applicable. (c) Town Planner qualified to be a member with Institute of Town Planners, India for plots measuring 2.5 HA and above wherever applicable; (d) In all layout plans a minimum of 5% of the land is to be reserved for parks/playgrounds. This land has to be handed over to Authority for its development as parks/playgrounds free of cost wherever applicable;
4.	Any other documents/declaration that authority may require.
5.	Development fee as prescribed in Schedule-I.
6.	Any other document that the applicant feels necessary for consideration by the Authority.

SCHEDULE – IV

GOVERNMENT OF ASSAM
DEPARTMENT OF HOUSING AND URBAN AFFAIRS
DISPUR: ASSAM

ASSAM STATE POLICY FOR GRANT OF TRANSFERABLE DEVELOPMENT RIGHTS

1. TRANSFERABLE DEVELOPMENT RIGHTS

Transferable Development Rights (TDR) is a compensation in the form of Floor Area Ratio (FLOOR AREA RATIO (FAR)) or Development Rights which shall entitle the owner for construction of a built-up area subject to provisions in this Policy. This FLOOR AREA RATIO (FAR) credit shall be issued in a certificate which shall be called as *Development Right Certificate* (DRC).

Development Rights Certificate (DRC) shall be issued by Authority and endorsed thereon in writing in figures and in words, the FLOOR AREA RATIO (FAR) credit in square meters of the built-up area to which the owner or lessee is entitled, the place from where it is generated, and the rate of that plot as prescribed in the Circle Rates issued by the Revenue Department for the concerned year. Such Development Rights Certificate (DRC) will be issued by the Authority.

Authority shall mean Development Authorities and where there is no Development Authority, Authority as defined in the Assam T&CP Act shall apply.

Trading or Transfer of TDR shall be limited to the boundary of the Master Plan Area.

2. CASES ELIGIBLE FOR TRANSFERABLE DEVELOPMENT RIGHTS (TDR) :

Compensation in terms of *Transferable Development Rights* (TDR) shall be permissible for-

i. Lands under various reservations for public purposes, new roads, road widening etc. which are subjected to acquisition, proposed in Draft or Final Master Plan, prepared under the provisions of the Assam Town and Country Planning Act, 1959 or GMDA Act;

ii. Lands reserved for the purpose of development of public amenities, solid waste processing sites, Septage management site, site for water supply under any Regulation or as reserved in Master Plan prepared as per the provisions of Assam Town and Country Planning Act, 1959 or GMDA Act 1985 or GMC Act 1969 or Assam Municipal Act 1956.

iii. Unutilized FLOOR AREA RATIO (FAR) of any structure or precinct which is declared as a Heritage structure under any Regulations or as marked in the Master Plan.

iv. In lieu of constructing Affordable Housing.

v. Conservation or restricted area zones as earmarked in the Master plans prepared under Assam Town and Country Planning Act, 1959 or GMDA Act 1985, will be treated as TDR emanating zones only.

vi. Plots falling under Water bodies will get the benefit of TDR and thereafter, the ownership of the plot will directly be transferred to the Government and will be treated as TDR emanating zones only.

vii. All zones in Master Plan shall be TDR emanating zones and Zones except restricted area zones, conservation zones, water bodies where development is not allowed shall be TDR receiving zones or as earmarked in the master plan.

3. CASES NOT ELIGIBLE FOR TRANSFERABLE DEVELOPMENT RIGHTS (TDR) :

It shall not be permissible to grant *Transferable Development Rights* (TDR) in the following circumstances: -

i. For earlier land acquisition or development prior to notification of this policy.
ii. If the compensation in the form of FLOOR AREA RATIO (FAR) / or by any means has already been granted to the owner.
iii. Where lawful possession by mutual agreement /or contract has been taken by the Government.
iv. Beyond the jurisdiction of the Master Plan Area.

4. GENERATION OF THE TRANSFERABLE DEVELOPMENT RIGHTS (TDR) :

4.1. Transferable Development Rights (TDR) against surrendered land: -

4.1.1. For Surrender of the land which is free of cost and free from all encumbrances, the owner shall be entitled to TDR or DR irrespective of the FLOOR AREA RATIO (FAR) permissible in the area at the rate as given below: -

AreaDesignatedonMaster plan	**EntitlementforTDR/DR**
Non-CBD Area	**2times**theareaofsurrendered Land
CBDArea	**3times**theareaofsurrendered Land

Note: CBD Area: Central Business District (CBD) is that part of the city that contains the principal commercial streets. The area is characterized by a concentration of

commercial land use with a high number of commercial offices, retail shops, and services such as finance and banking. The CBD area shall be marked in the master Plan or as notified by the Authority.

(Explanation: Above entitlement may also be applicable to the owner as compensation paid in the form of FLOOR AREA RATIO (FAR) to the owner to be utilised on unaffected part of the same land parcel and in such cases the procedure of DRC shall not be insisted.)

