

(As per Regulation No. 6.2.6 of DCPR)

To,  
Hon. Metropolitan Commissioner  
Pune Metropolitan Region Development Authority, Pune

S.No.	Description	Page Nos./ Remarks	
1	<b>Proposal</b>		
	Building Layout Proposal for Group Housing Project according to Section 18		
2	<b>Proposal Type (New/ Revised):</b>		
3	<b>Details of Applicant</b>		
	Name		
	Address		
	Contact Number/s		
	E-mail		
	Self addressed envelopes with stamp		
4	<b>Site Details</b>		
	a	S.No./Gut No./ CTS No.:	
	b	Village:	
	c	Taluka:	Dist. Pune
	d	Plot Area:	Sq. M.
	e	Location: (Latitude/ Longitude)	
	f	N/A Status:	
	g	Environmental Clearance:	
5	<b>References</b>		
	a	Application From:	
		Application Date:	
		Indes of Enclosures/ Pages:	
	b	Compliance Letter/s:	
c	NOC/s Enclosed:	As per Annexure I	
6	<b>Ownership Title Documents (as per Regulation No. 6.2.2)</b>		
	a	Land Owner:	
	b	7/12 Extract:	
	c	e-Bhulekh:	
	d	P. O. A. Holder:	
	e	P. O. A. Documents:	
	f	Title & Search Report:	
		i) Report by:	
		ii) Date of Report:	
		iii) Period of Report:	
	g	i) Within ULC Limits: (Yes/ No)	
		ii) If yes, as per list provided by	

	iii) If yes, as per ULC 8(4) order dt. ....	
	iv) If Excess Area scheme U/S 20	
h	Land Status:	
	a) Class I Occupant	
	b) Class II Occupant	
	c) Class III Occupant (Trust Land)	
i	a) Land reserved for any Govt.	
	b) If yes, NOC from concerned	
<b>Note : Ownership &amp; Development Rights are verified; certified that rights of</b>		

S.No.	Description	Page Nos./ Remarks	
7	<b>Uses Permissible</b>		
	a	Sector (A to Q):	
	b	Zone: (Landuse)	
	c	R. P. Road (12/15/18/24/30/36/45/60/90 M.):	
	d	Population of Village as per census 1991/	
	e	Land within 200 M./ 500 M./ 1500 M. from	
	f	Existing Road Width:	
	g	Classification of Road:	
	h	Uses Permissible:	
		Residential Residential/ Commercial	
	i	Landuse Proposed by Owner/ Architect:	
	j	Is proposed Landuse permissible as per R.P.:	
	<b>Note:</b> Residential use is permissible as per Regulation No. 2.6.1 subject to condition of payment of N. A. premium as per Govt. Notice published U/S 20(3) dt. 06/05/2015		
<b>Note:</b> Land is in Residential Zone as per Sector ..... in Regional Plan & approach road is ..... M. wide, therefore residential use is permissible.			

8	<b>Previous Sanction</b> (if yes, fill Sr. No. 8)	Yes/No
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9	<b>Details of Previous Sanction</b>	
	a	Recommendation by ADTP, Pune Branch, Pune Vide Letter No. LAYOUT/NABP/Village: ...../ Tal: ...../ Dist. Pune S. No./Gut No./CTS NO. .... SSP/
	b	Building Permission & Commencement Certificate from PMRDA, Pune vide Letter No. .... Dated: .....
c	Non Agricultural Permission from Revenue Branch, Collector Office, Pune or Sub Divisional Officer, ..... Sub Division, ..... Pune, vide Letter No.	

