

Bumthang Development Control Regulations 2017



Department of Human Settlement
Ministry of Works and Human Settlement
Thimphu
&

Dzongkhag Administration
Bumthang

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FOREWORD

Bumthang is one of the most beautiful and sacred valleys in Bhutan. Its elements such as rich environment, fertile land, sacred sites and unique festivals makes the place a destination for many visitors. The growth in population and socio-economic development is advancing with many implications for the setting of the valley. Therefore, Development Plan, the first of its kind, was initiated in 2012.

The Bumthang Valley Master Plan, was prepared jointly by the Bumthang Dzongkhag Administration, Ministry of Works and Human Settlement (MoWHS) and the City of Zurich, Switzerland. The plan contains proposals regarding the use of space with respect to zoning, settlement, landscape and infrastructure and sets out the general direction and objectives for the development of the Bumthang valley. It recognizes area for the protection of the sensitive areas – environmental, spiritual, historical, scenic views, etc. The plan makes a clear distinction between the developments in specific areas while restricting them in other areas.

Three Local Area Plans (LAP), namely Chamkhar LAP, Jalikhar LAP and Dekiling LAP were prepared by Bumthang Dzongkhag Administration and the Department of Human Settlement (DHS), MoWHS in 2014 and it was demarcated in 2015 jointly by the National Land Commissions, Dzongkhag and MoWHS. With the plan ready for implementation the Dzongkhag Administration in coordination with DHS, MoWHS initiated the formulation of the Development Control Regulations (DCR).

This DCR have been formulated in line with the Master Plan for the valley. They support to realize the vision of the Master Plan through the introduction of regulations and procedures. It contains five sections - administration, procedure for obtaining development permit, procedure during constructions and planning and building regulations. Bumthang Dzongkhag Administration shall be the implementing authority for the implementation of these regulations.

The plans (Bumthang Valley Master plan and the LAPS) provide clear direction for the growth and development of Bumthang valley. And the DCR is designed to support and facilitate the realization of the goals and objectives envisioned in the plan. Therefore, I would like to urge all the stakeholders and land owners to extend their whole hearted cooperation and support in smooth implementation and realization of the plan and to promote planned and proper growth of the Bumthang Valley.

Dorji Choden

Zhabtog Lyonpo

The Bumthang Development Control Regulations have been divided into five major parts:

Section 1: Administration.

Contains the applicability of these regulations, the definitions of terms and expressions used in the regulations, and the provisions related to interpretation, discretionary powers, delegation of powers, etc.

Section 2: Procedure for obtaining development Permit.

Contains the procedure for obtaining development permit including sections on documents and particulars to be furnished along with the applications, the fees to be paid, the validity of the approvals, liabilities and responsibilities of the applicant.

Section 3: Procedures during development / building construction.

Contains provisions for the issue of various certificates, service connections, documents to be kept on site, mandatory inspections, etc.

Section 4: Planning regulations.

Contains the permissibility of various uses and activities in the designated precincts and the permissible plot coverage, minimum plot sizes and building heights in the specified zones.

Section 5: Building regulations.

The provisions of the Bhutan Building Rules 2002 are to be read in conjunction with the BDCR. Only those provisions that relate to the plot coverage, minimum plot sizes and the number of floors have been prepared specifically for Bumthang.

SECTION 1: ADMINISTRATION

1.1 Title and Commencement

This regulation shall be called the Bumthang Development Control Regulations 2017 (BDCR). These regulations shall come into force with effect from the date of their notification by the Royal Government of Bhutan.

1.2 Jurisdiction

This BDCR applies to the areas including Dekiling, Chamkhar/ Jakar and Jalikhar/ Gongkhar falling within Chhoeckhor Gewog.

1.3 Applicability

- i. These regulations shall be applicable from the date of their notification by the Royal Government of Bhutan. The regulations shall be applicable to all development in the listed jurisdiction unless otherwise stated.
- ii. Except, as otherwise stated, these regulations shall apply to all development, redevelopment, erection or re-erection of a building, change of use, etc., as well as to the design, construction, reconstruction of, and making material additions and alterations to a building.
- iii. Planning permit should always precede building permit.
- iv. If there is a conflict between the requirements of these regulations and those of any other rules or byelaws, these regulations shall prevail.

1.4 Interpretation

Unless the context otherwise requires, the terms and expressions not defined herein shall have the same meaning as indicated in the following legislations:

- i. The Local Government Act 2014 (Amendment)
- ii. The Land Act 2007
- iii. National Housing Policy 2002
- iv. Building Code of Bhutan 2003
- v. Bhutan Building Rules 2002

1.5 Delegation of Power

The implementing authority may delegate any of the powers, duties or functions conferred or implemented upon or vested in the implementing authority to its officers or designated committee of officers generally or specifically in writing and may impose certain conditions and limitations on the exercise of such powers as it may deem fit.

1.6 Discretionary Powers

The implementing authority may exercise its discretion in conformity with the intent and spirit of these regulations, in order to mitigate any demonstrable hardship or to sub-serve public interest in the following ways:

- i. Decide on matters where it is alleged that there is an error in any order, requirement, decision and determination, interpretation made by it under delegation of powers, while applying these regulations.
- ii. Interpret these regulations in various contexts of or in situations where more clarity is required. Under such circumstances the implementing authority's decision shall be final and binding.
- iii. Decide upon the nature and the extent of concessions in respect of marginal distances, room heights, etc. that can be granted in cases of proven hardship for reasons which are to be recorded in writing. However, such relaxation shall not affect the health, safety and hygiene of the inhabitants of the building and the neighborhood and the structural stability of the building. Provided further that while granting such relaxation, as above, the authority may impose conditions as may be necessary. These may include a payment of deposit and its forfeiture for non-compliance, payment of a premium amount and other obligations, etc.
- iv. No concessions shall ever be made in respect to lot coverage or additional floors.
- v. Decide on the fine or compounding charges to be made applicable in cases of developments where non-adherence to these regulations is detected.
- vi. Authorize the erection of a building or the use of premises for a public services undertaking or a public utility purpose where such an authorization is reasonably necessary for the convenience and the welfare of the public, even if such erection or use is not permitted as per these regulations.
- vii. Determine and establish the location of zoning boundaries in cases of doubts or controversies.

All matters stated above may be decided by a committee designated and authorized by the implementing authority. When issues arise that are not covered within these regulations, the implementing authority shall refer the matter to the competent authority.

1.9 Relations to other plans or regulations

The BDCR should be read in conjunction with the provisions of the Master plan and the BBR 2002. If there is any inconsistency between this BDCR and other regulations, the BDCR prevails.

1.8 Definitions

Accessory Use - A structure that is not the main use on a plot. A garage is an accessory use to a house and a storage shed is an accessory use to a commercial building.

Attic - The space within the confines of the roof structure, above the ceiling or the top floor which is constructed and adopted for storage purposes, lift machine room, water tanks etc.

Basement - The story of a building below the ground floor whose construction was necessary to bring the ground floor level to the street level.

Building - Any structure for whatsoever purpose, and of whatsoever materials constructed and every part thereof, whether used as human habitation or not including foundations, plinths, walls, columns, floors, roofs, chimneys, plumbing and building services, fixed platforms, verandas, balconies, cornices or projections, part of a building or anything affixed thereto. However, structures of a temporary nature like tents, hutments, etc. erected for temporary purposes or for ceremonial occasions, with the permission of the Implementing Authority, shall not be considered to be "buildings".

Building Height - The permissible number of floors. This is inclusive of the ground floor and will be determined from the ground floor level. In addition to the precinct regulations, the height of buildings shall be governed by the "Guidelines on Traditional Architecture of Bhutan" and by the overall allowable building heights.

Commercial Building - A building or part thereof primarily used for commercial purposes such as shops, stores, departmental stores or markets, for display and sale of goods or merchandise, including office, storage and service facilities incidental thereto located in the same building.

Community - The people living in a particular place and usually linked by common interests.

Community Facilities/Services - Facilities/services used in common by a number of people, including schools, health, recreation, police, fire, public transportation, community center, etc.