(a) Provided that, if leveling of land and construction/erection of the compound wall/fencing as per Clause No. 4.1.2 to the land under surrender is not permissible as per the prevailing Development Control Regulations, the quantum of TDR shall be reduced to 1:1.85 and 1:2.85 in the non-CBD area and CBD area respectively.

(b) Provided also that Additional / incentive *Transferable Development Rights* (TDR) to the extent of 10%, 8%, 5% and3% of the surrendered land area shall also be allowed to the land owners who submit the proposal for grant of *Transferable Development Rights* (TDR) within 1, 2,3 years and 5 years from this notification respectively.

(c) The TDR shall be increased by 10% if used for construction of Affordable Housing. Affordable Housings are those as defined in existing building rules/bye-laws, subject to a ceiling of maximum FLOOR AREA RATIO (FAR) of 325.

4.1.2. DRC shall be issued only after the land is surrendered to the Authority, free of cost and free from encumbrances, and after constructing/erecting a brick/stone wall up to 0.60 metre above ground level, at the cost of the owner and to the satisfaction of the Authority, p*rovided that*, if on certain lands such construction/erection of compound wall/fencing is prohibited or restricted by any Regulation, then the quantum of *Transferable Development Rights* (TDR) shall be reduced as prescribed in the proviso to Clause 4.1.1(a).

4.1.3. If any contiguous land of the same owner/developer, in addition to the land under surrender for which Transferable Development Rights (TDR) is to be granted, remains unbuildable, the Authority may grant *Transferable Development Rights* (TDR) for such remaining unbuildable land also, if the owner/developer hands it over free of cost and free from all encumbrance and encroachment. If such land forms a part of the proposed roads then such land shall be utilised for road side parking, garden, open space or road side amenities including bus bays, public toilets or any compatible use as the Authority may decide and if such land is from the proposed reservation then same shall be included in such proposed reservation and shall be developed for the same purpose. The Authority shall quarterly report such cases to Government.

5. UTILISATION OF TRANSFERABLE DEVELOPMENT RIGHTS (TDR) :

5.1. A holder of DRC who desires to use FLOOR AREA RATIO (FAR) credit therein on a particular plot of land shall attach valid DRCs to the extent required with his application for development permission. Proposal for *Transferable*

Development Rights (TDR) utilisation shall be submitted along with the documents as may be prescribed by the Authority or by the Government from time to time.

5.2. The DRCs shall be issued by the Authority in multiple of 100 sqm. and 5 sqm. Sum total of all the DRCs issued shall be the eligible DRC granted to the owner, rounded to the nearest unit of 5 sqm. With an application for development permission, where an owner seeks utilisation of DRC, he shall submit the DRC to the Authority in multiple numbers to the extent of area proposed to be utilised.

5.3. The *Transferable Development Rights* (TDR) generated from any land shall be utilised on any receiving plot anywhere in CBD or non-CBD area earmarked on the Master Plan but subject to restrictions if any as per the Zoning regulations. The equivalent quantum of *Transferable Development Rights* (TDR) to be permitted on receiving plot shall be governed by the formula given below: -

Formula: **X = (Rg/Rr) x Y**
Where,
X = Permissible Utilisation of TDR/DR in sqm on receiving plot
Rg = Rate for land in Rs. per sq.m. as per Circle Rate of generating plots in generating year
Rr = Rate for land in Rs. per sq.m. as per Circle Rate of receiving plot in generating year
Y = TDR debited from DRC in sq.m.

Base	Existing	Plot Size (Sq m/ Bigha /Katha)									
FLOOR AREA RATIO (FAR)	Road										
	Width (m)	Plot Size up to 670 sq m (2.5 K)		Plot Size above 670 sq m up to 1338 sq m (2.5 K- 1 B)		Plot Size above 1338 sq m up to 6690 sq m (1B-5 B)		Plot Size above 6690 sq m (5 B) upto 13380 (10B)		Plot Size above 13380 sqmt(5B)	
		AREA RATIO	Max TDR Loading	AREA RATIO	Max TDR Loading	AREA RATIO	Max TDR Loading	AREA RATIO	Max TDR Loading	AREA RATIO	Max TDR Loading
100	Above 3.6 upto 4.5	125	0	125	0	125	0	125	0	125	0
125	Above 4.5upto 6.6	125	0	125	0	125	0	150	0	150	0
150	Above 6.6 upto 8.0	150	0	160	0	175	0	175	0	175	0
150	Above 8.0 upto 15	150	0.2	175	0.4	225	0..4	225	0..4	275	0..4
160	Above 15	175	0.3	200	0.5	250	0.5	275	0.5	300	0.5

5.4. **Utilisation of Transferable Development Rights (TDR) and Road Width Relation: -**

5.4.1. Notwithstanding anything contained in any Policy, the total maximum permissible built-up area and utilisation of *Transferable Development Rights* (TDR) on receiving plot shall be, subject to the road width, as prescribed below:

5.4.2 Condition of utilisation of TDR.

i. The maximum permissible TDR that can be utilised on any plot, provided that specific area-based restriction on the maximum permissible utilisation limit prescribed by Zoning Regulations shall remain in force, like Heritage zone, Green belt areas.

ii. FLOOR AREA RATIO (FAR) loading limit on such plot (Maximum Building potential) shall be the Base FLOOR AREA RATIO (FAR) +Premium FLOOR AREA RATIO (FAR)+ TDR + Additional FLOOR AREA RATIO (FAR) if any. The additional FLOOR AREA RATIO (FAR) except for Base FLOOR AREA RATIO (FAR) shall be granted on payment of charges at the rate of Premium FLOOR AREA RATIO (FAR) as per the existing bye-laws. The sum total of permissible FLOOR AREA RATIO (FAR) on any plot shall be limited to 325.

iii. The quantum of maximum permissible TDR loading mentioned above shall include slum TDR (wherever applicable) and DRC generated from such slum land and/or DRC generated from other locations shall be limited to the permissible limit mentioned above.

iv. If a plot is situated on an internal road having a dead end within 50 mt. from the main road, then such plot shall be treated as fronting on the main road for the purpose of utilisation of TDR.

5.4.2.The additional FLOOR AREA RATIO (FAR) assigned for Affordable Housing Scheme, Urban Renewal Scheme, etc. as provided in existing building rules/bye-laws shall be in addition to the maximum permissible FLOOR AREA RATIO (FAR), however, the sum total of all FLOOR AREA RATIO (FAR) shall be limited 325 on a plot.

5.4.3.**Areas Restricted from Utilisation of Transferable Development Rights (TDR)**: -

Utilisation of *Transferable Development Rights* (TDR) shall not be permitted in the following areas: -

i. Agricultural / no development / Green Belt zone / Eco Zones/ Water bodies/ Heritage zones in the Master Plan. These areas shall be treated exclusively as TDR emanating zones.

ii. Area within the flood control line or flood prone areas as specified in the Master Plan or Specified by the Water Resource Department.

iii. Where the permissible basic Zonal FLOOR AREA RATIO (FAR) is 50 or less.

iv. Area having developmental prohibition or restrictions imposed by any notification issued under the provisions of any Central/State Act or under any Regulations.

6. GENERAL STIPULATION: -

6.1. DRC shall be issued by the Authority (As defined in the Town and Country Planning Act and GMDA Act) as certificates in value of 100 sqm. and 5 sqm.

printed in an appropriate form as prescribed by the Authority. Such a certificate shall be a "transferable and negotiable instrument". All transactions relating to transfer or utilisation of DRC shall be recorded at the reverse body of the DRC.

6.2. The Authority shall issue DRC or reject the issuance of DRC within a period of 30 days from the date of application.

6.3. **Transfer of DRC-**

6.3.1. The Authority shall allow transfer of DRC in the following manner-

i. In case of death of the holder of DRC, the DRC shall be transferred only on production of the documents as may be prescribed by the Government from time to time, after due verification and satisfaction regarding title and legal successor.

ii. If a holder of DRC intends to transfer it to any other person, he shall endorse the transfer at the reverse body of the DRC indicating the name of the Transferee. The transaction shall be done under the signature of both Transferor and Transferee.

iii. If a holder of DRC intends to transfer it to any other person, he shall endorse the transfer at the reverse body of the DRC indicating the name of the Transferee. The transaction shall be done under the signature of both Transferor and Transferee, the Certificate shall be available for use only to the holder/transferor. A record of DRC indicating transferred TDR shall be maintained by Government in a digital platform and shall be entered by the Transferor of the DRC online. A sum of Rs. 500 (Rupees Five Hundred) only shall be paid to the authority as transaction fee.

6.4. The Authority may refrain the DRC holder from utilizing the DRC in the following circumstances: -

i. Under direction from a competent Court.

ii. Where the DRC is obtained

a) by producing fraudulent documents

b) by misrepresentation of facts.

c) For misrepresentation of facts penal provisions as provided in Assam Town and Country Planning Act, 1959 / GMDA Act 1985 / existing building rules/bye-laws, shall apply.

6.5. Any DRC may be utilised on one or more plots or lands whether vacant, or already developed fully or partly by erection of additional storeys, or in any other manner consistent with the prevailing Master Plan and existing building rules/bye-laws.

6.6. Additional constructions shall be allowed on existing or under-construction buildings with the additional FLOOR AREA RATIO (FAR) under this policy.

In such a case, the parking norms will have to be fulfilled. Such benefits on under-construction developments shall be allowed only after the production of a structural stability certificate of the proposed construction from Civil engineering Department of IIT/NIT/Govt. Engineering Colleges. Additional constructions allowed on existing building shall be limited to one additional storey.

