

Building Plan Approval System

Business Licensee User

Table of Contents

| | | |
|-------|---|----|
| 1 | Getting Started..... | 7 |
| 1.1 | Building Plan Approval..... | 7 |
| 1.2 | Change Password..... | 8 |
| 1.3 | Sign out..... | 8 |
| 1.4 | Recover Password..... | 9 |
| 1.5 | Home Page..... | 10 |
| 1 | Business Licensee Registration..... | 11 |
| 2 | Building Plan Scrutiny..... | 12 |
| 2.1 | Users..... | 13 |
| 2.2 | Overview..... | 13 |
| 2.3 | Building Plan Scrutiny:..... | 13 |
| 2.4 | Steps to submit a Building Plan Scrutiny..... | 13 |
| 2.4.1 | EDCR- Building Plan Scrutiny..... | 14 |
| 2.4.2 | New EDCR Plan..... | 15 |
| 2.4.3 | Resubmit 'Building Plan Scrutiny'..... | 18 |
| 3 | Application Submission..... | 21 |
| 3.1 | List of Services..... | 21 |
| 3.1.1 | Save, Submit and Close..... | 26 |
| 3.1.2 | Online Payment..... | 26 |
| 4 | Letter to party reply..... | 27 |

| | | |
|-------|--|----|
| 4.1 | Update, Print letter to party and Close..... | 29 |
| 4.1.1 | Update..... | 29 |
| 4.2 | Print letter to party..... | 29 |
| 4.3 | Close..... | 29 |

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About eGovernments

eGovernments Foundation is a best-in-class technology solutions developer for electronic governance and smart cities with over 13 years of experience in transforming urban governance. Building a comprehensive, intelligent platform for technology-powered, mobile-enabled urban governance is the only work we do. Our products are relied upon by millions of people across India, both in government as well as citizens in their day-to-day lives. They offer exceptional possibilities to organizations engaged in developing/integrating solutions and applications in the e-governance domain.

Key components of our e-Governance platform:

- **ERP** - to fully digitize civic body operations •
- **CRM** - digital service delivery to citizens •
- **Payment System** – enabling government offices to go cashless both internally as well as with citizens
- **Financial Management** – includes budgeting, forecasting and financial accounting that are compliant with National Municipal Accounting Standard
- **Dashboards for State / City / Town level monitoring and control**
- **Mobile apps** for citizens to pay taxes, raise and resolve complaints
- **Mobile apps** for civic body employees
- **Data Analytics**

- We are committed to collaborate with reputed solution/application developers and system integrators to make Digital India a reality and transform urban governance globally.

Our strength:

eGovernments Foundation is promoted by two visionary technocrats – Nandan Nilekani, ex CEO, Infosys, former Chairperson of the Unique Identification Authority of India (UIDAI) and former Head of Government of India's Technology Committee, and Srikanth Nadhamuni, CEO, Khosla Labs, and ex CTO UIDAI – with a vision to transform urban governance through cutting edge technology.

- Our benefactors include Omidyar Network and Tata Trust
- Over the past decade, we have gained deep insights into eGovernance space at a very granular level
- Our state-of-the-art, ERP-based platform – with 22 modules – for urban governance is built on advanced Open Source technologies for better flexibility, interoperability and faster implementation
- Our products enable administrators in information-driven decision-making, enhanced citizen connect, intelligent financial management; and help citizens to interact with government in an easy, transparent, and real-time fashion.

About this User Guide

This User Manual describes the features, benefits, workflow, and roles offered by the Building Plan Approval module of eGovernments platform, and a step-by-step-by guide to using the module by different users.

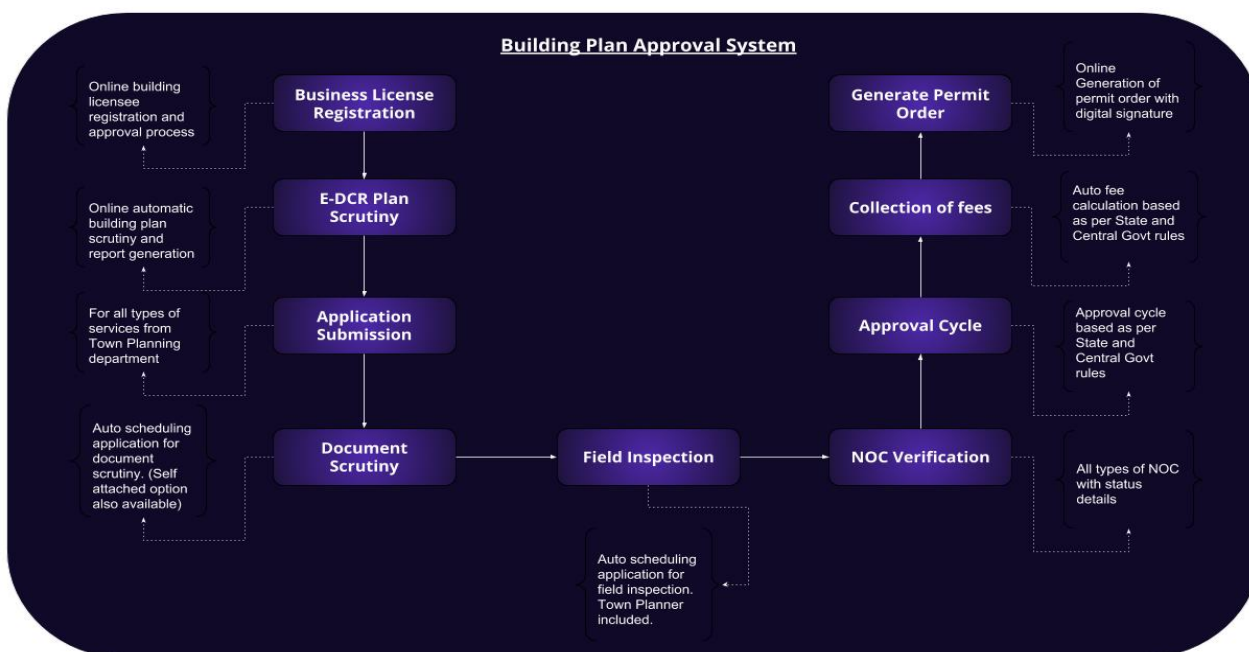
Conventions

The conventions used in this manual are:

- 1) Navigation > Arrow '>' notation describes the flow of navigation in the app.
- 2) LP: Letter to Party

1 Getting Started

1.1 Building Plan Approval



- Building Plan Approval module is available as part of the eGovernments platform. To log into eGovernments platform / your citizen services portal, on your web browser, type <URL> and click on **enter**.
- Upon entering the web page, you will see the following options in the home page.
- Use your log in details - **Mobile Number/Login ID** and
- **Password** - and click on **Sign in**.



The image shows a user service menu on the left and a sign-in form on the right.

User Service Menu:

- Create an account**
Create an account to avail our online services
- Register a grievance**
Register your grievance
- Check your grievance status**
Grievance number **Search**
- Register via grievance cell**
Call 1800-425-9766 to register your grievance

Sign in form:

Sign in

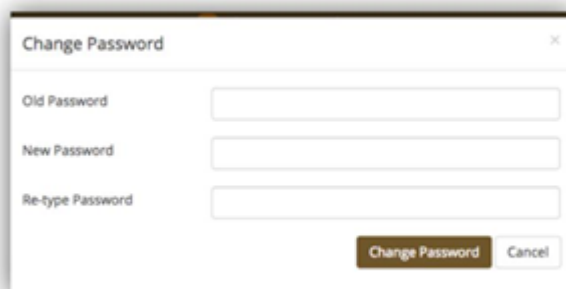
Mobile Number / Login ID

Password **Forgot?**

Sign In

1.2 Change Password

- In the top panel, on the right hand top corner, click on the photo icon next to the user name (as shown in Update Profile).
- In the drop down, click on Change Password option.
- Provide Old Password, New password, Retype new password, and click on Change Password.



The image shows a "Change Password" dialog box with the following fields and buttons:

Change Password

Old Password

New Password

Re-type Password

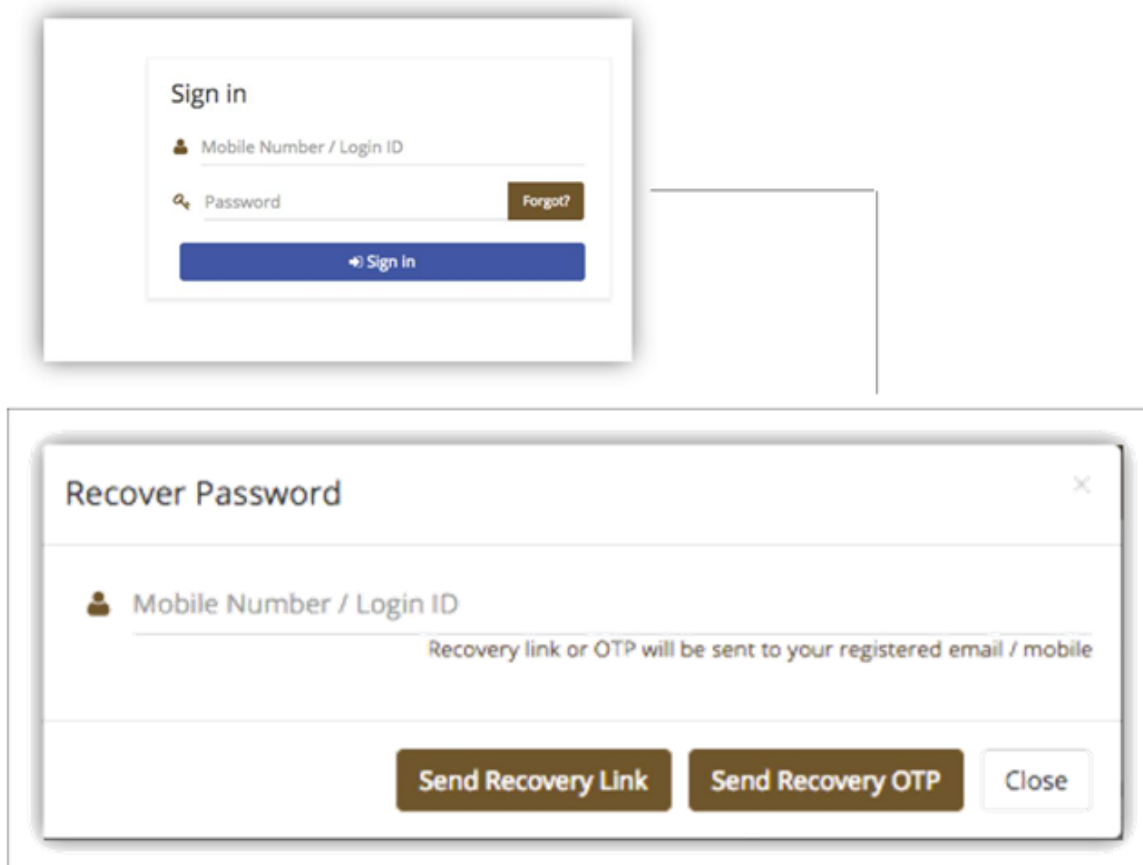
Change Password **Cancel**

1.3 Sign out

- In the top panel, on the right hand corner, click on the photo icon next to the user name (as shown in Update Profile).
- In the drop down click on **Sign out**.

1.4 Recover Password

- If you forget your password, in the log in page click on **Forgot** in the Password box
- In the Recover Password window that opens, enter your Mobile Number or Email ID, and choose the password recovery option (either my OTP to mobile phone or password recovery link to email)



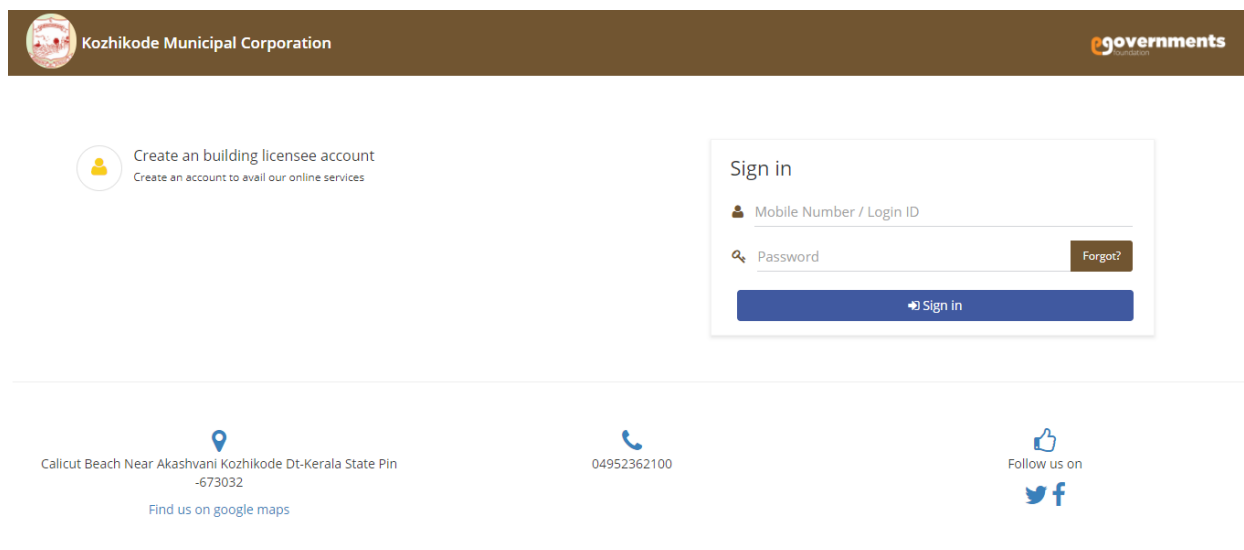
The diagram illustrates the password recovery process. It starts with a 'Sign in' window containing a 'Mobile Number / Login ID' field, a 'Password' field with a 'Forgot?' link, and a 'Sign In' button. A line connects the 'Forgot?' link to a 'Recover Password' window. This window has a title bar with a close button, a 'Mobile Number / Login ID' field, and a note: 'Recovery link or OTP will be sent to your registered email / mobile'. At the bottom are three buttons: 'Send Recovery Link', 'Send Recovery OTP', and 'Close'.

1.5 Home Page

| Elements | Functionalities |
|-------------|---|
| Left Panel | <ul style="list-style-type: none"> Provides two options – BPA and EDCR. BPA enable you to submit application for different service types. |
| Top Panel | <ul style="list-style-type: none"> Enables you to view dashboard and Notifications. In addition, the Top Panel enables you to update your profile. |
| Right Panel | <ul style="list-style-type: none"> Shows list of submitted applications, Drafts, and Notifications in List View sorted chronologically with most recent on top. Notifications contain the tasks with any changes occurred |

1 Business Licensee Registration

- URL: <http://kozhikode.egovernments.org>
- For building licensee registration, User needs to click on create a building licensee account on the left side of the screen.



Kozhikode Municipal Corporation

egovernments foundation

Create an building licensee account
Create an account to avail our online services

Sign in

Mobile Number / Login ID

Password [Forgot?](#)

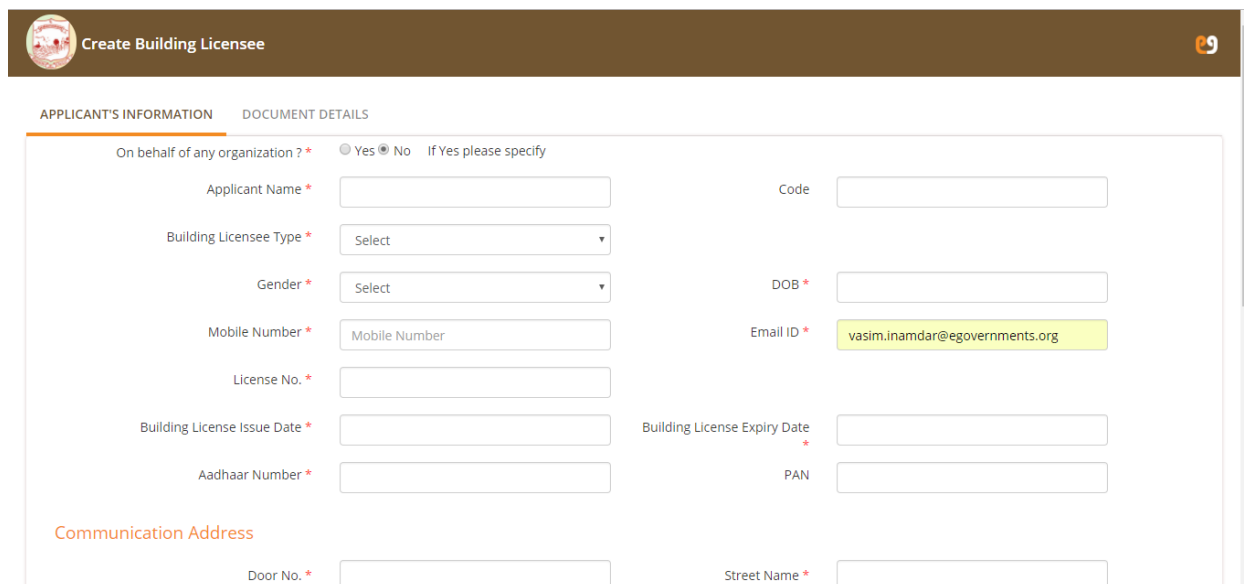
Sign in

Calicut Beach Near Akashvani Kozhikode Dt-Kerala State Pin -673032
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f t

- The building licensee needs to enter all the mandatory fields and documents.



Create Building Licensee

APPLICANT'S INFORMATION DOCUMENT DETAILS

On behalf of any organization ? * ☐ Yes ☒ No If Yes please specify

Applicant Name *

Building Licensee Type *

Gender *

Mobile Number *

License No. *

Building License Issue Date *

Aadhaar Number *

Code

DOB *

Email ID *

Building License Expiry Date *

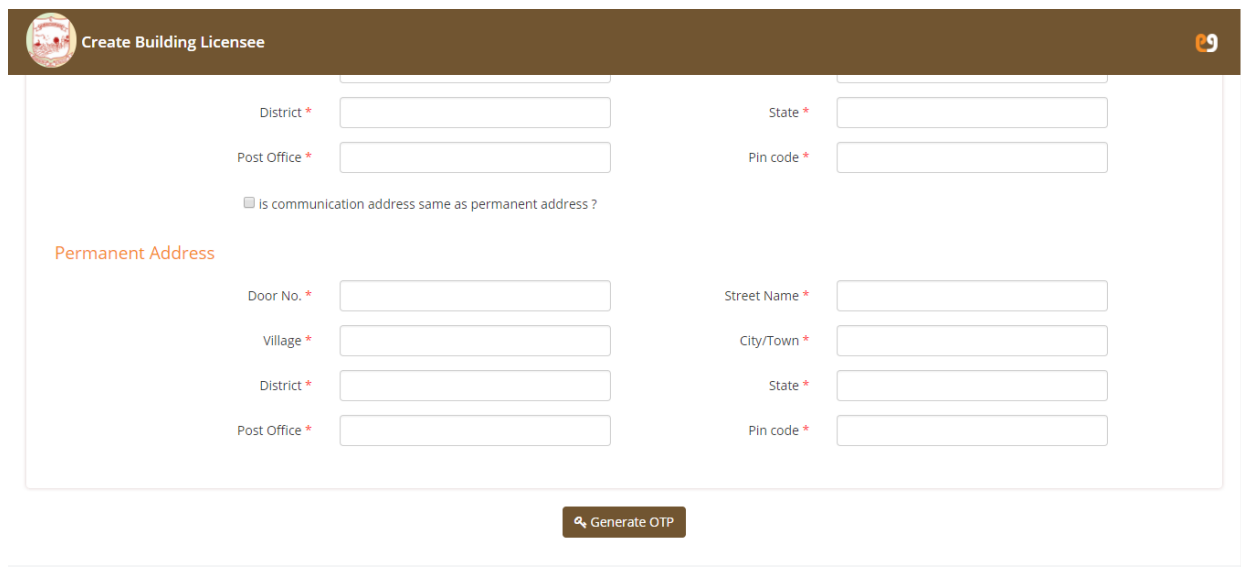
PAN

Communication Address

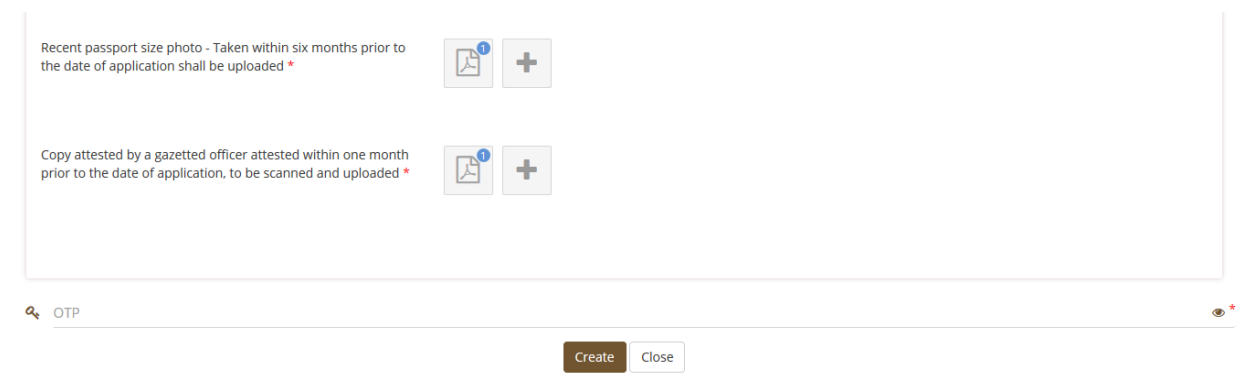
Door No. *

Street Name *

- Once all the mandatory details are entered, the user need to click on generate OTP tab for verification of mobile number.
- The user need to enter the system sent OTP on the entered mobile number.



- Click on submit button to submit the “**Building Licensee registration Application**” with ULB.
- Click on close to close the tab.



- Once the application for registration is approved, the user will receive login credentials via SMS and email.

2 Building Plan Scrutiny

2.1 Users

- Valid Business Licensee: **Architect, Building Designer A, Building Designer B, Engineer A, Engineer B, Town Planner A, Town Planner B, Supervisor A and Supervisor B.**

2.2 Overview

- A business user resembles the one who has valid license from ULB in order to submit a “Building Plan Approval” (BPA) application.
- Only a business user can submit a **Building Plan Approval** application.
- A business user can do plan scrutiny for “n” number of times for a single plan and can submit and scrutinize multiple building plans for ‘n’ number of time.
- Business user and citizen will be completely in sync with each and every details related to building plan approval application, via Building Plan Approval system, throughout the application cycle



2.3 Building Plan Scrutiny:


In order to make a complete automated and transparent process for scrutinizing a building plan and getting the government approval for the same, eGovernments foundation has created an open source software (built on all open source tools) for ‘Building Plan Scrutiny’ and ‘Building Plan Approval System’

2.4 Steps to submit a Building Plan Scrutiny


- 1) For registration of Business licensee, click on new registration on <http://kozhikode.egovernments.org>



- 2) A business user will be able to login or will receive the unique login credentials only after approval from the ULB authority.
- 3) Login as registered business user using the user name and password send via SMS and Email.
- 4) URL for login: <http://kozhikode.egovernments.org>.

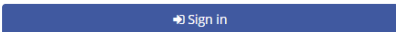
 Kozhikode Municipal Corporation 


 Create an building licensee account
Create an account to avail our online services


Sign in




 Mobile Number / Login ID

 Password 



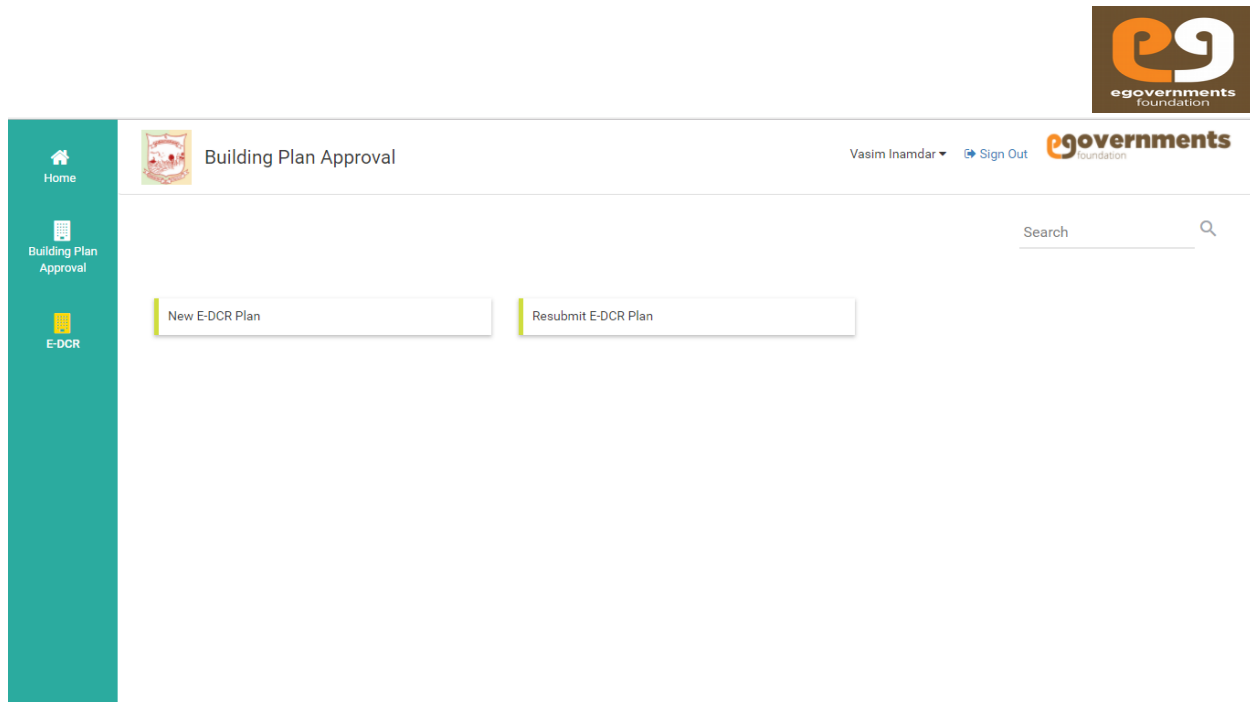

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2.4.1 EDCR- Building Plan Scrutiny

1. On the left panel dashboard click on **EDCR** icon.
2. Two options will appear on the screen.
3. A) **New EDCR** Plan
4. B) **Resubmit EDCR** Plan



2.4.2 New EDCR Plan

- For submitting the 'Building Plan Scrutiny', the user can upload only **.DXF** type of cad drawing file. Maximum size of the file can be up to **20MB**.

① kozhikode.egovernments.org/edcr/edcrapplication/new

New E-DCR Application Submit

Upload E-DCR *

Only dxf file format allowed with maximum 20 MB

Applicant Name *

Occupancy *

Residential

Service Type *

New Construction

Amenities

☐ Well
☐ Compound Wall
☐ Shutter or Door Conversion/Erection u
☐ Roof Conversion under rule 100 or 101

- The user needs to enter the applicant name occupancy type and service type (along with amenities if any) mandatorily.



Upload E-DCR *

#SAMPLE 17.dxf

Delete

Only dxf file format allowed with maximum 20 MB

Applicant Name *

vasim inamdar

Occupancy *

Residential

Service Type *

New Construction

Amenities

☐ Well
☐ Compound Wall
☐ Shutter or Door Conversion/Erection u
☐ Roof Conversion under rule 100 or 101

Create
Close

- Click on **create** in order to scrutinize the building plan
- Click **close** to close the tab.
- The system scrutinizes the submitted plan automatically in few seconds and output report is generated along with the status of the report as shown in the below screenshot
- The first tabular form the screen shows the submitted **EDCR Application details** before doing building plan scrutiny of the submitted file.
- In **EDCR Application details** the system generates an unique application number.
- The table with the header '**EDCR Processing Details**' gives details of submitted 'Building Plan Scrutiny' file. The table contains details like **uploaded file name, report output file name, uploaded date and time and status of the submitted 'Building Plan'**.



Success E-DCR Application Details



E-DCR application submitted successfully.

E-DCR Application Details

| | | | |
|--------------------|------------------|------------------|-------------|
| Application Number | 01606-2018-EG | Application Date | 03/04/2018 |
| Applicant Name | vasim inamdar | Occupancy | Residential |
| Service Type | New Construction | Amenities | N/A |


E-DCR Processing Details

| Serial No. | E-DCR Number | Uploaded File | Report Output File | Uploaded Date And Time | Status |
|------------|--------------|----------------|----------------------|-------------------------|--------------|
| 1 | N/A | #SAMPLE 17.dxf | 01606-2018-EG-v1.pdf | 2018-04-03 18:55:43.889 | Not Accepted |

Close

- Click on **close** button to close the tab.
- On clicking **report output file** that is generated after system doing the building plan scrutiny, the in detailed report of the scrutiny file is generated as shown in the below screens.
- The **report** is generated based on latest version of **KMBR** rules.

01606-2018-EG-v1.pdf 1 / 2



KOZHIKODE MUNICIPAL CORPORATION
AUTOMATED BUILDING PERMIT APPROVAL SYSTEM
PLAN DOCUMENT SCRUTINY REPORT

| APPLICATION DETAILS | | | |
|---------------------|--------------------|---------------|------------------------|
| 1 | APPLICANT NAME | vasim inamdar | 6 PLOT RESURVEY NUMBER |
| 2 | APPLICATION NUMBER | 01606-2018-EG | 7 WARD |
| 3 | APPLICATION DATE | 03/04/2018 | 8 DESOM |
| 4 | OCCUPANCY TYPE | Residential | 9 VILLAGE |
| 5 | LICENSEE | | |

| AREA DETAILS | | OTHER GENERAL DETAILS | |
|--------------|---------------------|-----------------------|--|
| 1 | TOTAL BUILT UP AREA | 587.9186 m2 | 1 APPLICABILITY OF CRZ |
| 2 | TOTAL FLOOR AREA | 575.5010 m2 | 2 AVAILABILITY OF NOC TO ABUT SIDE OF THE PLOT |
| 3 | TOTAL CARPET AREA | 460.4008 m2 | 3 AVAILABILITY OF NOC TO ABUT REAR OF THE |
| 4 | PLOT AREA | 1270.47 m2 | 4 WHETHER SITUATED IN SECURITY ZONE? |
| 5 | FAR | 0.453 m2 | 5 VOLTAGE OF OVERHEAD ELECTRIC LINE |
| 6 | COVERAGE | 15.470 m2 | 6 HEIGHT OF BUILDING |

Status of Report: Not Accepted
Errors

1. Cul-de-sac road, Shortest Distance not defined in the plan.

- The report explains **rule number, rule description, required as per rule, provided as per drawings and accepted/Not accepted** in a tabular form as mentioned in the below screen.
- The report also clearly mentioned for which rule the plan is accepted or not accepted.

Based on the rule wise status output, the user can re-submit the plan again by correcting the submitted plan for all the rules which shows 'Not Accepted' status in the report.

01606-2018-EG-v1.pdf 1 / 2

| Building Rule Scrutiny | | | | |
|------------------------|---|---|--|-------------------------|
| KMBR Rule No. | Rule description | Required by Rule | Provided as per drawings | Accepted / Not Accepted |
| 23(5) | Horizontal line distance from electric line | 1.85(MTR) | 21.8781(MTR) | Accepted |
| 24(1) | Every habitable room shall abut on an exterior or interior open space or verandah | Habitable Room shall abut on an exterior or interior open space or verandah | All Habitable Room (s) are abutting an exterior or interior open space or verandah | Accepted |
| 24(3) | Front yard distance | (Minimum distance,Mean distance) (1.8,3)(MTR) | (4.029,6.50277)(MTR) | Accepted |
| 24(4) | Rear Yard | (Minimum distance,Mean distance) (Minimum 1 MTR , Average 2.0 MTR)(MTR) | (3.516,22.0781)(MTR) | Accepted |
| 24(5) Side Yard 1 | Minimum open space on Side 1 | Minimum 1 MTR | 3.619(MTR) | Accepted |
| 24(5) Side Yard 2 | Minimum open space on Side 2 | 1.2(MTR) | 4.705(MTR) | Accepted |
| 24(10) | No construction or hangings outside the boundaries of the site | Shades or Overhangs,Building foot print Should be inside Plot Boundary | Shades or Overhangs,Building foot print are inside Plot Boundary | Accepted |

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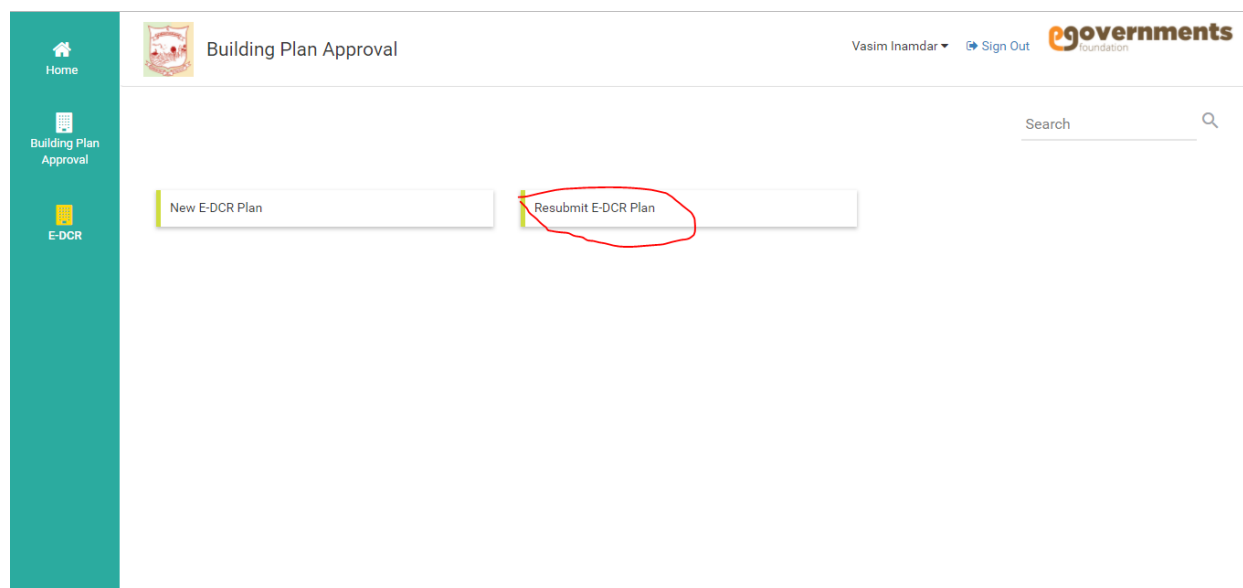
01606-2018-EG-v1.pdf 2 / 2

| | | | | |
|-------|-------------------------|--|--|-------------|
| 30 | Occupancy of Buildings | | Residential Occupancy Defined in the plan. | Verify |
| 31(1) | FAR | Should be less than 4.0 | 0.453 | Accepted |
| 31(2) | FAR Coverage | should less than 65 | 15.470 | Accepted |
| 33(1) | Access to building | 2.0(MTR) | 3.0(MTR) | Accepted |
| 34(1) | Parking Slots Area | 2.70 M x 5.50 M Minimum Area of Each parking | No violation of area in 3 parking | Accepted |
| 34(2) | Total number of Parking | 5.0 Numbers | 3 Numbers | NotAccepted |

egovernments 2 of 2 Powered by Egovernments Foundation 2018

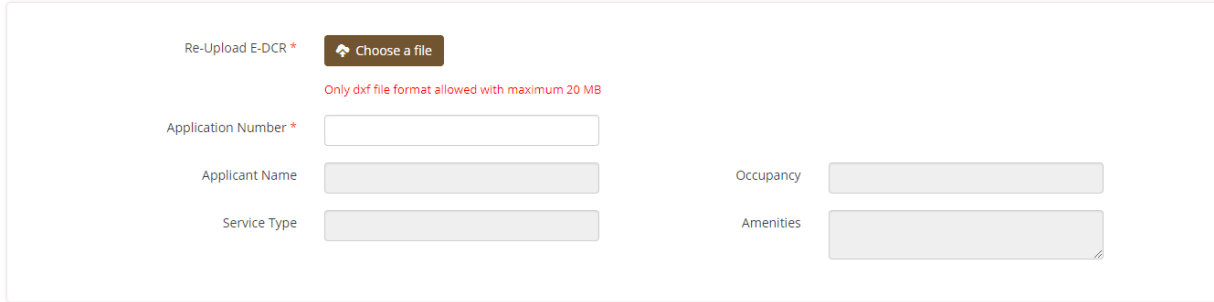
2.4.3 Resubmit 'Building Plan Scrutiny'

- Click on '**Resubmit EDCR Plan**' (Building Plan Scrutiny), to resubmit the building plan.



- On Click of '**Resubmit EDCR Plan**' (Building Plan Scrutiny), the system navigates to below mentioned screen.

- The user needs to resubmit the corrected '**Building Plan Scrutiny**' file and upload the corrected **.DXF** file.
- The user needs to enter already generated application number with previous 'Building Plan Scrutiny' report.
- Click on **update** and generate the 'Building Plan Scrutiny' report for the resubmitted file.
- Click on **close** button to close the tab.



Resubmit E-DCR Application

Re-Upload E-DCR *

Only dxf file format allowed with maximum 20 MB

Application Number *



Applicant Name

Service Type

Occupancy

Amenities

- The resubmitted file details will also be updated in the **E-DCR processing details**.
- The user can download the scrutinized report for the resubmitted file by clicking on the **report output file**.


Success E-DCR Application Details


E-DCR application submitted successfully.

E-DCR Application Details

| | | | |
|--------------------|------------------|------------------|-------------|
| Application Number | 01606-2018-EG | Application Date | 03/04/2018 |
| Applicant Name | vasim inamdar | Occupancy | Residential |
| Service Type | New Construction | Amenities | N/A |

E-DCR Processing Details

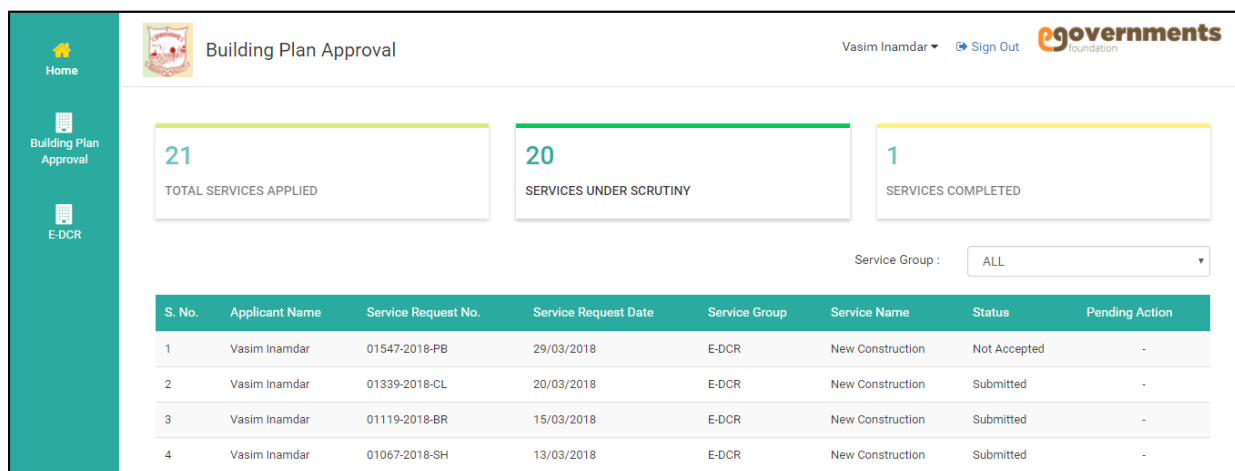
| Serial No. | E-DCR Number | Uploaded File | Report Output File | Uploaded Date And Time | Status |
|------------|--------------|-------------------------|----------------------|-------------------------|--------------|
| 1 | N/A | #Sample_17-03-03-18.dxf | 01606-2018-EG-v2.pdf | 2018-04-03 18:59:26.967 | Not Accepted |
| 2 | N/A | #SAMPLE 17.dxf | 01606-2018-EG-v1.pdf | 2018-04-03 18:55:43.889 | Not Accepted |

[Close](#)

- Click on **close** button to close tab.
- The final accepted 'Building Plan Scrutiny' file has a **unique application number** which is used while submitting the 'Building Plan Approval' application.
- All the detail of the scrutinized and accepted building plan file which is generated is automatically attached along with the 'Building Plan Scrutiny' submitted file and accepted output report.
- The user needs to mandatorily enter the accepted 'Building Plan Scrutiny' report unique application number while submitting the building plan approval application for various service types (for required service type).

3 Application Submission

- After logging in to the system using the credentials shared to user via **SMS and email**, the user will be navigated on the landing screen.
- From the left panel dashboard select “**Building Plan Approval**” option.



Building Plan Approval

Vasim Inamdar Sign Out egovernments foundation

21 TOTAL SERVICES APPLIED

20 SERVICES UNDER SCRUTINY

1 SERVICES COMPLETED

Service Group : ALL

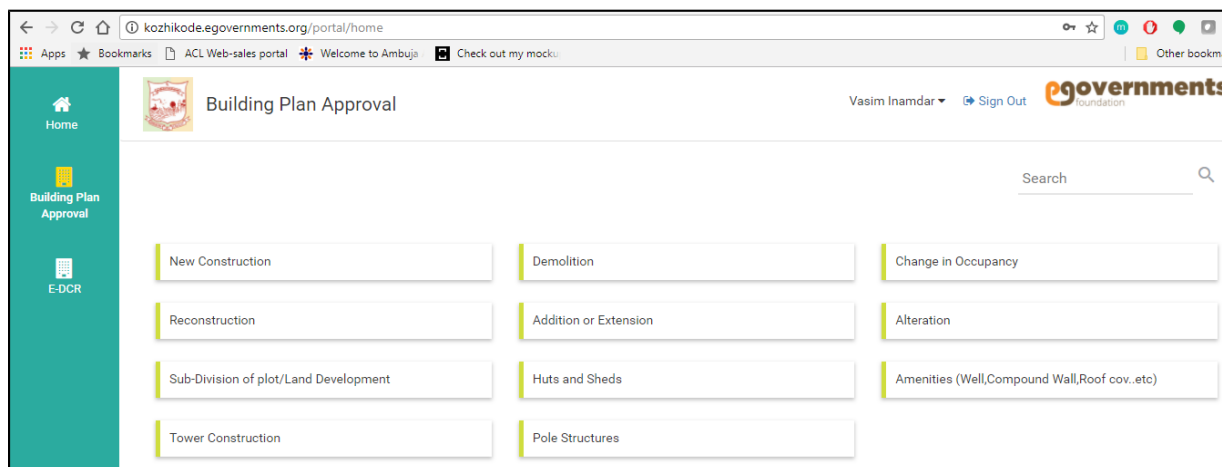
| S. No. | Applicant Name | Service Request No. | Service Request Date | Service Group | Service Name | Status | Pending Action |
|--------|----------------|---------------------|----------------------|---------------|------------------|--------------|----------------|
| 1 | Vasim Inamdar | 01547-2018-PB | 29/03/2018 | E-DCR | New Construction | Not Accepted | - |
| 2 | Vasim Inamdar | 01339-2018-CL | 20/03/2018 | E-DCR | New Construction | Submitted | - |
| 3 | Vasim Inamdar | 01119-2018-BR | 15/03/2018 | E-DCR | New Construction | Submitted | - |
| 4 | Vasim Inamdar | 01067-2018-SH | 13/03/2018 | E-DCR | New Construction | Submitted | - |

- The user will be navigated to the list of services for which he/she wants to submit an application.

3.1 List of Services

- New Construction
- Demolition
- Change in occupancy
- Re-Construction
- Addition or extension
- Alteration
- Sub-division of plot/Land development
- Huts and Sheds
- Amenities
- Tower Construction
- Pole Structure

- User need to select one service type, for which he/she wants to submit an application , from the available list of services.

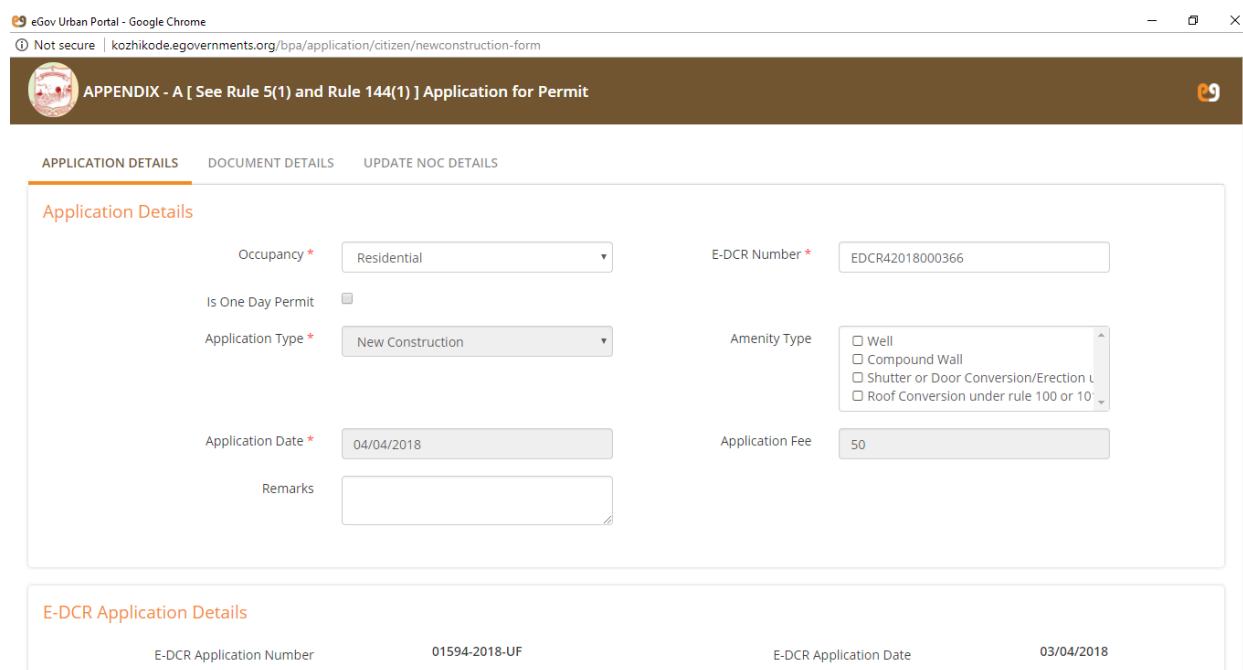


- User needs to enter all the mandatory details.
- The occupancy type: User needs to mandatorily select one “Occupancy Type” mandatorily.
 - Residential
 - Special Residential
 - Educational
 - Medical/Hospital
 - Assembly
 - Office/Business
 - Mercantile/Commercial
 - Industrial
 - Small Industrial
 - Storage
 - Hazardous (1)
 - Hazardous (2)
 - Thatched/Tiled house
 - Mixed
- User need to enter the approved plan scrutiny unique number.

Note: User needs to mandatorily scrutinize “Building Plan” for all the necessary service type. System generates a unique “Building Plan Scrutiny” number once the plan is approved

(Building Plan Scrutiny). User need to mandatory enter the “Building Plan Scrutiny” number.

- On entering the unique “Building Plan Scrutiny” number, the system automatically populates and attaches the “Building Plan Scrutiny” submitted file and its report (Only accepted status).



eGov Urban Portal - Google Chrome

Not secure | kozhikode.egovernments.org/bpa/application/citizen/newconstruction-form

APPENDIX - A [See Rule 5(1) and Rule 144(1)] Application for Permit

APPLICATION DETAILS DOCUMENT DETAILS UPDATE NOC DETAILS

Application Details

Occupancy * Residential

E-DCR Number * EDCR42018000366

Is One Day Permit ☐

Application Type * New Construction

Amenity Type ☐ Well ☐ Compound Wall ☐ Shutter or Door Conversion/Erection ☐ Roof Conversion under rule 100 or 10'

Application Date * 04/04/2018

Application Fee 50


Remarks

E-DCR Application Details

E-DCR Application Number 01594-2018-UF

E-DCR Application Date 03/04/2018

- The user needs to mandatorily enter all the details of plot in “**Details of Plot**” section of application.


APPENDIX - A [See Rule 5(1) and Rule 144(1)] Application for Permit


Applicant Details

| | | | |
|--|--|---------------------------------------|--|
| Applicant Name * | <input type="text" value="Vasim Inamdar x"/> | Address * | <input type="text" value="Jain Heights ALTura"/> |
| <small>(Enter multiple names by comma seperated)</small> | | | |
| Mobile Number * | <input type="text" value="9860139004"/> | Email ID * | <input type="text" value="vasim.inamdar@yahoo.com"/> |
| <small>**SMS is sent to this</small> | | <small>**Mail is sent to this</small> | |
| Gender * | <input type="text" value="MALE"/> | | |

Details Of Plot

| | | | |
|--|---|-----------------------|--|
| Extent of Land * | <input type="text" value="10000"/> | Extent (in Sq.Mtrs) | <input type="text" value="10000"/> |
| | <input type="text" value="SQMTRS"/> | | |
| Zonal Office * | <input type="text" value="ZONE-1 (MAIN OFFICE)"/> | Revenue Ward * | <input type="text" value="WARD 1"/> |
| Village * | <input type="text" value="Kacheri"/> | Election Ward * | <input type="text" value="WARD 67-THOPPAYIL"/> |
| De Survey No. / Town Survey No. with Sub | <input type="text"/> | Nature of ownership * | <input type="text"/> |

- The details of plot include the **zone, revenue ward, electoral ward, registrar's address** etc.


APPENDIX - A [See Rule 5(1) and Rule 144(1)] Application for Permit

| | | | |
|--|---|------------------------|--|
| Registrar's Office * | <input type="text" value="Westhill"/> | Nearest Building No. * | <input type="text" value="89"/> |
| Street Address | <input type="text"/> | Locality | <input type="text"/> |
| City/Town * | <input type="text" value="Kozhikode"/> | Site Pin code * | <input type="text" value="673655"/> |
| Taluk * | <input type="text" value="Kozhikode"/> | Post Office * | <input type="text" value="Kolathara S.O"/> |
| District * | <input type="text" value="Kozhikode"/> | State * | <input type="text" value="Kerala"/> |
| Town Planning Scheme | <input type="text" value="--select--"/> | Proposed land use | <input type="text" value="Select"/> |
| Whether Government or Quasi Government | <input checked="" type="radio"/> NOT_APPLICABLE <input type="radio"/> GOVERNMENT <input type="radio"/> QUASI_GOVERNMENT | | |
| Is application for regularization ? | <input checked="" type="checkbox"/> | | |
| Construction Stages * | <input type="text" value="In Progress"/> | Construction Status * | <input type="text" value="Partial"/> |
| Date of construction started * | <input type="text" value="04/04/2018"/> | | |

- In “**Proposed Building Section**” user needs to enter the floor wise building details. User need to mandatorily enter **floor description, level, occupancy (on that floor), Built up area, floor area and carpet area.**

Not secure | kozhikode.egovernments.org/bpa/application/citizen/newconstruction-form

APPENDIX - A [See Rule 5(1) and Rule 144(1)] Application for Permit

Proposed Building Details

Builtup and Carpet Area Details:

| Srl.no | Floor Description | Level | Occupancy | Builtup Area (In Sq.Mtrs) | Floor Area (In Sq.Mtrs) | Carpet Area (In Sq.Mtrs) | Action |
|--------|-------------------|-------|-------------|---------------------------|-------------------------|--------------------------|--------|
| 1 | Ground Floor | 1 | Residential | 6500 | 6500 | 6500 | |
| Total | | | | 6500.00 | 6500.00 | 6500.00 | |

☐ Are you accepting to pay additional fee of Rs.5000 per Sq.Mtr ?.

Total Builtup Area (In Sq.Mtrs) * 6500.00

Number of Floors * 1

Height From Ground Level with stair Room (In Mtrs) * 50

Height From Ground Level without stair Room (In Mtrs) * 50



Height From Street Level with stair Room (In Mtrs) * 50

Height From Street Level without stair Room (In Mtrs) * 50

ADD ROW

Declaration

- User needs to tick the option “**Are you accepting to pay additional fee of Rs 5000 per sq. mt ?**” if the application is crossing total built up area more than normal permissible area without additional fees.
- Read the **declaration** carefully and **tick** the check box if the user agrees to the terms of declaration.


APPENDIX - A [See Rule 5(1) and Rule 144(1)] Application for Permit


ADD ROW

☒ Are you accepting to pay additional fee of Rs.5000 per Sq.Mtr ?.

| | | | |
|--|--------------------------------------|---|---------------------------------|
| Total Builtup Area (In Sq.Mtrs) * | <input type="text" value="6500.00"/> | Number of Floors * | <input type="text" value="1"/> |
| Height From Ground Level with stair Room (In Mtrs) * | <input type="text" value="50"/> | Height From Ground Level without stair Room (In Mtrs) * | <input type="text" value="50"/> |
| Height From Street Level with stair Room (In Mtrs) * | <input type="text" value="50"/> | Height From Street Level without stair Room (In Mtrs) * | <input type="text" value="50"/> |

Declaration



☐ * 1) I hereby declare that the measurements, specifications and other details and specifications mentioned above are correct, complete and true to the best of my knowledge and belief and that I shall abide by the approved plan and the provisions in the Act and Rules in undertaking the construction.
 2) I am responsible for any defects/errors/omissions made while submitting the application.

Save

Submit

Close







- User need to attach documents mandatorily for the selected service type.
- User can attach multiple documents/pages under a single header by clicking “+” sign.


APPENDIX - A [See Rule 5(1) and Rule 144(1)] Application for Permit


Applicant Name : Vasim Inamdar

APPLICATION DETAILS
 DOCUMENT DETAILS
 UPDATE NOC DETAILS

Enclose Documents - Check List

| Document Name | Remarks | Attachment document should not exceed 5 MB |
|------------------------------------|----------------------|---|
| Title Deed of the Property * | <input type="text"/> |   |
| Possession Certificate * | <input type="text"/> |   |
| Land Tax Receipt | <input type="text"/> |  |
| Location Sketch and Village Sketch | <input type="text"/> |  |

NOC Details: User can add already obtained details under NOC details section. A copy of already obtained **NOC's** should be attached (if available).

Not secure | kozhikode.egovernments.org/bpa/application/citizen/newconstruction-form

APPENDIX - A [See Rule 5(1) and Rule 144(1)] Application for Permit

Applicant Name : Vasim Inamdar

APPLICATION DETAILS DOCUMENT DETAILS UPDATE NOC DETAILS

Status of NOC from the Following Departments.

| Srl.No | Department | Nature Of NOC Request | Remarks | Attachment (document should not exceed 5 MB) |
|--------|------------------------------|-----------------------|----------------------|--|
| 1 | Port Trust | <input type="text"/> | <input type="text"/> | <input data-bbox="1128 493 1161 535" type="button" value="+"/> |
| 2 | Railways | <input type="text"/> | <input type="text"/> | <input data-bbox="1128 567 1161 609" type="button" value="+"/> |
| 3 | RTP/CTP - Layout Concurrence | <input type="text"/> | <input type="text"/> | <input data-bbox="1128 640 1161 682" type="button" value="+"/> |
| 4 | Pollution Control Board | <input type="text"/> | <input type="text"/> | <input data-bbox="1128 714 1161 756" type="button" value="+"/> |

3.1.1 Save, Submit and Close

☐ * 1) I hereby declare that the measurements, specifications and other details and specifications mentioned above are correct, complete and true to the best of my knowledge and belief and that I shall abide by the approved plan and the provisions in the Act and Rules in undertaking the construction.
2) I am responsible for any defects/errors/omissions made while submitting the application.

- **Save:** The user can save the partially filled application or if the user does not want to submit immediately.
- **Submit:** On click of submit, the user will be navigated to payment screen for making the payment before submitting the application.
- **Close:** On click of close button, the system will close the opened window.

3.1.2 Online Payment

- The user will be navigated to payment screen after filling all the mandatory details in the application screen.
- The applicable fees for submitting the application is auto calculated.
- The user will be navigated to select the payment options.
 - 1) Debit/Credit card
 - 2) Internet Banking

Pay your Tax/Fees/Charges

| Description | Demand |
|---|-----------|
| Application Fees For New Construction - BPA/18-19 | 50 |
| Total Balance :: | 50 |
| Balance Amount you are likely to pay: * | 50 |

*** Mandatory Fields**

Pay Through:



Pay using any Visa/Master(Debit/Credit)cards issued by any bank.

☒ **Punjab National Bank Payment Gateway**
(visa/master(credit/debit)cards)

Terms And Conditions:

- By accepting to make Payment online it is implied that the customer agrees to the terms and conditions of Netbanking System/credit card company.
- Once the payment transaction is submitted request for refund will not be entertained.
- After completing payment entries, customer will get a unique Payment Identification Number (PID Number) which may be quoted for all future communications with reference to this transaction.
- The actual updation of payment by Corporation will take place after getting confirmation from the Banks.

- After successfully making the payment, a payment receipt will be generated automatically for the paid amount.

 **Collections** 

Your payment of Amount ₹ 50 has been received. The Reference Number is 4411. Please click on Generate Receipt to print the receipt

[Generate Receipt](#)

- The user can make the permit order fees via using the online payment's.
- The status of the application will be changed to "Pending for collection".
- All the **status** of any application can be seen in the status column on the home screen of the user's login.

4 Letter to party reply

- The "Business Licensee User" can reply to letter to party raised by any official for the particular submitted application, via online web application.
- The status of the application will be changed to "**Letter to party raised**".
- The user can click on that particular application and open the application for **replying** to that letter raised by official.

- To view the raised “**Letter to Party**” details click on **view** option.
- To reply to the letter to party raised, click on “**Reply letter to Party**” tab.
- Click on **close** to close the tab.

eGov Urban Portal - Google Chrome
 kozhikode.egovernments.org/bpa/application/citizen/update/01612-2018-UP

View Building Plan Approval Application Details

APPLICATION DETAILS DOCUMENT DETAILS DOCUMENT SCRUTINY DETAILS INSPECTION DETAILS NOC DETAILS **LETTER TO PARTY DETAILS**

Letter To Party Details raised by different officials :-

| Sl. No | LP Number | LP Date | LP Reason | LP Sent Date | LP Print | LP Reply Date | LP Reply Print | Action |
|--------|-----------|------------|------------------------|--------------|-----------------------|---------------|-----------------------|----------------------|
| 1 | 2018-19-1 | 04/04/2018 | Document Clarification | 04/04/2018 | Print | N/A | Print | View |

[Reply Letter To Party](#) [Close](#)

- On click on “**Reply letter to Party**” tab, the user will be navigated to the letter to party reply screen as shown in the below screen.
- User need to enter the mandatory details asked in the letter, to reply.
- User can **attach** multiple documents as an attachment with the **reply** for the letter raised.

eGov Urban Portal - Google Chrome
 kozhikode.egovernments.org/bpa/lettertoparty/lettertopartyreply/321

Letter To Party Reply

Letter to Party Number: 2018-19-1 Letter To Party Date: 04/04/2018
 Letter to party reason: Document Clarification Letter to Party Sent Date: 04/04/2018
 Letter to party Description: Letter to party

LP Reply Date * Letter to Party Reply Remarks

Enclose Documents - Check List

| Document Name | Is Required | Remarks | Attachment |
|----------------------------|--------------------------|----------------------|----------------------------------|
| Title Deed of the Property | <input type="checkbox"/> | <input type="text"/> | <input type="button" value="+"/> |
| Possession Certificate | <input type="checkbox"/> | <input type="text"/> | <input type="button" value="+"/> |

Attachment document should not exceed 5 MB

4.1 Update, Print letter to party and Close

4.1.1 Update

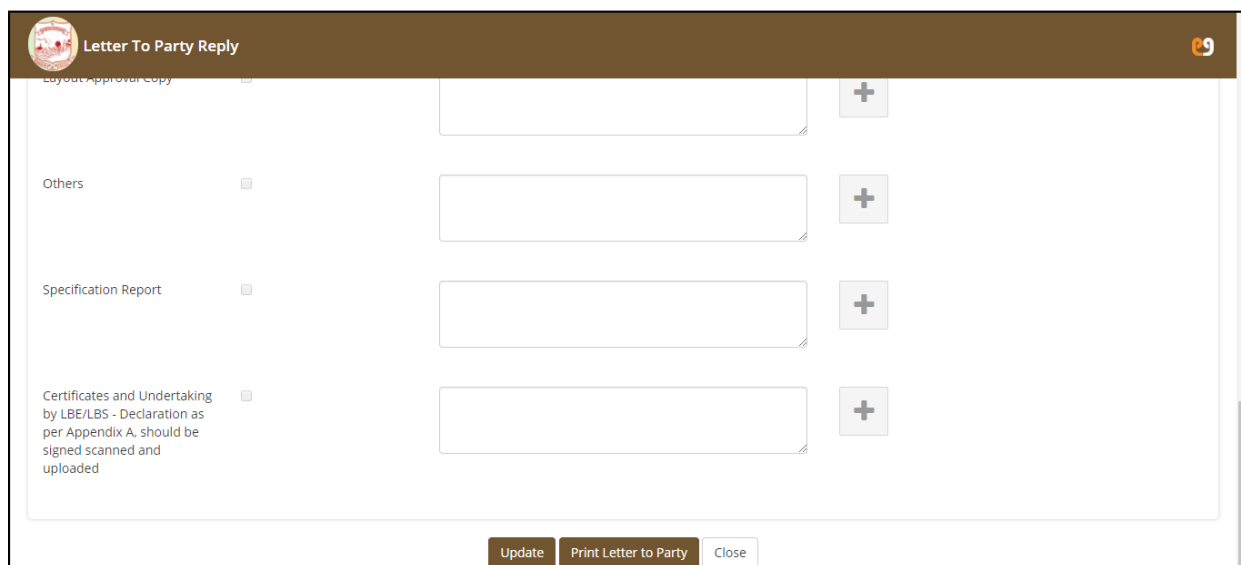
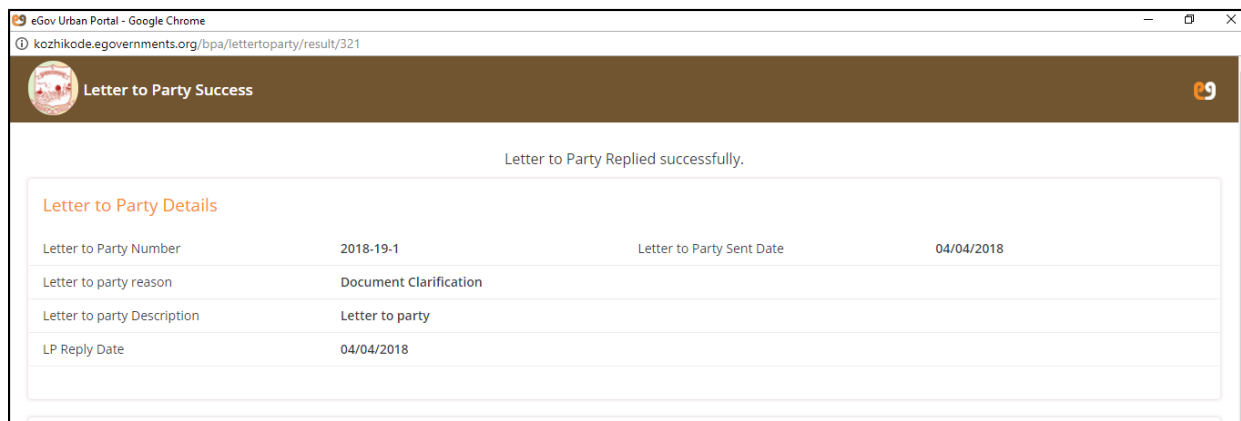
- In order to reply the user need to click on “**update**” button. The reply will be sent to the concerned official.

4.2 Print letter to party

- The user can **print** the letter to party raised by official.

4.3 Close

- Click on **close** button to close the opened tab.

| Letter to Party Details | |
|-----------------------------|------------------------|
| Letter to Party Number | 2018-19-1 |
| Letter to Party Sent Date | 04/04/2018 |
| Letter to party reason | Document Clarification |
| Letter to party Description | Letter to party |
| LP Reply Date | 04/04/2018 |

End of Document