Demarcation - The marking of the site plan at the actual location, on the ground, by the implementing authority in the presence of the owner and adjacent plot owners, if any.

Density - A measure of the intensity of occupants or use and measured in units per area. Units are commonly referenced in plots, dwellings, rooms or people per area.

Development - Carrying out of subdivision (division of land) or building construction on a plot of land. This also includes structural changes, demolition of buildings, excavation of land, and/or any change in use.

Existing Use - Authorized use of a plot of land, a building, or a structure existing before the commencement of these regulations.

Floor - The lower surface in a story on which one normally walks in a building. This does not include a mezzanine floor. The floor at ground level with direct access to a street or open ground/ land shall be called the ground floor. The ground floor shall also be counted as a floor in defining the number of floors and referred to as the ground floor. All additional floors shall be numbered sequentially starting with 1.

Floor area - Shall mean the total area of the floor including the area of walls.

FAR or Floor Area Ratio- Shall mean the quotient obtained by dividing the sum of the floor areas on all floors excluding areas specifically exempted under these regulations, by the total area of the plot.

$$\text{Total floor area Floor Area Ratio} = \text{Total floor area} \div \text{Total plot area}$$

Provided that the following shall not be counted towards computation of F.A.R.

a) Areas covered by porches, canopies, weather shields, arcades, atria, passages connecting two streets, balconies and verandahs etc.

b) Parking spaces

c) Basements if used for parking, services and utilities

Front - The area of land or side of building facing the primary road.

Household - The socioeconomic unit which often coincides with the basic kinship unit of a society. Usually several related persons living together in a form of shelter and sharing food and other basic resources.

Implementing Authority - The government body responsible for governance, implementation and additions/corrections of these regulations.

Infrastructure - The basic physical networks, including water supply, sewage disposal, electricity, circulation, street lighting, storm drainage, and telephone.

Plot Coverage - The percentage of building area to the total area of the plot. If half of the lot is covered by a building the lot coverage will be 50%.

Occupancy Certificate - An official document issued by the implementing authority certifying that the building is safe and fit for occupancy.

Open Space - A parcel of public land set aside to retain land, water, flora, fauna, historic or aesthetic features in their natural state; scenic or open condition; parcel size to be based on the surface area necessary to maintain the integrity of the unique site characteristics. Public use to be based on the preservation of the unique site characteristics and the scope of facility development to be based on the evaluated carrying capacity of the site.

Parking Space - An area, enclosed or unenclosed, covered or uncovered, sufficient in size to park vehicles with space for their movement. Parking spaces may be served by a driveway connecting them with a street, or alley, and permitting ingress or egress of vehicles.

Permit - A valid authorization in writing by the implementing authority to carry out development or a work regulated by the regulations.

Right of Way - An area reserved for road carriageway, central verge, footpath, roadside drains, avenue plantations and utilities.

Road/Street - Any expressway, highway, boulevard, street, lane, pathway, alley, stairway, passageway, carriageway, footway or bridge, whether a thoroughfare or not, over which the public has the right of passage or access or have passed and had access uninterruptedly for a specified period, whether existing or proposed in any scheme.

Setbacks - The distance between the plot boundary and the building outer edge, or the distance between buildings within a plot.

Site Plan - The up-to-date legal plan of the plot showing all boundaries, their dimensions, the total plot area, angles in degrees of corners, abutting legal roads and required set-backs issued by the competent authority.

SECTION 2: PROCEDURES FOR OBTAINING DEVELOPMENT PERMIT

2.1 Development Permit

No person shall change the use of a land or carry out development or erect a building or carry out additions and alterations or carry out civil construction activity without obtaining a written permit from the implementing authority. Development permit shall be issued only to the legal owner of the land/plot. Provided that no such development permit shall be necessary for the following:

- i. Carrying out works for the maintenance, improvement or alteration of a building, being works which affect only the interior of the building without altering the structural members of the building or which do not materially affect the external appearance thereof – such as providing or closing of a window or a door or ventilator not opening towards other's property, providing intercommunication door, white washing / painting, retiling, plastering and patch work, re-flooring and replacement of flooring. Provided further that no built up area shall be added to the existing work without seeking the implementing authority's permit. Provided however that no such exemption shall be available in the case of heritage buildings / structures in heritage precincts.
- ii. Carrying out the following works by / in compliance with an order or direction made by an authority under a law for the time being in force:
 - a. Required for the maintenance or improvement of highway, road or public street, being works carried out on land within the boundaries of such highway, road or public street including repairs, extensions, modifications to existing service installations, culverts, bridges, tunnels, drains, foot over bridges, subways, pavements, pedestrian railings along pavements, medians, etc.,
 - b. For the purpose of constructing, laying, inspecting, repairing or renewing drains, sewers, mains, pipes, cable, telephone or other apparatus including breaking open of a street or other land for that purpose,
 - c. Falling in the purview of the operational constructions by government departments/ bodies, such as water tanks—over head or underground, pumping stations, sub stations, traffic signals, bus stop shelters, overhead electrical equipment for electrification, etc.

2.2 Procedure for Obtaining Development Permit

A person or body intending to carry out layout development as defined in these regulations in or over a land and/or subdivide land or to erect a building or carry out additions and alterations to a building or to carry out development within the limits of the jurisdiction shall obtain prior permit for the same from the implementing authority by providing all the required information in the prescribed forms, formats and plans prescribed under these regulations and as may be amended from time to time by the implementing authority.

The application shall be signed by the legal owner of the plot or authorized signatory. The applicant shall submit signed plans and drawings along with the application and pay the requisite scrutiny fees, development charges, betterment charges, and other charges and dues if any to be levied under these regulations.

2.3 Documents and particulars to be furnished with the application

The following particulars and documents shall be submitted along with the application.

Table 1: List of Documents and Particulars to be furnished with the Application.

	Land Development	Building Development
1	Copy of the land ownership certificate issued by the implementing authority.	Copy of the land ownership certificate issued by the implementing authority.
2	Copy of the site plan certified / issued by the implementing authority.	Copy of the site plan certified / issued by the implementing authority.
3	Copy of Ordinance Certificate substantiating “Use Conformity”.	Copy of Ordinance Certificate substantiating “Use Conformity”.
4	Three copies of proposed layout plan drawn to a readable scale showing all the details of the development.	Three copies of proposed layout plan drawn to a readable scale showing all the details of the development.
		Three copies of the detailed drawings showing the plans, sections and elevations of the proposed building to a scale of 1:100 showing all the details.
5	Certificate of architect or planner who prepared the plans and drawings.	Certificates of architect and engineers who prepared the plans and drawings.
6	Copy of No Objection Clearance from relevant authority wherever applicable.	Copy of No Objection Clearance from relevant Authority wherever applicable.
Notes: <ol style="list-style-type: none">1. All the drawings shall be prepared in metric system only.2. The applicant shall sign all forms, plans, sections or written particulars or cause them to be signed by his authorized signatory and registered Architect and Engineers.3. One copy of each plans and documents shall be returned, on approval, to the applicant duly signed by the implementing authority or authorized officer.		

It shall be incumbent on the person/body whose plans have been approved, to submit any modified plans with variation such as increase in built-up area, building height or change in plans he proposes to make during the course of construction of his building work, and the procedure laid down for plans or other documents hereto before, shall be applicable to all such modified plans.

2.4 Scrutiny, Services and Amenity Fees

The permit for carrying out the development will be granted by the implementing authority only on the payment of scrutiny fees for processing the submitted application, service and amenities fees for execution of works as decided by the implementing authority. These fees and maintenance charges are liable for revision by the implementing authority from time to time.

2.5 Grant of Development Permit

On receipt of the application for development permit, the implementing authority will either grant or refuse the development permit in accordance to the provisions of the regulations and further inquiries. The permit may be granted with or without conditions or subject to general or special orders. The development permit shall be in the prescribed form and it should be issued by an officer authorized by the implementing authority. Every order granting permit subject of conditions or refusing permission shall state the grounds for imposing such conditions or for such refusal.

Granting development permit shall mean acceptance by the implementing authority of all the requirements of these regulations excluding the following:

- i. Easement rights.
- ii. Soil bearing capacity of the respective plot
- iii. Variation in area from recorded areas of a plot or a building.
- iv. Structural reports and structural drawings.
- v. Soundness of material specifications used in construction of the building.