6.7. The Setbacks of the building – the existing setbacks including front setback may be allowed for higher floor/floors and necessary relaxation to that extent may be granted by the Authority subject to compliance of all fire requirements and fire NOCs. In any case existing approved setbacks shall not be reduced.

7. APPLICABILITY OF THIS POLICY: -

i. This Policy shall come into effect from the date of publication of this Notification in the Official Gazette.

ii. The policy shall extend to the master plan areas of whole of Assam except for areas under Autonomous Districts, provided that if any District Council desires that all or any of the provisions of this Policy should apply to the Autonomous District concerned, a notification may be issued to that effect and this Policy shall then extend to that Autonomous District subject to such exceptions or modifications as may be specified in the notification.

SCHEDULE-V

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
DISPUR: GUWAHATI: ASSAM

Assam State Transit Oriented Development (TOD) Policy

1. Background

1.1. Urbanization has led to horizontal growth of the cities thus creating problems of urban sprawl. This has resulted in increase in trip lengths and higher usage of private vehicles, problems of pollution, and increased demand for infrastructure. To address these issues, many cities have strengthened their public transport by developing mass rapid transit systems (MRTS) such as metro rails and Bus Rapid Transit Systems (BRTS). It is, however, important to efficiently use these systems by integrating the land use with the transport infrastructure to make the cities liveable, healthy and smart.

2. Transit Oriented Development (TOD)

2.1. Transit Oriented Development is essentially any development, macro or micro that is focused on the integration of land use and transport planning and aims to develop planned sustainable urban growth centres, having walkable and liveable communes with high density mixed land-use. Citizens have access to open green and public spaces and at the same time transit facilities are efficiently utilised.

2.2. TOD increases the accessibility of the transit stations by creating pedestrian and Non-Motorised Transport (NMT) friendly infrastructure that benefits large number of people, thereby increasing the ridership of the transit facility and improving the economic and financial viability of the system. Since the transit corridor has mixed land-use, where the transit stations are either origin (housing) or destination (work), the corridor experiencing peak hour traffic in both directions would optimize the use of the transit system.

2.3. The primary goals of TOD are to –

(i) Reduce/discourage private vehicle dependency and induce public transport use – through design, policy measures and enforcement.

(ii) Provide easy public transport access to maximum number of people within walking distance – through densification and enhanced connectivity.

3. TOD Zones

3.1. In order to ensure optimum utilization of scarce land resources and to provide opportunities for restructuring through Mixed Land-use along the Mass Transit corridors, Transit oriented Development (TOD) will be allowed. TOD Zones will be the area in immediate vicinity of the mass transit stations, i.e. within a walking distance and also well integrated with bicycle, feeder and transit networks. TOD Zones shall be demarcated in the Master Plan describing overall objective, Land-use and Transport strategy, provisions, and incentives for promotion of TOD.

3.2. The TOD Zone shall be designated up to 800 meters in diameter around which MRTS or BRTS stations are proposed. This 800 meters proposed TOD Zone has

been bifurcated as under, for the purpose of the developments proposed to be carried out –

(a) Intense TOD Zone : The first 500 meters

(b) Transition TOD Zones : Between 500 to 800 meters

It is to be clarified that 800 meters will be calculated from the boundaries of the MRTS or BRTS stations.

3.3. In areas, where there are no MRTS or BRTS corridors or stations exists, the TOD Zones shall be designated as 200 meters on either side of the Bus Transit System or as demarcated in the Master Plan.

4. High Density Compact Development

4.1. TOD promotes densification in the influence area by providing higher Floor Area Ratio (FLOOR AREA RATIO (FAR)) to support higher population and job density as compared to the area around and beyond the TOD Zone. FLOOR AREA RATIO (FAR) in the Intense TOD zone and Transition TOD Zone shall be additional 40% and 30% respectively on the maximum permissible FLOOR AREA RATIO (FAR). FLOOR AREA RATIO (FAR) in other public transit corridors shall be 40 % of the maximum permissible FLOOR AREA RATIO (FAR) of the zone, subject to a capping of maximum FLOOR AREA RATIO (FAR) of 400, including all. However maximum FLOOR AREA RATIO (FAR) in all the TOD zones shall not exceed 400. This will promote higher concentration of people within the walking distances of transit station, thereby increasing the ridership of the public transport and resulting in increased Floor Area Ratio (FAR)e revenue, pollution and congestion reduction.

