GUWAHATI METROPOLITAN DEVELOPMENT AUTHORITY

GUWAHATI- 781005

NEW REVISED

BUILDING BYELAWS

FOR

GUWAHATI METROPOLITAN AREA

2006

APPROVED BY Govt. vide No. GDD. 54/97/411 dated 01/03/2006 and GDD. 54/97/477 dated 27/11/2006

GMDA Notification No. GMDA/ GEN/25/05/70 dated 27/11/2006

SECOND EDITION

Modified vide Notification No. GMDA/GEN/25/05/Part-I/61
Dated: 07/07/2007

THIRD EDITION

Modified vide Notification No. GMDA/GEN/25/05/Part-I/74
Dated: 25/07/2008

Prepared by:

Guwahati Metropolitan Development Authority

GOVERNMENT OF ASSAM
GUWAHATI DEVELOPMENT DEPARTMENT
DISPUR

No.GDD.54/97/411 March 1,2006

From: **Dr. A.K. Bhutanl, IAS**
Secretary to the Government of Assam

To: The Chief Executive Officer,
Guwahati Metropolitan Development Authority
Bhangagarh, Guwahati-781005

Subject: Implementation of revised Buliding Bye Laws of areas Under Guwahati Metropolitan area.

Reference: 1. Government Notification No.GDD.54/97/269 dated 6-12-2005 and letter No. SECY/GDD(AKB).3/2005/Pt-1/18 dated 27-2-2006

2. Government letter No. GDD.28/98/Pt/178 dated 27-2-2006

Sir

In inviting a reference to the subject cited above, I am directed to convey the approval of the Government to the revised Building Bye-Laws submitted by GMDA to the Government through the Chairman, Committee for hearing of Claims and Objections with regard to Revision of Building Bye Laws vide letter under reference.

In this regard, I am to request you to ensure that the revised building bye laws are made applicable for Guwahati Metropolitan area with immediate effect.

Yours faithfully,

(Dr. A.K. Bhutani)
Secretary to the Government of Assam

Memo No. No.GDD.54/97/411 March 1,2006

Copy to:

1. Commissioner, Guwahati Municipal Corporation, Panbazar, Guwahati-1 with a direction to adopt the same with immediate effect in order to ensure uniformity with regard to Building Bye Laws in force in Guwahati. The Corporation need not come to the Government again for approval of thesame.

Copy of the Building Bye Law is enclosed for your ready Reference.

Secretary to the Government of Assam
Guwahati Development Department.

GOVERNMENT OF ASSAM
GUWAHATI DEVELOPMENT DEPARTMENT
DISPUR

No.GDD.54/97/477 March 27, 2006

From: **Dr. A.K. Bhutani, IAS**
Secretary to the Government of Assam

To: 1. Commissioner,
Guwahati Municipal Corporation.

2. The Chief Executive Officer,
Guwahati Metropolitan Development Authority
Bhangagarh, Guwahati-781005

Subject: Notification of Revised Buliding Bye-Laws of Guwahati.

Reference: Our letter No. 1. GDD.54/97/411 dated 1-3-2006
2. GDD.54/97/417 dated 27-3-2006

Sir

In inviting a reference to the subject cited above and our letters under reference, I am directed to inform you that in view of the order of the Hon'ble High Court in WP(C) No. 1200/2006 passed on 22-11-2006 you are directed to immediately notify the Revised Bye-laws as approved by the Government vide letter No. GDD.54/97/411 dated 1-3-2006 within today with intimation to the Government.

Sufficient number of copies of the Revised Building Bye-laws should be printed and made available to the public at large on payment of the nominal fees as dicided by the respective authority.

Yours faithfully,

(Dr. A.K. Bhutani)
Secretary to the Government of Assam

Memo No. No.GDD.54/97/477-A March 27, 2006

Copy to:
1. P.S. to Hon'ble Minister, Guwahati Development Department, Dispur, for kind appraisal of Hon'ble Minister.

(Dr. A.K. Bhutani)
Secretary to the Government of Assam

Gram: Authority **Phone: 2529824**
2529650

OFFICE OF THE
GUWAHATI METROPOLITAN DEVELOPMENT AUTHORITY
BHANGAGARH, GUWAHATI-781005

No. GMDA/GEN/25/05/70 **Dated: Guwahati the 27th Nov. 2006**

N O T I F I C A T I O N

In exercise of the powers conferred under sec. 123 of the GMDA Act, 1985, the Guwahati Metropolitan Development Authority will adopt the new revised Building Byelaws prepared by the Authority and approved by Govt. vide No. GDD. 54/97/411 dated 01/03/2006 and GDD. 54/97/477 dated 27/11/2006 with immediate effect.

This will remain in force until further orders.

The new revised Building Byelaws may be inspected free of cost during office hours at the office of GMDA and the same will be made available for sale at the office on payment.

This new revised Building Byelaws will be enforced in all cases of development/ construction in any land, sub-division and transfer of land with immediate effect.

Sd/
Chief Executive Officer,
Guwahati Metropolitan Dev. Authority,
Bhangagarh, Guwahati-5.

Memo No. GMDA/GEN/25/05/70-A Dated: Guwahati the 27th Nov. 2006
Copy for information to:

1. The Secretary to the Govt. of Assam, Guwahati Development Department, Dispur, Guwahati-6.
2. P.S. to the Hon'ble Minister, Guwahati Development Department, Dispur, for kind appraisal of Hon'ble Minister.
3. M/s Upkar Advertising Agency, Pub Sarania, 2nd Bye-lane, Guwahati-3. He is requested to publish the same in one issue in the leading Assamese, English and Hindi daily newspaper urgently.
4. Account Branch, GMDA.
5. Office Notice Board.

Sd/
Chief Executive Officer,
Guwahati Metropolitan Dev. Authority,
Bhangagarh, Guwahati-5

Gram: Authority **Phone: 2529824**
2529650

OFFICE OF THE
GUWAHATI METROPOLITAN DEVELOPMENT AUTHORITY
BHANGAGARH, GUWAHATI-781005

No. GMDA/GEN/25/05/Part-I/61 **Dated: 07/07/2007**

N O T I F I C A T I O N

In exercise of the powers conferred under sec. 123 of the GMDA Act, 1985, and Clause 58.21 of the New Revised Building Byelaws 2006 approved by GMDA vide notification no. GMDA/GEN/25/05/70 dated Guwahati the 27th Nov. 2006 certain amendments have been made to the New Revised Building Byelaws 2006 with immediate effect with the approval of Govt. vide order no. GDD. 54/97/58/581 dated 29/06/2007.

This will remain in force until further orders.

The amended portion of New Revised Building Byelaws 2006 may be inspected free of cost during office hours at the office of GMDA and the same will be made available for sale at the office on payment.

The amended portion of this Building Byelaws will be enforced in all cases of development/ construction in any land, sub-division and transfer of land with immediate effect along with the original Byelaws 2006.

The relevant inconsistent portions of the existing New Revised Building Byelaws 2006 stand repealed with effect from the date of this notification.

Sd/
Chief Executive Officer,
Guwahati Metropolitan Dev. Authority,
Bhangagarh, Guwahati-5.

Memo No. GMDA/GEN/25/05/ 61-A Dated: 07/07/2007

Copy for information to:

1. The Secretary to the Govt. of Assam, Guwahati Development Department, Dispur, Guwahati-6.
2. P.S. to the Hon'ble Minister, Guwahati Development Department, Dispur, for kind appraisal of Hon'ble Minister.
3. M/s Upkar Advertising Agency, Pub Sarania, 2nd Bye-lane, Guwahati-3. He is requested to publish the same in one issue in the leading Assamese, English and Hindi daily newspaper urgently.
4. Account Branch, GMDA.
5. Office Notice Board.

Sd/
Chief Executive Officer,
Guwahati Metropolitan Dev. Authority,
Bhangagarh, Guwahati-5

OFFICE OF THE
GUWAHATI METROPOLITAN DEVELOPMENT AUTHORITY
BHANGAGARH, GUWAHATI-781005

NO. GMDA/GEN/25/05/Part-I/74 **Dated: 25/07/2008**

N O T I F I C A T I O N

In exercise of the powers conferred under Sec. 123 of the GMDA Act, 1985, and Clause 58.21 of the New Revised Building Byelaws for Guwahati Metropolitan Area 2006, GMDA has made new amendments and modifications to certain clauses of Building Byelaws 2006 with immediate effect with the approval of Govt. vide order no. GDD.162/2008/10 dated 17/07/2008 and GDD. 54/97/589 dated 18/07/2008.

This will remain in force until further orders.

The amended portion of New Revised Building Byelaws 2006 may be inspected free of cost during office hours at the office of GMDA and the same will be made available for sale at the office on payment.

The amended portion of this Building Byelaws will be enforced in all cases of development/ construction in any land, sub-division and transfer of land with immediate effect along with the original Byelaws 2006.

The relevant inconsistent portions of the existing New Revised Building Byelaws 2006 stand repealed with effect from the date of this notification.

Sd/
Chief Executive Officer,
Guwahati Metropolitan Dev. Authority,
Bhangagarh, Guwahati-5.

Memo No. GMDA/GEN/25/05/Part-I/74-A Dated: 25/07/2008
Copy for information to:

1. The Secretary to the Govt. of Assam, Guwahati Development Department, Dispur, Guwahati-6 with copy of amendment.
2. P.S. to the Hon'ble Minister, Guwahati Development Department, Dispur, for kind appraisal of Hon'ble Minister.
3. M/s Upkar Advertising Agency, Pub Sarania, 2nd Bye-lane, Guwahati-3. He is requested to publish the same in one issue in the leading Assamese, English and Hindi daily newspaper urgently.
4. Account Branch, GMDA.
5. Office Notice Board with copy of amendment.

Sd/
Chief Executive Officer,
Guwahati Metropolitan Dev. Authority,
Bhangagarh, Guwahati-5.

CONTENTS

Introduction

Guwahati Metropolitan Development Authority adopted the Master Plan & Zoning Regulations of 1985 and Building Byelaws of erstwhile G.D.A. The enforcements of these Regulations were started by Authority from June, 1992 as per provision of the GMDA Act. Subsequently a new Building Byelaws was framed and adopted in June, 1998. In the process of implementing these provisions it was found that some of the provisions are now outdated and require major change to guide the development in more systematic manner, in keeping with the present trends of development. In the meantime Govt. also constituted a high level committee under the chairmanship of Dr. N.K. Choudhury, Ex. Vice Chancellor, Gauhati University to examine some of the aspects of construction of multistoreyed buildings whose report has already been accepted by the Govt. vide Govt. order No. GDD.65/2002/13, dated. 30th Nov/2002. Govt. has also asked the Authority to examine the requirement of amendments to existing rules and byelaws in the light of the recommendations of the committee. After examining all these aspects it is felt that there is an urgent need to modify some of the rules. Also after carefully studying the difficulties faced by the Authority in implementing the existing rules and byelaws during the last decade and in the light of the recommendations of Dr. N.K. Choudhury Committee's report, the Authority has finally prepared a set of draft rules & byelaws where major modifications are made in the coverage, F.A.R., minimum plot size, set backs etc. to plug the loopholes of the existing rules. These revised draft byelaws also include some of the provisions for structural safety in natural hazards zones of India as recommended by the committee of experts constituted by Govt. of India, Ministry of Home Affairs, National Disaster Management Division with some minor modifications to suit local conditions. These draft rules are proposed to be incorporated in the existing byelaws. The inconsistent provisions of present Zoning Regulations & Building Byelaws will stand repealed as per section 126 of GMDA Act, 1985 once these new draft provisions are incorporated and adopted as per section 123 of GMDA Act.

The modifications and additions made to the Building Byelaws of GMDA is to be read with Byelaws of GMDA 1998.

The publication of these modified draft byelaws are made after Hon'ble High Court in its judgment on 1/7/04 in case No. W.P. (c) 4724/2004 lifted the restriction and allowed Authority to go for draft publication of draft Byelaws.

