

**MUNICIPAL CORPORATION SHIMLA**

(See Rule 2)

**APPLICATION FORM FOR PERMISSION UNDER SUB-SECTION (I) OF SECTION 30 FOR DEVELOPMENT OF LAND (UNDER H.P.M.C.ACT, 1994)**

From

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

Sir,

1. I/We beg to apply for permission to undertake/carryout the development of the under mentioned land:-

(a) Description of land (location with name and road(s) on/off which the property about and boundaries).

(b) Area..... Sq.ft./Sq.mtrs. .... Acres/Hectares.

2 I/We attach herewith the following documents in five sets namely:-

(i) Description of the land (location with the name of road(s) on/off which the property about and boundaries.

(ii) Khasra/plan showing Nos. of land in question and also limit adjoining Khasra falling within 200 mtrs. from the outer limit of the land. The land applied for is shown in "RED" colour in khasra maps.

(iii) Location plan indicating the land in question and also main approach roads, important building like Hospital School or Cinema, Petrol Pump and the existing uses surrounding the land.

(iv) The existing land use is Residential Commercial/Industrial, Public Purposes/Open Spaces/Vacant Land.

(v) A general report showing all development proposals with respect to land in question.

(vi) A plan showing details of utilities and services like water supply, drainage, electricity, septic tank is provided and is shown along with the disposal of sludge water.

(vii) Other architectural details.

(viii) A note indicating the type of development proposed namely residential, commercial or industrial. ....

3. The plans have been prescribed by .....

(Name of the Architect) Registration No. ....

(if any) Address. ....

4. I/We have deposited a fee of Rs. .... in accordance with the scale prescribed.

Yours faithfully,

**MUNICIPAL CORPORATION SHIMLA**

(See Rule 2)

**FORM OF APPLICATION FOR PERMISSION UNDER SUB-SECTION (1) OF SECTION 30 OF T&CP ACT AND SECTION 243 OF H.P.M.C.ACT, 1994.**

From

Ms/Sh./Smt. ....

.....

To

.....

Sir,

I/We beg to apply for permission to erect/re-erect/make addition and/or alteration to undertake repairs to a building on possess the necessary ownership rights, situate at Kh.No. ....

..... Street/Road .....

Block ..... Plot No. ....

Ward No. .... Name of Scheme (if any)

1. I/We attach:-

(a) Five sets of plan, elevation and section stated in enclosed schedule.

(b) A specification of the proposed building on the prescribed form.

2. The plan have been prescribed by .....

(Name of registered Planner/Architect) Registration No. ....

Address .....

3. I/We have deposited a fee Rs. .... in accordance with the Scale ..... prescribed in sub-rule (2) of rule 12 of the Himachal Pradesh Town & Country Planning Rules, 1978 made under sub-section(2) of section 30 of the Himachal Pradesh Town & Country Planning Act, 1977.

Yours faithfully,

Signature of Applicant(s).

**SPECIFICATION SHEET.**

SPECIFICATION OF THE PROPOSED BUILDING.

1. Total plot area ..... (Sq. mtr.)
2. Total building area ..... (Sq.mtr.) Basement  
Floor .....(Sq.mtr.) Proposed ..... (Sq.mtr.) Ground  
Floor .....(Sq.mtr.) Proposed ..... (Sq.mtr.) 1<sup>st</sup>  
Floor ..... (Sq.mtr.) Proposed ..... (Sq.mtr.) 2<sup>nd</sup>  
Floor ..... (Sq.mtr.) Proposed ..... (Sq.mtr.) 3<sup>rd</sup>  
Floor ..... (Sq.mtr.) Proposed ..... (Sq.mtr.)
3. The purpose for which it is intended to use the building  
.....
4. Specification to be used in construction of the:-
  - (i) Foundation .....
  - (ii) Walls .....
  - (iii) Floors .....
  - (iv) Roofs .....
5. No. of storey's of which building will consist  
.....
6. Approximate number of person proposed to accommodated .....
7. No. of latrines to be provided .....
8. Whether the site has been built-up or not? If so, when did the previous  
building case to be fit for occupation  
.....
9. Source of water to be used for building purpose .....
10. No. of trees are coming in the plot .....

Signature of Applicant(s)

SCHEDULE

**1. Plans:**

Site plans in 1:200 scale showing all drainage lines, sewerage connection or location of septic tank, soak pit and house drainage.

**2. Building plan to the scales of 1:100 scale showing:-**

- (i) Ground floor plans.                      These drawing must be in the
- (ii) Other floor plans                      Form of working drawing showing.
- (iii) Typical cross section.              All the dimensions of Rooms,
- (iv) Longipidinal section              Openings, thickness of walls, roofs,
- (v) Two elevations.                      Flooring foundations and dam proofs cours.

**3. Schedule of Area:**

Built up area ..... Sq. mtr Open area  
 ..... Sq. mtr.

Total plot area ..... Sq. mtr. Area permissible  
 as per FAR ..... Sq. mtr.

**4. Schedule of open spaces:**

Front set back ..... mtr. Side set back  
 ..... mtr. Rear set back  
 ..... mtr.

Signature of Applicant(s)