Detail calculation of additional FLOOR AREA RATIO (FAR) and break-up of maximum FLOOR AREA RATIO (FAR) allowed against different uses and other details are given below,-

Let,

A. For Intense Zone –

Base FLOOR AREA RATIO (FAR) as specified in Bye Law = ***A***

Premium FLOOR AREA RATIO (FAR) as specified in Bye Law = ***B***

Additional FLOOR AREA RATIO (FAR) = ***C*** = ***40% of (A+B)***

TDR FLOOR AREA RATIO (FAR) as per TDR Policy = ***D***

Total FLOOR AREA RATIO (FAR) allowable in TOD = ***M*** = ***(A+B+C+D) which shall not exceed FLOOR AREA RATIO (FAR) 400***

B. *For Transition Zone –*

Base FLOOR AREA RATIO (FAR) as specified in Bye Law = ***A***

Premium FLOOR AREA RATIO (FAR) as specified in Bye Law = ***B***

Additional FLOOR AREA RATIO (FAR) = ***C*** = ***30% of (A+B)***

TDR FLOOR AREA RATIO (FAR) as per TDR Policy = ***D***

Total FLOOR AREA RATIO (FAR) allowable in TOD = ***M*** = ***(A+B+C+D) which shall not exceed FLOOR AREA RATIO (FAR) 400***

4.2. Additional FLOOR AREA RATIO (FAR) allowed in plot more than 2000 sq.m abutting a road of 10m subject to maximum 400 FLOOR AREA RATIO (FAR)

4.3. Any FLOOR AREA RATIO (FAR) over and above the base FLOOR AREA RATIO (FAR) shall be treated as premium FLOOR AREA RATIO (FAR) and shall be charged at the rates as provided in the building bye-laws. The revenue shall be deposited in TOD fund for augmentation of infrastructure in TOD Zone. The TOD account shall be with the Development Authority.

4.4. TDR shall be applicable to TOD zones for densification but shall be limited to FLOOR AREA RATIO (FAR) 400 in total.

4.5. No Compound wall/ Fencing shall be permissible on the boundary of the plot facing the road and 50% front marginal distance (subject to a minimum of 3.0 meters) shall be kept accessible to the pedestrians. However, it shall be

permissible for the applicant to construct/erect fencing on the receded boundary, after leaving the space for pedestrians as specified above.

4.6. Wholesale stores, car dealer showrooms, warehouses, storages, auto service centres, Garages, etc. shall not be eligible for benefits under this TOD policy.

4.7. In case of independent unit/ Bungalow for self-use, such development/ Redevelopment may be allowed within permissible FLOOR AREA RATIO (FAR) as per the existing Building Bye-laws. The benefits of enhanced FLOOR AREA RATIO (FAR) provided under TOD Zones shall not apply.

4.8. Encourage amalgamation and reconstitution of plots for utilization of higher FLOOR AREA RATIO (FAR) with allowing incentives such as no charges for approval of plans, etc.

4.9. If minimum of 50% of a plot area or amalgamated plot falls within the transit corridor or influence area of the identified nodes it will qualify for the TOD benefits.

4.10. Higher FLOOR AREA RATIO (FAR) permissible along the Transportation Corridors and around the nodes as specified will not be allowed in areas identified as Eco-Sensitive Zone, Eco-Zone, Green Belt, as notified in the Master Plan and also in the notified hills and water bodies, even if these areas come under the Transport corridor or influence area of the identified nodes.

4.11. In case of any dispute on interpretation of this policy, decision of the authority shall be considered as final.

5. Diversity

5.1. TOD zone shall be designated as mixed-use zone. Transit stations shall be classified based on typologies and mix of land-use that optimises level of density shall be encouraged. The land use such as mixed land-use, affordable housing, employment nodes and recreational facilities/malls shall be encouraged to support TOD. The land-use such as low density housing, free parking and surface/multi-level parking, petrol pumps/CNG stations, automobile garages,

warehouses and cremation grounds that does not support TOD shall be discouraged.

5.2. Mixed land-use integrated development shall be promoted for plot area more than 2000 sq. m. (with combination of housing for various income strata, commercial development, road and other infrastructure). In such developments, maximum 50% shall be allocated for Non-Residential (Commercial, Public and Semi Public and Institutional), and 50% as per existing zoning. In any zone, minimum 30% shall be reserved for residential purpose. Charges for premium FLOOR AREA RATIO (FAR) shall be exempted for affordable housing projects.

5.3. The mixed-use development has to mandatorily incorporate affordable housing and open spaces/circulation areas. In order to promote affordable housing, out of the 30% of residential use, a minimum of 30% of the built-up area shall be utilized for EWS and LIG housing up to 66 sq. m. built-up area in the TOD Zones.

5.4. Open space is critical to offset the impact of dense mixed-use developments and improve the environment and quality of life. Regulations may be framed to mandate the developer to allocate at least 10% of the land abutting the road for plot sizes more than 2500 sq.m. for the development of parks or open public spacesthat are accessible to the general public subject to fulfilling the provision at Sl. No. 4.4 whichever is more.

6. Destination Accessibility

6.1. In order to improve the destination accessibility, roads along the mass transit corridors and other public transport corridors shall have a minimum ROW of 24 m. At least one road on each side of the station which acts as a feeder road shall have a minimum ROW of 10m. The alignment, ROW and influence zones for Bus Rapid Transit System, Metro Rail Transit System and Bus Transit System shall be marked in each Master Plan of a Town. In TOD influence zones "Urban Design Layouts" shall be prepared.

6.2. High frequency feeder services in terms of regular buses, mini buses, mini vans shall be provided by transit agencies depending upon the commuter demand.

6.3. "Park and Ride" facilities shall be developed within station area for all the transit stations. Larger park and ride facilities shall be developed at terminal stations as well as stations at outskirts where availability of land is not a major constraint. Concessional parking rates for bicycle parking shall be adopted to promote the use of bicycles as an access mode to transit.

6.4. Direct walking paths to be provided to transit stations without any detour e.g. walking paths through parks, and exclusive skywalks from major trip generators such as malls.

7. Demand Management

7.1. There is a need to increase the supply of paid off-street parking facilities at strategic locations to contain the tendency of on-street parking. Shared parking shall be developed at depots, terminals and multi-modal hubs etc. Parking norms as per the existing building bye laws shall apply.

7.2. Regulation of hawkers is important to reduce the encroachments which obstruct the free flow of pedestrian and vehicular traffic through demarcation of hawker zones into red zone where hawkers are not permitted at all times, amber zone where hawkers are permitted during certain period of time. and green zone where hawkers are permitted all the time. The ULB shall issue the licenses with small fees to regulate the number of hawkers.

8. Applicability, Fee and Charges

8.1. Additional constructions shall be allowed on under-construction buildings but not on completed existing buildings, with the additional FLOOR AREA RATIO (FAR) under this policy. In such a case, the parking norms will have to be fulfilled. Such benefits on under-construction developments shall be allowed only after production of a structural stability certificate of the proposed constructions from Civil Engineering Departments of IIT/NIT/Government Engineering colleges. The additional floor allowed in such building shall be limited to one additional storey.

8.2. The Setbacks of the building – the existing setbacks including front setback may be allowed for higher floor/floors and necessary relaxation to that extent may be

granted by the Authority subject to compliance of all fire requirements and fire NOCs. In any case existing approved setbacks shall not be reduced.

8.3. The identification of any new corridors shall be done by the competent authority and the State Government will approve the corridor on the recommendation of the Director, Town and Country planning and the provisions of this policy shall be applicable to such areas.

8.4. All the fees and charges collected shall be in the form of 'Infrastructure Augmentation Charges' and to be kept in the separate head of account as 'Infrastructure Development Fund' (IDF) and the same shall be exclusively considered for development of TOD Zones and implementation of Transit System Projects. The Authority may work out their own formula for charging cost of providing higher FLOOR AREA RATIO (FAR) with approval of the State Government.

SCHEDULE-VI

Policy for Transit Oriented Development (TOD) Policy within Guwahati Metropolitan Area

1. Background

1.1. Urbanization has led to horizontal growth of the cities thus creating problems of urban sprawl. This has resulted in increase in trip lengths and higher usage of private vehicles, problems of pollution, and increased demand for infrastructure. To address these issues, many cities have strengthened their public transport by developing mass rapid transit systems (MRTS) such as metro rails and Bus Rapid Transit Systems (BRTS). It is, however, important to efficiently use these systems by integrating the land use with the transport infrastructure to make the cities liveable, healthy and smart.

2. Transit Oriented Development (TOD)

2.1. Transit Oriented Development is essentially any development, macro or micro that is focused on the integration of land use and transport planning and aims to develop planned sustainable urban growth centres, having walkable and liveable communes with high density mixed land-use. Citizens have access to open green and public spaces and at the same time transit facilities are efficiently utilised.

2.2. TOD increases the accessibility of the transit stations by creating pedestrian and Non-Motorised Transport (NMT) friendly infrastructure that benefits large number of people, thereby increasing the ridership of the transit facility and improving the economic and financial viability of the system. Since the transit corridor has mixed land-use, where the transit stations are either origin (housing) or destination (work), the corridor experiencing peak hour traffic in both directions would optimize the use of the transit system.

2.3. The primary goals of TOD are to –

(iii) Reduce/discourage private vehicle dependency and induce public transport use – through design, policy measures and enforcement.

(iv) Provide easy public transport access to maximum number of people within walking distance – through densification and enhanced connectivity.

3. TOD Zones

3.1. In order to ensure optimum utilization of scarce land resources and to provide opportunities for restructuring through Mixed Land-use along the Mass Transit corridors, Transit oriented Development (TOD) will be allowed. TOD Zones will be the area in immediate vicinity of the mass transit stations, i.e. within a walking distance and also well integrated with bicycle, feeder and transit networks.TOD Zones shall be demarcated in the Master Plan describing overall objective, Land-use and Transport strategy, provisions, and incentives for promotion of TOD.