S.No.	Description	Page Nos./ Remarks
10	<b>Details of Land</b>	
		S.No./Gut No./ CTS    Total Area as per 7/12 Extracts/ PRC (Sq. M.)    Area under Proposal    Area as per Demarcation (Sq. M.)    Minimum to be Considered (Sq. M.)
a		

b					
c					
d					
e					
f	Total				
g	All Dimensions of Layout Plan are same as Demarcation Plan (Yes/ No)				

<b>11</b>	<b>Details of Site Visit</b>		<b>By Architect</b>	<b>By Asst. T.P.</b>		
	a	Date of Site Visit				
	b	Width of Approach Road	M.	M.		
	c	Approach Road Width - Even/Un-even				
	d	Nature of Ground: Flat/ Contoured				
		i) Contour less than 1:5				
		ii) Contour more than 1:5				
	iii) If more than 1:5, give details					
	e	Any Existing Structures on the				
		If yes, are they correctly				
		Are those proposed to be				
	What is the plinth area and					
	f	Location of water bodies like				
		i) To be verified from Village				
ii) Factual Position at the time						
iii) If applicable, indicate Red/						
g	Location of Electricity/ Gas/					
h	Location of Land in Defense					
i	Location of Land next to					
j	Land protected by compound					
k	Location of Trees on the Land					

S.No.	Description	Page Nos./ Remarks		
<b>12</b>	<b>Details of Road/s (as per Regulation No. 12) - Defining the Construction Norms</b>			
	a	Details of Main Street		
		i) Existing Road Width	M.	
		ii) Proposed Road Width (as per R. P. / P.W.D.)	M.	
	iii) Classification of Road			
	b	Details of Approach Road (road adjoining plot)		
		i) Existing Road Width	M.	
ii) Proposed Road Width (as per R. P. / P.W.D.)		M.		
iii) Classification of Road				

<b>13</b>	<b>Details of Permissible Built Up Area as per Proforma I of DCPR (Page No. 133)</b>		
	1	Plot Area	
		a) As per revenue records (7/12 Extracts / PRC)	Sq. M.
		b) As per demarcation	Sq. M.
	c) Minimum to be considered		Sq. M.
	2	Area under existing road	Sq. M.
3	Area under proposed road widening of Classified/ R.P. Roads	Sq. M.	

4	Gross Net Plot Area [1c - (2+3)]	Sq. M.	
5	Required Open Space (4 X 10%)	Sq. M.	
6	Provided Open Space	Sq. M.	
7	Required Amenity Space (4 X 15%)	Sq. M.	
8	Provided Amenity Space	Sq. M.	
9	Net Plot Area for Calculations [(4 - 8) X 0.9]	Sq. M.	
10	Permissible Normal F. S. I. (..... M Road)		
	Road - Below 15 M. Wide	1.0	
	Road - From 15 M and below 24 M Wide	1.1	
	Road - From 24 M Wide and above	1.2	
11	Permissible Built Up Area under Normal FSI (9 X 10)	Sq. M.	
12	Proposed Built Up Area under Normal FSI	Sq. M.	
13	Permissible Paid Built Up Area ( 9 X 0.2)	Sq. M.	
14	Proposed Paid Built Up Area	Sq. M.	
15	Permissible Built Up Area for:		
	a. Handed Over Area under Classified/ R. P. Roads	Sq. M.	
	b. Handed Over Area under Amenity Space	Sq. M.	
	c. Total Handed Over Area	Sq. M.	
16	Total Permissible Built up area (11 + 13 + 15c)	Sq. M.	
17	Total Proposed Built Up Area	Sq. M.	

S.No.	Description	Page Nos./ Remarks																																															
<b>14</b>	<b>Marginal Open Spaces for Low Rise Buildings (Upto 15 M. Height) (As per Reg. No. 15.1.3 &amp; Table No. 13)</b>																																																
	<table border="1"> <thead> <tr> <th rowspan="2">Bldg. No./ Wing</th> <th colspan="2">Floors</th> <th colspan="2">Front Margin</th> <th colspan="3">Rear &amp; Side Margin</th> </tr> <tr> <th>Permissible</th> <th>Proposed</th> <th>Required</th> <th>Proposed</th> <th>Required</th> <th>Proposed Rear</th> <th>Proposed Side</th> </tr> </thead> <tbody> <tr><td>a</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>b</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>c</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>d</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Bldg. No./ Wing	Floors		Front Margin		Rear & Side Margin			Permissible	Proposed	Required	Proposed	Required	Proposed Rear	Proposed Side	a								b								c								d								
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	<b>Note:</b> Abutting road width for low rise buildings shall not be less than 9.00 m as per Reg. No. 12.3 A																																																

<b>15 A</b>	<b>Floors &amp; Height of Building (Reg. No. 15.5)</b>					
Bldg. No./ Wing	Proposed Floors	Height of Building				Proposed (outside 10 Km periphery)
		Height from Ground Lvl.	Parking Floor Height	Proposed (inside 10 Km periphery)		
		(A)	(B)	(A-B)	(A)	
		M.	M.	M.	M.	
		M.	M.	M.	M.	
		M.	M.	M.	M.	
		M.	M.	M.	M.	

**Note:** Floors & Height of the buildings as per NOC from the Fire Department

<b>15 B</b>	<b>Marginal Open Spaces for High Rise Buildings (Front Margin &amp; Height Checking) (As per Reg. Nos. 15.5 &amp; 15.1.3 b)</b>	
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Bldg. No./ Wing	Abutting Road	Proposed Front Margin	Building Height	
	(A)	(B)	Permissible	Proposed
a				
b				
c				
d				
<b>Note:</b> Floors & Height of the buildings as per NOC from the Fire Department				

15 C	Marginal Open Spaces for High Rise Buildings (Upto 24.00 M Height)						
	Height of Building	Length of Building	Addition al Factor	Rear Margin		Side Margins	
				Required	Proposed	Required	Proposed
	(H)	(L)	(F) (L-40) X 10%	(H/2-4) + F		(H/2-4) + F	
a							
b							
c							
d							
<b>Note:</b> Floors & Height of the buildings as per NOC from the Fire Department							

S.No.	Description	Page Nos./ Remarks
15 D	<b>Marginal Open Spaces for High Rise Buildings (Above 24.00 M Height)</b>	
<b>Notes:</b>		
i) Distance between two buildings shall be side open space required for higher building		
ii) Above 36.00 M Height Fire NOC from Director of Fire Services Govt. of Maharashtra.		
iii) For High Rise Buildings above 60 .00 M. in Height provision of Helipad shall be		
iv) Aviation		

16	Building and Control Lines from Classified Roads				
	Classification of Road (According to Road Map by PWD Dept.)	Building Line		Control Line	
		Required	Proposed	Required	Proposed
a. Express Highway	60		75		
b. National Highway	40		75		
c. State Highway	40		50		
d. Major District Road	30		47		
e. Other District Road	15		30		
f. Village Road	12		25		

**Note:** Service Road shall be provided for S. No. (a) to (d)

17	<b>Safety Distances</b>			
	Particulars	Regulations No.	Required	Provided
a. Railways Line	11.4	30 M.		
b. Electricity Line (.....KVA)	11.2			
c. Petrol Line / Gas Line				
d. Nala				
e. River (Check Blue/Red Line if applicable)	11.3			
f. Retaining wall is proposed on Nala	Yes	No	N. A.	

18	<b>Room Sizes (Reg. No. 17)</b>				
	Room	Dimension (M.)		Area (Sq. M.)	
		Required	Proposed	Required	Proposed
a. Hall / Living	Min. width 2.4 M.		9.00		
b. Kitchen/ Dining	Min. width 1.5 M.		3.30		
c. Bedroom 1	Min. width 2.4 M.		9.00		
d. Bedroom 2	Min. width 2.4 M.		6.50		
e. Bathroom	1.00 X 1.20		1.20		
f. Water Closet	0.90 X 1.20		1.08		
g. Toilet	1.00 X 1.80		1.80		

S.No.	Description	Page Nos./ Remarks	
19	<b>Details of Technical Personnel</b>		
		Name	Details of Licenses
	Architect		
	Structural Engineer		
	Site Supervisor		
<b>Note:</b>			
a) Technical personnel are appointed by applicant and their details provided in Notarized Affidavit No..... Dated.....			
b) In case of revised proposals, if any of the Technical personnel is changed, NOC from previous is			
<b>Note:</b> Soil Testing Report alongwith the Structural Design System to be followed by the Structural			

20	<b>Planning Remarks</b>		
	Particulars	Building Type	Permissible/ Required
Balcony Area	All	Max. 15% of B/up Area	
Width of Enclosed Balcony	All	Min. 1.00 M.	
Clear Distance of Balcony from Plot Boundary	Low Rise	2.00 M	
	High Rise	6.00 M	
Service Balcony Area	All		
Terrace Area (Reg. No. 15.4.3)	All	20% of B/up Area	
No. of Staircases	High Rise	2 for Each Building	
Staircase Width	Residential	Min. 1.20 M Width	
	Commercial	Min. 1.50 M Width	

<b>Lifts</b>	High Rise	2 for Each Building		
<b>Passages Width</b>	Residential	Min. 1.20 M Width		
<b>Passages Width</b>	Commercial	Min. 1.50 M Width		
<b>Headroom/ Ceiling Height:</b>	All			
Habitable Rooms		Min. 2.75 M.		
Bathroom/ WC		Min. 2.10 M.		
Mezzanine Floor		Min. 2.20 M.		
Under Loft		Min. 2.10 M.		
Parking Floor		Min. 2.40 M.		
<b>Ventilation Shaft</b>		All	Min. Area: ..... Sq. M.	Area: ..... Sq. M.
<b>Interior Chowk (Reg. No. 15.2)</b>	All			
Upto Height of 14 M.		Min. 3 M. X 3 M.		
Above Height of 14 M.		H/5 X H/5		
<b>Exterior Chowk (Reg. No. 15.2)</b>	All			
Upto Height of 15 M.		Min. 2.4 M. Width		
Above Height of 15 M.		H/6 X H/6		
<b>Plinth Height</b>	All	0.45 M.		

S.No.	Description							Page Nos./ Remarks
<b>21</b>	<b>Parking Requirements (Reg. No. 16.1 and Table Nos. 7 &amp; 8)</b>							
	B/up Area of Tenement	No. of Tenements	Required Parking			Provided Parking		
		Factor	Car	Scooter	Cycle	Car	Scooter	Cycle
	4 Tenements upto 50 Sq. M.							
	3 Tenements 50 to 100 Sq. M.							
	2 Tenements > 100 Sq. M. (1,							
	Commercial For every 100 Sq. M.	Sq. M.						
	Sub - Total							
	50% Addition for Metropolitan Areas							
	Total							

22	Other Requirements	
	Particulars	Provision (Yes/No)
a.	Sewage Treatment Plant (STP)	
b.	Water Treatment Plant (WTP)	
c.	Water Requirement (as per calculations)	
d.	Plantation	
e.	Rain Water Harvesting Plant (if	
f.	Solar System	
g.	Any Other	

<b>23</b>	<b>For Revised Proposals</b>	
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<b>23 A</b>	<b>Particulars</b>	<b>Previous Sanction</b>	<b>Revised Proposal</b>	<b>Remarks</b>	
	a. Layout				
	b. Size & Location of Amenity/Open Space				
	c. Internal Roads: Length/ Width/ Place				
	d. Buildings (Number)				
	e. Proposed B/up Area				
	f. Floors				
	g. Building Height				
	h. Staircase				
	i. Lifts				
<b>23 B</b>	j. Premium Areas (If premium areas are increased, challan should be revised)				
	j1. Balcony				
	j2. Service Balcony				
	j3. Terraces				
	j4. Staircase				
	j5. Passages				
	j6. Lift				
	j7. LMR				
	j8. Paid FSI				

<b>S.No.</b>	<b>Description</b>							<b>Page Nos./ Remarks</b>
<b>24</b>	<b>Regarding Fire NOC</b>							
	Fire NOC from Chief Fire Officer Pune / Pimpri Chinchwad Municipal Corporation OR Director, Maharashtra Fire Services, Mumbai vide Letter No. .... Dated ...../...../20.....							
	<b>Checking of Plans w.r.t. plans approved by Fire Department:</b>							
	Bldg. No./ Wing	Height Approved	Height Proposed	Staircases Approved	Staircases Proposed	Lifts Approved	Lifts Proposed	
	a							Proposed Plans are same as approved by Fire Dept
	b							
	c							
	d							
	e							
	Refuge Area			Required		Provided		

<b>S.No.</b>	<b>Description</b>			<b>Page Nos./ Remarks</b>
<b>26</b>	<b>Premium Areas</b>			
		Proposed Areas	Area In Sq. M.	Sub Total
	a	Area of Plot		
	b	Normal Built Up Area		



c	Paid Built Up Area			
d	Total Built Up Area			
e	Residential Built Up Area			
f	Commercial Built Up Area			
g	Open Balcony Area			
h	Enclosed Balcony Area			
i	Double Height Terraces Area			
j	Service Balcony Area			
k	Staircase Area			
l	Passage Area			
m	Lift Area			
n	Lift Machine Room Area			
o	Parking Area			
p	Basement Area			

<b>27</b>	<b>Challan Calculations:</b>	
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<b>A</b>	<b>Scrutiny Fee</b>			
	As per regulation No. 6.2.10 of DCPR and letter no. 1241 dated 07/09/2015 of PMRDA			
<b>Sr. No.</b>	<b>Description</b>	<b>Area (Sq.M.)</b>	<b>Rate (Rs./ Sq.M.)</b>	<b>Amount (Rs.)</b>
1	Land Area			
2	Built Up Area			
	a) Residential			
	b) Public/ Semi Public			
	c) Commercial			
	d) Any Other			
	Total Scrutiny Charges			
	Rounded Off Figure			
	In Words:			

<b>B.</b>	<b>Premium Charges for proposal Outside 10 KM periphery</b>	
	As per regulation No. 15.4.1(iv), 15.4.3 and 23.2.1 of DCPR and letter of Director, Town Planning Maharashtra State; dated 13/02/2014	
A. Ready Recknor of year		
B. Section & subsection		
C. Page No.		
D. Rate of open plot		
E. 40% of D or 2000/- whichever is more		..... For (1)
F. 10% of D		..... For (2)
G. 60% of D (For Residential)		..... For (3a)
H. 75% of D (For Industrial)		..... For (3b)
I. 60% of D (For Commercial)		..... For (3c)

<b>Sr. No.</b>	<b>Premium Areas</b>	<b>Proposed Area</b>	<b>Premium Rates</b>	<b>Amount</b>
1	Double Height Terraces			
2	Enclosed Balcony			
3	Paid FSI (0.2)			
	i) for Residential			

	ii) For Industrial			
	iii) For Commercial			
	Total Premium			
	Rounded Off Figure			

**In Words:**

<b>C.</b>	<b>Premium Charges for proposal Inside 10 KM periphery</b>			
	As per regulation No. 15.4.1(iv), 15.4.3 and 23.2.1 of DCPR and letter of Director, Town Planning Maharashtra State; dated 13/02/2014			
A. Ready Recknor of year				
B. Section & subsection				
C. Page No.				
D. Rate of open plot				
E. 40% of D or 2000/- whichever is more				..... For (1)
F. 10% of D				..... For (2)
G. 60% of D (For Residential)				..... For (3a)
H. 75% of D (For Industrial)				..... For (3b)
I. 60% of D (For Commercial)				..... For (3c)

Sr. No.	Premium Areas	Proposed Area	Premium Rates	Amount
1	i) Staircases			
	ii) Passages			
	iii) Lift			
	iv) Lift Machine Room			
	v) Terraces			
	Sub Total			
2	i) Balcony			
	ii) Service Balcony			
	Sub Total			
3	Paid FSI (0.2)			
	i) for Residential			
	ii) For Industrial			
	iii) For Commercial			
Total Premium				
Rounded Off Figure				

**In Words:**

<b>D.</b>	<b>Development Charges:</b>				
	As per regulation No. 124 (A) of Maharashtra Regional And Town Planning Act 1966				
A. Ready Recknor of year					
B. Section & subsection					
C. Page No.					
D. Rate of open plot					
E. 0.5 % of D				..... For (1)	
F. 2 % of D				..... For (2)	
Sr. No.	Details	Proposed Area	Premium Rates	Factor	Amount
1	for Plot area				
	i) Residential			1.00	

	ii) Industrial			1.50	
	iii) Commercial			2.00	
2	for Construction				
	i) Residential			1.00	
	ii) Industrial			1.50	
	iii) Commercial			2.00	
Total Development Charges					
Rounded Off Figure					
<b>In Words:</b>					

<b>E.</b>	<b>Security Deposit</b>			
As per regulation No. 6.2.11 of DCPR and letter no. 1241 dated 07/09/2015 of PMRDA				
<b>Sr. No.</b>		<b>Particulars</b>	<b>Area in Sq. M.</b>	
1	a.	Total Built Up area		
	b.	Enclosed Balcony area		
	c.	Service Balcony area		
	d.	Double Height terraces area		
	e.	Staircase Area		
	f.	Passage area		
	g.	Lift area		
	h.	Lift Machine room area		
	i.	Parking		
	j.	Basement		
			Total built up area (FSI + Non FSI)	
2	Rate of security deposit per Sq. M.			
3	Total security Deposit ( 1 X 2 )			
		Total security Deposit (rounded off figure)		
In Words:				
4	If Security Deposit is above Ten Lakh; Bank Guarantee of amount ..... shall be given by applicants			

<b>F.</b>	<b>Labour Cess</b>			
As per Govt. Resolution No. BCA/Case No. 108/Kamgar - 7 - A, Dated 17/06/2010				
<b>Sr. No.</b>		<b>Particulars</b>	<b>Area in Sq. M.</b>	
1	a.	Total Built Up area		
	b.	Enclosed Balcony area		
	c.	Service Balcony area		
	d.	Double Height terraces area		
	e.	Staircase Area		
	f.	Passage area		
	g.	Lift area		
	h.	Lift Machine room area		
	i.	Parking		
	j.	Basement		
			Total built up area (FSI + Non FSI)	
2	Construction Cost per Sq. M. (as per current Ready Recknor)			
3	Total Construction Cost ( 1 X 2 )			
		Total Construction Cost (rounded off figure)		
In Words:				
4	Applicant can pay Labour Cess In three Stages as follows			
	Stage	Percentage	Amount	
	a. At time of approval	33%		

	b. At time of Plinth Checking	34%	
	C. At time of Completion	33%	

<b>G.</b>	<b>N.A. Premium Charges for proposals adjoining Gaothan Boundary</b>		
	As per Regulation No. 2.6.1 of DCPR and Govt. Notice published U/S 20(3) dt. 06/05/2015		
A. Ready Recknor of year			
B. Section & subsection			
C. Page No.			
D. Rate of N.A. land closet to the subject plot			
E. 50% of D			..... For (1)

Sr. No.	Plot Area	Premium Rates	Amount
1			
	Total Premium		
	Rounded Off Figure		

**In Words:**

- i) We are aware that the Challans shall be received online.
- ii) We are aware that all the payments to be done to PMRDA shall be done from the Bank Account
- iii) It is stated that the Proposal is submitted as per Rules & Regulations of DCPR and FSI Calculations
- iv) We have not appointed any agent on our behalf.

The Praposal Complies With all the rules & regulation of DCPR.

Applicant Details:

Name: .....  
Architect (Signature & Stamp)  
Registration No.  
Mobile No.  
Dated:  
e-mail id:  
Address:

Name: .....  
Owner/ Developer (Signature & Stamp)  
Mobile No.  
Dated:  
e-mail id:  
Address: