

**FORM B**

[(See rule 11(3))]

Application for Permission to Construct or Reconstruct, Addition to, or Alteration of Building

OFFICE USE

Application No. RB/CB/IB/

PB.....

Date.....

From:.....(Name in full in block letters)

..... (Address)

Phone No.

Fax No.

E-mail

Date: .....

Purpose of construction: Residential/Commercial/Industrial/Others (specify)

To

The Chairman,

..... Municipality/Notified Area Authority/Industrial Township Authority

Sir,

I/We hereby give you notice that I/we intend to undertake the work as specified above at premises No./Holding

No ..... in .....Street

..... Ward/Circle

..... under rule 11(2) of West Bengal Municipal (Building) Rules, 2006. I/We hereby request you to

grant us necessary Building Permit under rule 21 of West Bengal Municipal (Building) Rules, 2007.

In accordance with provisions of the West Bengal Municipal (Building) Rules, 2007, I forward herewith—

- (a) approved site plan of the land;
- (b) a plan in triplicate showing elevation and sections of the proposed building together with a specification of the work (in case of a building under the Salt Lake Township under Bidhannagar Municipality or Nabadiganta Industrial Township Authority the provisions of rule 96(a) has to be followed);
- (c) statement of particulars (Annexure);
- (d) water supply and sewage disposal plans;
- (e) copy of the possession certificate;
- (f) five copies of sewage and water connection plan as per rule 96(b);
- (g) reports of soil test or test for stability of slope as per rule 157;
- (h) detailed calculation of structural design as per provision in these rules;
- (i) current paid up Municipal Tax receipt;
- (j) clearance certificate/application copy from U.L.C. Branch of Urban Development Department, Government of West Bengal (if applicable);
- (k) no objection of West Bengal Fire and Emergency Services Dept. (if applicable);
- (l) indemnity Bond (As per form No. L);
- (m) copy of Deed and Deed plan;
- (n) registered Undertaking for common passage (if applicable);
- (o) power of Attorney (if applicable);
- (p) sanctioned plan in case of any existing structure;
- (q) FAR Calculation Sheet (if applicable).

I request that the plan may be approved and that the permission may be accorded to execute the work.

\*Please note that I am also enclosing herewith the documents as desired by you as per instruction.

Certificate to be incorporated and signature of

Yours faithfully,

.....  
Signature of Owner/Owners

Architect/Licensed Building Surveyor

Structural Engineer  
(if applicable under rule 15)  
Countersigned

Date:

Geo technical Engineer  
(if applicable under rule 15)

‘Strike out if not applicable’.

\*I/We hereby declare that I/we am/are the owner/owners of the property to be built upon and the copy of the registered deed of the land or other documents in support of ownership/ownerships of land are submitted herewith. That the aforesaid plot of land is the only plot of vacant land held by me/us in any of the urban agglomerations covered under the Urban Land (Ceiling and Regulation) Act, 1976 and that extent of that plot is within the ceiling limit on vacant land imposed by the said Act:

\*That I do not hold any other vacant land or any other land with building with a dwelling unit therein in any of the urban agglomerations referred to in the said Act;

\*That in the event of the aforesaid plot of land being declared as excess by the competent authority under the Urban Land (Ceiling and Regulation) Act, 1976, I shall abide by the decision of the competent authority under that Act;

Certificate of Engagement:

Certified that I/we have been engaged as licensed Building Surveyor/Structural Engineer/Geo technical Engineer for the proposed building at premises No ..... by the owner(s)..... for planning, designing, supervision and completion of the work as per rule 15 of the West Bengal Municipal (Building) Rules, 2007. We undertake to work in close association with each other and will be individually and/or collectively responsible for ensuring the safety of the building as a whole;

Certified that the site has been personally inspected while planning the building and/or designing the structural members, as well as has taken into account the findings of/or recommendation of stability analysis as well as soil tests performed as and where necessary under these rules.

.....  
Structural Engineer  
(if applicable under rule 15)

.....  
Signature of Architect/LBS

.....  
Geo technical Engineer  
(if applicable under rule 15)

Certified that this certificate duly signed by the concerned technical personnel has also been incorporated on the body of the building plan.

Name .....  
Signature of Owner/Owners

.....  
Full Postal Address.....

Date: .....

\*This declaration is not necessary for the Salt Lake Township.