3.2. The TOD Zone designated up to 800 meters in and around theMRTS, BRTS or Transit Stationsis proposed.It is to be clarified that in general 800 meters will be calculated from the boundaries of the MRTS or BRTS stations. For transit corridors along MRTS or BRTS, TOD zones shall be designated as 100-200 meters on either side of the corridors, barring restricted areas as per provisions of Master Plan.

3.3. In areas, where there are no MRTS or BRTS corridors or stations exists, the TOD Zones shall be designated as 100 -200 meters on either side of the Bus Transit System/ Transit Corridors as demarcated in the Master Plan based on physical condition, trend of development , availability of land.

4. High Density Compact Development

4.1. TOD promotes densification in the influence area by providing higher Floor Area Ratio (FLOOR AREA RATIO (FAR)) to support higher population and job density as compared to the area around and beyond the TOD Zone. FLOOR AREA RATIO (FAR) in the TOD zone in transit corridors along MRTS or BRTS or other public transit corridors, and nodes,as mentioned above shall be additional 40% on the maximum permissible FLOOR AREA RATIO (FAR)of the zone/plot, subject to a capping of maximum FLOOR AREA RATIO (FAR) of 400, including all. However maximum FLOOR AREA RATIO (FAR) in all the TOD zones shall not exceed 400. This will promote higher concentration of people within the walking distances of transit station, thereby increasing the

ridership of the public transport and resulting in increased Floor Area Ratio (FAR)e revenue, pollution and congestion reduction.

Detailed calculation of additional FLOOR AREA RATIO (FAR) and break-up of maximum FLOOR AREA RATIO (FAR) allowed against different uses and other details are given below:

Let,

For Transit Zone –

Base FLOOR AREA RATIO (FAR) as specified in Bye Law = ***A***

Premium FLOOR AREA RATIO (FAR) as specified in Bye Law = ***B***

Additional FLOOR AREA RATIO (FAR) = ***C*** = ***40% of (A+B)***

TDR FLOOR AREA RATIO (FAR) as per TDR Policy = ***D***

Total FLOOR AREA RATIO (FAR) allowable in TOD = ***M*** = ***(A+B+C+D) which shall not exceed FLOOR AREA RATIO (FAR) 400***

Note1: Additional FLOOR AREA RATIO (FAR) is allowed in plot more than 2000 sq.m abutting a road of minimum 10m subject to maximum 400 FLOOR AREA RATIO (FAR)

4.2. Any FLOOR AREA RATIO (FAR) over and above the base FLOOR AREA RATIO (FAR) shall be treated as premium FLOOR AREA RATIO (FAR) and shall be charged at the rates as provided in the building bye-laws.

4.3. TDR shall be applicable to TOD zones for densification but shall be limited to FLOOR AREA RATIO (FAR) 400 in total.

4.4. No Compound wall/ Fencing shall be permissible on the boundary of the plot facing the road and 50% front marginal distance (subject to a minimum of 3.0 meters) shall be kept accessible to the pedestrians. However, it shall be permissible for the applicant to accessible to pedestrian. However, it shall be permissible for the applicant to construct/erect fencing on the receded boundary, after leaving the space for pedestrians as specified above.

4.5. Wholesale stores, car dealer showrooms, warehouses, storages, auto service centres, Garages, etc. shall not beeligible for benefits under this TOD policy.

4.6. In case of independent unit/ Bungalow for self-use such development/ Redevelopment may be allowed within permissible FLOOR AREA RATIO (FAR) as per the existing Building Bye-laws. The benefits of enhanced FLOOR AREA RATIO (FAR) provided under TOD Zones shall not apply.

4.7. Encourage amalgamation and reconstitution of plots for utilization of higher FLOOR AREA RATIO (FAR) with allowing incentives such asno charges for approval of plans, etc.

4.8. If minimum of 50% of a plot area or amalgamated plot falls within the transit zone or corridor or influence area of the identified nodes or corridors, it will qualify for the TOD benefits.

4.9. Higher FLOOR AREA RATIO (FAR) permissible along the Transportation Corridors and around the nodes as specified will not be allowed in areas identified as Eco-Sensitive Zone, Eco-Zone, Green Belt, as notified in the Master Plan and also in the notified hills and water bodies, even if these areas come under the TOD zone of Transport corridor or identified nodes.

4.10. In case of any dispute on interpretation of this policy, decision of the authority shall be considered as final.

5. Diversity

5.1. TOD zone shall be designated as mixed-use zone. Transit stations shall be classified based on typologies and mix of land-use that optimises level of density shall be encouraged. The land use such as mixed land-use, affordable housing, employment nodes and recreational facilities/malls shall be encouraged to support TOD. The land-use such as low density housing, free parking and surface/multi-level parking, petrol pumps/CNG stations, automobile garages, warehouses and cremation grounds that does not support TOD shall be discouraged.

5.2. Mixed land-use integrated development shall be promoted for plot area more than 2000 sq. m. (with combination of housing for various income strata, commercial development, road and other infrastructure). In such developments, maximum50% shall be allocated for Non-Residential (Commercial, Public and Semi Public and Institutional), and 50% as per existing zoning. In any zone, minimum 30% shall be reserved for residential purpose. Charges for premium FLOOR AREA RATIO (FAR) shall be exempted for affordable housing projects.

5.3. The mixed-use development has to mandatorily incorporate affordable housing and open spaces/circulation areas. In order to promote affordable housing, out of the 30% of residential use, a minimum of 30% of the built-up area shall be utilized for EWS and LIG housingup to 66 sq. m. built-up area in the TOD Zones.

5.4. Open space is critical to offset the impact of dense mixed-use developments and improve the environment and quality of life. Regulations may be framed to mandate the developer to allocate at least10% of the land abutting the road for plot sizes more than 2500 sq.m. for the development of parks or open public spaces that are accessible to the general public subject to fulfilling the provision at Sl. No. 4.4 whichever is more.

6. Destination Accessibility

6.1. In order to improve the destination accessibility, roads along the mass transit corridors and other public transport corridors shall have a minimum ROW of 24 m. At least one road on each side of the station which acts as a feeder road shall have a minimum ROW of 10m. The alignment, ROW and influence zones for Bus Rapid Transit System, Metro Rail Transit System and Bus Transit System shall be marked in each Master Plan of a Town. In TOD influence zones "Urban Design Layouts" shall be prepared.

6.2. High frequency feeder services in terms of regular buses, mini buses, mini vans shall be provided by transit agencies depending upon the commuter demand.

6.3. "Park and Ride" facilities shall be developed within station area for all the transit stations. Larger park and ride facilities shall be developed at terminal stations as well as stations at outskirts where availability of land is not a major constraint. Concessional parking rates for bicycle parking shall be adopted to promote the use of bicycles as an access mode to transit.

6.4. Direct walking paths to be provided to transit stations without any detour e.g. walking
paths through parks, and exclusive skywalks from major trip generators such as malls.

7. Demand Management

7.1. There is a need to increase the supply of paid off-street parking facilities at strategic locations to contain the tendency of on-street parking. Shared parking shall be developed at depots, terminals and multi-modal hubs etc. Parking norms as per the existing building bye laws shall apply.

7.2. Regulation of hawkers is important to reduce the encroachments which obstruct the free flow of pedestrian and vehicular traffic through demarcation of hawker zones into red zone where hawkers are not permitted at all times, amber zone where hawkers are permitted during certain period of time. and green zone where hawkers are permitted all the time. The ULB shall issue the licenses with small fees to regulate the number of hawkers.

8. Applicability, Fee and Charges

8.1. Additional constructions shall be allowed on under-construction buildings but not on completed existing buildings, with the additional FLOOR AREA RATIO (FAR) under this policy. In such a case, the parking norms will have to be fulfilled. Such benefits on under-construction developments shall be allowed only after production of a structural stability certificate of the proposed constructions from Civil Engineering Departments of IIT/NIT/Government

Engineering colleges. The additional floor allowed in such building shall be limited to one additional storey.

8.2. The Setbacks of the building – the existing setbacks including front setback may be allowed for higher floor/floors and necessary relaxation to that extent may be granted by the Authority subject to compliance of all fire requirements and fire NOCs. In any case existing approved setbacks shall not be reduced.

8.3. The identification of any new corridors shall be done by the competent authority and the State Government will approve the corridor on the recommendation of the Guwahati Metropolitan Development Authority (GMDA) and the provisions of this policy shall be applicable to such areas.

8.4. All the fees and charges collected shall be in the form of 'Infrastructure Augmentation Charges' and to be kept in the separate head of account as 'Infrastructure Development Fund' (IDF) and the same shall be exclusively considered for development of TOD Zones and implementation of Transit System Projects. The Authority may work out own formula for charging cost of providing higher FLOOR AREA RATIO (FAR) with approval of the State Government.

Sd/-

Chief Executive Officer,
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ABBREVIATION

CCTV	Close Circuit Television
CTI	Common Telecommunication Infrastructure
DoT	Department of Telecommunication
FTTx	Fiber to the X Fiber
	Fiber To The Home (FTTH)
	Fiber To The Premises (FTTP)
	Fiber To The Building (FTTB)
	Fiber To The Node (FTTN)
	Fiber To The Curb/Cabinet (FTTC)
GDP	Gross Domestic Product
IBS	In Building Solutions
ISP	Internet Service Provider
MBIT	Megabit
OFC	Optic Fiber Communication
QoS	Quality of Service
RWA	Residential WelFloor Area Ratio (FAR)e Association
TRAI	Telecom Regulatory Authority of India
TSP	Telecommunication Service Provider

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Guwahati : Printed and Published by the Director, Directorate of Printing & Stationery, Assam, Guwahati-21.
Extraordinary Gazette No. 1375 - 100 + 10 - 15 - 10 - 2022. (visit at– dpns.assam.gov.in)