After the draft modifications were published on 5th Nov 2005 altogether 269 objections/ suggestions were received till dated 15/12/05 on this draft modifications. A Committee under the chairmanship of Secretary GDD & VC GMDA examined all the suggestions in detail.

(i) Accordingly the suggestions/ objections given in the 269 petitions were thoroughly examined and wherever correction and modifications are found to be required were made in the final Building Byelaws now published as per suggestions of this committee. While finalising the byelaws and the suggestions/ objections received by the Authority in addition to NBC 2005, Model Building-Byelaws formed by Town and Planning Organisation, Ministry of Urban Development, Govt. of India 2004 and Building Byelaws of some other cities and recommendations made by the Expert Committee, National Disaster Management Organisation were consulted before the finalisation of the byelaws.

(ii) Also some of the provisions of Building Byelaws & draft rules were made as per the prevailed NBC 1983. The modifications & some additional provisions given in the now published new NBC 2005 have been added and suitably modified in the Byelaws now finalised as per suggestions received.

In this context it is to be clarified that the conceptions given in some objections that NBC 2005 is a legal document binding on all concerned is not true. The forwarding note of NBC 2005 (page VII) last para clearly states that codes are intended to serve as a model for adoption and guide to all govt. departments, municipal byelaws, other regulatory media, local bodies & cotes construction agencies for adoption completely or with suitable modifications to cater for local requirements in accordance with the provision of the code and accordingly Authority has also made adjustment while drafting the final byelaws, wherever found required.

The new revised Building Byelaws is now being notified by the Authority for publication and implementation after the Hon'ble High Court lifted the restriction imposed on publication of final revised Building Byelaws in Misc Case No. 2483 of 2006 in W.P.(C) (Taken up) No. 1200 of 2006 on 22/11/2006.

While dedicating this new revised Building Byelaws 2006 to the citizens of Guwahati it is earnestly hoped that everybody will lend his/her co-operation to the Authority in the enforcement of the provisions of these byelaws so as to make our city an ideal place to reside in.

Sd/

Chief Executive officer,
Guwahati Metropolitan Dev. Authority,
Bhangagarh, Guwahati-5.

BUILDING BYELAWS
FOR
GUWAHATI METROPOLITAN DEVELOPMENT AUTHORITY-2006

Chapter-1

Preliminary

1. **Short title, Extent and Commencement**: -
   - 1.1 These Byelaws may be called the "Building Byelaws" for the Guwahati Metropolitan Development Authority.
   - 1.2 It shall extend to the whole of the Guwahati Metropolitan Area as notified by the Authority.
   - 1.3 It shall come into force on such date as the Guwahati Metropolitan Development Authority may by notification appoint.
2. **Definition**: In these Byelaws unless there is anything repugnant in the subject or context: -
   - 2.1 "Advertising sign" means any sign, either free, standing or attached to a building or other structure which advertises a business or commercial establishment.
   - 2.2 "Alley" means a public thoroughfare, which affords only a secondary means of access to abutting property and not intended for general traffic circulation.
   - 2.3 **"**Apartment**"**: The building will be called apartment house when the building is arranged/intended/designed to be occupied by families independent to each other and with independent cooking facility professionally developed by private developers for the purpose of sale/lease to individual owners.
   - 2.4 "Approved" means approved by the Authority by any officer to whom the power has been delegated by the Authority.
   - 2.5 "Authority" means the Guwahati Metropolitan Development Authority constituted by the State Govt. under Section 4 of the Guwahati Metropolitan Development Authority Act, 1985 (Assam Act XX 1987).
   - 2.6 "Balcony" means horizontal projection in upper floors to serve as a passage or sitting out place.
   - 2.7 "Basement" means the lower storey of building partly below ground level.
   - 2.8 "Bazar" means a place or area reserved or licensed by the Authority for the erection of shops or stalls or both.
   - 2.9 "Building" means any construction for whatsoever materials construction and every part thereof, whether used as human habitation or not and includes plinth, walls, chimney drainage work, fixed platforms, verandah, balcony, cornice or projection, or part of a building on anything affixed thereof or any walls, earth bank, fence or other construction enclosing or delimiting or intended to enclose or delimit any land or space.
   - 2.10 "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.

2.11 "Building height" means the vertical distance measured in the case of flat roofs from the average level of ground around and contiguous to the building or as decided by Authority to the terrace of last livable floor of the building adjacent to external wall and in the case of pitched roofs, upto the point where the external surface of the outer wall intersects the finished surface of the sloping roof, and in the case of gaffles facing the road the mid point between the eaves level and the ridge. The architectural features serving no other function except that of decoration shall be excluded for the purpose of taking heights. If the building does not abut street the height shall be measured above the average level of the ground around and contiguous to the building.

For hilly areas the vertical distance shall be measured from the lower floor level instead of average ground level as applicable in case of plain.

2.12 "Building line" means a line which is in rear of the street alignment and to which the main wall of a building abutting on a street may lawfully extend and beyond which no portion of the building may extend except as prescribed in these Byelaws.

2.13 "Building Industrial" means a building, which is wholly or predominantly used as a warehouse, factory, distillery, iron foundry and all other buildings put to or be put to any use permitted in the Zone by an authorized scheme applicable thereto.

2.14 "Building Office" means any building used or constructed or erected to be used ordinarily or occasionally for business purpose and no part of it is being used for living purpose except by the caretaker or his family.

2.15 "Building Public" means a building used or constructed or erected to be used ordinarily or occasionally as church, temple, mosque, or other places of public worships or as a hospital, dharamshala, college, school, theatre, cinema, public hall or lecture room, public exhibition room, public place or assembly or for any others public purpose.

2.16 "Building Residential" means a building used or constructed or expected to be used wholly or partially for human habitation and includes all garages, stables or other building apartment thereto.

2.17 "Carpet area" means the covered area of the usable rooms at any floor level (excluding the area of the wall).

2.18 "Chajja" means the sloping or horizontal structural projection usually provided over openings on external walls to provide protection from sun and rain.

2.19 "Ceiling height" means the vertical distance between the floor and the ceiling where a finished ceiling is not provided the underside of the joists or top of post plate in case of pitched roof shall determine the upper point of measurement.

2.20 "Concrete" means concrete in which steel rods or meshes are embedded to increase strength.

2.21 "Concrete plain" means concrete cast in place without metal reinforcement or reinforced only for shrinkage or temperature changes.

2.22 "Coverage" means the percentage ratio of the plinth area of the main and accessory buildings to the total area of the plot.

2.23 "Damp proof course" means consisting of some appropriate water proofing material at a height of not less than 6" above the surface of the adjoining ground.

2.24 "Drain" means any conduit used for the carriage of sewerage and sullage water from one building or a portion of the building.

2.25 "Drain-sewerage" means a drain used or constructed to be used for conveying solid or liquid waste matter, excremental or otherwise to a sewer.

2.26 "Drain-surface water" means a drain used or constructed to use solely for conveying to any drain any rain water but shall not include any rainwater pipe.

2.27 "Dwelling" means a building or portion thereof which is designed for use wholly or principally for residential purposes.

2.28 "Floor Area Ratio" (FAR) means quotient by dividing the total covered area (Plinth area) on all floors excluding exempted areas as given in this regulations into 100 by the area of the plot.

$$\text{FAR} = \frac{\text{Total covered area of all floors} \times 100}{\text{Plot area}}$$

"Floor area" means covered area of a building at any floor level.

2.29 "Factory" means a place to which the provision of the Indian Factories Act of 1934 or any amendment thereof shall apply.

2.30 "Family" means a group of individuals normally of blood relation or connected by marriage living together as a single house keeping unit and having a common kitchen. Customary domestic servants shall be considered as adjunct to the term family.

2.31 "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 gasoline or oil or 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.

2.32 "Fire resisting material" means any of the incombustible materials or other suitable materials as approved by the engineer or architect.

2.33 "Garage private" 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.

2.34 "Garage public" means a building or portion thereof other than a private garage designed or used for repairing, serving, selling or storing motor driven vehicles.

2.35 "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.

2.36 "Hotel" means a building or a part of the building used as boarding place for more than 15 persons who are lodged with or without meals.

2.37 "Institution" means a building occupied by a no profit corporation or establishment for public use or benefit.

2.38 (a) "Latrine connected" means a latrine connected by a sewer system.
(b) "Latrine-septic" means latrine connected by a septic tank system.

2.39 "Mezzanine Floor"- An intermediate floor between two floors of any story forming an integral part of floor below.

2.40 "Non conforming use" means a building, structure, or use of land existing at the time of enforcement of the said Byelaws, and which do not conform to the regulation of the zone in which it is situated.

2.41 "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 work is due or compensation or premium on account of the occupation of such land and building and also a rent free tenant.

2.42 "Open space" means an area forming an integral part of the plot left open to the sky for the purpose of this Building Byelaws.

2.43 "Owner" means the person, when used in reference to any premises who receives the rent of the said premises or would be legally entitled to do so if the premises were let out. It also includes:

(a) an agent or trustee who is legally authorized to receive such rent on behalf of the owner.

(b) a receiver, executor or administrator or a manager appointed by any court of competent jurisdiction to have the charges of or to exercise the rights of owner of the said premises.

(c) a person having legal titleship over the premises /plot of land.

2.44 "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.

(a) Multilevel Car Parking- Project where in addition to permissible parking space on maximum FAR, three times additional space for car parking is provided.

2.45 "Pathway" means an approach constructed with materials such as bricks, concrete, stone asphalt or the like.

2.46 "Plinth" means the portion of a structure between the surface of the surrounding ground and surface of the floor immediately above the ground.

2.47 "Plot" means a parcel of land occupied or intended for occupancy by one main building, together with its accessory buildings and used customarily and incidental to it, including the vacant spaces required by these Bye-laws and having frontage upon a street or upon a private way that has officially been approved by the Authority.

2.48 "Plot corner" means a parcel of land at the junction of and frontage on, one, two or more intersecting streets.

2.49 (a) "Plot depth" means the horizontal distance between the front and rear lines.

(b) "Plot width" means the shorter distance from one side of the plot line to other measured through that part of the plot to be occupied by the building.

2.50 "Plot double frontage" means a plot having a frontage on two non-intersecting streets as distinguished from corner plot.

2.51 "Repairs" means any renovation applied to any structure, which does not in any way change the specification of the structure but saves the structure from further deterioration.

2.52 "Road" means and includes any highway, street, lane, pathway, alley, passageway, carriageway, footway, square, bridge, whether private or public, whether throughfare, or not whether existing or proposed in any scheme culverts, side walks and traffic islands.

2.53 "Sanctioned Plan" means the set of drawings and statements submitted under section of these Byelaws in connection with a building and sanctioned by a competent authority.

2.54 "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 Development Authority beyond which nothing can be erected or re-erected save with the particular and express sanction of the Authority.

2.55 "Storey" means the portion of a building included between the surface of any floor and the surface of the floor next above it or if there be no floor above it, then the spaces between any floor and the ceiling next above it.

2.56 "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 two such storey, then the lower of the two shall be taken as the ground storey.

2.57 "Storey height of" means the vertical distance from the top surface of one floor to surface of the floor next above. The height of the top storey is the distance from the top surface of the floor to top surface of the ceiling joints.

2.58 "Tenement" means a part of a building intended or used or likely to be used as dwelling unit for a family.

2.59 "To abut" means to abut on a road such that any portion of the plot is on the road boundary.

2.60 "To construct" means to erect, re-erect or make materials alterations.

2.61 "To erect" means to construct a building for the first time or to reconstruct an existing building after demolishing it according to some fresh or revised plan.

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

2.63 "To make alterations" means to make any modification in any existing building by way of addition or alteration, or any other change in the roof, window, door compound, sanitary and drainage system in any respect whatsoever. Opening of a window and providing inter communication doors shall be considered to be material alterations. Similarly modifications in respect gardening, whitewashing, painting, retiling and other decorative works shall not be material-alterations.

It is further included:

(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.

2.64 "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.

2.65 "Water closet" means a privacy with arrangement for flushing the pan with water. It does not include a bathroom.

2.66 Workshop" means a building where not more than ten persons are employed in any repair or light manufacture, process.

2.67 "Yard" means an open space at ground level between a building and adjoining boundary lines of the plot unoccupied and unobstructed except by encroachments or structure specifically permitted by these Byelaws, on the same plot with a building. 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.

2.68 "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.

2.69 "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, 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.

2.70 "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.

2.71 Geo-technical Engineers: shall mean a Civil Engineer having at least 2 years experience in soil and foundation engineering under similar soil/ geo-technical/ slope conditions.

2.72 Group Housing: - means apartments or multistoreyed housing with more than 4 (four) building blocks in a plot where land is owned jointly and the construction is undertaken by a single agency.

2.73 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.

2.74 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.

2.75 Multistoreyed or highrise buildings: - Means a building whose height is 15 meters or more measured from the average level of the central line of the street on which the site abuts or more than four floors excluding basement or stilt.

2.76 Mixed use building: - means a building having more than one use where the predominant use is maximum 2/3rd of the total use. The predominate use is to be in conformity with the zoning.

2.77 Structural Engineer: - shall mean an Engineer with at least 3 years experience in structural design or an Engineer with post Graduate degree in Structural Engineering.

2.78 Services in relation to a building means light and ventilation, electrical installation, air conditioning and heating, acoustics and sound, installation of lift and escalators, water supply, fire fighting, sewerage and drainage, gas supply, telephone and garbage disposal mechanism, landscape and environment.

2.79 Use group:- means the purpose for which the building or a part of building is used or intended to be used.

The classification of building based on principal occupancy shall be as follows:

(a) Residential Buildings

These shall include any building, in which sleeping accommodation is provided for normal residential purposes with or without cooking or dining or both facilities, including one or two or multi-family dwellings, lodging dormitories, apartment houses, flats and hostels.

(b) Institutional Buildings

Institutional buildings ordinarily provide sleeping accommodation for the occupants and specialized non-commercial training centers. It includes hospital, sanatoria, custodial institutions and penal institutions like jails, prisons, mental hospitals and reformatories. These shall include any building used for school, college or day care purposes involving assembly for instruction, education or recreation where it is a part of education and other public and semi-public buildings.

(c) Assembly Buildings

These shall include any building or part of a building where groups of people congregate or gather for amusement, recreation, special, patriotic, civil travel and similar purposes, for example – marriage hall, theatres, motion picture houses, assembly halls, auditoria, libraries, exhibition halls, museums, skating rings, gymnasium, restaurants, dance halls, clubs, passenger stations and terminals of air, surface and other public transportation services, and stadia. These shall include any building used for religious purposes like prayers, puja, worship, religious or spiritual congregation, discourses, rituals and functions.

(d) Commercial Buildings

These shall include any building or part of a building which is used as shop, store, market for display and sale of merchandise either wholesale or retail, office, storage or service facilities incidental to the sale of merchandise and located in the same building shall be included under this group. These shall include any building or part of a building which is used for transaction of business and / or the keeping of accounts and records therefore including offices, banks, professional establishments etc. if their principal function is transaction of business or keeping of books and records.

(e) Industrial Buildings

These shall include any building or part of a building or structure, in which products or materials of all kinds and properties are fabricated, assembled or processed like assembly plants, laboratories, power plants, smoke houses, refineries, gas plants, mills, dairies, factories, etc.

(f) Storage Buildings

These shall include any building or part of building used primarily for the storage or sheltering of goods, wires, merchandise, like warehouses, cold storages, freight depots, transit sheds, store houses, garages, hangers, truck terminals, grain elevators, barns and stables.

(g) Hazardous Buildings

These shall include any building or part of a building which is used for the storage, handling, manufacture or processing of highly combustible or explosive materials or products which may produce poisonous fumes or explosions for storage, handling, manufacturing or processing which involve highly corrosive toxic or noxious alkalis, acids or other liquids or chemicals producing flame, fumes and explosive poisonous, irritant or corrosive gases, and for the storage, handling or processing of any material producing explosive mixtures or dust for which result in the division of matter in to fine particles subject to spontaneous ignition.

2.80. Building

Means all types of permanent building defined here, but structure of temporary nature like tents, hutment as well as shamianas erected for temporary purposes for ceremonial occasions, with the permission of the competent authority, shall not be considered to be "buildings". Definition of building shall also include "Unsafe Building" means a building which,

- is structurally unsafe,
- is insanitary,
- is not provided with adequate means of egress,
- constitutes a fire hazard,
- in relation to its existing use constitutes a hazard to safety or health or public welfare by reasons of inadequate maintenance, dilapidation or abandonment.

2.81. Natural Hazard Prone Areas

Areas likely to have moderate to high intensity of earthquake or cyclonic storm or significant flood flow or inundation or land slides/mud flows or one or more of these hazards.

2.82. Lifeline Building

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 district administration, superintendent of police & police and administrative H.Q.

2.83. Retrofitting

Retrofitting means upgrading the strength of an unsafe building by using suitable engineering techniques.

2.84. Quality Control

This is related to construction quality and to 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.

2.85. Quality Audit
Third party quality audit is a requirement for an independent assessment of the quality and seismic or cyclone resistant features of all the highrise buildings in earthquake zone IV and 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.

2.86. Quality Assurance
All planned and systematic actions necessary to ensure that the final product i.e. structure or structural elements will perform satisfactorily in service life.

2.87. Compliance
This is the verification of the properties of construction materials based on test data and verification of the strength and structural adequacy for various components of buildings and structures.

2.88. Non-Structural Component
Those components of buildings which do not contribute to the structural stability such as infill walls in R.C. frame buildings, glass panes, claddings, parapet walls, chimneys etc.

2.89. Registered Structural Engineer on Record (SER), Structural Design Agency on Record (SDAR), Construction Engineer on Record (CER) as Construction Management Agency on Record (CMAR), Quality Auditors on Record (QAR) as Quality Auditors on Record means the Registered Structural Engineers / Engineers/ Supervisors / Agency registered with Authority under the provision of these rules, qualified to take up the various work as mentioned in Chapter-VI.

2.90. Town Planner shall mean a Planner with graduate or postgraduate degree in town planning from a recognised institution or qualifications required for membership of the Institute of Town Planners, India.

3. **Interpretation:**

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

3.2 Whenever size and dimensions of rooms and spaces within the building are specified, they shall mean the clear dimensions unless otherwise specified in these rules.

3.3 The definition of the terms, which are not covered by these regulations, shall be covered by definition prescribed by the GMDA Act, Master Plan for Guwahati and any other rules framed thereafter.

3.4 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 is 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.

3.5 Registered technical personnel (RTP) will mean a qualified personnel as Architect/ Engineer/ Planner/ Group of technical personnel/ Supervisor/ Plumber/ Electrician/ Mason/ Carpenter who has been enrolled/ licensed by the Authority.

4. **Applicability of the Building Byelaws**:

In addition to the provisions of GMDA Act, 1985 the Building Byelaws shall apply to the building regulations, activity, in the State of Assam under the jurisdiction of the Guwahati Metropolitan Development Authority area.

4.1 Where a building is erected, the Byelaws applies to the design and construction of the building.

4.2 Where the whole or any part of the building is removed, the Byelaws applies to the whole building whether removed or not.

4.3 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.

4.4 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.

4.5 Where the occupancy of a building is changed, the Byelaws applies to all parts of the building affected by the change.

4.6 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.

Chapter-II

5. Procedure regarding construction of buildings and subdivision/ transfer of private land

5.1 Notice: - Every person who intends to erect or re-erect or make material alteration in any place in a building or part thereof, within the jurisdiction of Guwahati Metropolitan Development Authority, shall give notice in writing to the Chief Executive Officer of the Authority, his said intention in the form prescribed from time to time by the Authority and such notice shall be accompanied by the plans and conforming to the requirements of Section 25 and 29 of Act, 1985 in triplicate on blue or white prints. One copy shall be retained in the office of the Authority for record after issue of permission and the other two shall be returned to the applicant. (One copy for submission to Local body). In the event of Authority returning the plans after some observations they will have to comply with, in accordance with the Building Byelaws while no permission fees is required to be paid.

Note: *Format of notice to erect or re-erect or make material alteration in a building as required under Clause 5.1 of Building Byelaws along with a checklist to ensure complete submission of documents to facilitate early disposal of cases shall be framed (i) for building upto G+2nd floor and (ii) for buildings G+3rd floor and above.*

5.2 Exempted to Government: - All Government (Central and State) or Semi Government Departments except the Defense Department shall also forward copies of their plans to the Authority complying with all the provisions of the Byelaws.

5.3 Plans accompanying notice: - The following plans shall accompany the notice.

(a) Site Plan:- The site plan drawn to a minimum scale of 1:200 and shall show-

(i) the boundaries of the site with dimensions and of any contiguous land belonging to the owner;

(ii) the position of the site in relation to neighboring streets with name of the street on which the building is situated;

(iii) the position of the building and all other buildings (if any) which the applicant intends to erect upon his land in relation to-

(1) The boundaries of the site and in case where the site has been partitioned, the boundaries of the portion owned by the applicant and also of the portions owned by other owners of that compact plot;

(2) The means of access from an existing street to the building;

(3) Space to be left around the building to secure free circulation of air, admission of light and access for scavenging purpose etc.

(iv) scale with north line;

(v) plot area, plinth area, each floor area;

(vi) location, name and width of each adjacent road or lane;

(vii) such other particulars as may be prescribed by the Authority.

5.3 (b) Building Plan:- The detailed plans of the building and elevation and sections sent with the notice shall be accurately drawn to scale of 1:100. Adequate arrangement for proper drainage shall also be made. The plan shall include-

(i) Complete layout plan of the area or areas showing location and width of all streets dimensions, sizes and uses of all the plots.

(ii) Plans of all floors, accessory buildings and basement plan. Such drawings shall fairly indicate the size of rooms, size of windows and ventilators, size of door opening and stair runs.

(iii) Location of drains, sewers, public utility, electric lines, services, transformers.

(iv) Exact location of essential services such as W.C. sink, bath etc.

(v) Proposed and existing works should be clearly indicated in different colours (other than red) or in marking.

(vi) Sectional drawings showing clearly the sizes of footings, thickness of basement walls if any, all roof slabs and floor slabs, ceiling heights and parapet height with their materials. The section shall indicate the drainage and slope off the roof. At least one section shall be taken through the staircase.

(vii) Details of served privies (if any).

(viii) All street elevation.

(ix) Dimensions of the projected portions beyond the permissible building line i.e. chajja line.

(x) Scale with north line.

(XI) The existing ground level of the plot and proposed ground level in relation to abutting road level to be clearly mentioned in drawing.

(XII) For multistoreyed buildings an undertaking stating that debris or construction materials will not be stacked in public places leading to public nuisance. If the Authority finds that the applicant caused nuisance to public while executing construction necessary fine be compelled as per provisions in the byelaw.

(XIII) Detailed parking plan.

(XIV) Space used for storing construction materials during the time of construction.

(XV) The owner shall file an undertaking stating that he shall leave and surrender land for road widening, if required free of cost and he will not violate any rules, building byelaws, and that in case of violations the Authority shall be at liberty to

summarily remove such deviations as per GMC/GMDA Act. (The form of undertaking shall be as at Appendix-VI)

5.3 (c) Service Plan- Details of private water Supply, sewerage disposal system and details of building services, where required by Authority, shall be made available on a scale not less than 1:200.

5.3 (d) Specification- General specification of the proposed constructions including a detail calculation sheet of FAR in the proposal showing detail as given in CL. 58.10.1 and 58.10.2 giving type of grade of materials to be used in the prescribed form duly signed by the R.T.P. of Architect/ Engineer/ Structural Engineer as the case may be and countersigned by applicant shall accompany the notice.

5.3 (e) Supervision- The notice shall be further accompanied by a certificate of supervision in the prescribed form by the R.T.P. In the event of the said R.T.P. ceasing to be employed for the work, the further development work shall stand suspended till a new R.T.P. is appointed and his certificate of supervision along with a certificate for the work already done (either from the previous one or the present) accepted by the Authority. Additional documents, NOC that may be required other than those specified herein are given in subsequent chapters for various types of buildings.

5.3 (f) Any other statement as may be required by the Authority.

5.3 (g) Ownership Document-
Titleship document to justify the ownership of land. In case land is not owned by applicant, lease deed or a NOC for allowing applicant for construction in the form of affidavit.

5.3 (h) Every person who intends to subdivide any plot of land or transfer any plot of land within Guwahati Metropolitan Area shall give notice in writing to the Authority of his said intention and such notice shall be accompanied by the plans and statements together with a development fees as prescribed in the Byelaw and with necessary document as prescribed in Section 2 of GMDA Act.

Note: (a) Subdivision of a residential building with proportionate share of land is subject to requirement of minimum plot size of land for residential use and a maximum of 6 (six) residential units.

(b) However for building falling under Assam Apartment (construction and transfer of ownership) Act, the provision of this Act will be followed.

5.3 (i) In addition to the requirement as prescribed above following additional document is required.
(1) Land sale permission from Deputy Commissioner.
(2) All layout plans before submission to Authority shall be signed by owner(s) and by one of the following-

(i) Architect holding a valid registration of the Council of Architect/ R.T.P of GMDA for layout plan of plots of measuring more than 0.5 HA and below 2.5 HA.
(ii) Town Planner qualified to be a member with Institute of Town Planners, India for plots measuring 2.5 HA and above.
(iii) In all layout plan a minimum of 5% of the land is to be reserved for parks/ playgrounds. This land has to be handed over to GMDA for its development as parks/ playgrounds free of cost.
(iv) The party should submit an affidavit along with the application form declaring the following: (a) Particulars of land, (b) Ownership of land, (c) That they have not applied for permission of the same building before any other authority and same is not rejected, (d) That they will construct the building as per approved plan, (e) They will submit completion certificate prior to obtaining electric connection, (f) That applicant will not occupy the building without obtaining the occupancy certificate.
(v) The property tax should be submitted by the applicant during submission of application form to ensuring up-to-date payment of tax to GMC.

6. **Signing the plans**:- All the plans and drawings shall be duly signed by the owner and the person preparing the plan, who shall be registered with Authority as specified in Appendix-II.

7. **Notice for alteration only**: - When the notice is only for an alteration of the building; only such plans and statements as may be necessary shall accompany the notice.

8. **Repairs**: - No such notice shall be deemed necessary for repairs in any existing building in accordance with the Byelaws.

9. **Deviation during construction**: - If during the construction of a building any departure from the sanctioned plan is intended to be made, sanction of the Authority shall be obtained before any change is made.

10. **Withdrawal of notice**: - The applicant may withdraw the notice and plans any time prior to its sanction and such action shall terminate all proceedings with respect to such notice but the fees paid shall in no case be refunded.

11. **Inspection after submission of application**: - Each inspection shall be made within 10 days following receipt of application. At the first inspection the Authority through its agents shall determine to the best of his ability that plans submitted complies with the requirement of these Byelaws.

12. **Fees for permission**: -

12.1 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.

12.2 In the event of any doubt or dispute about any question relating to application fees the Authority's decision shall be final.

12.3 (i)

Sl. No.	Type of Construction		Rate (Rs.)
1.	Residential	Assam Type with Bamboo wall	1.50 per sqm.
		Assam Type with Brick wall	3.00 per sqm.
2.	Residential R.C.C. Type	Ground floor	10.00 per sqm.
		Upper floors	12.00 per sqm.

(ii) Application 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)

Sl. No.	Type of Construction		Rate (Rs.)
1.	Commercial (4 times the rate of RCC residential) (This includes Nursing Home and Hospital, Marriage Hall and Corporate Offices)	Ground floor	40.00 per sqm.
		Upper floor	48.00 per sqm.
2.	Industrial & Godown (8 times the rate of RCC residential)	Ground floor	80.00 per sqm.
		Upper floors	96.00 per sqm.
3.	Apartment, School, 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.

(v)

(A) In calculating the total floor area for determining the fees, fraction of Sq. meter, if any, shall be rounded to next higher integral, and subject to minimum for Rs. 100/-
(A) Application fees for a Filling Station - Rs. 25,000.00/- + 4 times the rate of RCC residential

(B) Application fees for Cinema, Theatre, Multiplex etc.- Rs. 25,000.00/- + 4 times the rate of RCC residential.

(C) (i) Application fee for telephone tower – Rs. 25,000.00/-
(ii) Application fee for bridge-

(a) Wooden/Bamboo bridge for pedestrian -Rs. 100/- Lump-sum
(b) Wooden bridge for vehicular traffic -Rs. 2000/-
(c) R.C.C. foot bridge for vehicular traffic -Rs. 10,000/-
(d) R.C.C. foot bridge -Rs. 1000/-

(D) 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. 50.00 per hundred R.M. of length or part thereof. For brick R.C.C. the rate shall be Rs. 200.00 per hundred R.M. of length or part thereof.

(E) 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 a minimum of Rs. 50.00.
(b) For commercial, industrial, etc. the rate of fees shall be Rs. 60.00 per Zoning subject to a minimum of Rs. 150.00.

(F) Fees at the following rates shall be payable to the Authority for a landuse 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/-

(G) Fees for NOC for Electric Connection- Rs. 50/- for each application.

(H) Fees for appeal to Sub-Committee on Zoning Appeals:-
(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- VI will be fixed by Authority separately.

12.4 Application fees for NOC for sale/ transfer/ sub-division of land is 1% of total value of land as fixed by D.C. Kamrup (Metro), 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.

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) Attestation of duplicate copies of approved plan.	Rs. 10.00 per copy.
(iv) For furnishing copies of map.	Rs. 25.00 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.

12.6 Stacking of any building material in Govt. land/road will be fined by the Authority for the validity of the building plans and stocking charge shall be levied as given below ;-

(a) Rs. 2.00 per Sq. Mtr of covered area of the plot / month.

12.7 A building permission processing fee at the following rate is to be paid at the time of application. Actual fees to be paid once the proposal is approved before issue of formal NOC. This processing fee is not refundable but will be adjusted with building permission fees.

(i) A.T. building – Rs. 100/-
(ii) For building upto G+2 floor- Rs 500/- (Rupees Five Hundred) only.
(iii) For building above G+2 floor – Rs 2000/ - (Rupees Two Thousand) only.
(iv) Above 3nd floor added – Rs. 500/- Per floor.
(v) Processing fees for Assam Type Godown and Industrial Shed – Rs. 1000/-

12.8 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 born by the applicant.

13. **Construction not according to the plan**: - Should 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 these Byelaws, it shall notify the permit holder and all further construction shall be stopped until correction has been effected and approved by the Authority.

If the permit holder fails to comply with the requirements at any stage of construction, the Authority is empowered to cancel the building permit issued.

14. **Sanction with or without modification or refusal**: - The Authority may either sanction or refuse the plans and statements or may sanction them with such modifications or directions as it may deem necessary and thereupon shall be ready for issue, within 60 days.

However, for proposals which are required to be scrutinised by the Committee for approval, the same will be ready for issue within 90 days.

15. **Duration of sanction**:- The sanction once accorded shall remain valid upto one year. Subsequent renewal is permissible for another three years. If however the building is not completed during this period, a fresh permission has to be obtained as per sec 27 of GMDA Act. The owner/applicant has to produce completion certificate within the validity period of permission, failing which the permission is deemed to be cancelled and the Security Deposit will be forfeited.

16. The owner, upon commencement of his work under a building permit, shall give notice to the Authority that he has started his work and the Authority shall cause inspection of the work to be made within 14 days following the receipt of the notice to verify that the building has been located in accordance with the sanctioned plans.

17. **"Completion Certificate"**:- The owner through the licensed architect, engineer, structural engineer, as the case may be (RTP) who has supervised the construction, shall give notice to the Authority regarding completion of work described in the building permission. The completion certificate shall be submitted in the prescribed form by four sets of completion plan. One of the sets, duly certified as completion plan shall be returned to the owner along with the issue of full occupancy certificate. The certificate should also be accompanied by necessary NOC's wherever required from other authorities like Director, Fire Service, Pollution Control Board or as per Assam Health Establishment Act 1993 & rules 1995 as the case may be for that particular building.

(a) "Occupancy Certificate":- The Authority, on receipt of the completion certificate, shall inspect the work and sanction or refuse an occupancy certificate within 21 days from the date of receipt of completion certificate, after which period it shall be deemed to have been approved by the Authority for occupation provided the building has been constructed as per the sanctioned plans. Where the occupancy certificate is refused, the various reasons shall be quoted for rejection at the first instance itself.

(b) Part Occupancy Certificate:- Upon the request of the holder of the building permission the Authority may issue a part occupancy certificate for a building or part thereof before completion of the entire work as per building permission provided sufficient precautionary measures are taken by the holder of the building permission to ensure public safety and health safety. The part occupancy certificate shall be given by the Authority subject to the owner indemnifying the Authority as per the proforma given in Appendix-IV.

18 (a) **Violation Penalty**: - Any person who contravenes any of the provisions of these Byelaws or any requirements or obligation imposed on him by virtue of these Byelaws or who interferes with or obstruct any person in the discharge of his duties shall be guilty of an offence and upon conviction shall be punished by a fine not exceeding Rs. 1000/- per day and may also be imposed after the day of his first conviction.

(b) **Existing buildings**:- Nothing in the regulations shall require the removal, alteration or amendment or prevent the continuance of use and occupancy in a lawfully safety of life and property.

(c) The Authority shall have the power to carry out inspection of the work at various stages to ascertain whether the work is proceeding as per the provisions of rules and sanctioned plan. Section 88 of Guwahati Metropolitan Development Authority Act. 1985 shall apply for the action proposed to be taken for any violation/ deviation of sanctioned plan.

(d) No correspondence regarding building permission and land sale permission with the applicants will be served in their premises, but will be made available in the reception counter of the Authority and applicants are required to collect the same from the counter. This includes NOC and all objection letters relating to building permission & land sale.

Chapter-III

STANDARD FOR BUILDINGS OTHER THAN HUTS AND OTHER REGULATIONS

19. **Foundation & Structural design**: -

(a) The structural design of foundation, elements made by masonry, timbers, plain concrete, reinforced concrete, prestressed concrete and structural steel shall be carried out in accordance with the prevailing 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 & codes as included in N.B.C. of India.

(c) Damp proof course: - (Applies to non Assam type building only). All walls internal or external shall be provided with an efficient damp proof course not less than 150 mm above ground level.

20. 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) There is no approach road of at least 3.6 m width to that plot from the main road if this approach road is only to single house, series of houses cannot be constructed.

(c) 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 50% coverage and 100 FAR.

(d) 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) For building identified in Byelaws No. 58.4, 58.7, 58.8, 58.9, 58.11 the following provisions of means of access shall be ensured:

(a) The Authority 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. 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.

		Maximum road width
1.	Residential/Commercial	3.6 m
2.	Apartment	
	(A) Upto 12 m.	6.6m
	(B) Above 12 m height	8 m
3.	Multistoreyed commercial / Residential commercial (Mixed use)	
	(A) Above 12 m. height	8m.
	(B) Upto 12 m height	6.6m
4.	Institutional	9m
5.	Hospital / Nursing Home	9m
6.	Hall for social gathering/ assembly	9m
7.	Industrial / Warehouse etc and similar use	9m

N.B. :

(i) *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.*

(ii) *However in the newly developed areas the Authority will have the power to refix the minimum road width from time to time considering the developments in these areas.*

(iii) *<u>Interpretation of:</u> Cl.20. (d).(iii).(a) Sl. 3 (B) should be interpreted as follows:*
Upto 12 m height road width should be in between 3.6 m to 6.6. m.

(iv) *Where the road is uniformly 6.6 m the apartment be restricted to G+3rd floor with 175 FAR irrespective of GF being made fully parking or not.*

Where the road width is more than 6.6 m uniformly but less than 8 m G+4th floor with

complete GF parking may be allowed subject to maximum 175 FAR.

(b) A building shall abut on a street or streets or upon spaces directly connected from the street by hard surface approach, width of which is not less than 3.6 m

(c) If there is any bend or curve on the approach road, a sufficient width shall be provided at the curve to enable the fire appliances to turn, the turning circle being at least of 9.0 m radius.

(d) 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 meters. 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.

(e) For group housing scheme upto 12 m height there shall be a space of minimum 3 m. between individual buildings. For other multistoreyed buildings there shall be a space of minimum 4.8m between individual buildings. 20% of the total area is to be utilized for organized recreational area / gardening.

(f) For a building constructed on stilt with provision of ground level parking floor or semi basement parking, the height of building will be calculated as followed- 2.7 m, G.F. height will not be calculated. But for additional set back calculation height of building will be calculated from actual` ground level.

(g) The minimum distance of any building from the edge of natural drainage channels should be 4.5m.

21. **Plinth**: - No person shall construct any building with its lowest flat or floor:

(a) 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 effecting adjoining plots.

(b) Bath rooms, water closets, cowsheds, garages, courtyards and godowns may be constructed at 0.2 mtr. 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.

22. **Floor**: - The floors of all ground floor rooms, walls should be efficiently damp proof.

23. **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.

24. **Wattle create wall**: - The construction of Wattle create 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 rules laid in Assam General Specification (P.W.D.)

25. **Minimum 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 living 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 mt.
   (d) The height of the ground floor in commercial building shall not be less than 4.8 m.

26. **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.

27. **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 sewered area in the city or town shall be provided with a water closet.

28. **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 apace, or to any duct, the sizes of which should be as prescribed in clause Light & Ventilation of rooms.
   (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.

29. **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 clause for light and ventilation of rooms.

30. **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.

31. **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:- These will 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 flow or chimney.

(c) Laundry and recreation room:
Laundry and recreation rooms located above the basement shall be lighted by window located in exterior walls having openings of not less than 10 p.c. of the floor area.

(d) Basement and cellars: -
Basement and cellars and all rooms located therein, except storage rooms, shall be lighted and ventilation area of not less than 5 p.c. of the floor area.

(e) Kitchen:- Every kitchen shall be ventilated according to the standards of habitable rooms.

32. **Height regulation**: - Living rooms:
No rooms for human habitation shall be constructed of height less than that determined by the following regulations: -

(i) There shall be minimum of 3.0 m. measured from the surface of the floor to the next floor above it.

(ii) There shall be maximum of 3.0 m. measured from the surface of the floor to the lowest point of the ceiling, the foists or beams etc. Provided that for commercial streets, the height of the ground floor shall not be less than 4.8 m.

33. **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. upto a length of 15.0 m. and 2.1 m. above the length of 15.0 m., Assembly building like auditorium, cinema- 2 m., educational building- 2.0 m., all other building – 1.5 m.

34. **Post, Postplate, 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.

35. **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.

36. **Area regulations**:- The setback line, yard widths, coverage will be according to the standards as specified in chapter –IV

The Authority may relax the standards laid down in Byelaw 36 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 semidetached 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 regulations.

37. (A) **Maximum height of the building and additional requirement**: -

Buildings shall not exceed 3 storey 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) The side and rear setback shall be increased by 0.3 mtrs for every 1.5 mtrs additional height of the building in addition to the

setback already prescribed in this rule subject to maximum of 4.5 mtrs side setback and 6.0 mtrs rear setback.

(ii) Building shall not exceed 1.5 times of the width of the road plus front open space.

(iii) Residential building should not be cut by 45 degree angle line drawn from the opposite edge of the road. However building upto two storey is exempted of it.

(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 will be calculated by omitting the the height of the parking floor upto a maximum of 2.7 mtr 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 mtrs shall require necessary clearance from State Fire Service.

(e) For a building with a height 12 mtrs 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 1.5 mtr in height.

(ii) Ventilating, air conditioning and lift rooms and similar service equipments, stair covered with roof upto 3.0 mtr in height, chimney and architectural features not exceeding 1.5 mtrs in height.

(iii) Rooftop Assam Type pitched rain harvesting structure covering up to 50% of the roof area. The height of such structure is to be restricted to 2.1 m. subject to maximum permissible FAR if the space is put to specific use.

(h) Maximum height of parking floor shall be 2.7 m measured upto the soffit level.

38. **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 those Byelaws to face the streets which has the greater width and the height will be as per Bye-laws.

39. **Covered area**: - The maximum covered area of buildings of different classes shall be governed by the standard as laid down in Chapter-IV.

40. **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 upto 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 (a) 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 should 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 (a) are not applicable to boundary walls of jails, in industrial buildings, electric sub-stations, transformer stations, institutional buildings like sanatoria, hospital, industrial buildings like workshops, factories and educational buildings like schools, colleges, including the hostels, and other uses of public utility undertakings and height upto 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.

41. **Number of rooms**: -

(a) Every dwelling structure 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.

42. **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.

43. **Height and number of storeys**: - This shall be as per standards laid down in Chapter-IV.

44. **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.

45. **Basement**- 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 this Byelaws.

Basement can be constructed up to minimum prescribed setbacks line and beyond prescribed building lines.

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

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 FAR.

46. **The basement shall have the following requirements**:

(a) Every basement shall be in every part at least 2.4 m in height from the floor to the underside of the roof slab or ceiling;
(b) Adequate ventilation shall be provided for the basement. The standard of ventilation shall be the same as required by the particular occupancy to Rule. Any deficiency may be met by providing adequate mechanical ventilation in the form of blowers, exhaust fans, air conditioning system etc.
(c) The minimum height of the ceiling of any basement shall be 1 m above the average surrounding ground level.
(d) Adequate arrangements shall be made so that surface drainage do not enter the basement.
(e) The walls and floor of the basement shall be watertight and be so designed that the effect of the surrounding soil and moisture, if any, are taken into account in design and adequate dampproofing treatment is given.
(f) 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. Open ramps shall be permitted if they are constructed within the building line subject to the provision of (d) above.
(g) If such ramps are provided in basement parking floor the gradient of it should be minimum 1:5 and the height of 2.7 m is to be maintained at the entrance also.

47. **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.

47A (I) – Adequate provision for facilitating easy access of physically challenged persons shall be made in all public buildings in accordance with the provisions of National Building Code of India, 2005 including minimum facility to reach staircase without any barrier and there should be a ramp with hand rail to every public building on ground floor.

47A (II) – While planning for public buildings provisions of Part 3 CL.12.21, Annexure D of NBC 2005 is mandatory to be provided for physically challenged persons.

47B – In all buildings a 75mm x 75mm underground duct to be provided at suitable location from boundary of plot for allowing telephone cable into the premises.

47C – No verandah, balcony or the like 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, 1965, 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 meters	Horizontal distance in meters
Low and medium voltage lines and service lines	2.5	1.2
High voltage lines upto and including 33KV	3.7	2.0
Extra high voltage lines beyond 33KV	4.6	4.5
	(Plus 0.3 meters for every additional 33KV or part thereof)	(Plus 0.3 meters for every additional 33KV or part thereof)

47D – 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, 1969 (Assam Act. of 1973) shall apply for procedure of action to be taken by the Authority for unsafe buildings.

47E – Where in a particular area a number of plans for erection of building are coming up or the Authority feels that a layout plan is necessary for guiding the development of a particular area the Authority may prescribe or insist on a layout plan to be approved by the Authority. In all layout plan a minimum of 5% of land is to be reserved for open space/ playground.

47F – Where in a particular area a number of plans for erection of buildings are coming up and Authority decides this area as scheme area under section 35 of GMDA Act the Authority may levy fee as it may consider necessary for providing and maintaining any public utility service. The Authority either may take up such works in advance or after collection of sufficient fund, either directly or through any agency, and make arrangements for recovery of pro-rata cost of development either actual or estimated, from the owners of buildings either existing or proposed in the area. The amount collected shall be kept in a separate account of the Authority. For the purpose of estimating the cost of work, pro-rata cost and for deciding the executing agency a committee shall be constituted by the Authority with the following members:

(1) Vice Chairman – GMDA – Chairman
(2) Chief Engineer - PWD (Roads)
(3) Chief Engineer – GMDA
(4) Commissioner – GMC
(5) Director – Town and Country Planning
(6) CEO – GMDA – Member Convener
(7) Town Planner – GMDA

The pro-rata cost of any particular building shall be: -

$$\frac{\text{Total infrastructure development cost x Floor area of the building}}{\text{Anticipated total area of the buildings in the area in the next five years}}$$

48. **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 minimum rise and minimum breadth of tread of staircases will be as follows:

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

(d) Interior staircase may be constructed with fire resistant materials throughout.

(e) A staircase shall not be arranged around a lift shaft, unless the latter is entirely enclosed with material with fire resistant rating and that for type of construction itself. 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.

(f) The minimum head room in a passage under the landing or under the staircase, if provided shall be 2.2 m.

(g) 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.

(h) 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.

(i) 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.

49. **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.

50. **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.

51. **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.

52. **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.

53. **Served latrine**: - No service latrine will be allowed within the Guwahati Metropolitan Area.

54. **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	No. of persons based on occupant load and area of floors given in Table-2

The requirements of water supply for various occupancies shall be as given above or as specified by the Authority from time to time.

55. **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 apartment shall have one bathroom for each family or apartment.

(ii) A building designed or used for human habitation other than in separate apartments shall be provided with one bathroom or shower room to every closet.

56. **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 clause.

57.1 **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 far removed from the nearest habitable building as economically feasible but not closer than 6 m. to avoid damage to the structure.

57.2 **Requirement**: -

(a) Dimensions of septic tanks- Septic tanks shall have minimum width of 0.75 m, minimum depth of one metre below water level and a minimum liquid capacity of one cubic metre. Length of tanks shall be 2 to 4 times the width; detail of which is given in Table-3

(b) Septic tanks may be constructed of brickwork, stone masonary 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 atleast 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 atleast 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 metres.

(g) When the disposal of septic tank effluent is to 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 atleast 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, specially 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 a depth of 90 cm from the to as an anti mosquito measure.

(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.

Chapter-IV

58. **Setback line, yard width, coverage and other particulars will be according to the standards as below**:

58.1 MINIMUM PLOTSIZE FOR RESIDENTIAL USE

	Density	Plot Size	
(a)	High	15 lessa i.e	200 sq.mt
(b)	Medium	01 Katha i.e.	268 sq.mt.
(c)	Low	01 Katha 05L	335 sq.mt.

However within Guwahati Municipal Corporation area the Authority may allow to relax the provisions regarding plot size with the following conditions on FAR and coverage on appeal before appropriate authority.

High density	Minimum plot size	10 Lessa
	F.A.R.	100
	Coverage	50%
Medium density	Minimum plot size	15 Lessa
	F.A.R.	125
	Coverage	50% for RCC 55% For Assam Type

58.2 MINIMUM WIDTH OF PLOT

(a)	Upto 15 Lessa i.e. 200 sq. mt	7.5 mtrs
(b)	15 Lessa to 1 K-10L i.e. 400 sq. mt	10 mtrs
(c)	1K-10L to 2K-10L i.e. 400 sq. mt to 670 sq. mt	11.5 mtrs
(d)	More than 2K-10L i.e. 670 sq. mt	12 mtrs

58.3 SETBACK 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-

Width of street fronting the plot as per Master Plan	Minimum front open space		
	Height of the building		
	Upto 9.6 Metres*	9.6 to 15.8 Metres*	Above 15.8 Metres*
Upto 6.6 Metres	3.0 Metres	4.5 Metres	6.0 Metres
Upto 15 Metres	3.0 Metres	6.0 Metres	7.5 Metres
Above 15 Metres	3.0 Metres	7.5 Metres	9.0 Metres

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

In case of building abutting two or more streets the wider street shall be considered for determining building height and other regulation and setback will be as per CL 36.

Front setback of all categories of building shall be as per 58.3 (i).

(ii) SIDE SETBACK

For high density zones side setbacks shall be 1.5 metres.

For medium density zones side setbacks shall be 1.5 mertres

For low density zone side setbacks shall be 1.8 metres.

(iii) Rear setback for all density zone shall be 3.0 metres.

(iv) For building above 12 m. additional setback will be required as per Cl. 37 (A) 1.

(v) However for multistoreyed residential buildings all set back norms of multistoreyed apartment will be applicable.

58.4 REGULATIONS FOR APARTMENT BUILDINGS

Height of building	Minimum plot size	Minimum front set back	Minimum rear set back	Minimum side set back
Apartment upto 12 m.	3 K.	4.5 m.	3.6 m.	2.4 m.
Apartment above 12 m. height	4 K.	6 m.	3.6 m.	2.4 m.
Mixed use building of residential apartment and commercial above 15 m.	5 K.	6 m.	3.6 m.	2.4 m.

A plot abutting a street with a width of above 15 metres, the

minimum front set back shall be calculated according to the width of the abutting street as given in the clause No. 58 (3)(i)

The side and rear set backs for buildings above 12 m. will be as per Cl. 37. (A) (i).

58.5 REGULATIONS FOR COMMERCIAL USE IN COMMERCIAL ZONE

Minimum plot size -167.4 sq. mtr.
Minimum width of plot - 7.5 m

(i) Setback upto the height of 12 mtr.

Minimum front set back- 3.0 mtrs with 1.5mtr. cantilever in upper floor

Minimum side set back- a minimum of 1(one) mtr 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.

Minimum rear set back
upto plot depth of 18 mtrs - 1.5 mtrs.
above plot depth of 18mtrs - 3.0 mtrs with maximum 1.5 mtrs projection on the upper floors.

If any part of the ground floor or any other upper floor is used for residential purpose or for human habitation the side set back of the building shall be as per the high density residential zones.

A plot abutting a street with a width of above 15 mtrs the front setback shall be calculated according to the width of the abutting street as given in the clause no. 58.3(i)

(ii) Additional rear and side setback for a building with a height of above 12 metres.

12 m upto 15 m. –Rear setbak – 3 mtr. & side setback - 1.5 m.

- Side and rear setback should be increased by 0.3 metres for every 1.5 mtres of additional height of the building in addition to the setbacks already prescribed for a building of 15 metres height upto a maximum of 1.5 metres of additional set backs on both rear and sides.

58.6 REGULATIONS FOR WHOLESALE USE IN WHOLESALE COMMERCIAL ZONE

Minimum plot size	-	670 sq.mtr
Minimum plot width	-	15 metres
Minimum front set back	-	6 mtrs.
Maximum height	-	(a) 15.0 mtr for building of wholesale use (b) For other building the height will be given as per CL. 37.

Minimum side set back - 1.8 mtr on one side and the setback on the other side will be 3.6 mtr

Rear Set back - 3.0 mtr.

58.7 REGULATION FOR PUBLIC AND SEMI PUBLIC USE IN PUBLIC AND SEMI PUBLIC ZONE

Minimum plot size - 400 sq.mtr.
Minimum setback
Front set back - 6.0 metres.
Side & rear - 3.0 metres.

58.8 REGULATION FOR INDUSTRIAL ZONE

		Light		Medium	
	Requirements	Area In sq.mtrs.	Width in mtrs	Area in sq. metres	Width in metres
(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	3.0	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 for medium density residential zone		If any structure or building is permitted for human habitation under the provision of these rules the yard conditions shall be same as prescribed for medium density residential zone	
(4)	Maximum height	15 mtrs			

58.9 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. mtr i.e. 1 Bigha
Minimum setback
Front setback - 9 metres
(a) Rear & side - 4.5 metres

(B) PLACE OF WORSHIP
(Applicable for new proposals)
Minimum plot size- 804 sq. mtr i.e. 3 K
Minimum setback

Front setback - 7.5 metres
(a) Rear - 5.0 metres
(b) Side - 3.0 metres

(C) CINEMA HALL AND AUDITORIUM
Minimum plot size - 1860 sq. mtr i.e.1B-3K-9L
Minimum setback
(a) Front set back - 9.0 metres
(b) Rear & side - 4.5 metres

(D) FILLING STATION
(a) Minimum Plot size- 31 mtr x 17 mtrs
(b) Petrol filling station with servicing bed
Minimum Plot size- 37 mtr x 31 mtrs

*(E) SCHOOL BUILDING

		Minimum Plot size	Maximum Coverage	Minimum Front set back	Minimum side setback	Minimum rear setback
(a)	Pre nursery/ Nursery	535 sq. mt 02 katha	50%	6.0 mtr	3.0 mtr	3.0 mtr
(b)	Primary	804 sq. mt 03 katha	50%	7.5 mtr	3.0 mtr	3.0 mtr
(c)	High School	2677 sq. mt 02 bigha	30%	10 mtr	3.0 mtr	3.0 mtr
(d)	College	4015 sq. mtr 03 bigha	30%	10 mtr	3.0 mtr	3.0 mtr

Organised parking- 20% of the total plot area
Organised recreational open space- 20% of the total plot area
* For Govt. institutions regulations adopted by Education Department will be followed.

"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 1.5mtrs for building of 12 m height & 2.4m for building above 12 m
(c) Minimum plot size for performing such development shall be 500 Sq. mtrs.

58.9. (i) The area of the plot for a multistoreyed building other than apartment of 15 metre height and above shall be - 04 K.

58.9. (ii) The floor area ratio (FAR), the coverage and the width of the access road for the various type of building is as given below

Residential

(a) The FAR for different widths of access road shall be :-

Road Width (Metre)	Maximum FAR
Upto 4.4	100
4.5 to 7.9	175
8.0 or more	200

(b) The coverage for different plot sizes should be: -

Plot size (M^2)	Maximum coverage (%)
Upto 500	55
Above 500	50

(c) Commercial and Resi-Commercial (Mixed Use)

Minimum road width 3.6 m. to 9 m

Plot size (M^2)	Maximum FAR	Maximum coverage (%)
Upto 300	200	55
301 to 500	200	50
Above 500	225	45

(d) Others

Type of building	Maximum FAR	Maximum coverage (%)	Minimum width of access road in M
a)Apartment (i) upto 12 m height (ii) above 12 m height	 175 200	 40 40	 6.6M 8 M
b) Institutional	175	40	9M
c) Wholesale commercial	150	45	9M
d) Other public & semi public area	175	40	9M
e) Nursing home	150	40	9M
f) Industrial	150	40	9M
g) place of worship (applicable for new proposals)	125	40	9M
h) Cinema hall / multiplex &	125	40	9M

auditorium and indoor stadium			
i) Multiplex	The FAR and Coverage stipulations shall be similar to Commercial and Residential-Commercial (Mix use) of plot size above 500 metres square, with additional requirement of parking, over and above parking norms for that building, similar to the requirement of parking space required for Cinema Halls based on the number of seats.		
j) Multilevel Car Parking	i) Minimum plot size -1000 sq. m. ii) Maximum Coverage -66% iii) FAR Plot Size 1000 sq. m –2000 sq. m -175 Above 2000 sq. m -200 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.		

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

58.10.1 Maximum mezzanine area allowed is 33% of plinth area which will not be counted in 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 FAR is available.

58.10.2 Basement shall not be counted for F.A.R. 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 F.A.R.

(iv) While calculating the FAR following areas are exempted from FAR calculation-

Lift, Staircases and 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. metre each), Care Taker Room (Maximum 8 sq. metre), Rain Harvesting Structures and Un-Enclosed Covered Parking Places.

(v) For calculation of exemption area from FAR under clause 58.10.2 the entrance lobby will mean the lobby immediately in front of staircase and lift subject to a maximum exempted area of 12 sq. m. per staircase/lift for each floor.

58.10.3

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

(b) The projection of cantilever or cupboard or shelve upto 0.75 mtr 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 mtr per habitable room and cupboard under windows.

(c) A canopy not exceeding 4.5 mtr in length and 2.5 mtr in width in the form of unenclosed cantilever over the main entrance with a clear height of 2.2 mtr below the canopy shall be allowed.

(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 will be 3 mtr.

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 the size of which is given below-

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

58.10.4 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 25% of the open space reserved as organised open space which should be clearly shown in the service plan.

For calculation of car space the following shall be considered.

Area of each car space-

(i) Basement parking-30 sq. mtr

(ii) Stilt-25 sq. mtr

(iii) Open Parking-20 sq. mtr

In addition to parking requirement specified in Appendix – I, for multistoreyed apartments, 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 -1 car/4 dwelling units.

Multistoreyed shopping/ Office complex	-1 car/100 sq.mtr. of area -1 scooter/50 sq.mtr. of area
Nursing home	-1 car/5 cabin of single accommodation. -1 Scooter/5 bed accommodation

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. metre.

58.10.5 No extension of existing building will be allowed by the Authority if the parking provision required for the whole building as per new Byelaws is not made available in the new proposal.

58.11 ADDITIONAL REQUIREMENTS FOR MULTISTOREYED AND SPECIAL TYPE OF BUILDINGS

(A) 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 soakpit 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 and provision made under Sec. 64 wherever required.

(b) Garbage vet.

(c) Organised open space as specified by clause 58.10(4).

Detail of building services 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, transformer and switch gear.

(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, wetrisers, etc, if any. .

N.B.-These should generally be as per specifications of National Building Code 2005.

(viii) Size (width) of main and alternate staircase along with balcony approach, corridor and ventilated lobby approach.

(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 and 1995 will be required before its clearance by GMDA.

(x) Detail provisions made of conservation and harvesting of rain water to be provided as required under CL. 65 of this Byelaws.

(B) (i) NOC from the State Fire Service shall be required for building above the height of 15.8 m.
(ii) In addition to this NOC mentioned in (i) above it will be mandatory to provide all provision of Part (4) of NBC 2005, for fire and life safety in the building.

(C) Specifications:- General specifications of the proposed construction giving type and grade of material of public use along with soil testing report and structural details as given in Chapter- VI duly signed by architect/ engineer/ supervisor/ group should accompany the application for buildings above three storey.

(D) Supervision: Applications shall be further accompanied by a certificate of supervision in a prescribed form given in Chapter- VI by the licensed architect, engineer, groups as the case may be.

(E) A certificate to the effect that the maximum requirement of power in the building/ project is being intimated to A.S.E.B. in advance.

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

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

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

58.15 Engineers Group, Structural Engineers, Geo-Technical Engineers/ Consultants, Supervisors referred to above shall be licensed/ enrolled by the Authority as competent to do various works as specified in this rules and modifications made from time to time, detail of which is given in annexure – II where as 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.

58.16 **Penal action for violation of Master plan & its Zoning Regulations and Byelaws**.

The Authority under provisions of GMDA Act, 1985 shall take penal action for violation of Master Plan/ Zoning Regulations or Byelaws which may include stoppage of construction activity, demolition/

alternation and in paying fine and by imposing penalties as given in Appendix-III.

58.17 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.

i) The individual /promoter is required to get their construction checked at above mentioned three stages of construction through licensed technical firms of Authority before proceeding with next stage of construction failing which the Authority may revoke the permission.

ii) The supervision under this clause will be done by the concerned firm. Necessary certificate is to be submitted duly signed by firm and applicant in the manner given in Form 1 to 4.

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

58.18 The inconsistent provisions of the present Zoning Regulations will cease to operate within Guwahati Metropolitan Area with effect from the date on which these modifications are first published and the Authority can enforce these provisions with immediate effect from a date to be notified by the Authority.

58.19 Should any dispute arise about the interpretation of any definitions or provisions of these rules, the decision of the Authority shall be final. However, aggrieved persons may appeal to the appellate authority against such decisions and the decisions of the appellate authority shall be final and binding to all concerned.

58.20 For construction of any public and apartment building of height above 12 metre –

(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.

(ii) The soil testing report on which the design is based is required to be obtained from a licensed Geo-technical consultant.

(iii) For public buildings and apartments, permission for construction shall not be granted unless :-

(a) The builder submits detailed calculations of structural design along with copies of structural drawings and specifications certified by the structural engineering consultant. (detail in Chapter-VI)

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

Note: - (a) The Authority may go for proof checking of structural design through a structural designs review panel to be setup by the Authority. Proof checking will only be done on the basis of recommendations of the Committee approving the proposal based on each case as specified in Chapter-VI.

(b) Record of construction progress be intimated to the Authority and stage for recording progress certificate (format to be given by the Authority) and checking is given below: - (detail given in Chapter-VI)

(i) Plinth in case of basement before casting of basement slab
(ii) First storey
(iii) Middle storey incase of multistoreyed building
(iv) Last storey

The progress certificate is to be signed by owner/developer/builder and R.T.P.

Note: Procedure to be followed for ensuring structural safety of the building will be governed by provisions given in detail in Chapter-VI of these rules.

(iv) Availability of source of water supply is to be ensured by the builder before granting permission for construction of a multi-storied building. Report of test boring and other study to ascertain the availability of ground water may be called for if the source of water is ground water.

(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 B.I.S. codes of practice and relevant provisions of Indian Electricity Rules and should be approved by the Chief Electrical Officer of Govt. of Assam.

(vi) Improvement of drains upto 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.

58.21 Should at any time the Authority decide that certain provision of these rules require change or suspension in certain areas for a comprehensive development of the area, the same can be made by the Authority with prior approval of the Govt.

58.22 Provisions of National Building Code 2005 will apply in case of those provisions which are not specified in this Byelaws.

Chapter-V

MISCELLANEOUS

59. **Cinemas, Theatres and Assembly Halls**: -
In addition to any other Byelaws applicable to such buildings, the following shall apply-

59.1 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.

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

59.3 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.

59.4 A gangway or passage must be atleast 1.2 m wide and they shall be provided atleast one in the center and one on each side.

59.5 The height of the bottom balcony or the gallery shall not be less then 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.

59.6 The maximum rake of the floor of the auditorium shall not be more than 1 in 20.

59.7 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.

59.8 The maximum rise of the balcony steps shall be 0.4 m.

59.9 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.

59.10 In the case of the cinema the farthest seat shall not be more than 45.0 m anyway from the screen.

59.11 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.

59.12 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.

59.13 No corridor leading to any stair case or exit passage shall be less than 1.5 m. in width.

59.14 No corridor shall be used for any purpose other than the exit and entrance from the auditorium.

59.15 Doors: Entrance and exit doors shall be provided at a rate of not less than one door of a dimension of 1.5 m in width and 2.4 m in height for every 200 individuals or part thereof.

59.16 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.

59.17 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 1.5 m clear in width.

59.18 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 300mm.

59.19 No space less than 2.4 m in height shall be allowed under the floor of the auditorium.

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

60. **Factories and building of the warehouse class**:

60.1 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.

60.2 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.

61. **Special regulations for construction in hilly areas**:

(a) The Authority may 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 effect 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 hill areas with slope greater than 10^{o} special protection measures will 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 B.I.S. as specified in Chapter-VI.

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

62. **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 upgradation of the area and to restrict soil erosion.

(i) In every plot at least 20% of the land should be utilized for tree plantation and greenery.

63. (a) The Authority may impose special condition to the developer to develop the road and drain abutting that particular plot.

(b) If however, developer agree 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 may consider allowing additional proportionate F.A.R. in that particular plot development of the area.

(c) For allowing additional FAR under this provision, detail procedure is given in Chapter-VII.

64. In Group Housing project and projects where a number of apartment blocks are proposed in a single plot the Authority may impose special regulations for drains, recreational open space, garbage disposal etc. in addition to the regulations contained in these Byelaws.

65. Every building shall provide one or more rain harvesting structures to collect the roof top run off. The total dimension of recharging/percolating pits/trenches should be at least 5 cubic metre dimension for every 100 sq.mtr. of roof area. Provided further that such rain water harvesting structure shall also be provided in cases of all apartment, institutional and similar buildings and buildings in hill areas.

65. (i) CONSERVATION AND HARVESTING OF RAIN WATER IN GROUP HOUSING SCHEMES/APARTMENT AND COMMERCIAL COMPLEXES/ INSTITUTIONAL BUILDINGS

Every Group Housing Scheme etc. shall be provided with required facilities and infrastructure for conservation and harvesting of rain water, viz.,

a. Percolation Pits:

The paved surface around the building shall have percolation pits of 1.2m x 1.2m x 1.2m covering at least 30% of such area. Such pits shall be filled with small pebbles or brick jelly or river sand and covered with perforated concrete slabs.

The following requirements are optional and to be provided depending on the site conditions.

b. Terrace water collection:

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 to 1.2 m square can be constructed near the sump. A tank can be divided by a perforated slab and one part 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.

c. Open Ground:
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.

OR

d. Any other methods proved to be effective in conservation and harvesting of rain water may be adopted in each and every construction taken up.

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

1. 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.

2. Areas falling on or abutting natural drainage channels.

3. Areas falling on or abutting wetlands.

4. Areas earmarked for infrastructure of civic amenities in the Master Plan and Zoning Regulation for Guwahati.

5. 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 rules. In this regard the foot hill areas of Sarania, Kamakhya, Narakasur hills are most vulnerable.

6. Government land in the hills and in the water bodies like beels.

7. The notified forest land falling within the Guwahati Master Plan area.

8. Areas between river Brahmaputra and the main road from Raj Bhawan to Kamakhya hill.

The Authority will 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 has been given in Chapter –VI Cl. 6.12.

Chapter VI

67. ADDITIONAL PROVISIONS IN BUILDING REGULATIONS /BYELAWS FOR STRUCTURAL SAFETY.

67.1 STRUCTURAL DESIGN

For any building under the jurisdiction of these regulations 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 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 the same shall be followed except specific criteria, if any, mentioned above against that code.

67.2 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 arts(**FormNo.6**)

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

67.3 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.

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

67.4 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) Table-1 gives requirements of SDRP for different seismic zones namely III, IV and V and for structures of different complexities

TABLE – 1

PROOF CHECKING REQUIREMENTS FOR STRUCTURAL DESIGN

SR 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.

67.5 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-3** and **Form-14** at the time of completion.

67.6 CONSTRUCTIONAL SAFETY

67.6.1 Supervision

All construction except RCC load bearing buildings upto 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.

67.6.2 Certification of structural safety in construction

CER/ CMAR shall give a certificate of structural safety of construction as per proforma given in **Form-13** at the time of completion**.**

67.7 QUALITY CONTROL AND INSPECTION

67.7.1 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 zones IV & V.

67.7.2 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-15.**

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

67.8.1 CONTROL OF SIGNS (HOARDINGS) AND OUTDOOR DISPLAY STRUCTURES AND PAGING TOWER AND TELEPHONE TOWER AND OUTDOOR DISPLAY STRUCTURES

Following provisions shall apply for telecommunication infrastructure.

a) 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.

b) Type of structure

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

c) Requirement:
(i) 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.
(ii) 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.
(iii) Applicant has to produce / submit plans of structure to be erected.

d) Projection: No Pager and/or telephone tower shall project beyond the existing building line of the building on which it is erected in any direction.

67.9 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.

67.10 INSPECTION

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

67.10.1 General Requirements

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.

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 .

67.10.2 Record of Construction Progress

(a) Stages for recording progress certificate and checking:-

i) Plinth, in case of basement before the casting of basement slab.
ii) First storey.
iii) Middle storey in case of highrise building.
iv) Last storey.

(b) 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. 7-10)** This progress certificate shall be signed by the Construction Engineer on Record.

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

i) Alteration in building not involving the structural part of the building.
ii) Extension of existing residential building on the ground floor upto
maximum 15 sq mt. in area.

(d) Completion Report
i) It shall be incumbent on every applicant whose plans have been approved, to submit a completion report in **Form No.11**.
ii) It shall also be incumbent on every person / agency who is engaged under this Development Control Regulations to supervise the erection or re-erection of the building, to submit the completion report in **Form No.12 and 13** prescribed under these Development Control Regulations.
iii) No completion report shall be accepted unless completion plan is approved by the competent authority.

(e) 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.

67.10.3 **Issue of Occupancy Certificate**

The Authority issuing 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 regulations 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 D.C.R.. (such as parking, common plots, 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.

The 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.

67.11 **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 regulations. The Structural Inspection Report **(Form No.16)** 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 five years.

For other buildings, the owner shall get his building inspected after the age of building has crossed forty years. The procedure shall be followed as per above regulation.

67.12 **PROTECTIVE MEASURES IN NATURAL HAZARDPRONE AREAS**

In natural hazardprone 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 in Appendix A.

APPENDIX –I

MINIMUM NO. OF OFF-STREET PARKING SPACE

Sl No.	Type of Use	One Parking space will be provided for every	
		Car	Scooter
1	Residential building (In case of Group housing & apartment buildings)	Every unit of 60 sq. mt.	Every unit below 60 sq. mt to 40 sq. mt
2	Theatres, Cinemas, Auditorium	15 seats of accommodation	10 seats of accommodation
3	Retail business	50 sq. mt. or fraction thereof	20 sq. mt. of sales area
4	Office building	100 sq. mt. of area or fraction thereof	20 sq. mt. of office floor area
5	Hospital	5 beds (private) 10 beds (public)	5 beds of accommodation
6	Hotel	3 guest rooms	
7	Restaurants	10 seats of accommodations	6 seats of accommodations
8	Industrial building	20 employees in the industry	15 employees in the industry
9	Wholesale and Warehouses	60 sq. mt. floor area and fraction thereof for car and scooter	-
10	Educational	50 sq. mt. area or fraction thereof of the administrative office area and public service area	-
11	Marriage Hall/Community Hall	50 sq. mt. plot area	-
12	Stadium and exhibition center	30 seats	-

Minimum No. of Off-Street Parking space

1) For calculation of total car parking area the area of one car parking space will be as specified in 58 10 (4)
2) For calculation of scooter parking space, one car parking space will be equivalent to 6 scooter parking.
3) 2.5 car parking space will be equivalent to one parking space of heavy vehicle in Industrial and Whole-sale, Warehouse buildings.
4) In all building of various uses except residential buildings (as provided in Sl.1) as mentioned above, parking space of each car and scooter has to be provided.

APPENDIX-II

GUIDE FOR THE QUALIFICATIONS AND COMPETENCE OF PROFESSIONALS

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, and (h) utility service 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.

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.

A-2.2 Engineer

The minimum qualifications for an engineer shall be graduate in civil engineering/ architectural engineering of recognized Indian or foreign university, or the Member of Civil Engineering Division/ Architectural Engineering Division of the Institution of Engineers (India) or the statutory body governing such profession, as and when established.

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 informations connected with building permit;

(b) Structural detail and calculations of buildings on plot upto 500 m^2 and upto 5 storyes 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 upto 100 m^2 and upto two storyes or 7.5 m in height; 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 carryout 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 carryout 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 Geotechnical Engineers shall mean a Civil Engineer having at least 2 (two) years experience in soil and foundation engineering under similar soil/ geotehnical/ soil condition.

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 RATE OF LICENSE/ ENROLMENT FEES OF TECHNICAL PERSONNEL**:

Architect/ Engineer/ Group/ Agency/Others.

(a) Rs. 1500.00 (Rupees one thousand five hundred) only per year.

(b) Rs. 500.00 (Rupees five hundred) only for a single multistoreyed commercial building, apartment, residential and others.

Supervisor:

(a) Rs. 1000.00 (Rupees one thousand) only per year.

(b) Rs. 500.00 (Rupees five hundred) only for single multistoreyed project. Renewal of license/ enrolment shall be made. Annual renewal fees to be equivalent to original fees provided that no renewal of license/ enrolment is permissible for single project.

(c) Rs. 250.00 (Rupees two hundred fifty) only for a single residential building.

PROCEDURE FOR APPLICATION OR LICENSE/ ENROLMENT IN THE AUTHORITY

The Architect/ Engineer/ Group/ Agency/ Supervisor may apply in prescribed form (Form A & B) to the Authority with necessary fees as prescribed for license/ enrolment by the Authority.

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 GMDA 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 far as his professional connection with such case extends for due compliance with the provisions of GMDA 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.

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.

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 CL. 2 of this provision 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:

(1)	Coverage	-	Maximum of 5%
(2)	F.A.R.	-	Maximum of 10%
(3)	Setback	-	Upto 2′-6″
(4)	Open space	-	maximum 10% reduction
(5)	Total height of building	-	1.5%

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 FAR.

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 to the Committee headed by Vice Chairman in case of GMDA and Standing Appeal Committee in case of GMC.

Rates

(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 2002.

(i) In addition to the rates prescribed in (I), 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 Byelaws other than non-compoundable items specified in (i) of appendix –III shall be compounded at following rates for building constructed upto 2002.

(i) Rs. 500.00/sq.mtr. of area to be compounded for residential, public & semi public and educational buildings.
(ii) Rs. 3000.00/Sq.mtr. of area to be compounded for commercial, apartment, industrial building.

N.B: (i) 5% escalation charge /year will be added for buildings constructed after 2002.
(ii) The buildings not covered specifically under above categories shall be compoundable as decided by the Authority considering the merit of each case.

Residential & non residential buildings:

Upto 0.15mtr	-	No penalty
Above 0.15 mtr to 0.3 mtr	-	Rs. 10.00 per sq. mtr.
Above 0.30 mtr to 0.75 mtr	-	Rs. 20.00 per sq. mtr.

If a building has more than one violation the total regularisation fee will be calculated after considering each violation separately as per these provisions.

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.

APPENDIX- IV

Indemnity Bond for Basement/ Building/ Wall (For GMDA)

(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 GMDA, its successors or entitled.

Whereas the owner have submitted the plan of basement under building/ wall whereas he represented to the GMDA that if sanction is granted for the construction of the said basement/ building/ wall the owners shall indemnify the GMDA 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 GMDA of any claims put up against the GMDA either by way or damage, compensation or in any other way in case the GMDA 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 GMDA to pay full extent of the amount the GMDA may require to pay in the extent herein above mentioned.

The owners further undertake and agree to indemnify the GMDA for any such amount the GMDA may require to pay either by way of compensation or damage or any other amount and further undertake to indemnify the GMDA of all cost and expenses that the GMDA 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 GMDA 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.

FORM-A

Application for Enrolment as Competent Technical Personnel in G.M.D.A. (individual)

To,

The Chief Executive Officer,
Guwahati Metropolitan Development Authority,
Bhangagrh, Guwahati-5

I hereby apply for enrolment of my name as competent Technical personnel to do the various works of schemes for Building Permit and supervision in the G.M.D.A. under Sec. 123 of G.M.D.A. Act, in response to your Notification No. GMDA/ ……... as Architect/ Engineer/ Supervisor.

I do hereby also declare that I shall follow and will abide by all the rules and regulations now in force and that may be framed from time under the provision of the G.M.D.A. Act, 1985.

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.

Signature:
Dated:

N.B. I am not associated with any other similar group or agency in any manner for this purpose.

FORM-B

Application for Enrolment as Competent Technical Personnel in G.M.D.A. in Group or Agency

To,

The Chief Executive Officer,
Guwahati Metropolitan Development Authority,
Bhangagerh, Guwahati-5

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 sec. 123 of G.M.D.A. Act in response to your notification No. GMDA/ ……..

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 G.M.D.A. Act, 1985. 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. 1

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_____
_____
_____

Signature of Developer
with date _____

Name in Block Letters _____
Address_____

Structural Engineer on Record 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. 2

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. 3

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.4

CERTIFICATE OF UNDERTAKING OF THECONSTRUCTION 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. 5

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.

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. 6

STRUCTURAL DESIGN BASIS REPORT

1. This report to accompany the application for Building Development Permission.
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		IS: 875 Part 2

	. • □Floor loads . • □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 (A_h)		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 ($b_1+b_2+b_3)/l_1$ or ($b_6+b_7)/l_2$ • Minimum pier width between consequent opening (b_4) • Vertical distance (h_3) • 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 • at top of ridge 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
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		IS:4326 Cl. 9.1.4

	reinforced concrete screed		
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		IS: 1893 Cl. 7.5.3

	c. Ratio of a/b		
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 for corrosion protection	O Hot rolled sections O Cold formed sections O Tubes	IS: 800, Cl. 3.8 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
	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. 7

PROGRESS CERTIFICATE

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:_____

Name in block letters:
_____
Address:_____
_____
_____

Signature of the
Owner/ Developer/ Builder
Date: _____

Name in block letters
_____
Address _____
_____
_____

FORM NO. 8

PROGRESS CERTIFICATE - 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:_____

Name in block letters:
_____
Address:_____
_____
_____

Signature of the
Owner/ Developer/ Builder
Date: _____

Name in block letters
_____
Address _____
_____
_____

FORM NO. 9

PROGRESS CERTIFICATE - MIDDLE STOREY IN CASE OF HIGH-RISE BUILDING

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. 10

PROGRESS CERTIFICATE - 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. 11

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. 12

BUILDING COMPLETION CERTIFICATE 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
Date

Name in block letters:
_____
Address:_____
_____
_____

Signature of Architect on Record
Date

Name in block letters
_____
Address _____
_____
_____

FORM NO. 13

BUILDING COMPLETION CERTIFICATE 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. 14

BUILDING COMPLETION CERTIFICATE BYTRUCTURAL 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

Signature of Structural Engineer on Record

Date

Date

Name in block letters:

Name in block letters

_____ _____
Address:_____ Address _____
_____ _____
_____ _____

FORM NO. 15

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/Engg. 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. 16

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 T.P.No., F.P.No. etc.

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.	Shopp - ing 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:

Chapter-VII

Notification of
"Additional FAR scheme for widening of roads and improvement of junctions"

Guwahati Metropolitan Development Authority of Guwahati is taking up road widening and junction improvement programmes in Guwahati city with peoples' cooperation. Under Section 63(b) of Building Byelaws for Guwahati Metropolitan Area , 1998 the Authority may consider allowing additional FAR if any person relinquishes land for road widening or creation of open space, without asking for compensation. Hence the Authority framed the following guidelines for road widening and junction improvement programme for this purpose:

1. In addition to the "permissible F.A.R" to the total extent of the plot area an additional F.A.R (AFAR) of 100 shall be considered to the extent of the land affected in road widening and junction improvement and surrendered free of cost for constructing / re-constructing building as per land use of Master Plan. However the Authority will consider commercial use with 50 AFAR even if the Landuse is earmarked for Residential or other uses except Parks and Play Ground and Green Belt use as per Master Plan. The AFAR for commercial use can be utilized in any floor after obtaining permission of the Authority, who shall consider it keeping in view the developments existing on the road/junction , feasibility and smooth flow of traffic. " Permissible FAR" is the FAR permissible in that particular plot irrespective of maximum FAR allowed as per Building Byelaws.

2. Wherever permissible FAR cannot be achieved on plots after road widening and junction improvement with the stipulated set backs as per Building Byelaws and Zoning Regulations the relaxation of set back and coverage can be considered by the Chief Executive Officer, Guwahati Metropolitan Development Authority.

3. While exercising the above powers the G.M.D.A. shall finalise a suitable building line (i.e. front setback) for the complete portion of the road taken up for widening or junction taken up for improvement , keeping in view the developments existing on the road/junction , feasibility and smooth flow of traffic and notify the same for the benefit of owners of the sites affected in road widening /junction improvement. No construction shall be allowed in violation of such notified building line. While exercising the above powers the Guwahati Metropolitan Development Authority shall ensure public interest and safety and smooth flow of traffic.

4. The relaxation powers referred are applicable to roads notified for widening / junctions notified for improvement under this scheme by the Authority and no isolated case on a particular road or junction will be considered for this relaxation.

   Example :- If the plot area is 500 sq. mts and the land affected in road widening is 100 sq. mts and the permissible FAR as per regulation is 150* the normal floor area permissible is 750 sq.mts. The additional floor area permissible is as follows:-

Use Proposed for Additional FAR	Additional Floor Area.
Residential	100 Sq. Mts
Commercial	50 Sq. Mts

5. The relaxed FAR will be issued in the form of a bond to the owners of the affected plot which has to be utilized in a period of five years from the date of issue of this bond.

6. In case of building constructed unauthorizedly beyond the permissible FAR proposal will be considered for regularization up to the additional FAR allowed as per this scheme.

Chief Executive Officer,
Guwahati Metropolitan Dev. Authority.
Bhangagarh, Guwahati-5

APPLICATION FORMAT

1) Name of Applicant :

2) Father's/Husband Name :

3) Name of land owner if applicant & land owner are separate. :

4) Details of building permission, name, No. & date of issue :

5) State if land owner has given any NOC for construction to applicant :

6) Detail of building at site.

(i) No. of floors at present :
(ii) Area of each floor :
(iii) Use of building :

7) (a) Total plot area :
(b) Plot size. North……..….. South ……..……. East……... West……

8) Detail of plot :
(i) Dag No._____ Patta No_____
(ii) Revenue Village _____
(iii) Name of Road_____

I do hereby declare that the information given above are true to the best of my knowledge. In the event of submitting false information, I will be held responsible as per law. I hereby agree to relinquish the land for road widening in return of additional FAR given to me in my plot under the Additional FAR scheme under section 63(b) of Building Byelaws of GMDA declared vide Notification No.GMDA/GEN/8/99/Part-I/10 ,dated- 8/12/2003.

Applicant's Signature.

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 (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:

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 : .....

(2) Area Statement

Description	Proposed sq. mt.	Use	Permissible (For office use)	Remarks
Max. ground coverage				
Basement				
Ground floor				
Mezzanine				
First floor				
Second floor				
Third floor				
Fourth floor				
Fifth floor				
Sixth floor				
Seventh floor				
Eighth floor				
Ninth floor				
Tenth floor				
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 clause no. 58.10.4 of GMDA's Building Byelaws:

Open parking	Stilt parking or ground floor covered parking	Basement parking	Total no. of parking

(B) Parking required as per Appendix-I of GMDA's 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 clause no. 58.10.4 of GMDA's 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 titleship document is to justify the ownership of land and its sub-division was duly approved by the GMDA 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 in CL. 58.17 and Chapter-VI 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:

Annexure A-2

(Clause No. 5.3 (d) of GMDA's Building Byelaws)

(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.)	Propsed (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:

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 ……

Affidavit-cum Undertaking

(For all categories of buildings except residential
A.T. building and semi R.C.C. above G+2)

(Affidavit of Architect/Registered Technical Personnel (RTP) of GMDA/GMC on Rs. 10/- 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 ……..……
Architect/Registered Technical Personnel of GMDA/GMC by profession having office at …… do hereby solemnly affirm and declares as under:

1. That I am a Licensed Architect/ Engineer/Group or Agency duly registered with the Authority vide registration no. ……..……
   Or
   That I am an Architect by profession and duly registered with the Council of Architecture vide registration no. …….……
2. I hereby certify that I am appointed as the Architect/Engineer/Group or Agency on Record to provide Comprehensive Consultancy services for the above mentioned project and that I have prepared and endorsed the same and that the execution of the project shall be carried out under my direction, and supervision by a Construction Engineer on Record, as per the approved design. 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.
3. That I or through my authorized representative 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.
4. 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 by the owner before the relevant work commences.
5. That in case the owner dispenses with my services 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.
6. That nothing has been concealed and no misinterpretation has been made while designing the project and submitting the same.

7. That mandatory setbacks have been proposed and shall be maintained in accordance with the setbacks marked in the Layout Plan/Building Byelaws.
8. That in case any thing contrary to the above is found or established at any stage, the concern Authority shall be at liberty to lodge a complain with the Council of Architecture, New Delhi or any other competent Authority as per GMDA/GMC Act and Byelaws.

Deponent

Verification:

I the above named deponent do hereby verify at ……. on this …… of …… 200……. 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.

Deponent