2.6 Security Deposit.

To ensure compliance with these regulations and the directions given in the sanctioned plan and other conditions, a security deposit shall be charged at the rates prescribed by the implementing authority from time to time for the due observance and performance of the conditions of the development permit. The amount shall be deposited on request before issue of "Development Permit".

- i. The amount of security deposit shall be paid only in the form of a demand draft.
- ii. Government, semi-government, local authorities are exempted from this provision.
- iii. The security deposit shall be refunded without interest within one year after grant of the occupancy certificate, on written request from the applicant.
- iv. The security deposit shall be forfeited either in whole, or in part, at the absolute discretion of the implementing authority for breach of any of the provisions of

these regulations and conditions of the "Development Permit ". Such forfeiture shall be without prejudice to any other right of the implementing authority.

2.7 Rejection of Application

If the plans and information given do not contain all the particulars necessary to deal satisfactorily with the development permit application, the application shall be rejected.

2.8 Validity of Approval

The validity of the approved plan shall be for one year from the date of approval. The development should start within 365 Gregorian calendar days from issue of development permit.

2.9 Revalidation/ Renewal

Development permit granted under these regulations shall be deemed to have lapsed, if such development work has not commenced till the expiry, of 365 Gregorian calendar days from the date of granting the development permit. However, the implementing authority may on application made to it before the expiry of above period, grant an extension of 365 Gregorian calendar days at a time, on the payment of revalidation/renewal charges as decided by the implementing authority.

2.10 Cancellation / Revocation of Approval

If a person/ body has secured a development permit through misrepresentation or production of false documents, then the development permit will be canceled/revoked.

2.11 Suspended/Cancelled/Revoked due to Change of Ownership

Development permit granted under these regulations shall be deemed to be suspended/cancelled/ revoked, in cases of change of ownership, unless the ‘original’ owner who applied for, and obtained the development approval submits a letter to the implementing authority about the change in ownership giving details of the transaction and the new owner submits an application duly attaching copies of all the official records of such a transaction and an undertaking that he accepts the transfer to himself, of all the responsibilities and liabilities of the previous owner that relate to the development on the site.

2.12 Liabilities and Responsibility of the Applicant

Notwithstanding the development permit granted under these regulations, a person/body undertaking any development work shall continue to be wholly and solely liable for any injury or damage (direct or indirect) or loss whatsoever that may be caused to anyone in or around the area during such construction and no liability whatsoever in this regard shall be cast on the implementing authority. Neither the grant of development permit nor the approval of the plans, drawings and specifications shall in any way absolve the applicant of the responsibility for carrying out the development in accordance with requirement of these

regulations.

2.13 Demolition / Reconstruction of Dangerous/ Unsafe/ Dilapidated Buildings

Wherever it is necessary to demolish a dilapidated/unsafe structure in the interest of public safety, such demolition shall be carried out by the applicant wherever so directed by the implementing authority. However, if the same is to be reconstructed, it shall be done in conformity with these regulations with due approval from the implementing authority.

2.14 Temporary Permit

Applications for temporary permit need not be submitted through the registered professional and will be applicable only in the developable area as earmarked in BVMP. A scrutiny fee shall be paid as decided by the implementing authority. The maximum validity of the temporary structures is 1 year after the implementing authority accord development permit. The proponent can apply for the renewal of the temporary permit on the expiration of its validity which will be verified by the implementing authority. This temporary permit shall be permitted only for:

- i. In the case of private premises - temporary sheds to be used for storing construction material / as watchmen's cabin during construction phase,
- ii. On public roads, highways - temporary sheds to be used for storing construction material/as watchmen's cabin/ workmen's shelter during construction/ repairs/ maintenance of public roads.

2.15 No Objection Clearance from Referral Authorities

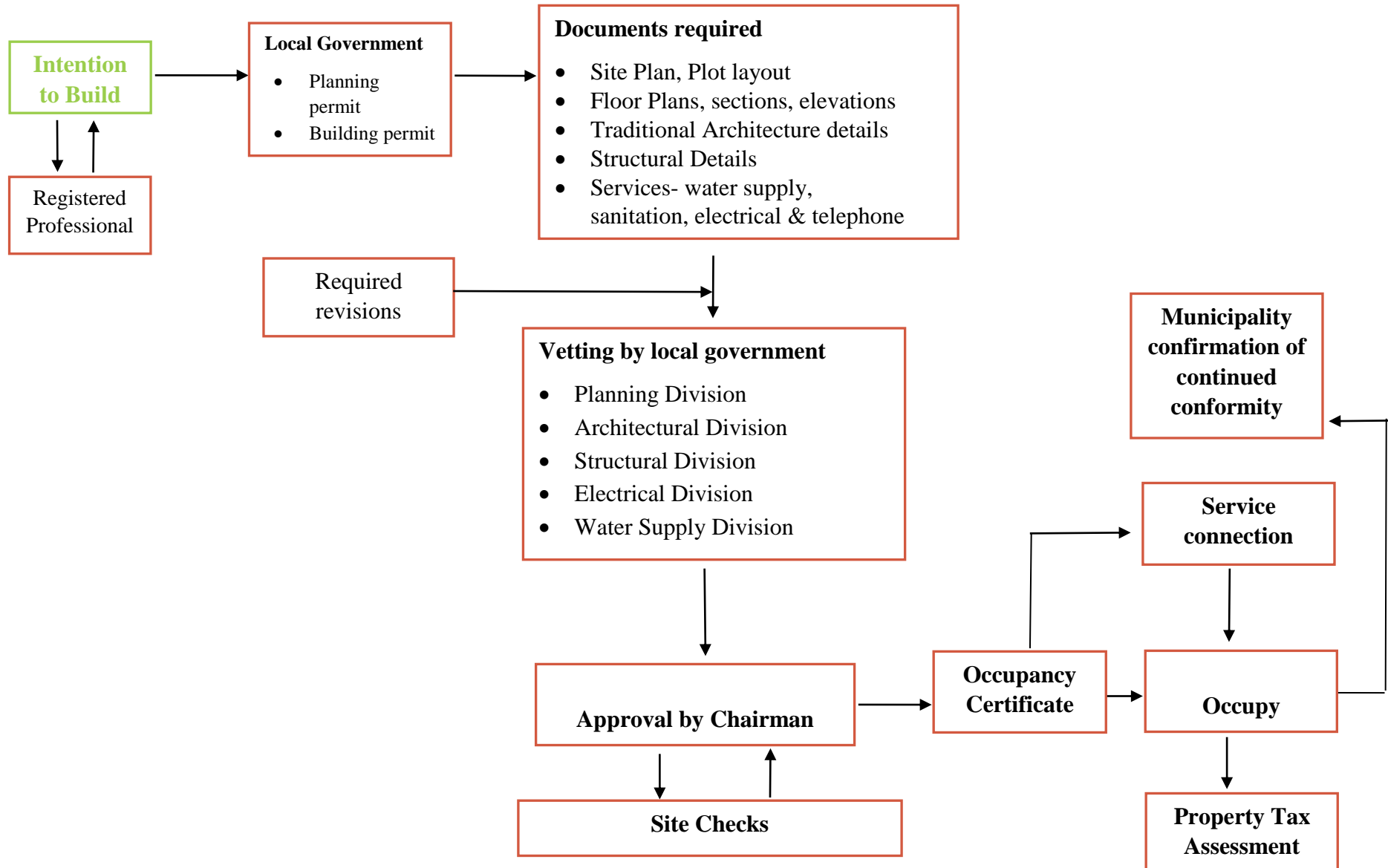
The proposal submitted shall be in conformity with other acts/regulations and shall, wherever applicable submit the NOC, from the respective authorities for conformity with their regulation and standards.

2.16 Development Undertaken on Behalf of the Government

The Office-in-Charge of a government department shall inform in writing to the implementing authority of the intention to carry out development for its purpose along with the plans of proposed development or construction.

- i. All the development undertaken on behalf of the government shall strictly conform to these regulations.
- ii. Any government proposal which is not in conformity with the Bumthang Valley Master Plan and these regulations should have prior approval from the competent authority.

Chart 1: Chart showing procedure for obtaining building permit and completion of building construction



SECTION 3: PROCEDURE DURING DEVELOPMENT/ BUILDING CONSTRUCTION

3.1 Temporary Service Connections

An applicant with a certified copy of development permit may apply to the respective agencies for temporary connection of services like electricity, water and sewerage. The use of a public street/road or a public place for loading and unloading and stacking of materials of construction and construction equipment shall not be allowed.

3.2 Documents at Site

The applicant shall keep the issued development permit (planning and building permit) along with the necessary documents such as a copy of the approved drawings and specification on the site during construction.

3.3 Commencement Certificate

No applicant shall carry out any further work after any of the inspection stages without an inspection and clearance by the implementing authority. On receipt of the progress report certifying that the work has been executed as per the approved plan, it shall be the duty of the implementing authority to inspect, verify and endorse the report.

3.4 Inspections

Developments shall be subject to routine/periodic inspections by the implementing authority or persons/bodies authorized by the implementing authority. The implementing authority may, at any time during erection of a building or the execution of work or development, make an inspection without giving prior notice of its intention to do so. In the event of deviation(s) from the approved plan, including quality control or any of the conditions noted in this section, the implementing authority shall have the full authority to stop construction.

3.5 Inspections at Various Stages

The following shall be the recognized stages for progress verification in the erection of a building or the execution of a work which shall be verified and approved by the authorized engineer/ building inspector from the implementing authority for carrying out further construction work as per the sanctioned plan:

- i. Site layout
- ii. Foundation
- iii. Plinth
- iv. Ground story
- v. First story
- vi. Before roofing

A person/body who is empowered/responsible under these regulations shall give to the designated officer of the implementing authority at least four working days' notice in writing of the time at which the work will be ready for inspection. This shall be called the progress certificate which shall be duly filled-in and kept with the owner/architect and produced at the time of each inspection to be scrutinized and signed/endorsed by the building inspector, before the commencement of the next stage of construction.

3.6 Deviations during Construction

Alteration in the approved development and/or building plan shall require prior approval from the implementing authority. Notwithstanding anything stated in the above regulations it shall be incumbent on the person whose plans have been approved to submit revised plans for deviations he/she proposes to make during the course of construction of his/her building work and the procedure laid down for plans or other documents here to before shall apply to all such revised plans.

3.7 Occupancy Certificate for Buildings

The applicant shall obtain occupancy certificate from the implementing authority prior to occupancy or use of the completed development/building. Occupancy certificate should be renewed after every year.

The application for the occupancy certificate shall include:

- i. In case of any change from the approved plans, (which is permissible within these regulations), a completion report in the prescribed form along with three copies of the 'as built' drawings endorsed by the registered architect/engineer. It shall also be incumbent on every person who is engaged under this BDCR to supervise the erection or re-erection of the building, to endorse this completion report. One copy of the 'as built' drawings shall be stamped and returned to the applicant after inspection and approval by the implementing authority.
- ii. A copy of the progress certificate containing all the comments and endorsements of the building inspector at every stage of inspection. In case of occupying the building or part thereof without obtaining occupancy certificate, the security deposit shall be forfeited. On receipt of the application, the building and its premises shall be inspected by the implementing authority to verify that the work has been completed as per the approved drawings, or if there is a change, permissible within the regulations, approve and endorse the 'as built' drawings submitted along with the completion report. The inspection team shall consist of authorized architect and engineer from the implementing authority. Based on this inspection report, the occupancy certificate shall be issued.

3.8 Issue of Occupancy Certificate

The authority issuing occupancy certificate shall ensure that:

- i. Proper hygienic and sanitation facilities have been provided as per standards and are located as per approved plan.
- ii. Domestic drains (to collect the rainwater) have been constructed as per standards and as per the design directions approved.
- iii. The completed portion of the building/dwelling unit applied for occupancy is fit and safe for such.
- iv. Construction debris around the building, and/or on the abutting road, and/or adjoining property is cleared by the applicant.
- v. The applicant has permanently displayed the full postal address (house number, street name and zone) outside the main entrance to the building and each unit has been given an individual number or letter.
- vi. The trees as per the design are planted on site or a suitable deposit has been collected by the implementing authority.
- vii. The parking spaces are properly developed and the layout of parking is provided as per the approved plans. Signboards indicating the entrance, exit and location of parking spaces for different types of vehicles is permanently erected and maintained at an appropriate prominent location.
- viii. The completion report endorsed by the implementing authority procured and submitted by the owner.

3.9 Permanent Service Connections

The occupancy certificate shall not be issued unless the required information is furnished by the owner and the structural designer/architect concerned. Permanent connections will only be given to services like water, sewerage, electricity and telephone by the respective agencies after the occupancy certificate has been issued.

3.10 Change of Building or Premises Uses

The applicant shall apply in writing to the implementing authority for conversion of approved building or premises uses to other uses or activity. Permission for change of use shall be given only if the building use conforms to the zoning category schedule, structural safety of the building and other relevant clauses of the regulations.

3.11 Confirmation Inspections by Referral Authorities

Developments sanctioned through special conditions/appeals shall be liable for inspections by the special authorities or the implementing authority for revalidation of the development permit.

3.12 Safety on Site

All construction sites must be organized in a manner that the safety of all persons, on the site, at all times is assured. Special care must be taken that no person is electrocuted, that no one falls, or that no one is burnt, or that no material falls on a person.

3.13 Child Labour

It is incumbent that the applicant or his site in-charge sees that no underage workers, or children, are present on the construction site, either as employees, guests, or as dependents of legal employees.

3.14 Protection of Adjoining Public Properties

No construction activity in any site shall damage any of the public properties located adjoining the site, or use these properties for activities like storing of construction materials.

3.15 Development without Prior Approval

If a development requiring the written permit of the implementing authority under the provision of these regulations or other rule, regulation or by-law is done by a person without obtaining written permit, it shall be deemed to be unauthorized. The implementing authority shall at any time, by written notice, order the same to be removed, pulled down or undone.

If the requisitions contained in the order are not carried out by the person or owner within the given period of time, the implementing authority shall remove or alter such work and the expenses thereof shall be paid by the person or owner as the case may be.

In cases where development has already started/commenced on site for which development permit in writing is not obtained from the implementing authority, but where this development on site is in accordance with the provisions of these regulations, the development permit for such work on site without the prior permit may be granted by the implementing authority on the merits of each individual case. For such development works, an additional amount shall be charged on the entire land area or total built up area as per the following rates, over and above the regular charges / fees.

Table 2: Regularization Fees for Developments without Prior Approval

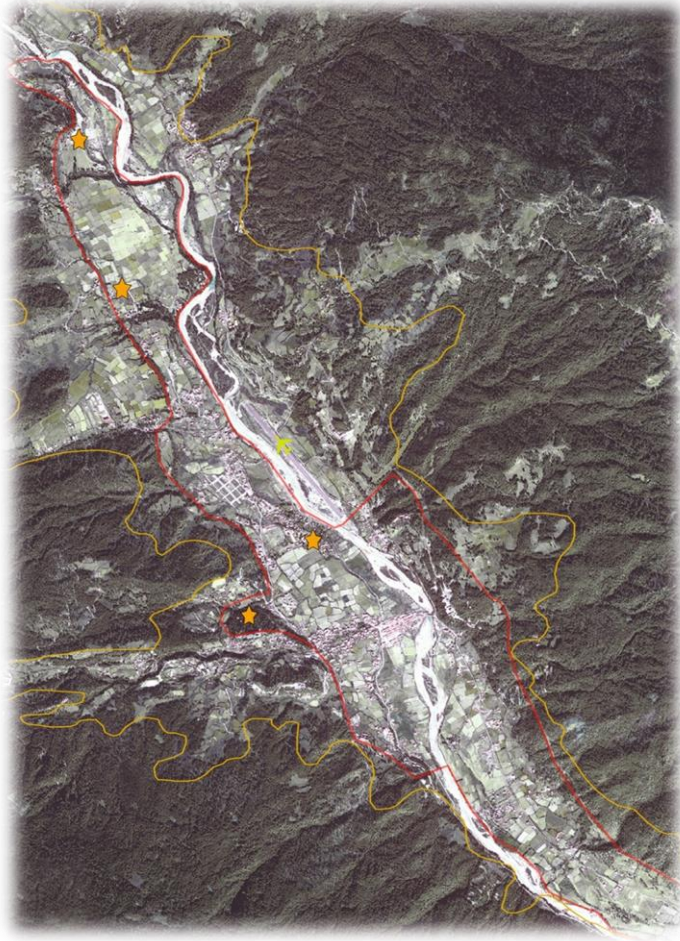
Nature of unauthorized Development	Whether Development would have been Approved	Rate of Regularization and/ or Penalty
Application for development not made	Yes	20 times the regular fess */ charges #
	No	10 times the regular fess & removal of the deviations at the owner's cost
Application made but development commenced before grant of permit.	Yes	10 times the regular fess/ charges
	No	Removal of the deviations at the owner's cost

* **Regular fees** refer to the fees that the implementing authority charges for scrutiny and approval of development applications.

Charges refer to the charges and levies that the implementing authority may impose for its services and facilities.

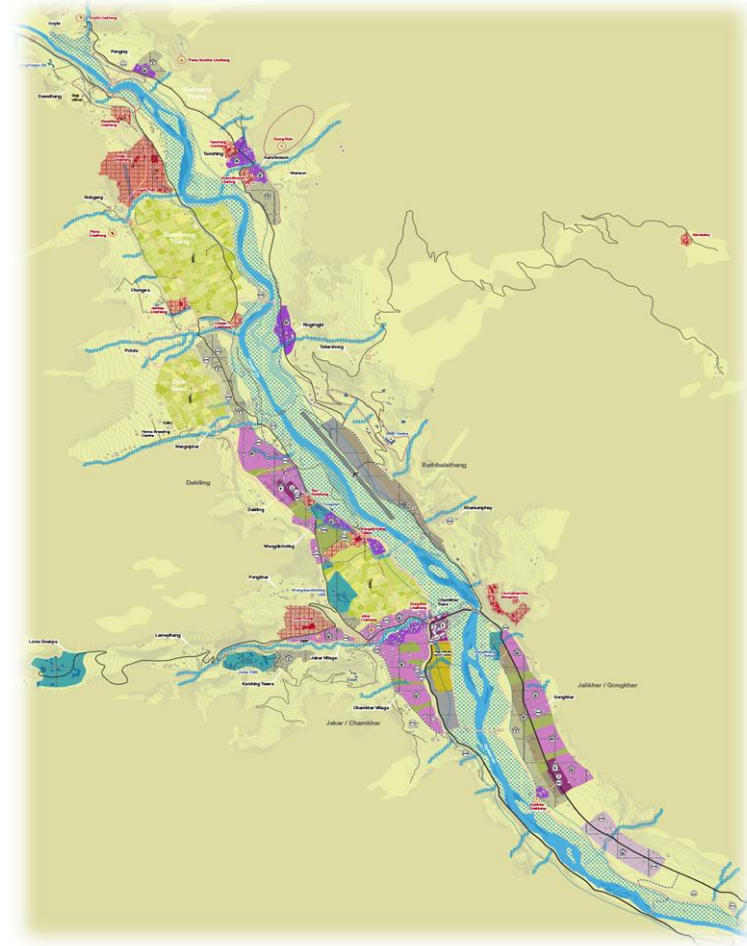
SECTION 4: PLANNING REGULATIONS

BUMTHANG VALLEY LANDSCAPE AREAS

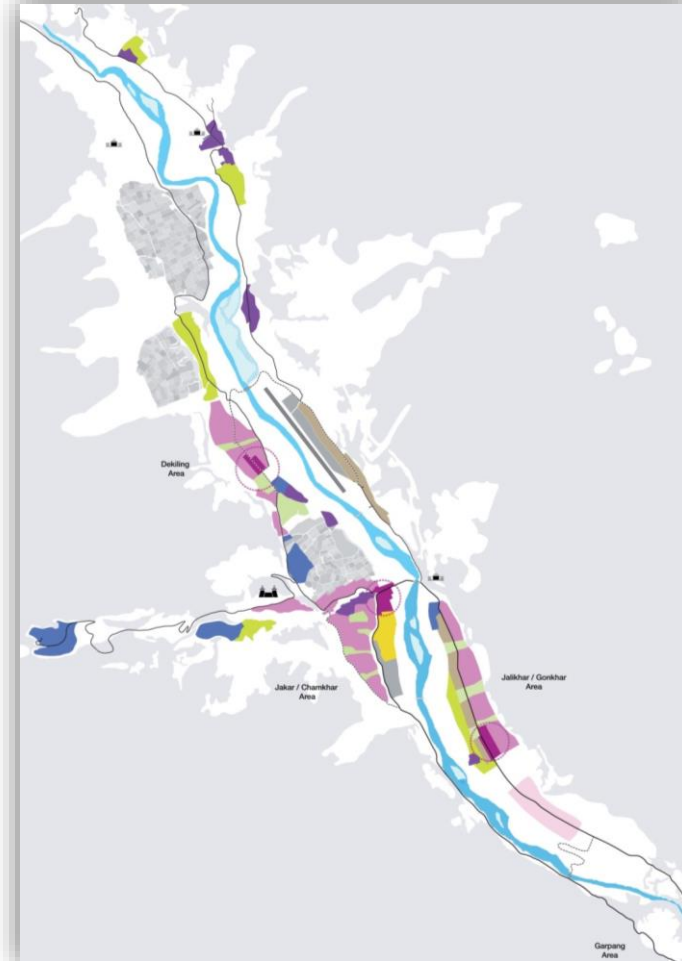


Bumthang Valley Development Control Regulations are applicable within the yellow boundary line consisting of Dzongkhag Thromde and peripheral areas from Chhoekhor Gewog. The peripheral area consists of Lame Goenpa, Lameything, Karshing Tsawa, Pongkhar, Kharsumphey, Takershong, Potala, Changwa, Nobgang, Tamzhing, Kenchosum, Kharsum, Dawathang, Dorjibi,

BUMTHANG VALLEY SETTLEMENT AREAS



Bumthang Valley Development Plan Approved by National Consultative Committee of Human Settlement approved on September 2014. The Bumthang Valley Development Plan has been broadly classified into two land uses namely landscape area & settlement area.



CATEGORIES OF LANDSCAPE AREAS

- Cultivated landscape / Agriculture
- Forest
- River landscape
- Agriculture / Paddy fields
- Sacred sites

CATEGORIES OF SETTLEMENT AREAS

- Village with historic core
- Main settlement areas
- Centre zone
- Scattered settlement
- Working zone

- Zone for infrastructure
- Institutional zone
- Zone for outdoor activities
- Open space within settlement area
- Standby development zone

Table 3: Permissible uses for settlement areas.

Categories as per the Master Plan	Precinct Categories Designated	Definition of the Precinct	Uses Permissible
Centre Zone	UC Urban Core	Town centers, A precinct of trade and commerce namely Dekiling and Jalikhar	<ol style="list-style-type: none"> 1) Entertainment, cultural and shopping centers, cinema hall, restaurants and food courts, game parlours, lodging and boarding houses, hotels, tourism and recreational based facilities. 2) Commercial center, public buildings, pathological laboratories, dispensaries and satellite clinics, office buildings, public facilities, public utilities, banks, professional offices, supermarkets, etc. 3) Local level retail shops and services establishments. 4) Household economic activity, light home workshops, and cottage industries not involving use of, or installation of, any machinery driven by more than 10 Kw power and which do not create noise, vibrations fumes, dust, etc., only in independent dwelling units (not in tenement dwellings or flats). Eg. Bakery, tailoring units, beauty parlours etc. as part of residential units.
Main Development Zone	UV-1 Urban Village , Sub category 1	High Density, Mixed Use Precinct Along the Primary Road	<ol style="list-style-type: none"> 1. Entertainment and cultural centers, cinema hall, hotels, restaurants and food courts, games parlours, 2. Public buildings, pathological laboratories, dispensaries and satellite clinics, office buildings, public facilities, public utilities, banks, professional offices, supermarkets, etc.. 3. Household economic activity, light home workshops, and cottage industries not involving use of, or installation of, any machinery driven by more than 10 Kw power and which do not create noise, vibrations fumes, dust, etc., only in independent dwelling units (not in tenement dwellings or flats). Eg. Bakery, tailoring units, beauty parlours etc. as part of residential units. 4. Private residences with shops and commercial activities at lower floors, local level retail shops and services,

	UV-1 Urban Village, Sub category 2	High Density, Predominantly residential use, excluding the plots along primary road	<ol style="list-style-type: none"> 1) Predominantly residential consisting of both private and institutional housing, government housing and group housing apartment blocks. 2) Hotels, restaurants and food courts, games parlours, 3) Private residences with shops and commercial activities at ground floor, local level retail shops and services, 4) Household economic activity, light home workshops, etc., only in independent dwelling units (not in tenement dwellings or flats). Eg. Bakery, tailoring units, beauty parlours etc. as a part of residential units.
Scattered Settlement Zone	UV-2 Urban Village Periphery , Sub Category 1(within Local Area Plan Boundary)	Low Density, Predominantly residential & agricultural use	<ol style="list-style-type: none"> 1) Predominantly residential & Agricultural use 2) Household economic activity, light home workshops, and cottage industries not involving use of, or installation of, any machinery driven by more than 10KW power and which do not create noise, vibrations fumes, dust, etc., only in independent dwelling units (not in tenement dwellings or flats). E.g. Cheese factory, milk processing unit, honey manufacturing, as part of residential units. 3) Resorts, restaurants and food courts, Tourist home stays Private residences with shops and convenient stores on ground floor
	UV-2 Urban Village Periphery , Sub Category 2(Outside Local Area Plan Boundary)	Low Density, Predominantly residential & agricultural use	<ol style="list-style-type: none"> 1) Predominantly residential & agricultural use 2) Household economic activity, light home workshops, and cottage industries not involving use of, or installation of, any machinery driven by more than 10 Kw power and which do not create noise, vibrations fumes, dust, etc., only in independent dwelling units (not in tenement dwellings or flats). Eg. Cheese factory, milk processing unit, honey manufacturing, as part of residential units.
Institutional Zone	I Institutional	Local, National & International Institutions	Educational, training, cultural & government institutions, public libraries, Museums, art galleries, exhibition halls, diplomatic enclave, government offices.

Historic Village	TV Traditional Village	Medium Density, Mixed Use Precinct	<ol style="list-style-type: none"> 1) Predominantly residential & agricultural use 2) Cultural centers, museum, exhibition halls, restaurants and food courts, Tourist home stays only. 3) Household economic activity, light home workshops, and cottage industries not involving use of, or installation of, any machinery driven by more than 10 Kw power and which do not create noise, vibrations fumes, dust, etc., only in independent dwelling units (not in tenement dwellings or flats). E.g. Bakery, tailoring units, beauty parlours etc. as part of residential units. Private residences with commercial activities at lower floors, local level retail shops and services.
Zone for Infrastructure & Industrial zone	S-1 Services & Industry	Service infrastructure and industry establishment.	<ol style="list-style-type: none"> 1) Services: Water treatment plants, sewage treatment plants, electric substation, incineration plants, crematorium ground, abattoir/slaughter house, etc. 2) Industrial: Small scale industries, agro based industry, weaving, carpentry workshops and Bukhari factory.
	S-2 Heavy maintenance industry,	Heavy maintenance industry which has adverse impact on land, water & air.	Heavy maintenance industry, wholesaling and warehousing, automobile workshop, car wash, vehicle garages and workshops. (environment clearance is required)
Standby development zone	EN Endowment for the Future	Reserve zone for future development	Precincts of land whose use determination is deferred to future generations.

Table 4: Permissible uses for landscape areas.

Categories as per the Master Plan	Precinct Categories Designated	Definition of the Precinct	Uses Permissible
Zone for Outdoor Activities	OS-1 National Open Space green 1	National important open space	National sports complex, aquarium, race track, shooting range, zoo, nursery, stadium, botanical garden, planetarium, amusement park, swimming pool, exhibition hall & fair, restaurants, recreational use of water, drive-in-cinema.
Open space within settlements areas	OS-2 Green Space System	Public Assets, open space within settlement areas.	<ol style="list-style-type: none"> 1) Public facility such as: parks, gardens, playground & recreation of any type for surrounding residential areas 2) Spiritual and religious structure such as chortens & prayer wheels.
River Landscape	E-1 Environmental conservation	Environmental conservations , River Landscape	<ol style="list-style-type: none"> 1) Natural reserve & sanctuary, the river basin, streams, rivulets, avi-fauna fauna breeding, places, unique flora, & bio-mass preserves. 2) Activities related to environment enhancement/protection & permitted/undertaken by or on behalf of the National Environment Commission.
Forest	E-2 Forest Environment	Forest Environment Conservation	<ol style="list-style-type: none"> 1) Natural reserve & sanctuary, the River Basin, streams, Rivulets, avi-fauna fauna breeding, places, unique flora, & bio-mass preserves. 2) Activities related to environment enhancement/protection & permitted/undertaken by or on behalf of the Forest Department.

Categories as per the Master Plan	Precinct Categories Designated	Definition of the Precinct	Uses Permissible
Cultivated Landscape & Agriculture/paddy fields	E-3 Agricultural Environments	Agriculture/paddy fields, Cultivated landscape	Agriculture, Horticulture & Forestry
Steep Slopes as per Local Area Plans	E-4 Agri-Based Environments	Precincts with 30% and above slopes characterized by orchards, green houses, on-farm food processing & research.	Agriculture, Horticulture, Orchards, Floriculture, Vegetable Gardens, Facilities for Plant Tissue-culture, Mushroom Culture, Green Houses, Cold Storage incidental to Agriculture and related uses, Dairy Farms, Poultry Farms, nursery.
Cultural & Spiritual Heritage, sacred sites	H Heritage	Cultural & Religious Heritage	Spiritual & religious structures & places. Chortens, Mani Walls, lhakhangs, Prayer Wheels, Monasteries & activities related to enhancement/protection/conservation of heritage structures and/or precincts and permitted/undertaken by appropriate authority on behalf of the National Commission for Cultural Affairs.
	D Dzong	Dzong Complex	Only activities which enhance the image, use and iconography of the Dzong

Table 5: Uses permissible with special conditions and restrictions for settlement areas.

Categories as per the Master Plan	Precinct Categories Designated	Uses Permissible
Centre Zone	UC – Urban Core	<ol style="list-style-type: none"> 1) Predominantly commercial & institutional uses 2) Residences are not permitted on the ground floor; the permissibility of residential in the precinct is restricted to the top most floor of the building.
Main Development Zone	UV-1 Urban Village Sub-Category 1	<ol style="list-style-type: none"> 1) Predominantly mixed use 2) Residences are not permitted on the ground floor Cultural Centres, cinema hall, hotels, public & commercial buildings will be considered with restricted ground coverage not more than 40% and F.A.R not more than 0.8. The parking requirement must be met within the plot boundary as per this document.
	UV-1 Urban Village Sub-Category 2	<ol style="list-style-type: none"> 1) Predominantly residential 2) Commercial activity is permitted only on the ground floor. 3) Establishments of hotels & increment of commercial activities on the first floor will be considered with restricted ground coverage not more than 40% and F.A.R not more 0.8. The parking requirement must be met within the plot boundary as per this document Bars & night entertainment are strictly prohibited.
Scattered Settlement Zone	UV-2 Urban Village Periphery Sub Category 1 (within Local Area Plan Boundary)	<ol style="list-style-type: none"> 1) Predominantly residential & agricultural 2) Resorts, restaurants & tourist home stays will be considered under restricted ground coverage not more than 25% and height not more than 2 floors. The Parking requirement must be met within the plot boundary as per this document. Bars & night entertainment are strictly prohibited.

	UV-2 Urban Village Periphery Sub Category 2 (Outside Local Area Plan Boundary)	<ol style="list-style-type: none"> 1) Predominantly residential and agricultural 2) Resorts, restaurants and tourist home stays will be considered under restricted ground coverage not more than 25% and FAR not more than 0.5. The parking requirement must be met within the plot boundary as per this document.
Historic Village	TV Traditional Village	Refer the Traditional Village Guidelines attached with this document.
Zone for Infrastructure & Industrial zone	S-1 Services & Industry	Environment clearance to be obtained from relevant agency.
	S-2 Heavy maintenance industry	Environment clearance to be obtained from relevant agency.
Institutional Zone	I Institutional	Residential & other activities incidental to the main institutional uses shall be permitted within the permissible FAR but not more than 20% of the ground coverage and should not exceed 2 floors.

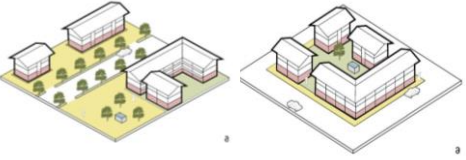
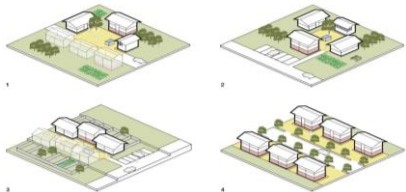
Table 6: Uses permissible with special conditions and restrictions for landscape areas

Categories as per the Master Plan	Precinct Categories Designated	Uses Permissible
Zone for Outdoor activities	OS-1 National Open Space green 1	1) NOC to be obtained from relevant agencies 2) Residential and other activities incidental to the main institutional uses shall be permitted within the permissible FAR but not more than 20% of the ground coverage.
Open space within settlement areas	OS-2 Green Space System	NOC to be obtained from relevant agencies
River Landscape	E-1 Environmental Conservation	1) NOC to be obtained from the relevant agencies. 2) No access road or any services installations to private lots to be permitted through this zone.
Forest	E-2 Forest Environment	As per the Forest Conservation Act. 1995
Cultivated Landscape and Agriculture/paddy fields	E-3 Agricultural Environment	Not applicable
Steep Slopes as per LAPs	E-4 Agri-Based Environments	NOC to be obtained from relevant agencies
Cultural and Spiritual Heritage, Scared Sites	H Heritage	NOC to be obtained from relevant agencies
	D Dzong	NOC to be obtained from relevant agencies

Table 7: Permissible development control schedule.

Settlement Typologies as per the Master Plan of Bumthang and Designated Precinct	Categories of plot area (sq.m)	Permissible Plot coverage range (%)	Permissible Floor Area Ratio	Max. Permissible No. of Floors	Minimum setbacks required on all side (meter)
UC Urban Core	1) Below 378 2) 378-1000 3) 1000-3000 4) Above 3000	1) 50 2) 40-60 3) 40-60 4) Below 50	1) NA 2) 1.2 3) 1.2 4) 1.2	1) 2 2) 3 3) 3 4) 3	1) 2 2) 2 3) 2 4) 3
UV-1 Urban Village	1) Below 378 2) 378-1000 3) 1000-3000 4) Above 3000	1) Below 50 2) 30-50 3) 30-50 4) Below 50	1) NA 2) 0.9 3) 0.9 4) 0.9	1) 2 2) 3 3) 3 4) 3	1) 2 2) 2 3) 3 4) 3
UV-2 Urban Village Periphery	1) Below 378 2) Above 378	1) 30 2) 20	1) NA 2) 0.4	1) 1 2) 2	1) 2 2) 3
TV Traditional Village	Refer Traditional Village Guidelines Section attached with this document				
S-1 Services and Industry	1) Below 378 2) Above 378	1) 30 2) 20	1) NA 2) 0.4	1) 1 2) 2	1) 2 2) 3
S-2 Heavy maintenance Industry	1) Below 378 2) Above 378	1) 30 2) 20	1) NA 2) 0.4	1) 1 2) 2	1) 2 2) 3
I Institutional	NA	30-40	0.9	3	3
OS-1 National Open Space Green 1	NA	30-40	0.9	3	3

Table 8: Incentives, special conditions and restrictions to promote building typology

Settlement Typologies as per the Master Plan of Bumthang and Designated Precinct	Categories of plot area (sq.m)	Incentives to promote building typologies	Conditions and restrictions to avail Incentives on building typologies
<p>UC Urban Core Typology -1</p> 	<p>1) 1000-3000 2) Above 3000</p>	<p>1) As an incentive to promote courtyard system blocks the maximum permissible FAR shall be raised to 1.4 for this land category.</p> <p>2) As an incentive to promote courtyard system blocks the maximum permissible FAR shall be raised to 1.3 for this land category.</p>	<p>-The maximum permissible ground coverage shall not be more than 50 %, and the height of the block should not exceed 3 floors.</p> <p>-The maximum permissible ground coverage shall not be more than 50 %, and the height of the block should not exceed 3 floors.</p>
<p>UV-2 Urban Village Sub Category 2, along the Primary Road. Typology-3</p> 	<p>1) 378-1000 2) 1000-3000 3) Above 3000</p>	<p>As an incentive to promote cluster settlement in coordination with the surrounding neighbors, the maximum permissible FAR shall be raised to 1.1 for all the land categories.</p>	<p>-The height of the building should not exceed 3 floors, and the maximum permissible ground coverage shall not exceed 40%.</p> <p>-The cluster of buildings should form a common courtyard. The shared space should be usable and accessible by all the buildings within the block.</p>

Settlement Typologies as per the Master Plan of Bumthang and Designated Precinct	Categories of plot area (sq.m)	Incentives to promote building typologies	Conditions and restrictions to avail Incentives on building typologies
I Institutional	NA	As an incentive to promote courtyard formation by built form the maximum permissible FAR shall be raised to 1 for all the land categories.	<p>-The height of the building should not exceed 3 floors, and the maximum permissible ground coverage shall not exceed 40%.</p> <p>- The cluster of buildings should form a common courtyard. The shared space should be usable and accessible by all the buildings within the block.</p>
OS-1 National Open Space Green 1	NA	As an incentive to promote courtyard formation by built form the maximum permissible FAR shall be raised to 1 for all the Land categories.	<p>-The height of the building should not exceed 3 floors, and the maximum permissible ground coverage shall not exceed 40%.</p> <p>- The cluster of buildings should form a common courtyard. The shared space should be usable and accessible by all the buildings within the block.</p>

Table 9: Parking requirements standards

DESCRIPTION OF USE IN THE BUILDING	NUMBER OF VEHICLE PARKING SPACE REQUIRED
Residential space	<ol style="list-style-type: none">1. Residential unit with total area less than 60 sqm: 25% cars & 75% 2 wheelers.2. Residential unit with total area between than 60 -90 sqm: 50% cars & 50% 2 wheelers.3. Residential unit with total area equal to or more than 90 sqm: 1 car space for every 90 sqm.
Public Halls, Community Centers, Exhibition centers	One car space for every 30 sqm of public floor space or part thereof.
Restaurant,bars,café & eateries	One car space for every 15 sqm of public floor space or part thereof.
Shopping centre(over 450 sqm clear retail floor space)	One car space for every 20 sqm of clear retail floor space or part thereof.
Commercial use	One car space for every 30 sqm of clear retail floor space or part thereof.
Offices	One car space for every 30 sqm net usable office floor area.
Theatres & Cinemas	One car space for every 10 fixed seat for public accommodation or part thereof.
Hotels & Guest House	One car space for every 30 sqm of clear retail floor space or part thereof.
Warehouses	One car space for every 100 sqm usable floor area
Vehicle services & repair workshop	Five car space per service/repair bay

SECTION 5: BUILDING REGULATIONS

5.1 Architectural Design

Same as BBR 2002

5.2 Circulations Space Requirements

Same as BBR 2002

5.3 Light and Ventilations Requirements

Same as BBR 2002

5.4 Artificial Lighting and Mechanical Ventilation

Same as BBR 2002

5.5 Ventilation Shaft

Same as BBR 2002

5.6 Fire Safety

Same as BBR 2002

5.7 Garage cum Servants Quarters

Same as BBR 2002

5.8 Porch

Same as BBR 2002

5.9 Septic Tank

Same as BBR 2002

5.10 Roof and Site Drainage

Same as BBR 2002

5.11 Access for the Disabled

Same as BBR 2002

5.12 Structural Control

Same as BBR 2002

5.13 Water Supply and Sanitation Control

Same as BBR 2002

5.14 Electrical Installations Control

Same as BBR 2002

5.15 Telephone

Same as BBR 2002

5.16 Attic

Human occupancy of the attic spaces shall not be permitted.

5.17 Basement

Excavation of ground for construction of basement shall not be permitted, provided, partial basements which become necessary to bring the building plinth level to the street level may be permitted. However, human occupancy of such basements shall not be permitted.

5.18 Minimum Floor Space of Rooms in Residential Buildings

Same as BBR 2002

5.19 Painting

Same as BBR 2002

5.20 Water Requirement

Table 10: Water for Institutional Needs (as per IS: 1172-1963)

S.No	Institutions	Water requirements (Litres per head per day)
1	Hospitals(including laundry)	
	a)No. of beds exceeding 100	450 (per bed)
	b)No. of beds not exceeding 100	340 (per bed)
2	Hotels	180 (per bed)
3	Hostels	135
4	Nurse homes & medical quarters	135
5	Boarding schools/colleges	135
6	Restaurants	70 per seat
7	Airports	70

8	Bus stations	70(could be reduced to 25 where bathing facilities are not provided)
9	Day School/Colleges	45
10	Offices	45
11	Factories	45(could be reduced to 30 where no bathing rooms are required)
12	Cinema, Concert halls & theatres	15
13	Garden, Sports ground	3.5 per sq.m
14	Animal/Vehicles	45

Table 11: Water Requirements for Domestic Purpose (as per IS: 1172-1963)

S.No	Description	Amount of water in litres per head per day
1	Bathing	55
2	Washing of Clothes	20
3	Flushing of W.C.	30
4	Washing of House	10
5	Washing of utensils	10
6	Cooking	5
7	Drinking	5
Total		135

ANNEX 1: SPECIAL GUIDELINES FOR TRADITIONAL VILLAGE.

1. Demarcation of the traditional village settlements/precincts/ zones

The Dzongkhag shall physically demarcate the settlements which have been identified as traditional village precinct in the Bumthang Valley Master Plan. Consequently, the area will be identified as traditional village settlements, demonstrating the percentage of the built up areas along with the available percentage of areas for the future development including decisions where further developments are to be restricted.

2. Inventory of structures within the traditional village settlements

The Dzongkhag shall then prepare an inventory of all structure within each traditional village settlement and note their history, physical condition and significance. This would inform which structure is most significant and which are less so.

3. Special control regulations.

The two exercises above would help determine structures which need renovations and also the scope for future developments. The Dzongkhag shall then prepare special control regulations for each traditional village settlement identified for conservation. A sample regulations that could be adopted by Dzongkhag are listed here below under two broad categories of new constructions and renovation of existing structures within the village.

3.1 New constructions.

As traditional village settlements/ precincts are ‘characterized by clusters of old traditional houses ‘there may not be much areas for new developments. This would also depend on the demarcation of precincts. However, any developments proposed shall observe the following regulations:

- a) Any proposed land use should be strictly as per the provisions of the Bumthang Valley Master Plan.
- b) Exterior walls have to be finished with either mud plaster or stone cladding.
- c) Rabseys and all other traditional features must be made of timber.
- d) Balconies and projections should be incorporated with complete traditional Bhutanese architectural features.
- e) Gable roof should be encouraged and all the exposed members should be made of timber.
- f) Timber shingles should be placed on top of CGI sheets.
- g) Architectural features and traditional paintings shall be compatible and consistent with those of the existing structures. Placement of water tanks over the roof shall not

be permitted.

- h) Natural drainage systems, traditional pathways, community spaces shall be preserved and enhanced.
- i) New constructions shall consider and accommodate traditionally significant monuments, structure, spaces and natural features. They shall be accorded the prominence and consideration in building orientation, layout, form and details that the existing settlements exhibit.
- j) Roof overhang should be within their plot boundary.

3.2 Renovation of existing structure

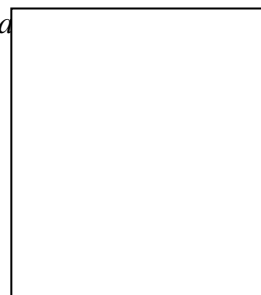
The primary reason for recognizing such areas as traditional village settlements is to manage and promote the heritage and culture of traditional settlements. The existing structures and settlement patterns should be preserved as far as possible. In the event that planning and development interventions are unavoidable, the following guidelines should be observed:

- a) No existing structure which has been determined to contribute towards the character of settlement shall be demolished. If a structure is determined to be structurally unsafe, effort should be made to renovate and strengthen the structure.
 - b) Renovation projects shall use, to the extent possible, only the materials and techniques of construction employed in the original constructions.
 - c) To improve the amenities of structure, addition of such units as kitchens, toilets and bathrooms, etc. may be permitted. However, such additions shall be compatible and consistent with the main structure in terms of form, style, proportions, painting, etc.
3. For the management and use of heritage structures, the first preference should be given to the present owners. In order to make it financially viable and attractive to the owners to preserve the heritage structures, they should be facilitated with incentives (please refer Incentives for Management of Protected Zones).

ANNEX 2: APPLICATION FOR CONSTRUCTION OF BUILDING

(Please type or write in clear block letters, use additional sheet if necessary)

To
The Chairperson
Bumthang Municipality
Bumthang



1. Name of applicant: Passport Size Photo

2. Sex: Male () Female ()

3. Date of Birth:(dd/dd/yyyy)

4. Citizenship Identity Card No.

5. Permanent Address:

6. Present Address:

7. Postal Address:.....

8. Contact details: Telephone No.
(residence):.....

Telephone No. (office):.....

Fax No.:.....

E-mail address:.....

9. Land ownership:

- Government Allotment (Allotment order no & date)
- Purchased from the openmarket (Registration no & date)
- Allotted under Kasho (Copy of Kasho to be attached)
- Inherited/exchanged/gifted (Details of previous owner to be attached)
- Subdivided (Approval letter no & date)

10. Plot details: Plot No.:..... Area:.....sqm Dimensions:.....

Declaration: The information supplied in this application form is correct to the best of my knowledge and if there are any discrepancies, I shall be personally responsible for the same and I am prepared to face any disciplinary or legal action against me.

Date: Place:

Signature:

For official use only

Noting of the dealing officer with regard to land holdings, building construction, etc.

Recommended () Not recommended ()

Name & Signature of the Dealing Officer:

.....Signature of Chairman:

.....

Remarks (if any):

.....

ANNEX 3: APPLICATION FOR OCCUPANCY CERTIFICATE

To

The Chairperson,
Bumthang Municipality
Bumthang

Sir,

I hereby certify that the addition/ alteration/ construction of building on Plot/Thram
No.on.....Lam in.....town has been
completed on, according to the approved building plan/ drawings, vide
permit no. dated.....

The work has been completed to our best satisfaction. Workmanship and all the materials
(type and grade) have been used strictly in accordance with the approved documents/
drawings and relevant standards, codes of practice and specifications. Provisions of the
BDCR 2017 and BBR 2002, conditions or orders issued thereunder have not been
transgressed/ violated in the course of the work.

The building is fit for use for which it has been added /altered/ constructed. The necessary
'Occupancy Certificate' may be issued.

Signature of the Owner:

Name & Address:.....

Telephone No. (residence):

Telephone No. (office):

Fax No.:

E-mail address:

Dated:

ANNEX 4 : OCCUPANCY CERTIFICATE

To

.....
.....
.....
.....

Sir/Madam,

With reference to the application dated....., regarding the addition/
alteration/ construction of building on plot/Thram no.....
on.....Lam, intown has been inspected on
..... and found that the building is **fit** / **not fit** for occupation.

Instruction / Remarks (if any):

Chairman

Dated: