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नदेशक कार्यालय
शावली सं० 404 RTI
दिनांक 16-6-09

Joint RTI Office
Diary No. RT-33
Date 12-6-09

DELHI DEVELOPMENT AUTHORITY
(RTI IMPEMENTATION AND CO-ORDINATION BRANCH)
C-I, BLOCK, III FLOOR, VIKAS SADAN



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17/6/09

Dated: 11-6-09

Sub: Guidelines and other procedures to be loaded on DDA web under RTI Act-2005

Sir,

Please find enclosed the following booklets which are to be loaded on DDA website under section 4 of the RTI Act-2005:

- 1. Building Bye-Laws-1983

You are requested to inform whether there is any updating on the above, if so, the same may please be intimated to the undersigned by 19th June 2009, as otherwise these books would be loaded on the web as it is and the responsibility would be that of the department concerned.

Encl: as above (enc booklet)

(Signature)
(Aparna Raghuram)
S.R.O (RTI)

Commissioner Planning

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16/6/09

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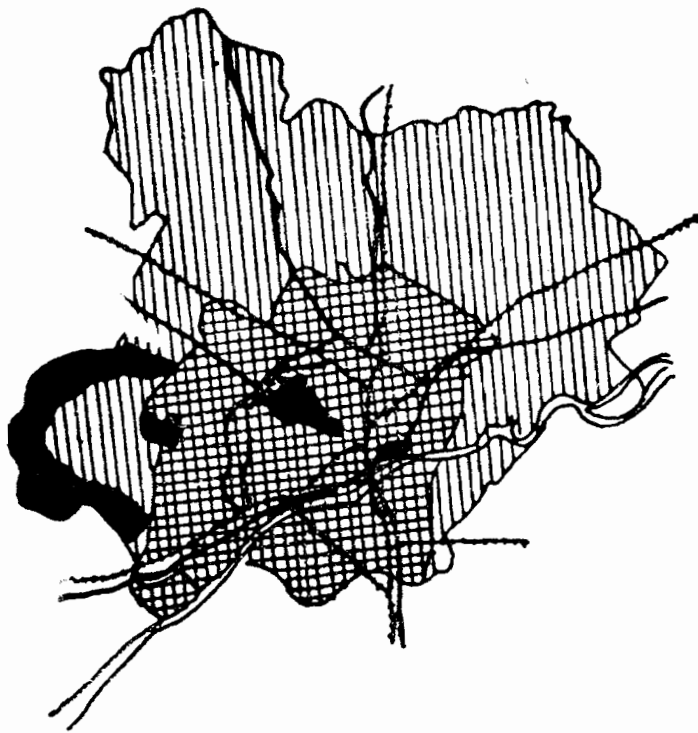
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BUILDING BYE - LAWS, 1983



DELHI DEVELOPMENT AUTHORITY

CONTENTS

	Page No.
Part I Administration	1-26
Part II General Building Requirements	27-51
Part III Structural Safety and Services	52-70
Part IV Special Requirements for Occupancies/ Land Development and other	71-74
Appendices	75-133
Instrucion and Guide-lines for Building Permit and Completion Certificate	134-139

DELHI DEVELOPMENT AUTHORITY

Building Bye-laws applicable for the 'development areas' of the Delhi Development Authority within the Union Territory of Delhi-Building Bye-Laws, 1983.

Published in Extra-Ordinary Part IV of Delhi Gazette, published by the Government of India (Delhi Administration) vide S.O. No. 104 dated 23-6-1983.

File No. F 16 (153)/76-M.P.

Dated the 23rd June, 1983.

In exercise of the powers conferred under sub-section (1) of Section 57 of Delhi Development Act, 1957 the Delhi Development Authority, with the previous approval of the Administrator of Union Territory of Delhi read with notification No.-18011(25)/67-UD, Govt. of India, Ministry of Health & Family Welfare and Urban Development dated 14th February, 1969, make the following regulations under clauses (e), (h) & (i) of the said section.

2. The regulations earlier notified under these clauses vide Notifications No. S.O. 513, dated 26-2-1959 Gazette of India, Part-II, Section 3 (ii) dated 7-3-1959 and the building bye-laws in force, as adopted by the Delhi "Development Authority, vide Resolution No. 229 dated 1-5-1965 and subsequent resolutions and amendments thereof shall stand superseded from the date the Building Bye-Laws for Union Territory of Delhi, 1983 have come into force.

PART-I ADMINISTRATION

1. SHORT TITLE, EXTENT AND COMMENCEMENT

1.1 These bye-laws shall be called the Building Bye-Laws for Union Territory of Delhi, 1983, under jurisdiction of Delhi Development Authority.

1.2 These bye-laws shall apply to building activity under jurisdiction of DDA except JJ/Resettlement Colonies/unauthorised colonies to be regularised/regularised urban villages/Rohini.

.3 These bye-laws shall come into force with immediate effect.

2. DEFINITIONS

2.0 GENERAL

2.01 In these bye-laws, unless the context otherwise requires the definition given under 2.1 to 2.90 shall have the meaning indicated against each term.

2.02 The words and expressions not defined in these bye-laws shall have the same meaning or sense as in the Delhi Development Act, 1957 and the Master Plan for Delhi.

2.03 All mandatory Master Plan/Zonal regulations regarding use, coverage, FAR, set-backs, open spaces, height, number of storeys, number of D.U's parking standards etc. for various categories of buildings including modifications there in made from time to time shall be applicable mutatis-mutandis in the building regulations under this clause. All amendments/modifications made in these regulations will automatically be included as part of these Bye-Laws.

Note:- Extract relating to these regulation/provisions are reproduced as it's from the Master Plan at Annexure 'J' which includes amendment upto 1st June, 1983.

2.1 *Act-Delhi Development Act, 1957.*

2.2 *Air Conditioning*-The process of treating air so as to control simultaneously its temperature, humidity, cleanliness and distribution to meet requirement of conditioned space.

2.3 *Alteration*-A change from one occupancy to another or a structural change, such as an addition to the area or height, or the removal of a part of a building, or any change to the structure, such as the construction of cutting into for removal of any wall, partition, column, beam, joist floor or other support, or a change to or closing of any required means of ingress or egress or a change to the fixture or equipment.

2.4 *Approved*-Approved by the Delhi Development Authority.

2.5 *Authority Having Jurisdiction*-The Delhi Development Authority hereinafter called the 'Authority'.

2.6 *Automatic Sprinkler System*-An arrangement of piping and sprinklers, designed to operate automatically by the heat of fire and to discharge water upon that fire and which may

Also simultaneously give automatic audible alarm.

2.7 *Balcony*-Horizontal cantilevered projection including a hand-rail or balustrade to serve as passage or sitting out place .

2.8 *Barsati*-Habitable room/rooms on the roof of building with or without toilets/kitchen.

2.9 *Basement or Cellar*-The lower storey of a building below or partly below ground level.

2.10 *Building*-Any structure for whatsoever purpose and whatsoever material constructed and every part thereof whether used as human habitation or not and includes foundation, plinth walls, floors, roofs, chimneys, and building services, fixed platforms, verandahs, balcony, or projection part of a building anything affixed thereto or any wall enclosing or intended to enclose any land or space and signs and outdoor display structures, monuments, memorials or any contrivance of permanent nature/stability built under or over ground.

2.11 *Building, Height Of*:-The vertical distance measured in the case of flat roofs, from the average level of the centre line of the adjoining street to the highest point of the building adjacent to the street, wall; and in the case of pitched roofs, upto the point where the external surface of the outer wall intersect the finished surface of the sloping roof, and in the case of gables facing the road, the mid-point between the eaves level and the ridge, Architectural features serving no other function except that of decoration shall be excluded for the purpose of taking height. If the building does not abut on a street, the height shall be measured above the average level of the ground and contiguous to the building.

2.12 *Building Line*-The line upto which the plinth of a building adjoining a street or an extension of a street or on a future street may lawfully extend. It includes the lines prescribed in the Delhi Master Plan or specifically indicated in any Scheme or Layout Plan, or in these Bye-Laws.

2.13 *Cabin*-A room constructed with non-load bearing partition/partitions with minimum width of 2.0 mtr. provided light and ventilation standards prescribed in these bye-laws are met with or the provision of light and ventilation is to the satisfaction of the authority.

2.14 *Chhajja*-A continuous sloping or horizontal overhang.

2.15 *Chimney*-The construction by means of which a flue is formed for the purpose of carrying the products of combustion from a heat producing appliance to the open air. Chimney includes chimney stack and the flue pipe.

2.16 *Combustible Material*-A material, if it burns or adds heat to a fire when tested for combustibility in accordance with good practice.

2.17 *Conversion*-The change of an occupancy to another occupancy or change in building structure or part thereof resulting into change of space or use requiring additional occupancy certificate.

2.18 *Courtyard*-A space permanently open to the sky, enclosed fully or partially by buildings and may be at ground level or any other level within or adjacent to a building.

2.19 *Covered Area*-Ground area covered immediately above the plinth level covered by the building but does not include the spaces covered by;

a) Garden, rockery, well and well structures, plant nursery, water-proof, swimming pool (if uncovered), platform around a tree, tank, fountain, bench, CHABUTRA with open top and unenclosed on sides by walls and the like;

b) Drainage culvert, conduit, catch-pit, gully-pit, chamber, gutter and the like; and

c) Compound wall, gate, slide swing canopy, areas covered by Chhajja or like projections and staircases which are uncovered and open at least on three sides and also open to sky.

2.20 *Damp Proof Course*-A course consisting of some appropriate waterproofing material provided to prevent penetration of dampness or moisture.

2.21 *Detached Building*-A building whose walls and roofs are independent of any other building with open spaces on all sides as specified.

2.22 *Drain*-A line of pipes including all fittings and equipment such as manholes, inspection chambers, traps, gullies and floor traps used for the drainage of a building, or a number of buildings or yards appurtenant to the buildings, within the same curtilage. Drain shall also include open channels used for conveying surface water.

2.23 *Drainage*-The removal of any liquid by a system constructed for this purpose.

2.24 *Enclosed Staircase*-A staircase separated by fire resistant walls from the rest of the building.

2.25 *Existing Building or Use*-A building, structure or its use as sanctioned/approved/regularised by the Competent Authority, existing before the commencement of the bye-laws.

2.26 *Exit*-A passage, channel or means of egress from any buildings, storeys or floor area to a street or other open space of safety.

2.26.1 *Vertical Exit*-A Vertical is a means of exit used for ascension or descension between two or more levels including stairways, smoke proof towers, ramps, and fire escapes.

2.26.2 *Horizontal Exit*-A horizontal exit is a protected opening, through or around a fire wall or a bridge connecting two buildings.

2.26.3 *Outside Exit*-An outside exit is an exit from the building to a publicway, to an open area leading to public way or to an enclosed fire resistive passage leading to a public way.

2.27 *External Wall*- An outer wall of a building not being a party wall even though adjoining to a wall of another building and also means a wall abutting on an interior open space of any building.

2.28 *Fire Alarm System*-An arrangement of call joints or detectors, sounders and other equipments for the transmission and indication of alarm. Signals for testing of circuits and whenever required for the operation of auxiliary services. This device may be workable automatically or manually to alert the occupants in the event of fire.

2.29 *Fire Lift*-One of the lifts specially designed for use by fire service personnel in the event of fire.

2.30 *Fire Proof Door*-A door or shutter fitted to a wall opening and constructed and erected with the requirement to check the transmission of heat and fire for a specified period.

2.31 *Fire Resisting Material*- Material which has certain degree of fire resistance.

2.31.1 *Fire Resistance*- The time during which it fulfils its function of contributing to the fire safety of a building when subjected to prescribed conditions of heat and load or restrain. The fire resistance test of structures shall be done in accordance with good practice.

2.32 *Fire Separation*-The distance in metres measured from other building on the site, or from other site, or from the opposite of a street or other public space to the building.

2.33 *Fire Service Inlets*-A connection provided at the base of a building for pumping up water through in-built fire fighting arrangements by fire service pumps in accordance with the recommendation of the fire Services Authority.

2.34 *Fire Tower*- An enclosed staircase which can only be approached from the various floors through landings or lobbies separated from both the floor areas and the staircase by fire resisting doors, and open to the outer air.

2.35 *Floor*- The lower surface in a storey on which one normally walks in a building. The general term, floor, unless otherwise specifically mentioned, shall not refer to a mezzanine floor.

Note: The sequential numbering of floor shall be determined by its relation to the determining entrance level. For floors at or wholly above ground level the lowest floor in the building with direct entrance from the road/street shall be termed as Ground floor, The other floors above ground Floor shall be numbered in sequence as Floor 1, Floor 2, etc. with number increasing upwards.

2.36 *Floor Area Ratio (FAR)*-The quotient obtained by dividing the total covered area (plinth area) on all floors multiplied by 100 by the area of the plot.

$$\text{FAR} = \frac{\text{Total covered area of all floors} \times 100}{\text{Plot Area}}$$

2.37 *Footing*- A foundation unit constructed in brick work, masonry or concrete under the base of a wall or column for the purpose of distributing the load over a large area.

2.38 *Foundation*- That part of the structure which is in direct contact with and transmitting loads to the ground.

2.39 *Gallery*- An intermediate floor or platform projecting from a wall of an auditorium or a hall providing extra floor area, additional seating accommodation etc.

2.40 *Garage, Private*- A building or out-house designed or used for the storage of private owned motor driven or other vehicles.

2.41 *Garage, Public*- A building or portion thereof designed other than a private garage, operated for gain, designed or used for repairing, servicing, hiring, selling or storing motor driven or other driven vehicle.

2.42 *Habitable Room*- A room occupied or designed for occupancy by one or more persons

for study, living, sleeping, eating, kitchen if it is used as living room , but not including bathrooms, watercloset compartments, laundries serving and storage pantries, corridors, cellars, attics and spaces that are not used frequently or during extended periods.

2.43 *Jhamp*- A downward, vertical or sloping projection hanging below any horizontal projection like balcony, canopy, verandahs, passage etc., to provide protection from direct sun and rain.

2.44 *Jhot*- strip of land permanently left open for drainage purposes not to be used as an accessway and is not a street or be included as a part of set backs.

2.45 *Katra or Chawl*- A building so constructed as to be suitable for letting in separate tenements each consisting of a single room, or of two rooms, but not of more than two rooms, and with common sanitary arrangements.

2.46 *Ledge or Tand*- A shelf-like projection, supported in any manner whatsoever except by means of vertical supports within a room itself but not having projection wider than 0.9 metre and at a minimum clear height of 2.2 meters from the floor level.

2.47 *Loft*- An intermediary space created by introduction of a slab between floor and ceiling of a room, passage or wherever it is provided with maximum clear height of 1.5 metre for storage purposes only.

2.48 *Mumti or Stair Cover*-A structure with a covering roof over a staircase and its landing built to enclose only the stairs for the purpose of the providing protection from weather and not used for human habitation.

2.49 *Masonry*- An assemblage of masonry units properly bonded together with mortar.

2.50 *Masonry Unit*- A unit whose net cross-sectional area in every plane parallel to the bearing surface is 75% or more of its gross cross-sectional area measured in the same plane. It may be either clay brick, stone, concrete block or sand-lime brick.

2.51 *Master Plan*- The Master Plan for Delhi approved by the Central Government under the Delhi Development Act.1957 and the amendments made from time to time.

2.52 *Mezzanine Floor*- An intermediate floor between two floor levels above ground floor and at least one side of it should form an integral part of space/floor below.

2.53 *Non-Combustible*- A material which does not burn nor add heat to a fire when tested for combustibility in accordance with good practice.

2.54 *Occupancy Or Use Group*-The principal occupancy for which a building or a part of a building is used or intended to be used, for the purposes of classification of a building according to the occupancy, an occupancy shall be deemed to include subsidiary occupancies which are contingent upon it.

The occupancy classification shall have the meaning given from 2.54.1 to 2.54.9 unless otherwise spelt out in Master Plan.

2.54.1 *Residential Buildings*- These shall include any building in which sleeping accommodation is provided for normal residential purposes with or without cooking or dining or both facilities. It includes one or two or multi family dwellings, lodging or rooming houses, dormitories, apartment houses and flats and hotels.

2.54.2 *Educational Buildings*-These shall include any building used for school, college or day-care purposes for more than 8 hours per week involving assembly for instruction, education or recreation.

2.54.3 *Institutional Buildings*-These shall include any building or part thereof which is used for purposes such as medical or other treatment or care of persons suffering from physical or mental illness, disease or infirmity, care of infants, convalescents or aged persons and for penal or correctional detention in which the liberty of the inmates is restricted. Institutional buildings ordinarily provide sleeping accommodation for the occupants. It includes hospitals, sanatoria, custodial institutions and penal institutions like jails, prisons, mental hospitals, reformatories.

2.54.4 *Assembly Buildings*-These shall include any building or part of a building where group of people congregate or gather for amusement, recreation social, religious, patriotic civil, travel and similar purposes; for example theatres, motion picture houses, assembly halls, auditoria, exhibition halls, museums, skating rinks, gymnasium, restaurants, places of worship, dance halls, club rooms, passenger stations, and terminals of air surface and other public transportation services, recreation piers and stadia.

2.54.5 *Business Buildings*-These shall include any building or part of a building which is used for transaction of business for the keeping of accounts and records for similar purposes, doctors' service facilities, barber shops, city halls, town halls, court houses, libraries shall be classified in this group in so far as principal function of these is transaction of public business and the keeping of books and records.

2.54.6 *Mercantile Buildings*-These shall include any building or part of a building which is used as shops, stores, market, for display and sale of merchandise either wholesale or retail. Office, storage and service facilities incidental to the sale of merchandise and located in the same building shall be included under this group.

2.54.7 *Industrial Buildings*-These shall include any building or part of a building or structure, in which products or materials of all kinds and properties are fabricated, assembled or processed, refineries, gas plants, mills, dairies, factories, etc.

2.54.8 *Storage Buildings*-These shall include any building or part of a building used primarily for the storage or sheltering of goods, wares or merchandise, like warehouses, cold storages, freight depot, transit sheds, store houses/garages, hangars, truck terminals, grain elevators, barns and stables.

2.54.9 *Hazardous Building*-These shall include any building or part of building which is used for the storage, handling, manufacture or processing of highly combustible or explosive materials or products which are liable to burn with extreme rapidity and/or which may produce poisonous fumes or explosions for storage, handling, manufacturing or processing which involve highly corrosive, toxic or noxious alkalies, acid or other liquids or chemicals producing flame, fumes, and explosive, mixtures of dust or which result in the division of matter into fine particles subject to spontaneous ignition.

2.55 *Open Space*-An area, forming an integral part of the site, left open to the sky.

2.56 *Owner*-This owner is a person, group of persons, a Company, Trust, Institute, Registered Body, State or Central Government & its attached subordinate Departments, Undertaking and like in whose name the property stands registered in the revenue records.

2.57 *Parapet*-A low wall or railing built along the edge of a roof or a floor.

2.58 *Parking Space*-An area enclosed or unenclosed, covered or open, sufficient in size to park vehicles, together with a driveway connecting the parking space with a street or alley and permitting ingress and egress of the vehicles.

2.59 *Partition*-An interior non-load bearing wall, one storey or part storey in height.

2.60 *Party Wall*-It includes:

- a) a wall forming part of a building, and being used or constructed to be used in

any part of the height or length of such wall for separation or adorning buildings belonging to different owners or occupied or constructed or adapted to be occupied by different persons; or

b) a wall forming part of a building and standing in any part of the length of such wall, to a greater extent than the projection of the footing on one side on grounds of different owners.

2.61 *Permanent Open Air Space*-Air space is deemed to be permanently open if:

a) it is a street or or it is encroached upon by no structure of any kind; and

b) its freedom from encroachment in future by a structure of any kind is assured either by law or by the fact that the ground below it is a street or is permanently and irrevocably appropriated as an open space provided that in determining the open air space required in connection with construction work on a building any space occupied by an existing structure may, if it is ultimately to become a permanently open air space, be treated as if it were already a permanently open space.

2.62 *Permit*-A permission or authorisation in writing by the Authority (DDA) to carry out the work regulated by the Bye-laws.

2.63 *Plinth*-The portion of a structure between the surface of the surrounding ground and surface of the floor, immediately above the ground.

2.64 *Plinth Area*-The built up covered area measured at the floor level of the basement or of any storey.

2.65 *Porch*-A covered surface supported on pillars or otherwise for the purpose of pedestrian or vehicular approach to a building.

2.66 *Licensed Architect/Engineers/Group/Supervisors/Plumbers*-A qualified Architect, Engineer, Group, Plumber who has been enrolled/licensed by the Authority.

2.67 *Road/Street*-Any highway, street, lane, pathway, alley, stairway, passageway, carriageway, footway, square, place or bridge, whether a thoroughfare or not, over which the public have a right of passage or access or have passed and had access uninterruptedly for a specified period, whether existing or proposed in any scheme, and includes all bunds, channels, ditches, storm-water drains, culverts, sidewalks, traffic islands, roadside trees and hedges, retaining walls, fences, barriers and railings within the street lines.

2.68 *Road/Street Level or Grade*-The officially established elevation or grade of the central line of the street upon which plot fronts and if there is no officially established grade, the existing grade of the street at its mid-point.

2.69 *Road/Street Line*-The line defining the side limits of a street.

2.70 *Room Height*-The vertical distance measured from the finished floor surface to the finished ceiling.

2.71 *Row Housing*-A row of houses with only front, rear and interior open spaces.

2.72 *Semi-Detached Building*-A building detached on three sides with open spaces.

2.73 *Service Road*-A road/lane provided at the rear or side of a plot for service purposes.

2.74 *Set Back Line*-A line usually parallel to the plot boundaries or centre line of a road and laid down in each case by the Authority or as per recommendations of Master/Zonal Plan, beyond which nothing can be constructed towards the plot boundaries, excepting with the permission of the Authority.

2.75 *Site or Plot*-A parcel/piece of land enclosed by definite boundaries.

2.76 *Site Corner*-A site at the junctions of and fronting on two or more intersecting streets.

2.77 *Site, Depth of*-The mean horizontal distance between the front and rear site boundaries.

2.78 *Site, Double Frontage*-A site, having a frontage on two streets other than a corner plot.

2.79 *Site, Interior or Tandem*-A site, access to which is by a passage from a street whether such passage forms part of the site or not.

2.80 *Smoke Stop Door*-A door for preventing or checking the spread of smoke from one area to another.

2.81 *Storage*-A space where goods of any kind or nature are stored.

2.82 *Store Room*-A room used as storage space.

2.83 *Storey*-The portion of a building included between the surface of any floor and the surface of the floor next above it, or if there be no floor above it, then the space between any floor and the ceiling next above it.

2.84 *To Abut*-To be positioned juxtaposed to a road, lane, open space, park, building etc.

2.85 *To Erect*-To erect a building means:

- a) To erect a new building on any site whether previously built upon or not;
- b) To re-erect any building of which portions above the plinth level have been pulled down, burnt or destroyed; and
- c) conversion from one occupancy to another.

2.86 *Travel Distance*-The distance from the remotest point on a floor of a building to a place of safety be it a vertical exit, horizontal exit or an outside exit measured along the line of travel.

2.87 *Unsafe Building*-Unsafe buildings are those which are structurally unsafe, insanitary or not provided with adequate means of egress or which constitute a fire hazard or are otherwise dangerous to human life or which in relation to existing use constitute a hazard to safety or health or public welfare, by reason of inadequate maintenance, dilapidation or abandonment.

2.88 *Water Closet (WC)*-A privy with arrangement for flushing the pan with water. It does not include a bathroom.

2.89 *Width of Road*-The whole extent of space within the boundaries of road when applied to a new road, as laid down in the surveys of the city or development plans and measured at right angles to the course or intended course of direction of such road.

2.90 *Window*-An opening to the outside other than a door which provides all or part of the required natural light or ventilation or both to an interior space and not used as a means of egress/ingress.

3. APPLICABILITY OF THE BYE-LAWS.

3.1 In addition to the provision of Delhi Development Act, 1957, the building bye-laws shall apply to the building regulation, activity, in the Union Territory of Delhi under the jurisdiction of the Delhi Development Authority as given in clause under 3.2 to 3.6.

3.2 Where a building is erected, the Bye-law applies to the design and construction of the building.

3.3 Where the whole or any part of building is removed, the Bye-laws applies to all parts of the building whether removed or not.

3.4 Where the whole or any part of the building is demolished the Bye-laws apply to any remaining part and to work the involved in demolition.

3.5 Where a building is altered (See-Bye-laws No.6.4 and 6.4.1), the bye-laws apply to the whole building whether existing or new except that the Bye-law applied only to part if that part is completely self contained with respect to facilities and safety measures required by the Bye-law.

3.6 Where the occupancy of a building is changed, the Bye-law applies to all parts of the building affected by the change.

3.7 *Existing Approved Building*-Nothing in the Bye-law shall require the removal, alteration or abandonment, nor prevent continuance of the use or occupancy of an existing approved building, unless in the opinion of the Authority, such building constitutes a hazard to the safety of the adjacent property or the occupants of the building itself.

4. INTERPRETATION

4.1 In the bye-laws, the use of present tense includes the future tense, the masculine gender includes the feminine and the neuter, the singular number includes the plural and the plural includes the singular. The word 'person' includes a Corporation as an individual, writing includes printing and typing and 'signature' includes thumb impression made by a person who cannot write if his name is written near to such thumb impression.

5. BUILDING PERMIT REQUIRED

5.1 No person shall erect, re-erect or make alterations or demolish any building or cause the same to be done without first obtaining a separate building permit for each such building from the Authority.

5.2 *Pre-Code Building Permit*-If any building, permit for which had been issued before the commencement of the Bye-laws,if not wholly completed within a period of two years, from the date of such permit, the said permission shall be deemed to have lapsed and fresh permit shall be necessary to proceed further with the work in accordance with the provision of the Bye-laws.

6. PROCEDURE FOR OBTAINING BUILDING PERMIT

6.1 *Notice*-Every person who intends to erect, re-erect or make alterations in any place in a building or demolish any building shall give notice in writing to the Authority of his said intention in the prescribed form (See Appendix A) and such notice shall be accompanied by plans and statements in sufficient (See-Bye-law No. 6.1.1) copies, as required under Bye-law No. 6.2 and 6.3. The plans may be ordinary prints on ferro paper or any other type. One of them shall be cloth mounted. One set of such plans shall be released and the rest retained in the office of the Authority for record after the issue of permit or a refusal.

6.1.1 *Copies of Plans and Statements*-Normally 4 copies of plans and statements shall be made available alongwith the notice. In case of building schemes where the clearance is required from Delhi Fire Service (See bye law No.6.4.2.1), the number of copies of the plan and statements accompanying the notice shall be 6. In case of schemes requiring clearance of Delhi Urban Arts Commission, the number of copies shall be 8 and in addition special drawings and models as desired by Delhi Urban Arts Commission shall be made available. In case of sites requiring the clearance of Land and Development Office, 9 copies of the plan shall be made available.

6.2 *Information Accompanying Notice*-The notice shall be accompanied by the site plan, building plans, services plans, specification and certificate of supervision and ownership title and other documents as prescribed by the Authority and in clauses 6.2.1 to 6.2.6

6.2.1 SIZE OF DRAWING SHEETS AND COLOURING OF PLANS

6.2.1.1 The size of drawing sheets shall be any of those specified in table 1.

TABLE 1-DRAWING SHEET SIZES.

Sl.No.	Designation	Trimmed Size, mm
1.	A0	841x1189
2.	A1	594x 841
3.	A2	420x 594
4.	A3	297x 420
5.	A4	210x 297
6.	A5	148x 210

6.2.1.2 *Colouring Notations for Plans*-The plans shall be coloured as specified in Table 2. Further, prints of plans shall be on one side of paper only.

6.2.1.3 *Dimensions*-All dimensions shall be indicated in metric units.

Table 2--Colouring of Plans

Sl.No. Item	White Plan		Site Plan		White Plan		Building Plan		
	3	Thick Black	Blue Print	Thick Black	Ammonia Print	6	Blue Print	Ammonia Print	
1	2	3	4	5	6	7	8		
1.	Plot Lines	Thick Black	Thick Black	Thick Black	Thick Black	Thick Black	Thick Black	Thick Black	
2.	Existing Street	Green	Green	Green	--	--	--	--	
3.	Future Street, if any.	Green dotted	Green dotted	Green dotted	--	--	--	--	
4.	Permissible Building Lines	Thick dotted Black	Thick dotted Black	Thick dotted Black	--	--	--	--	
5.	Open spaces	No Colour							
6.	Existing Work	Black (Outline)	White	Blue	Black	White	Blue	Blue	
7.	Work Proposed to be demolished	Yellow hatched	Yellow hatched	Yellow hatched	Yellow hatched	Yellow hatched	Yellow hatched	Yellow hatched	
8.	Proposed Work	Red filled in	Red	Red	Red	Red	Red	Red	
9.	Drainage & Sewerage Work	Red dotted	Red dotted	Red dotted	Red dotted	Red dotted	Red dotted	Red dotted	
10.	Water Supply Work	Black dotted thin	Black dotted thin	Black dotted thin	Black dotted thin	Black dotted thin	Black dotted thin	Black dotted thin	

6.2.2 *Key Plan and Approval of Site*-A key plan drawn to a scale of not less than 1:10,000 shall be submitted alongwith notice, showing boundary, location of the site with respect of neighbourhood landmarks, in areas where there is no approved layout plans. In case the site falls in built up area declared slum under the Slum (Improvement and clearance) Act, 1956, no objection certificate from the Commissioner (Slum) and/or Delhi Development Authority from slum clearance and land use point of view is to be submitted. In case the application is for farm houses, a no objection certificate from Land and Building Department of Delhi Administration/DDA shall be obtained. In case of lease hold plot clearance from the lessor regarding lease conditions shall be obtained.

6.2.3 *Site Plan*-The site plan sent with an application for permit shall be drawn to a scale of not less then 1:1000 and shall show:-

- a) the boundaries of the site and of any contiguous land belonging to the owner thereof;
- b) the position of the site in relation to neighbouring street;
- c) the name of the streets in which the building is proposed to be situated, if any;
- d) all existing buildings standing on, over or under the site;
- e) the position of the building, and of all other building (if any) which the applicant intends to erect upon his contiguous land referred to in (a) in relation to:-
 - i) the boundaries of the site and in case where the site has been partitioned, the boundaries of the portion owned by the applicant and also of the portions owned by others;
 - ii) all adjacent streets, building (with number of storeys and height) and premises within a distance of 12 m of the site and of the contiguous land (if any) referred to in (a); and
 - iii) if there is no street within a distance of 12m of the site, the nearest existing street;
- f) the means of excess from the street of the building, and to all other building (if any) which the applicant intends to erect upon his contiguous land referred to in (a);
- g) space to be left about the building to secure a free circulation of air, admission of light and access for scavenging purpose;
- h) the width of the street (if any) in front and of the street (if any) at the side or rear of building;

- i) the direction of north point relative to the plan of the buildings;
- j) any existing physical feature, such as wells, drains, trees etc;
- k) the ground area of the whole property and the break up of covered area on each floor with the calculations for percentage covered in each floor in terms of the total area of the plot as required under the Bye-laws governing the coverage of the area;
- l) parking plans indicating the parking spaces for all buildings except for individual residential building;
- m) such other particulars as may be prescribed by the Authority; and
- n) Holding number or plot No. of the property on which the building is intended to be erected is to be indicated on the drawing.

6.2.4 *Building Plan*-The plans of the building and elevations and sections accompanying the notice shall be drawn to a scale of 1:50 for plots measuring upto 250 sq. mtrs. and plots measuring above 250 sq. mtrs. to a scale of 1:100. The plan shall:

- a) include floor plans of all floors together with the covered area clearly indicating the size and spacings of all framing members and sizes of rooms and the position and width of stair cases, ramps and other exit ways, liftwells, lift machine room and lift pit details;
- b) show the use or occupancy of all parts of the buildings;
- c) show exact location of essential services, for example w.c., sink, bath and the liked;
- d) include sectional drawings showing clearly the size of the footings, thickness of basement wall, wall construction, size and spacing of framing members, floors slabs and roof slabs with their materials. The section shall indicate the heights of building and room and also the height of the parapet; and the drainage and the slope of the roof. At least one section should be taken through the staircase, kitchen and toilet, bath and W.C.
- e) show all elevations;
- f) indicate details of service privy, if any;
- g) give dimensions of the projected portions beyond the permissible building line;

- h) include terrace plan indicating the drainage and the slope of the roof;
- i) give indications of the north point relative to the plan;
- j) details of parking spaces provided;
- k) give indication of all doors, windows and other openings including ventilators with sizes in proper schedule form; and
- l) such other particulars as may be required to explain the proposal clearly and as prescribed by the Authority.

6.2.4.1 *Building Plans for Multistoreyed/Special Buildings*-For multi-storeyed buildings which are more than 15m height and for special buildings like assembly, institutional, industrial, storage and hazardous occupancies the following additional information shall be furnished indicated in the Building Plans in addition to the items (a) to (l) of Bye-laws No. 6.2.4:-

- a) access to fire appliances/vehicles with details of vehicular turning circle and clear motorable accessway around the building;
- b) size (width) of main and alternate staircases alongwith balcony approach, corridor, ventilated lobby approach;
- c) location and details of lift enclosures;
- d) location and size of fire lift;
- e) smoke stope lobby/door where provided;
- f) refuse chutes, refuse chamber, service duct, etc.
- g) vehicular parking spaces
- h) refuge area, if any;
- i) *Details of Building Services*-air conditioning system with position of dampers, mechanical ventilation system electrical services, boilers, gas pipes etc.
- j) details of exits including provision of ramps, etc. for hospitals and special risks;

- k) location of generator, transformer & switch gear room,
- l) smoke exhauster system if any;
- m) details of fire alarm system net work;
- n) location of centralised connecting all fire alarm, system, built-in fire protection arrangements and public address system, etc.;
- o) location and dimension of static water storage tank and pump room;
- p) location and details affixed fire protection installation such as sprinklers, wet risers, hose reels, drenchers. CO₂ installations etc.; and
- q) location and details of first aid fire fighting equipments/installations;

6.2.5 *Service Plan*-Plans, elevations and sections of private water supply, sewage disposal system and details of building services, where required by the Authority, shall be made available on a scale not less than 1:100.

6.2.6 *Specifications*-General specifications of the proposed construction giving type and grade of material of public use in the form given in Appendix 'A' duly signed by the licenced Architect/Engineer/Supervisor/Group may be shown accompanying the notice.

6.2.7 *Supervision*-Notice shall be further accompanied by a certificate or supervision in prescribed form given in Appendix 'B' by the licensed Architects Engineers/Supervisors/Group as the case may be.

6.2.8 *Execution of Drainage/Sanitary Works*-Notice shall be further accompanied by a certificate of supervision/execution of the water supply and drainage works etc. in the prescribed form and in Appendix 'B' duly signed by licensed Plumber/Engineer.

6.2.9 *Documents*-Application for building permit shall be accompanied by the following documents:-

- a) *Ownership Documents*-Lease-deed sale-deed etc. duly accompanied by an annexed site plan giving the physical description of the plot/property. In such cases where lease-deed has not been executed, no objection certificate form the Competent Authority shall be submitted;

- b) Document under Urban Land (Ceiling and Regulations) Act, 1976.;
- c) Undertaking for non-stacking of building material on public property/road in case of plot measuring more than 418 sq. mtr. in area to be submitted in the profoma as given in Appendix 'M';
- d) In case of any deviation from the terms and conditions stipulated in the lease-deed ownership document, necessary clearance form the Competent Authority;
- e) No Objection Certificate from the Competent Authority regarding land use as per Master/Zonal Plan, if required;
- f) Approval from the Chief inspector of Factories in case of industrial Buildings;
- g) Approval from Chief Controller of Explosives, Nagpur and Chief Fire Officer, Delhi, in case of hazardous buildings; and
- h) Indemnity Bond in case of proposal for the construction of a basement as given in Appendix 'N';

6.3 *Signing the Plans*-All the plans shall be duly signed by the owner/licenced Architect registered with Council of Architects and shall indicate their names, address, licence and enrolment number. However, plans in respect of plots upto 500 Sq. metres and upto 4 storeys may be signed by a licenced engineer and for plots upto 100 Sq. metres and upto 2 storeys by a licenced supervisor, instead of licenced architect subject to its being approved by the Competent Authority.

6.4 *Notice for Alteration Only*- When the notice is only for an alteration of the building (See Bye-law No. 3.5), only such plans and statement as may be necessary, shall accompany the notice.

6.4.1 No notice and building permit is necessary for the following alterations, which do not otherwise violate any provisions regarding general building requirements, structural stability and fire safety requirements of the Bye-laws:-

- a) Plastering and patch repairs;
- b) Re-roofing or renewal of roof including roof of intermediate floor at the same height;
- c) Flooring and re-flooring;

- d) Opening and closing windows, ventilators and doors not opening towards other's property;
- e) replacing fallen bricks, stones, pillars, beams etc.;
- f) construction or re-construction of sunshade not more than 75cm in width within one's own land and not overhanging over a public street;
- g) Construction or reconstruction of parapet exceeding 1 m and not more than 1.5 m in height and also construction or re-construction of boundary walls as permissible under these Bye-laws;
- h) reconstruction of portions of buildings damaged by storm, rains, fire, earthquake or any other natural calamity to the same extent and specification as existed prior to the damage, provided the use conforms to provisions of Master Plan;
- i) White washing, painting etc. including erection of false ceiling in any floor at the permissible clear height provided the false ceiling in no way can be put to use as a loft/mezzanine etc.; and
- j) erection or re-erection of internal partitions provided the same are within the preview of the Bye-laws.

6.5 *Building Permit Fees*-No notice as referred in 6.1 shall be deemed valid unless and until the owner giving notice has paid the requisite building permit fee to the Authority and receipt of such payment attached with the Notice. The schedule of fee is given below:-

- a) Building permit fee for all buildings shall be calculated @ Rs. 1.00 per sq. mtr. of covered area (including basement floor, Mezz. floor and loft);
- b) *Fees for Additions/Alterations/Revised plans*-The fee for internal additions/alterations shall be 50% of the original building permit fee paid for the plan in question. In case original building permit fee is not known, than fee for the whole building shall be calculated on area basis and 50% of this shall be charged as plan submission fee.

In case part plans for additions/alterations are accepted by the Authority then the plans submission fee shall be 50% of the fee area affected by addition/alterations. This too shall be calculated on area basis. Apart from internal alterations if some additional area is proposed to be covered then the fee for this area shall be worked on the area basis and shall separately be added to the above fees.

- c) *Revalidation of Plans*-The revalidation fee after the expiry of the validity period of

original sanctioned plan shall be @ 25% of the original sanctioned plan permit fee per year.

Note: In no case the building permit fee as given in clause 6.5(a), 6.5(b) & 6.5(c) above shall be less than Rs.25/-.

- d) Plans submission fee for the approval of layout for development/sub-division of land shall be calculated @ 100 per acres.
- e) Fee for inspection if underground drainage work at the time of approval of form 'C' shall be Rs. 10/-.
- f) Fee for final inspection of drainage works etc. at the time of approval of 'D' form shall be Rs.15/-.
- g) Fee for submission of NOC shall be Rs. 20/-.
- h) **STACKING CHARGES-**

I. For plots falling in areas where services are being maintained by any Govt. Agency the stacking of any building material on Govt. land shall be allowed by a special permission for the validity period of the building plans and the stacking charges shall be levied as given below

- i) @Rs. 1/- per sq. mtr. of covered area for plots upto 42 sq. mtrs.in area.
- ii) @Rs. 1.5 per sq. mtrs. of covered area for plots upto 84 sq. mtrs. in area.
- iii) @Rs. 2/- per sq. mtr. of plots above 84 sq. mtr. and upto 418 Sq. mtr. in area.

II. In case of plots above 418 sq.mtr. of area,no stacking charges shall be livable provided the party undertakes not to stack the material on Government land in the proforma given in Appendix 'M' But in case or default the stacking charges at the above rates shall be levied in addition to the penalty as may be decided by the Authority.

III. In case of plots where the services are being maintained by the respective co-op. Societies and are still not handed over to any Govt. Agency, no stacking charges are leviable and only the certificate from the Secretary of the Society shall be submitted that all the damages etc. to the services shall be made good by the Society before handing over services to the Government Agency.

6.6.1 *Qualifications and Competence of Licensed Architect/Engineer/Group/Supervisor/Plumber*-Architects, Engineers Group/Supervisor and plumbers referred under 6.2.5, 6.2.6, 6.2.7, 6.2.8, and 6.3 shall be licensed/enrolled by the Authority as competent to do the various works as given in Appendix 'P'.

6.6.2 *Penal Action against defaulting Architects/Engineers/Group/Supervisor Plumber*-The authority reserves the exclusive right to debar/black list the architect/engineer/group/supervisor/plumber if found to have divulged from the aesthetic and professional conduct or has made any mis-statement or has mis-represented any material fact or has suppressed material facts. The action will be taken as per rules framed by the Delhi Development Authority.

6.7 GRANT OF PERMIT OR REFUSAL

6.7.1 The authority may either sanction or refuse the plans and specifications or may sanction them with such modifications or directions as it may deem necessary and there upon shall communicate its decision to the person giving the notice in the prescribed form given in Appendix 'E'.

6.7.2 The building plans for building identified in Bye-Law No.6.2.4.1 shall also be subject to the scrutiny of the Chief Fire Officer, Delhi Fire Service and building permit shall be given by the Authority after the clearance from the Chief Fire Officer.

6.7.3 In case where the building scheme requires the clearance of Delhi Urban Arts Commission, then the Authority shall issue the building permit only after getting the clearance from the Delhi Urban Arts Commission.

6.7.4 If within 60 days of the receipt of notice under 6.1 of the Bye-Laws, the authority fails to intimate in writing to the person, who has given the notice of its refusal or sanction or any intimation, the notice with its plans and statements shall be deemed to have been sanctioned provided the fact is immediately brought to the notice of the Authority in writing by the person who has given and having not received any intimation from the authority within fifteen days of giving such written notice. Subject to the conditions mentioned in this bye-laws, nothing shall be construed to authorise any person to do anything in contravention or against the terms of lease or titles of the land or against any other regulations, bye-laws or ordinance operating on the site of the work.

6.7.5 Once the plan has been scrutinised and objection have been pointed out, the owner giving notice shall modify the plan to comply with the objections raised and resubmit it. The Authority shall scrutinise the resubmitted plan and if there be further objections, the same

shall be intimated to the applicant for compliance after which plans shall be sanctioned.

6.8 *Duration of Sanction*-The sanction once accepted through building permit, shall remain valid for two years from the date of sanction, for the residential, industrial and commercial building (4 storeyed) and shall remain valid for three years from the date of sanction for larger complexes and multi-storeyed building, and such building as classified under clause 2.54.2, 2.54.3 & 2.54.4. The building permit shall be got revalidated before the expiry of this period. Revalidation shall be subject to the Master/Zonal Plan regulations and Building Bye-Laws, then in force, for the area.

6.9 *Revocation of Permit*-The Authority may revoke any building permit issued under the provisions of the bye-laws, wherever there has been any false statement, suppression or any mis-representation of material facts in the application on which the building permit was based.

7. PROCEDURE DURING CONSTRUCTION WORK

7.1 Neither the granting of the permit nor the approval of the drawings and specifications nor inspection made by the Authority during erection of the building shall in any way relieve the owner of such building from full responsibility for carrying out the work in accordance with the requirements of the bye-laws.

7.2.1 *Notice for commencement of work*-Before commencement of the building work at site for which building permit has been granted, the owner, within the validity of sanction, shall give notice to the Authority of the intention to start the work at the building site in the proforma given in Appendix 'B'. The owner shall commence the work within seven days from the date of such notice.

7.2.2 *Notice for covering up underground drain and sanitary work*- The owner/applicant who has been granted building permit shall serve a notice in the form as given in the Appendix 'C' duly signed by a licensed plumber/Engineer along with fee of Rs. 10/- for inspection of such work by the officer deputed by the authority at least 10 days prior to the covering of underground drain and sanitary work.

7.2.3 *Notice of completion of drain, sanitary and water supply work*-The owner/applicant who has been granted building permit shall serve a notice in form as given in Appendix 'D' duly signed by a licensed plumber/engineer along with a fee of Rs. 15/- for inspection of such work by the officer deputed by the Authority.

7.2.4 *Approval/refusal of drain/sanitary works*-Within 10 days from the receipt of respective notices as referred in Bye-Law No.7.2.2 and 7.2.3 the site shall be inspection by the officer deputed by the authority. Approval/rejection of such work under the respective notice shall be conveyed within 15 days from the date of such notice.

7.2.5 *Permission for connection to the public sewer*-No connection of any drain or sewer line to any public sewer or any drain/sewer line to any existing private line already connected to the public sewer shall be made without the prior permission of the concerned Department.

7.3 DOCUMENTS AT SITE

7.3.1 Where tests of any materials are made to ensure conformity with the requirements of the bye-laws, records of the test data shall be kept available for inspection during the construction of the building and for such a period thereafter as required by the Authority.

7.3.2 The person to whom a permit is issued shall during construction keep:-

- a) posted in a conspicuous place on the property in respect of which the permit was issued, a copy of the building permit; and
- b) a copy of the approved drawings and specifications referred to in Bye-Laws 6 on the property in respect of which the permit was issued.

7.4 *Deviations during construction*-If during the construction of a building any substantial departure from the sanctioned plan is intended to be made by way of internal alternations or external additions, sanction of the Authority shall be obtained. The revised plan showing the deviations shall be submitted and the procedure laid down for the original plan heretofore shall apply to all such amended plans.

7.5.1 *Occupation of building*-No person shall occupy or allow any other person to occupy any building or part or a building for any purpose until such building or part has been granted the occupancy certificate.

7.5.2 *Notice of completion*-Every owner shall have to submit a notice of the building to the Authority regarding completion of the work described in the building permit. The notice of completion shall be submitted by the owner through the licensed Architect/Engineer/supervisor/Group as the case may be who has supervised the construction, the proforma given in Appendix 'G' accompanied by three copies of completion plan and the following documents and alongwith a fee of Rs. 20:-

- 1) Copy of lease deed.
- 2) Copy of sewer connection permission.
- 3) Clearance from Chief Fire Officer, Delhi.
- 4) Clearance from Chief Controller of Explosives, Nagpur, as required.
- 5) Clearance from DESU regarding provision of Transformers/Substation/ancillary power supply system etc. are required.
- 6) Structural stability certificate duly signed by the licensed Architect/Engineer.
- 7) Certificate from the Lift Manufacturer-as required.
- 8) Certificate from Air-conditioning Engineer, Manufacturers as required.

7.6 *Occupancy Certificate*-The Authority, on receipt of the notice of completion, shall inspect the work and communicate the sanction or refusal or objections thereto in the proforma given in Appendix 'H' within 60 days from the date of receipt of Notice of Completion. If nothing is communicated within this period, it shall be deemed to have been approved by the Authority for occupation. Where the occupancy certificate is refused, the various reasons shall be quoted for rejecting at the first instance itself.

7.6.1 In the case of buildings identified in Bye-law No. 6.2.4.1 the work shall also be subject to the inspection of the Chief Fire Officer, Delhi Fire Service and the occupancy certificate shall be issued by the Authority only after the clearance from the Chief Fire Officer regarding the completion of the work from the fire protection point of view.

7.6.2 In cases, where the building scheme requires the clearance of Delhi Urban Arts Commission, then the Authority shall issue the occupancy certificates only after getting the clearance from Delhi Urban Arts Commission.

8. INSPECTION

8.1 The Authority shall carry out inspection of the works from the receipt of notice of commencement to Completion Certificate at various stages to ascertain whether the work is proceeding as per the provision of Bye-laws and sanctioned plan. The relevant sections of DD Act, 1957 shall apply for the procedure for inspections by the Authority and for action to be taken by the Authority arising out of the inspections carried out.

9. UNSAFE BUILDINGS

9.1 All unsafe buildings shall be considered to constitute danger to public safety and hygiene and sanitation and shall be restored by repair, demolition or dealt with as otherwise directed by the Authority. The relevant provisions of the MCD Act, 1957 shall apply for procedure of actions to be taken by the Authority for unsafe building.

PART II - GENERAL BUILDING REQUIREMENTS

10. REQUIREMENT OF SITE

10.1 *Damp Sites*-Wherever the dampness of a site or the nature of the soil renders such precautions necessary, the ground surface of the site between the walls of any building erected thereon shall be rendered damp-proof to the satisfaction of the Authority.

10.2 *Distance from Electric Lines*-No verandah, balcony, SAIBAN or the like shall be allowed to be erected or erected or any additions or alterations made to a building within the distance quoted below in accordance with the current Indian Electricity Rules and its amendments from time to time between the building and overhead electric supply line :

	Horizontally	Vertically
a) Low and medium voltage lines and service lines.	m 2.4	m 1.22
b) High voltage lines upto and including 33000 V	3.66	1.83
c) Extra high voltage lines beyond 33000 V	(Plus 0.3m for every additional 33000 V. or part thereof)	(Plus 0.3 m for every additional 33000 V or part thereof)

10.3 *Minimum size of site*-The minimum size of sites for the construction of different types of buildings for different use groups, shall be in accordance with provisions of the Master Plan and any land development Rules and Regulations brought out by Delhi Development Authority.

11. MEANS OF ACCESS

11.1 No building shall be erected so as to deprive any other building of the means of access.

11.2 Every person who erects a building shall not at any time erect or cause or permit to erect or re-erect any building which in any way encroaches upon or diminishes the area set apart as means of access.

11.3 For building identified in Bye-law No. 6.2.4.1, the following provisions of means of

access shall be ensured:

- a) The width of the main street on which the building abuts shall not be less than 9 metres.
- b) A building shall abut on a street or streets or upon spaces directly connected from the street by a hard surface approach, width of which is not less than 9 m.
- c) If there are any bends or curves on the approach road, a sufficient width shall be provided at the curve to enable the fire appliances to turn, the turning circle being at least of 9.0 m radius.
- d) The approach to the building and open spaces on it all sides (See Bye-law No. 12.4) upon 6m width and the layout for the same shall be done in consultation with Chief Fire Officer, Delhi Fire Service and the same shall be of hard surface capable of taking the weight of fire engine, weighing upto 18 tonnes. The said open space shall be kept free of obstructions and shall be motorable.
- e) Main entrances to the premises shall be of adequate width to allow easy access to the fire engine and in no case it shall measure less than 5metres. The entrance gate shall fold back against the compound wall of premises, thus leaving the exterior access way within the plot free for movement of fire service vehicles. If archway is provided over the main entrance the height of the archway shall not be at a height less than 4m.
- f) For multistoreyed group housing schemes on one plot, the approach road shall be 9m in width and between individual building, there shall be a space of 6m around.

11.4 In addition, the provisions for means of access of Indian Road Congress Rules shall be taken into account for trafficable and non-trafficable road of 9m and 4.5m respectively.

12. OPEN SPACES AND AREA AND HEIGHT LIMITATION

12.1 Every room intended for human habitation shall abut on an interior or exterior open space or an open verandah open to such interior or exterior open space.

12.2 The open spaces to be left around the building including set backs, covered area, total built up area, limitations through F.A.R. shall be as per a master Plan/Zonal Plan recommendations. The relevant provisions related to open spaces, areas and height limitations of the Master Plan/Zonal Plan are given in Appendix J.

Note:- For various provisions of Master Plan/Zonal Plan Regulations, the classifications of buildings shall be as given under various uses of Master Plan and shall be applied

accordingly, whereas, the classification of building as given in bye-law No. 2.54.1 to 2.54.9 shall hold good for application of other provisions of these bye-laws.

12.3 Interior Open space for Light and Ventilation-The whole or part of one side of one or more rooms intended for human habitation and not abutting on either the front, rear or side open spaces shall abut on an interior open space whose minimum widths in all directions shall be 3m in case of buildings not more than 10 metres in height and subject to the provision of increasing the same with increasing height as per the provisions of Bye-law No. 12.4(b).

Note:- Where only kitchen is abutting an interior open space, the minimum width as specified above can be reduced by 0.55 metres correspondingly.

12.4

a) The set backs of the respective buildings shall be as per zoning Regulations of the Master Plan, detailed layout plan, general development plan and/or as prescribed in the bye-law 12.4 (b)

The cases not covered under the above said provision of set backs shall be determined by the Authority, considering the merits of individual cases.

b) For buildings identified in Bye-law No. 6.2.4.1, the provision of exterior open spaces around the building shall be as given below :-

S.No.	Ht. of the building up to	Exterior Open spaces to be left out on all sides (front, rear and sides in each plot)
1.	10m	3m
2.	15m	5m
3.	18m	6m
4.	21m	7m
5.	24m	8m
6.	27m	9m
7.	30m	10m
8.	35m	11m
9.	40m	12m
10.	45m	13m
11.	50m	14m
12.	55m and above.	16m

Note:- On side where no habitable rooms front, a minimum space of 9m shall be left for

heights above 27m

12.5 *Joint Open Air Space*-Every such interior or exterior open air space, unless the latter is a street, shall be maintained for the benefit of such building exclusively and shall be entirely within the owner's own premises.

12.5.1 If such interior or exterior open air space is intended to be used for the benefit of more than one building belonging to the same owner, then the width of such open air space shall be the one specified for the tallest building as specified in Bye-law No. 12.4 abutting on such open air space.

12.6 *Exemption to Open Spaces/Covered Area*

12.6.1 The following exemption to open spaces shall be permitted.
Projections into open spaces:

a) Every open space provided either interior or exterior shall be kept free from any erection thereon and shall be open to the sky nothing except cornice. Chajja or weather shade (not more than 0.75 mtrs. wide) shall overhang or project over the said open space so as to reduce the width to less than minimum required.

Note:- Such projections shall not be allowed at a height more than 2.2 m from the corresponding finished floor level.

b) A canopy or canopies each not exceeding 4.5 m in length and 2.4 m in width in the form of cantilever or cantilevers, over the main entrance/entrances, providing a minimum clear height of 2.2 m below the canopy.

In one storeyed residential buildings, only such canopy shall be permitted for each individual detached blocks. In more than one storeyed residential buildings, two canopies shall be permitted over ground floor/higher floor entrances.

In buildings of other occupancies (refer Bye law 2.54.2 to 2.54.9), the permissibility of canopy, canopies shall be as decided by the Authority on its merits.

c) In case of Residential buildings only, a balcony or balconies at roof level of a width of 0.9 m overhanging in set-backs within one's own land courtyards provided the minimum area required shall not be reduced by more than 30% of such open spaces as in bye-laws No. 12.3 & 12.4.

d) The projections (cantilever) of cupboards and shelves shall be permitted and are exempted from covered area calculations in case of residential buildings only. Such projections shall be upto 0.75 m in depth provided:

- i) That no cup-board shall project in the side set back on the ground floor.
- ii) That outer length of cup-board overhanging in the set backs shall not exceed 2.0 m per habitable room. In addition to this, cupboard under the above and windows can be provided.

Note:- Cup-board means a space used for storage of house-hold goods/dress having shelves/partitions on more- than 1.5m. apart.

- iii) Only one pergola shall be permitted in a residential building if constructed in the exterior open spaces or terrace.

Such pergola shall not exceed 3.4 sq. m. in area on which 40% shall be void and shall have a clear height of 2.2m.

12.6.2 *In addition to Bye-law No. 12.6.1 (a), (b), (c) and (d), the following shall not be included in covered area for FAR calculations:-*

- a) A Mamti over stair-case on top floor.
- b) Machine room for lift on top floor as required for the lift machine room installations (see Appendix L).

Note:- The shaft provided for lift shall be taken for covered area calculations only on one floor.

c) Rockery, well and well structures, plant nursery, water pool, swimming pool, (if uncovered) platform round a tree, tank, fountain, bench, Chabutra with open top and unenclosed sides by walls, open ramps, compound wall, gate, slide swing uncovered staircase (uncovered and unenclosed on three side except for a 0.9 m high railing/ wall and open to sky) overhead water tank on top of building, open shafts and watchman's cabin (when permitted) upto 4.5 sq. mts.

d) Culvert on municipal drains.

e) Covered space of passage upto 1m in width between Mamti and barsati in M.O. Rehabilitation colonies upto plot size of 80 sq. m (100 sq. yards).

12.7 *Height Limit*-The height and number of storeys shall be related to provisions of F.A.R. as given in Appendix J and the provisions of open spaces given in Bye-law 12.4 and the following :-

- a) The maximum height of building shall not exceed 1.5 times the width of road abutting plus the front open spaces.
- b) If a building abuts on two or more streets of different widths, the building shall be deemed to face upon the street that has the greater width, and the height of the building shall be regulated by the width of the street and may be continued to this height to a depth of 24 m along the narrower street subject to conformity of Bye-law No. 12.4
- c) For buildings in the vicinity of the aerodromes, the maximum height of such building shall be subjected to value framed by the Civil Aviation Authority from time to time and to this effect a no objection certificate issued by that authority shall be submitted by the applicant along with plans to the sanctioning authority.

Note:- The location of slaughter house/butcher house and other areas for activities like depositing of garbage dumps which would generate the collection of high flying birds like eagle/hawks etc. shall not be permitted within a radius of 10 km. from aerodrome reference point.

12.7.1 *Height Exceptions*-The following appurtenant structures shall not be included in the height of building covered under bye-law No. 12.7, roof tanks and their supports not exceeding 1.0 m in ht. ventilating, airconditioning and Lift rooms and similar service equipments, stair covered with mumty not exceeding 3.0 m in ht., Chimneys and parapet wall and architectural features not exceeding 1.5 m in ht. unless the aggregate area of such structures including barsati, exceeds 1/3 of the roof of the building upon which they are erected.

13. PARKING SPACES:

13.1 The parking spaces to be provided in building shall be as per the recommendations contained in Master Plan/Zonal Plans and the regulations of Delhi Development Authority. In areas not covered specifically by the above and for occupancies where specific provisions are not made, the parking spaces shall be in accordance with Bye-law No. 13.2.

13.2 One car space per 92.93 sq. m. of the covered area. This parking can be provided in any manner, i.e. covered, or open. In providing the parking, care has to be taken that 50% of the open space is left for landscaping and is not accounted for into parking calculations.

Note:- *Area for each Car space:*

- i) Basement 35 sq. m.
- ii) Stilts. 30 sq. m.
- iii) Open 25 sq. m.

13.3 Parking space shall be provided with adequate vehicular access to a street and the area of drive, aisles and such other provisions required for adequate manoeuvring of vehicle shall be inclusive of the parking space stipulated in these rules .

13.4 If the total parking space required by these rules is provided by a group of property owners for their mutual benefits, such parking shall meet the requirements under these rules subject to the approval of the Authority.

13.5 In addition to the parking spaces provided, for buildings of Mercantile (Commercial), Industrial and Storage, at the rate of one such space for loading and unloading activities for each 100 sq. m. of floor area or fraction thereof exceeding the first 200 sq.m of floor area, shall be provided.

13.6 Parking lock-up garages shall be included in the calculation for floor space for F.A.R. calculations unless they are provided in the basement of a building, or under a building constructed on stilts with no external wall.

13.7 Parking spaces shall be paved and clearly marked for different types of vehicles.

13.8 In the case of parking spaces provided in basements, at least two ramps of adequate width and slope (see Bye-law No. 16) shall be provided, located preferably at opposite ends.

14. REQUIREMENT OF PARTS OF BUILDINGS

14.1 PLINTH

14.1.1 *Main Buildings*-The plinth of any part of a building or outhouse shall be so located with respect to surrounding ground level that adequate drainage of the site is assured but not at a height less than 45 cm.

14.1.2 *Interior Court-yards*-Every interior courtyard shall be raised at least 15 cm above the level of the centre of the nearest street and shall be satisfactorily drained.

14.2 HABITABLE ROOMS :

14.2.1 *Size*- No habitable room shall have a floor area of less than 9.5 sq. mtrs. except i.e. in the hostels attached to recognised educational institution. The minimum size of a habitable room for the residence of a single person shall be 7.5 sq. mtrs. The minimum width of a habitable room shall be 2.4 sq. mtrs. Where there are two rooms, one shall be not less than 9.5 sq. mtrs. and other 7.5 sq. mtrs.

14.2.2 *Height*-The maximum height of the rooms in the residential buildings, office buildings and shops shall not be more than 4 meters measured from the surface of the floor to the lowest point of the ceiling (bottom of slab).

14.3 KITCHEN:

14.3.1 *Size*-The area of kitchen shall not be less than 4.5 sq. mtrs. with a minimum width of 1.5 mtrs. A kitchen which is also intended to be used as a dining room shall have a floor area not less than 9.5 sq. mtrs. with a minimum width of 2.4 m.

14.3.2 *Height*-The room height of a kitchen measured from the surface of a floor to the lowest point in the ceiling (bottom of slab) shall not be less than 2.75 mtrs. except for the portion to accommodate floor trap of the upper floor.

14.3.3 *Other Requirements*-Every room to be used as kitchen shall have:

- a) unless separately provided in a pantry, means for the washing of kitchen utensils which shall lead directly or through a sink to grated and trapped connection to the waste pipe;
- b) an impermeable floor;
- c) a chimney not less than 500 sq. cm. in area after pargetting if fire wood, coal or like material is used which will generate smoke;
- d) window of not less than 1 sq. m. in area, opening directly on to an interior or exterior open space, but not into a shaft (See bye-law No. 14.14.3) ; and
- e) in case of multistoreyed residential buildings more than 15 m in height, refuse chutes.

14.4 *Pantries*-Pantries shall have.

- a) a floor area of not less than 3 sq. m. with the smaller side not less than 1.4 m;

b) a sink for the cleansing of kitchen's utensils which shall drain through a grated and trapped connection to the soil pipe where water borne sewerage system is available; in case water borne sewerage system does not exist the grated connection should be made to the *pucca* surface drain leading to a soak pit, or other approved system of disposal; and

c) an impermeable floor and an impermeable dado 0.9 m high.

14.5 BATHROOMS AND WATER CLOSETS

14.5.1 *Size*-The size of a bathroom shall be not less than 1.8 sq. meter with a minimum width of 1.2 mtrs. The minimum size of water closet shall be 1.1 sq. mtr with a minimum width of .9 mtr. If it is a combined bath room and water closet, the minimum area shall be 2.8 sq. mtrs. with a minimum side of 1.2 mtrs.

14.5.2 *Height*-The height of a bathroom or water closet measured from the surface of the floor to the lowest point in the ceiling (bottom of slab) shall be not less than 2.2 m.

14.5.3 *Other Requirement*-Every bathroom or water closet shall.

a) be so situated that at least one of its walls shall open to external air (See Bye-law No. 14.14.3) & shall have a minimum opening in the form of Window or Ventilation to the extent of 0.37 sq. m.

b) not be directly over or under any room other than another latrine, washing place, bath or terrace unless it has a water-tight floor:

c) have the platform or seat made of water tight non-absorbent material;

d) be enclosed by walls or partitions and the surface of every such wall partition shall be finished with a smooth impervious material to a height of not less than 1 m. above the floor of such a room; and

e) be provided with an impervious floor covering, sloping towards the drain with a suitable grade and not towards verandah or any other room.

14.5.4 No room containing water closets shall be used for any purpose except as a lavatory and no such room shall open directly into any kitchen or cooking space by a door window or other opening. Every room containing water closet shall have a door completely closing the entrance to it.

14.6 Lofts shall be permitted in residential buildings and shops only. Area of such loft shall be restricted to 25% of the covered area of respective floor. Maximum height between loft & ceiling shall be 1.75 m and the clear height below the loft shall be as given in the bye-law for the space below it.

14.7 LEDGE OR TAND

14.7.1 *Size*-A ledge or Tand in a habitable room shall not cover more than 25 per cent of the area of the floor on which it is constructed and shall not interfere with the ventilation of the room under any circumstances.

14.7.2 *Height*-The ledge shall be provided at a minimum height of 2.2 m

14.7.3 The projections of cup-boards and shelves shall be permitted and would be exempted from covered area calculations. Such projections shall project upto 0.75 m in the set backs for residential buildings provided the width of such cup-boards shelves does not exceed 2.0 m and there is not more than one such cup-board/shelf in each room.

Notwithstanding the above, continuous cup-board/shelves with 75 cm projection shall be permitted provided the same is constructed underneath the sill portion of the window (not exceeding 90 cms. from floor) and over the lintel of windows (at height above 2.00 m and above floor level). These projection shall not be counted towards the covered area.

14.8 MEZZANINE FLOOR

14.8.1 *Size*-Mezzanine floor shall be permitted only between ground floor and first floor in all types of buildings. The mezz. area upto 25% of the actual covered area on the ground floor is permissible and shall not be counted toward FAR calculations.

14.8.2 *Height*-The height of Mezz. floor shall not be less than 2.20 m and not more than 2.70 m.

14.8.3 *Other Requirements*-A mezzanine floor may be permitted over a room or a compartment provided that :

- a) The mezzanine shall have direct light and ventilation to the extent of 10% of its floor area;
- b) It is so constructed as not to interfere under any circumstances with the ventilation of the space over and under it and does not violate any other bye-law;

- c) Such mezzanine floor or any part of its shall not be used as kitchen; and
- d) In no case a mezzanine floor shall be closed so as to make it liable to be converted into unventilated compartments.

14.9 STORE ROOM.

14.9.1 *Size*-The area of a store room shall not be less than 3 sq. mtrs. In case, the area of the store room is more than 3sq. mtrs., the light and ventilation requirement to the extent of 10% of the floor area shall be provided.

4.9.2 *Height*-The height of a store room shall not be less than 2.2 m.

14.10 GARAGE

14.10.1 *Garage Private*-The size of a private garage in residential building shall be not less than 2.75 m. x 5.4 m. When a room is provided on top of a private garage in a residential building, it shall conform to the requirements of habitable room and if intended as a living unit for servants, the same shall have a verandah for cooking and water closet. The garage if located in the side open space shall be constructed within 6 m from the rear plot line.

14.10.2 *Garage Public*-The size of public garage shall be calculated based on the number of vehicles to be parked as per bye-law 13.1 and minimum parking spaces for each vehicle as specified in Bye-law No. 13.2.

14.10.3 *Height*-The minimum head room in a garage shall be 2.4 m.

14.10.4 The plinth of garage located at ground level shall not be less than 15 cm above the surrounding ground level.

14.10.5 The garage shall be set back behind building line for the street/road on to which the plot abuts, and shall not be located affecting the accessways to the building. If the garage is not set back as aforesaid, the Authority may require the owner or occupier of the garage to discontinue its use as such or to carry out such structural alterations to the premises or to take such other measures as the Authority may consider necessary in order to prevent danger or obstruction to traffic along the street.

14.10.6 *Corner Site*-When the site fronts on two streets, the frontage would be as on the street having the larger width. In cases where the two streets are of same width, then the

larger depth of the site will decide the frontage and open spaces. In such cases the location of a garage (in a corner plot) if provided within the open space shall be located diagonally opposite the point of intersections.

14.11 ROOFS

14.11.1 The roof of a building shall be so constructed or framed as to permit effectual drainage of the rain-water therefrom by means of sufficient rain-water pipes of adequate size, wherever required, so arranged, joined and fixed as to ensure that the rain-water is carried away from the building without causing dampness in any part of the wall or foundations of the building or those of an adjacent building.

14.11.2 The Authority may require rain-water pipes to be connected to a drain or sewer through a covered channel formed beneath the public footpath to connect the rain-water pipe to the road gutter or in any other approved manner.

14.11.3 *Rain-Water* pipes shall be affixed to the outside of the walls of the building or in recesses or chases cut or formed in such walls or in such other manner as may be approved by the Authority.

14.12 BASEMENT :

14.12.1 The construction of the basement shall be allowed by the Authority in accordance with the land use and other provisions specified under the Master Plan.

14.12.1.1 Where the use, set backs and coverage is not provided in the Master Plan provisions, the same shall be allowed to be constructed in the plot leaving mandatory set backs and can be put to any of the following uses;

- i) storage of house hold or other goods for non-flammable materials;
- ii) dark room;
- iii) Strong rooms, bank cellars etc.
- iv) airconditioning equipment and other machines used for services and utilities of the building;
- v) parking places and garages;

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- vi) stack rooms of libraries; and
- vii) office or commercial purpose provided it is air-conditioned.

Note:- Uses of basement from 14.12.1.1 (i) to (vi) shall not be reckoned for the purposes of FAR whereas for uses in 14.12.1.1 (vii), the basement coverage shall be reckoned for the purpose of F.A.R.

14.12.1.2 The basement shall not be used for residential purposes.

14.12.2 The basement shall have the following requirements;

- i) every basement shall be in every part at least 2.4 m in height from the floor to the underside of the roof slab or ceiling;
- ii) Adequate ventilation shall be provided for the basement. The standard of ventilation shall be the same as required by the particular occupancy according to Bye-laws. Any deficiency may be met by providing adequate mechanical ventilation in the form of blowers, exhaust fans (one exhaust fan for 50 sq. m. of Basement area), Air-conditioning system etc.
- iii) the minimum height of the ceiling of any basement shall be 0.9 m and maximum of 1.2 m above the average surrounding ground level;
- iv) adequate arrangement shall be made such that surface drainage does not enter the basement;
- v) the walls and floors of the basement shall be water-tight and be so designed that the effect of the surrounding soil and moisture, if any, are taken into account in design and adequate damp proofing treatment is given;
- vi) the access to the basement shall be separate from the main and alternate stair-case providing access and exit from higher floors. Where the staircase is continuous the same shall be enclosed type serving as fire separation from the basement floor and higher floors. Open ramps shall be permitted if they are constructed within the building line subject to the provision of (iv)
- vii) In the case of basements for office and commercial occupancies sufficient number of exit ways and access ways shall be provided with a travel distance not more than 15 m.
- viii) The basement shall not be partitioned. In case the partitions in the basements are

allowed by the Authority, no compartment shall be less than 500 sq. ft. in area and each compartment shall have ventilation standards as laid down in sub-clause (ii) separately and independently. The basement partitions shall however conform to the norms laid down by Chief Fire Officer, Delhi.

ix)) Kitchen, bathroom and toilet shall not be permitted in the basement unless the sewer levels permit the same and there is no chance of back flow and flooding of sewerage. If permitted, this shall be placed against an external wall of the basement (which shall also be external wall of the building) and shall be adequately lighted and ventilated. The area of kitchen, bathroom and toilet so permitted in the basement shall be counted towards FAR calculations.

x) A kitchen when permitted in the basement shall be equipped with electric ovens, stoves, gas or similar equipments.

14.13 CHIMNEYS:

14.13.1 Chimneys, where provided (See Bye-law No. 14.3.3 (c), shall conform to the requirements of IS: 1645-1960-Indian Standard Code of Practice for Fire Safety of Building (General), Chimneys, Flues, Flue Pipes and Hearths.

14.13.2 Notwithstanding the provisions of Bye-law No. 14.13.1, the chimneys shall be built at least 0.9 m above flat roofs provided the top of the chimneys shall not be below the tops of adjacent parapet wall. In the case of sloping roofs, the chimney top shall not be less than 0.6 m above the ridge of the roof in which the chimney penetrates.

14.14 LIGHTING AND VENTILATION OF ROOMS

14.14.1 All habitable room shall have for the admission of light, and air one or more apertures, such as windows, glazed doors and fan lights, opening directly to the external air or into an open verandah not more than 2.4 m in width. In case light and ventilation to habitable space are through an internal courtyard, the minimum dimensions of such courtyard shall not be less than 3m x 3m for bldgs. upto 10.0 m ht. For higher buildings the minimum dimensions of the internal courtyard shall be as given in bye-law No. 12.3 and 12.4.

14.14.2 Where the lighting and ventilation requirements are not met through day lighting and natural ventilation, the same shall be ensured through artificial lighting and mechanical ventilation as per Part VIII Building Services Section I Lighting and Ventilation of National Building Code of India published by the Indian Standards Institution. The latest version of the National Building Code of India shall be taken into account at the time of enforcement of

the Building Bye-laws.

Notwithstanding the above the minimum aggregate area of openings of habitable rooms and kitchens excluding doors shall be not less than 1/10 of the floor area.

No portion of a room shall be assumed to be lighted if it is more than 7.5 m from the opening assumed for lighting that portion .

14.14.3 *Ventilation Shaft*-For ventilating the spaces for water closets and bath room, if not opening on the front, side, rear and interior open spaces, shall open on the ventilation shaft, the size of which shall not be less than the values given below:

Height of Building in m.	Size of ventilation shaft in sq.m.	Minimum size of shaft in m.
9	1.5	1.0
12	3	1.2
15 and above*	4.0	1.5

*For buildings above 15m, mechanical ventilation system shall be installed besides the provision of minimum ventilation shaft.

14.15 *Parapet*-Parapet wall and handrails provided on the edges of roof terrace, balcony etc. shall not be less than 1m and more than 1.5 m in height.

Note:- The above shall not apply where roof terrace is not accessible by a staircase.

14.16 *Wells*-Wells, intended to supply of water for human consumption or domestic purposes, where provided, shall comply with the requirements of Bye-laws No. 14.16.1 and 14.16.2.

14.16.1 *Location*-The well shall be located

a) not less than 15 m from any ash pit, refuse pit, earth closet or privy and shall be located on a site upwards from the earth closet or privy;

- b) not less than 18 m from any cess pit, soakway or borehole latrine and shall be located on a site upwards from the closet or privy;
- c) that contamination by the movement of sub-soil or other water is unlikely;
- d) not under a tree or otherwise it should have a canopy over it so that leaves and twigs may not fall into the well and rot.

14.16.2 *Requirements*-The well shall:

- a) have a minimum internal diameter of not less than 1 m;
- b) be constructed to a height not less than 1 m, above the surrounding ground level, to form a parapet or kerb and to prevent surface water from flowing into a well, and shall be surrounded with a paving constructed of impervious material which shall extend for a distance of not less than 1.60 m in every direction from the parapet from the kerb forming the well head and the upper surface of a paving shall be sloped away from the well.
- c) be of sound and permanent construction (PUCCA) throughout. Temporary or exposed (KUTCHA) well shall only be permitted in fields or gardens for purposes of irrigation.
- d) the interior surface of the lining or walls of the well shall be rendered impervious for a depth of not less than 1.8 m. measured from the level of the ground immediately adjoining the well head.

14.17 *Boundary wall*-The requirements of the boundary wall is given below:-

- a) Except with the special permission of the Authority, the maximum height of the front compound wall shall be 1.5 m. above the centre line of the front street.
- b) The rear and side compound walls shall not have height more than 2.2 m above the central line of the service road in case it exists; otherwise 2 m shall be measured above the central line of the front street. In the case of row-housing scheme, the front boundary wall shall include the portion of the side boundary walls from boundary line to building line.
- c) In case of a corner plot the height of the boundary wall shall be restricted to 0.75 m for a length of 5 m on the front and side of the intersections and the remaining height of of 1.5 m. shall be made up of railings.

d) however, the provisions of (a), (b) and (c) are not applicable to boundary walls of institutional buildings like jails, sanatoria, hospitals, industrial buildings like workshops, factories and educational buildings like schools, colleges, including the hostels.

e) no building boundaries shall be surrounded by barbed wire fence, prickly pear or other objectionable plant or milk hedge.

Note:- The above provision shall not apply to the building/areas where boundary walls are forbidden or specific height has been recommended by the Authority or as per comprehensive plan/Zonal plan/Master Plan regulations.

15. PROVISION OF LIFTS:

15.1 Provision of lift shall be made for all buildings more than 15 m in height.

16. EXIT REQUIREMENTS:

16.1 *General*-Following general requirements shall apply to exits:-

a) Every building meant for human occupancy shall be provided with exits sufficient to permit safe escape occupants in case of fire or other emergency.

b) in every building exits shall comply with the minimum requirement of this part, except those not accessible for general public use.

c) all exits shall be free of obstructions.

d) no building shall be altered so as to reduce the number, width or protection of exits to less than that required.

e) exits shall be clearly visible and the routes to reach the exit shall be clearly marked and sign posted to guide the population of floor concerned.

f) all exit ways shall be properly illuminated.

g) fire fighting equipment where provided along exits shall be suitably located and clearly marked but must not obstruct the exit way and yet there should be clear indication about its location from either side of the exit way.

h) alarm devices shall be installed to ensure prompt evacuation of the population concerned through the exits

i) all exits shall provide continuous means of egress to the exterior of a building or to an exterior open space leading to a street.

j) exits shall be so arranged that they may be reached without passing through another occupied unit, except in the case of residential buildings.

16.2 *Types of Exits:*

a) exits shall be either of horizontal or vertical type. An exit may be doorway, corridor, passageways to an internal staircase or external staircase, ramps or to a verandah and/or terraces which have access to the street or to roof of a building. An exit may also include:-

a) horizontal exit leading to an adjoining building at the same level; and

b) Lifts and escalators shall not be considered as exits.

16.3 *Number and Size of Exits*-The requisite number and size of various exits shall be provided, based on the population in each room, area and floor based on the occupant load, capacity of exits, travel distance and height of buildings as per provisions of Bye-laws No. 16.3.1 to 16.3.3.

16.3.1 *Arrangement of Exits*-Exits shall be so located so the travel distance on the floor shall not exceed 22.5 m for residential, educational, institutional and hazardous occupancies and 30 m for assembly, business, mercantile, industrial and storage occupancies. Whenever more than one exit is required for a floor of a building, exits shall be placed as remote from each other as possible. All the exits shall be accessible from the entire floor area at all floor levels.

16.3.2 *Occupant Load*-The population in rooms, areas of floors shall be calculated based on the occupant load given in Table 5.

16.3.3 *Capacity of Exits*-The capacity of exits (doors and stairways) indicating the number of persons of that could be safely evacuated through a unit exit width of 50 cm shall be as given in Table 6.

Table -5 Occupant Load

Sl.No.	Group of Occupancy	Occupant Load Gross Area *in m2/person
(1)	(2)	(3)
1.	Residential	12.5
2.	Educational	4
3.	Institutional	15+
4.	Assemble :	
	a) with fixed or loose seats and dance floors	0.6++
	b) without seating facilities dining rooms	1.5++
5.	Mercantile	
	a) Street floor and sales basement	3
	b) Upper sale floors	6
6.	Business and Industrial	10
7.	Storage	30
8.	Hazardous	10

*The gross area shall mean plinth area or covered area.

+Occupant load in dormitory portions of homes for the aged, orphanages, insane asylums, etc. where sleeping accommodation is provided, shall be calculated at not less than 7.5 m2 gross area person.

++ The gross area shall include, in addition to the main assembly room or space, any occupied connection open or space in the same storey or in the storeys above or below, where entrance is common to such rooms and spaces and they are available for use by the occupants of the assembly place. No deductions shall be made in the gross area for corridors, closers or subdivisions; one area shall include all space serving the particular assembly occupancy.

Table-6 Occupants per unit Exit Width

Sl.No.	Group of Occupancy	Stairways	Number of Occupants Doorways.Horizontzl Exits
[1]	[2]	[3]	[4]
1.	Residential	25	75
2.	Educational	25	75
3.	Institutional	25	75
4.	Assembly	60	90
5.	Business	50	75
6.	Mercantile	50	75
7.	Industrial	50	75
8.	Storage	50	75
9.	Hazardous	25	40

Notes:-1. *Sprinkler Allowance*-When a building is protected with automatic sprinkler system and such a system is not required specifically by the Code, the capacity per storey per unit width of exit of stairways in Table 3 may be increased by 50%

2. *Horizontal Exit Allowance*-When horizontal exit is provided buildings of mercantile, storage, industrial, business and assembly occupancies, the capacity per storcy per unit width of exit of stairways in Table 3 may be increased by 50 percent; and in buildings of institutional occupancy by 100 percent.

3. *Combined Total Allowance*-When both automatic sprinklers and horizontal exit are provided, the capacity per unit width of exit of stairways may be double the values specified in Table 3.

16.3.4 For building identified in By-law No.6.2.4.1, there shall be a minimum of two stair-case and one of them shall be an enclosed stairway and the other shall be on the external walls of buildings and shall open directly to the exterior, interior, open space or to any open place of safety.

16.3.5 Notwithstanding the detailed provision for exits as per Bye-law No. 16.3.1 to 16.3.3 the following minimum width provision shall be made for each stairways:

- a) Residential building upto 3 storey ht. 0.9 m
Other residential building e.g. hotels, flats,
group housing etc. 1.25 m
- b) Assembly building like Auditorium, theatres and cinemas. 1.5 m
- c) All other buildings 1.25 m
- d) Institutional buildings like hospitals 2.0 m
- e) Educational buildings like schools, colleges. 1.5 m

16.3.6 Notwithstanding the detailed provisions as per buy-law No. 16.3.1 to 16.3.3, the following minimum width provisions shall be made for each passage way:

- a) Residential buildings, dwelling unit type 0.9 m
Residential buildings e.g. hostels, hotels etc. 1.25 m
- b) Assembly buildings like auditorium, theatres and cinemas. 1.5 m
- c) All other buildings 1.25 m

16.4.1 Doorways-

- a) Every doorways shall open into enclosed stairway, a horizontal exit, on a corridor or passageway providing continuous and protected means of egress.
- b) No. exit doorway shall be less than 100 cm in width. Doorways shall be not less than 200 cm in height. Doorways for bathrooms, water closet, stores etc. shall be not less than 75 cm wide.
- c) Exit doorways shall open outwards, that is, away from the room but not obstruct the travel along any exit. No. door, when opened, shall reduce the required width of stairway or landing to less than 90 cm, overhead or sliding doors shall not be installed.
- d) Exit door shall not open immediately upon a flight or stairs; a landing equal to at least the width of the door shall be provided in the stairway at each doorway, level of landing shall be the same as that of the floor which it serves.
- e) Exit doorways shall be openable from the side which they serve without the use of a key.

6.4.2 *Revolving Doors-*

- a) Revolving doors not be used as required exits except in residential, business and mercantile occupancies, but shall not constitute more than half the total required door width.
- b) when revolving doors are considered as required exitway the following assumptions shall be made:-
 - i) each revolving doors shall be credited one half a unit exit width.
 - ii) revolving doors shall not be located at the foot of a stairway. Any stairway served by a revolving door shall discharge through a lobby or foyer.

16.4.3 *Stairways-*

- a) Interior stairs shall be constructed of non-combustible materials throughout.
- b) interior staircase shall be constructed as a self-contained unit with at least one side adjacent to an external wall and shall be completely enclosed. For buildings more than 15m height, all staircases shall be enclosed.
- c) A staircase shall not be arranged round a lift shaft unless the latter is entirely enclosed by a material of fire-resistance rating as that for type of construction itself. For buildings more than 15m in height, the staircase location shall be to the satisfaction of Chief Fire Officer, Delhi Fire Serevice.
- d) Hollow combustible construction shall not be permitted.
- e) The minimum width of internal staircase shall be 1.00m and as given in Bye-law No. 16.3.5.
- f) The minimum width of treads without nosing shall be 25 cm for an internal staircase for residential buildings. In the case of other buildings the minimum tread shall be 30 cm . The treads shall be constructed and maintained in a manner to prevent slipping. Winders shall be allowed in residential buildings provided they are not at the head of a downward flight.
- g) The maximum height of riser shall be 19 cm in the case of residential buildings and 15 cm in the case of other buildings. They shall be limited to 12 per flight.

- h) Handrails shall be provided with a minimum height of 90 cm from the centre of the tread.
- i) The minimum headroom in a passage under the landing of a staircase and under the staircase shall be 2.2 m.
- j) For buildings more than 24 m higher, access to main staircase shall be gained through at least half an hour fire resisting automatic closing doors placed in the enclosing walls of the staircases. It shall be a swing doors opening in the direction of the escape.
- k) No, living space, store or other fire risk shall open directly into the staircase or staircases.
- l) External exit door of staircase enclosure at ground level shall open directly to the open spaces or can be reached without passing through any door other than a door provided to form a draught lobby.
- m) The exit sign with arrow indicating the way to the escape route shall be provided at a height or 0.5m from the floor level on the wall and shall be illuminated by electric light connected to corridor circuits. All exitway marking signs should be flushed with the wall and so designed that no mechanical damage shall occur to them due to moving of furniture or other heavy equipments. Further all landings of floor shall have floor indication boards indicating the number of floor as per Bye-law No. 2.35. The floor indication board shall be placed on the wall immediately facing the flight of stairs and nearest to the landing. It shall be of size not less than 0.5x0.5 m.
- n) Individual floors shall be prominently indicated on the wall facing the staircases.
- o) In case of single staircase it shall terminate at the ground floor level and the access to the basement shall be by a separate staircase. However, the second staircase may lead to basement levels provided the same is separate at ground level by either a ventilated lobby with discharge points at two different ends or through enclosures (see bye-law No. 14.12.2 (vi)).

16.4.4 *Fire Escapes or External Stairs*

- a) Fire escapes shall not be taken into account in calculating the evacuation time of a building.
- b) All fire escapes shall be directly connected to the ground.

- c) Entrance to fire escape shall be separate and remote from the internal staircase.
- d) The route to fire escape shall be free of obstructions at all times, except a doorway leading to the fire escape which shall have the required fire resistance.
- e) Fire escape shall be constructed of non-combustible materials.
- f) Fire escapes stairs shall have straight flight not less than 75 cm wide with 25 cm treads and risers not more than 19 cm. The number of risers shall be limited to 16 per flight.
- g) Handrails shall be of a height not less than 90 cm.

16.4.5 *Spiral Stairs (fire escape)*-The use of spiral staircase shall be limited to low occupant load and to a building of height 9 m. unless they are connected to platforms, such as balconies and terraces to allow escape to pause.

A spiral fire escape shall be not less than 150 cm in diameter and shall be designed to give adequate head room.

16.4.6 *Ramps*

- a) Ramps with a slope of not more than 1 in 10 may be substituted for and shall comply with all the applicable requirements of required stairways as to enclosure, capacity and limiting dimensions. Larger slopes shall be provided for special uses but in no case greater than 1 in 8. For all slopes exceeding 1 in 10 and where the use is such as to involve danger of slipping, the ramp shall be surfaced with approved non-slipping material.
- b) The minimum width of the ramps in hospitals shall be 2.25m.
- c) Handrails shall be provided on both side of the ramp.
- d) Ramps shall lead directly to outside open space at ground level or courtyards or safe place.
- e) For building above 24 m in height, access to ramps from any floor of the building shall be through smoke stop door.

16.4.7 *Corridors*

- a) The minimum width of a corridor in a residential building shall be 1.0 m and in all other buildings shall be 1.5 m.

b) In case of more than one main staircase of the building interconnected by a corridor or other enclosed space, there shall be at least one smoke stop door across the corridor or enclosed space between the doors in the enclosing walls of any two staircases.

16.4.8 *Refuge Area*-For all buildings exceeding 15 m in height, refuge area shall be provided as follows :-

- a) For floors above 15 m and upto 24 m-one refuge area on the floor immediately above 18 m.
- b) For floors above 24 m and upto 36 m-one refuge area on the floor immediately above 24 m.
- c) For floor above 26 m-one refuge area per every five floors above 36 m.

16.4.8.1 Refuge area shall be provided on the external walls as cantilever projections or in any other manner (which will not be covered in FAR) with a minimum area of 15 sq. mts. and to be calculated based on the population on each floor at the rate of 1 sq. m. per person.

16.4.9 *Lifts*

- a) All the floors shall be accessible for 24 hours by the lifts . The lifts provided in the buildings shall not be considered as a means of escape in case of emergency.
- b) Grounding switch at ground floor level to enable the fire service to ground the lift in case of an emergency shall also be provided.
- c) The lift machine room shall be separate and no other machinery shall be installed therein .

17 FIRE PROTECTION REQUIREMENTS

17.1 Buildings shall be planned, designed and constructed to ensure fire safety and this shall be done in accordance with para IV Fire Protection of National Building Code of India, unless otherwise specified in these bye-laws. In the case of buildings (identified in Bye-laws No. 6.2.4.1), the building schemes shall also be cleared by the Chief Fire Officer, Delhi Fire Service .

17.2 The additional provisions related to fire protection of buildings more than 15 m in height and buildings identified in Bye-law No. 6.2.4.1, shall given in Appendix-K.

PART-III STRUCTURAL SAFETY AND SERVICES

18. STRUCTURAL DESIGN:

18.1 The structural design of foundation, masonry, timber, plain concrete reinforced concrete, prestressed concrete and structural steel shall be carried out in accordance with Part VI Structural Design, Section 1-Loads 2-Foundation, Section 3-Wood. Section 4-Masonry, Section 5-Concrete, section 6-Steel of National Building Code of India.

19. QUALITY OF MATERIALS AND WORKMANSHIP:

19.1 All materials and workmanship shall be of good quality conforming generally to accepted standards of Public Works Department of Delhi and India Standard Specifications and Code as included in Part V Building Materials and Part VII Constructional Practices and safety of National Building Code of India.

19.2 All borrow pits dug in the course of construction and repair of buildings, roads embankments etc. shall be deep and connected with each other in the formation of a drain directed towards the lowest level and properly sloped for discharge into a river, stream, channel or drain and no person shall create any isolated borrow pit which is likely to cause accumulation of water which may breed mosquitoes.

2.0 ALTERNATIVE MATERIALS, METHODS OF DESIGN AND CONSTRUCTION AND TESTS

20.1 The provisions of the Bye-laws are not intended to prevent the use of any material or method of design or construction not specifically prescribed by the Bye-laws provided any such alternative has been approved.

20.2 The Authority may approve any such alternative provided it is found that the proposed alternative is satisfactory and conforms to the provision of relevant parts regarding material, design and construction and that material, methods, or work offered is, for the purpose intended, at least equivalent to that prescribed in the Bye-laws in quality, strength, compatibility, effectiveness, fire and water resistance, durability and safety.

20.3 *Tests*-Whenever there is insufficient evidence of compliance with the provisions of the Bye-laws or evidence that any material or method of design or construction does not conform to the requirements of the Bye-laws or in order to substantiate claims for alternative materials, design or methods of construction, the Authority may require tests sufficiently in advance as proof of compliance. These tests shall be made by an approved agency at the expense of the owner.

20.3.1 Test methods shall be as specified by the Bye-laws for materials or design or construction in question. If there are no appropriate test methods specified in the Bye-laws the Authority shall determine the test procedure. For methods of tests for building materials reference may be made to relevant Indian standards as given in the National Building Code of India, published by the Indian standards Institution . The latest version of the National Building Code of India shall be taken into account at the time of enforcement of these bye-laws.

20.3.2 Copies of the results of all such tests shall be retained by the Authority for a period of not less than two years after the acceptance of the alternative materials .

21 BUILDING SERVICES

21.1 The planning, design and installation of electrical installations, air-conditioning and heating work, installation of lifts and escalators shall be carried out in accordance with Part VIII Building service, section 2-Electrical Installations, section 3 Air-conditioning and Heating, Section 5-Installation of Lifts and Escalators of National Building Code of India.

21.1 The number and type of lifts to be provided in different buildings shall be as given in Appendix 'L'.

21.3 The requirements of electric sub-station are also given in Appendix L. The provisions of electric sub-stations shall require approval from D.E.S.U.

22. PLUMBING SERVICES

22.1 The planning, design, construction of water supply, drainage and sanitation and gas supply system shall be in accordance with Part IX Plumbing Services-Section 1-Water Supply, Section 2-Drainage and Sanitation and Section 3-Gas Supply of National Building Code of India.

22.2 *Requirements of water Supply in Buildings*-The requirements of water supply for various occupancies shall be as given in Table 7.8 and 9.

22.3 *Requirements of Sanitary Fittings*- The sanitary fittings and installations for different occupancies shall be as given in Tables 10,11,12,13,14,15,16,17,18,19,20,and 21.

TABLE-7

PER CAPITA WATER REQUIREMENT FOR VARIOUS OCCUPANCIES/USE		
Sl.No.	Type of Occupancy	Consumption per head per day (in litres)
1	2	3
1.	Residential:	
	a) in living units	135
	b) Hotels with lodging accommodation (per bed.)	180
2.	Educational:	
	a) Day Schools	45
	b) Boarding Schools	135
3.	Institutional (Medical Hospital):	
	a) No. of beds not exceeding 100	340
	b) No. of beds exceeding 100	450
	c) Medical Quarters and hotels.	135
4.	Assembly-Cinema theatres auditoria etc. (per seat of accommodation)	15
5.	Governmental or semi-public business	45
6.	Mercantial (commercial):	
	a) Restaurants (per seat)	70
	b) Other business buildings	45
7.	Industrial:	
	a) Factories where bath room are to be provided	45
	b) Factories where no bath room are required to be provided	30
8.	Storage (including warehousing)	30
9.	Hazardous	30
10.	Intermediate/Stations (excluding mail and express stops)	45(25)*
11.	Junction Stations	70(45)*
12.	Terminal/Stations	45
13.	International and Domestic Airports	70

*The values in parenthesis are for stations where bathing facilities not provided.

Note :- The number of persons for Sl. No. 10 to 13 shall be determined by the average number of passengers handled by the Station daily; due consideration may be given to the staff and workers likely to use the facilities.

Table-8

FLUSHING STORAGE CAPACITIES

Sl. No. 1	Classification of Buildings 2	Storage Capacity 3
1.	For tenements having common convenience	900 litres nett. per WC seat
2.	For residential premises other than tenement having common conveniences.	270 litres nett. for one WC seat and 180 litres for each additional seat in the same flat.
3.	For Factories and Workshops	900 litres per WC seat and 180 litres per urinal seat.
4.	For cinemas, public assembly halls etc.	900 litres per WC seat and 350 litres per urinal seat.

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Table - 9

DOMESTIC STORAGE CAPACITIES

Sl. No. 1	No. of Floors 2	Storage Capacities 3	Remarks 4
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For premises occupied as Tenements with common conveniences:

1.	Ground Floor	Nil	Provided no downtake fittings are installed
2.	Floors 2, 3, 4, 5 and upper floors.	500 Litre per tenement	--

For premises occupied as Flats or Blocks :

1.	Ground Floor	Nil	Provided no downtake fittings are installed
2.	Floors 2, 3, 4, 5 and upper floors.	500 Litres per tenement	--

Note 1 : If the premises are situated at a place higher than the road level in front of the premises, storage at ground level shall be provided on the same lines as on floors.

Note 2 : The above storage may be permitted to be installed provided that the total domestic storage calculated on the above basis is not less than the storage calculated on the number of downtake fittings according to the scales given below :-

Downtake taps	70 litres each
Showers	135 litres each
Bathtubs	200 litres each

Table-10

SANITATION REQUIREMENTS FOR SHOPS AND COMMERCIAL OFFICES

Sl. No. 1	Fitments 2	For Personnel 3
1.	Water Closet	One for every 25 persons or part thereof exceeding 15 (including employees and customers). For female personnel 1 per every 15 persons or part thereof exceeding 10.
2.	Drinking Water Fountain	One for every 100 persons with a minimum of one on each floor.
3.	Wash Basin	One for every 25 persons or part thereof.
4.	Urinals	Same as Sl. No. 3 of Table 15.
5.	Cleaner's Sink	One per floor minimum, preferably in or adjacent to sanitary rooms.

Note :- Number of customers for the purpose of the above calculation shall be the average number of persons in the premises for a time interval of one hour during the peak period. For male-female calculation a ratio 1:1 may be assumed.

Table-11
SANITARY REQUIREMENTS FOR HOTELSS.

No.	Fitments	For Residential Public & Staff		For Public Rooms		For Non-Residential Staff	
		3	4	5	6	7	
1.	Water Closet	One per 8 person omitting occupants of the room with attached water closet minimum of 2 if both sexes are lodged.	One per 100 persons upto 400 persons; for over 400 add at the rate of one per 100 person	2 for 100 persons upto 200 persons; over 200 add at the rate of one per 100 person or part thereof.	1 for 1-15 persons 2 for 16-35 " 3 for 36-65 " 4 for 66-100 "	1 for 1-12 person 2 for 13-25 " 3 for 26-40 " 4 for 41-57 "	
2.	Ablution taps	One in each water closet.	One in each water closet.	One in each water closet.	One in each water closet.	One in each water closet	
3.	Urinals	--	One for 50 persons or part thereof	--	Nil, upto 6 persons 1 for 7-20 " 2 for 21-45 " 3 for 46-70 " 4 for 71-100 "		

1	2	3	4	5	6	7
4. Wash Basins	One per 10 persons omitting the wash basins installed in the room suits	One per water closet and urinal provided	One per water closet provided	1 for 1-15 persons 2 for 16-35 3 for 36-65 4 for 66-100	1 for 1-12 persons 2 for 13-25 3 for 26-40 4 for 41-57 5 for 58-77 6 for 78-100	
5. Baths	One per 10 persons omitting occupants of the room with bath in suite					
6. Slop sinks	One per 30 bed rooms [one per floor min.]					
7. Kitchen sinks	One in each Kitchen	One in each Kitchen	One in each Kitchen	One in each Kitchen	One in each Kitchen	One in each Kitchen

Note : It may be assumed that the two-thirds of the number are males and one-third females.

Table-12

SANITATION REQUIREMENTS FOR EDUCATIONAL OCCUPANCY

S.No. Fitments	Nursery Schools	Boarding Institution		Other Educational Institutions		
		For Boys	For Girls	For Boys	For Girls	
1	2	3	4	5	6	7
1.	Water closet	One per 15 pupils and part thereof	One every 8 pupils or part thereof	One/every 6 pupils or part thereof	One/40 pupils or part thereof	One/25pupils or part thereof
2.	Ablution Taps	One in each water closet One water tap with draining arrangements shall be provided forevery in the vicinity of water closet and urinals.	One in each water closet	One in each water closet	One in each water closet	One in each water closet
3.	Urinals	--	One per every 25 pupils or part thereof	--	One per every 20 pupils or part thereof	--
4.	Wash Basin	One per 15 pupils or part thereof	One for every 8 pupils or part thereof	One for every 6 pupils or part thereof	One per 40 pupils or part thereof	One per 40 pupils or part thereof
5.	Baths	One bath sink per 40 per pupils	One for every 8 pupils or part thereof	One for every 6 pupils or part thereof	--	--
6.	Drinking water fountains.	One for every 50 pupils or part thereof	One for every 50 pupils or part thereof	One for every 50 pupils or part thereof	One for every 50 pupils or part thereof	One for every 50 pupils or part thereof
7.	Cleaner's sink	--	One per floor minimum	One per floor minimum	One per floor minimum	One per floor minimum

Note : For teaching staff, the schedule of fitments to be provided shall be the same as in the case of Office Buildings (Table 15).

Table-13
SANITATION REQUIREMENTS FOR INSTITUTIONAL (MEDICAL) OCCUPANCY-HOSPITALS

Sl.No. Fitments	Hospitals with indoor patient wards for males & females		Hospitals with outdoor patient wards		Administrative Buildings	
	3	4	5	6	7	
1. Water closet	One for every 6 bed or part thereof	One for every 100 persons or part thereof	Two for every 100 persons or part thereof	One for every 25 persons or part thereof	One for every 15 persons or part thereof	
2. Ablution Tap	One in each water closet.	One in each water closet	One in each water closet	One in each water closet	One in each water closet	
<p>One water tap with draining arrangements shall be provided for every 50 persons or part thereof, in the vicinity of water closet and urinals.</p>						
3. Wash Basins	2 upto 30 beds; add one for every additional 30 beds; or part thereof	One for every 100 persons or part thereof	One for every 100 persons or part thereof	One for every 25 persons or part thereof	One for every 25 persons or part thereof	
4. Baths with shower.	One bath with shower for every 8 beds or part thereof.	--	--	One on each floor	One on each floor	
5. Bed pan washing sink.	One for each ward	--	--	--	--	

1	2	3	4	5	6	7
6.	Cleaner's sinks	One for each ward	One per floor minimum	One per floor minimum	One per floor minimum	One per floor minimum
7.	Kitchen sinks and dish washers (where kitchen is provided).	One for each ward	--	--	--	--
8.	Urinals	--	One for every 50 persons or part thereof	--	Nil upto 6 persons one for 7-20 persons 2 for 21-45 " 3 for 46-70 " 4 for 71-100 " from 101 to 200 persons add at the rate of 3% for over 200 persons add at the rate of 2.5%	

Table-14

SANITATION REQUIREMENTS FOR INSTITUTIONAL (MEDICAL) OCCUPANCY
(STAFF QUARTERS AND HOSTELS)

Sl. No.	Fittings	Doctor's Dormitories			Nurse's Hostel
		For Male Staff	For Female Staff	For Female Staff	
1	2	3	4	5	
1.	Water Closet	One for 4 persons	One for 4 persons	One for 4 persons or part thereof	One for 4 persons or part thereof
2.	Ablution taps	One in each water closet	One in each closet	One in each water closet	One in each water closet
3.	Wash Basins	One for every 8 persons or part thereof	One for every 8 persons or part thereof	One for every 8 persons or part thereof	One for every 8 persons or part thereof
4.	Bath (with shower)	One for 4 persons or part thereof	One for 4 persons or part thereof	One for 4-6 persons or part thereof	One for 4-6 persons or part thereof
5.	Cleaner's sinks	One per floor minimum	One per floor minimum	One per floor minimum	One per floor minimum

Table-15

SANITATION REQUIREMENTS FOR GOVERNMENTAL AND PUBLIC BUSINESS OCCUPANCIES AND OFFICES

Sl. No.	Fitments	For Male personnel	For Female personnel
1	2	3	4
1.	Water Closet	One for every 25 persons or part thereof.	One for every 15 persons or part thereof.
2.	Ablution taps	One in each water closet.	One in each water closet.
3.	Urinals	One water tap with draining arrangements shall be provided for every 50 persons or part thereof, in the vicinity of water closet and urinals. Nil upto 6 persons one for 7-20 2 for 21-45 3 for 46-70 4 for 71-100 From 101 to 200 persons add at the rate of 3% For over 200 persons add at the rate of 2.5%	
4.	Wash BasinsOne for every 25 persons or part thereof.....	
5.	Drinking Water fountainsOne for every 100 persons with a minimum of one on each floor.	
6.	Baths Preferably one on each floor.	
7.	Cleaner's Sink One per floor minimum preferably in or adjacent to sanitary rooms.	

Table-16
SANITATION REQUIREMENTS FOR RESIDENCES

Sl. No.	Fitments	Dwellings with individual conveniences	Dwelling without individual conveniences
1	2	3	4
1.	Bath Room	1 provided with water tap	1 for every two tenements
2.	Water closet	1	1 for every two tenements
3.	Sink (or NAHANI) in the floor	1	--
4.	Water Tap	1	1 with draining arrangement in each tenement 1 in common bath rooms and common water closets

Note : Where only one water closet is provided in a dwelling, the bath and water closet shall be separately accommodated.

SANITATION REQUIREMENTS FOR INSTITUTIONAL (MEDICAL) OCCUPANCY

Table-17

SANITATION REQUIREMENTS FOR ASSEMBLY OCCUPANCY BUILDINGS
(CINEMA, THEATRES, AUDITORIJA etc.)

Sl. No.	Fitments	For Public		For Staff	
		Male	Female	Male	Female
1	2	3	4	5	6
1.	Water Closet	1 per 100 persons upto 400 persons. For over 400 persons, add at the rate of 1 per 250 persons or part thereof	2 per 100 persons upto 200 persons. For over 200 persons, add at the rate of 1 per 100 persons or part thereof	1 for 1-15 persons. 2 for 16-35 persons.	1 for 1-12 persons. 2 for 13-25 persons.
2.	Ablution taps	1 in each water closet	1 in each water closet	1 in each water closet	1 in each water closet
		One water tap with draining arrangements shall be provided for every 50 persons or part thereof in the vicinity of water closets and urinals.			
3.	Urinals.	1 for 50 persons or part thereof.	--	Nil up to 6 persons 1 for 7-20 persons 2 for 21-45 persons.	--
4.	Wash Basins.	1 for every 200 persons or part thereof.	1 for every 200 persons or part thereof.	1 for 1-15 persons 2 for 16-35 persons.	1 for 1-12 persons 2 for 13-25 persons.

Note : It may be assumed that two thirds of the number are males and one third females.

Table-18
SANITATION REQUIREMENTS FOR ASSEMBLY OCCUPANCY BUILDINGS (ART GALLERIES, LIBRARIES AND MUSEUMS)

Sl. No.	Fitments	For Public		For Staff	
		Male	Female	Male	Female
1	2	3	4	5	6
1.	Water Closet	1 per 200 persons upto 400 persons. For over 200 persons add at the rate of 1 per 250 persons or part thereof.	1 per 100 persons upto 200 persons. For over 200 persons add at the rate of 1 per 150 persons or part thereof.	1 for 1-15 persons. 2 for 16-35 persons.	1 for 1-12 persons. 2 for 13-25 persons.
2.	Ablution taps.	1 in each water closet.	1 in each water closet.	1 in each water closet	1 in each water closet
3.	Urinals	1 for 50 persons	--	Nil up to 6 persons 1 for 7-20 persons 2 for 21-45 person	--
4.	Wash Basins	1 for every 200 persons or part thereof. For over 400 persons, add at the rate of 1 per 250 persons or part thereof.	1 for every 200 persons or part thereof. For over 200 persons, add at the rate of 1 per 150 persons or part thereof.	1 for 1-15 persons 2 for 16-35 persons	1 for 1-12 persons 2 for 13-25 persons
5.	Cleaner's Sinks

Note : It may be assumed that two thirds of the number are males and one third females.

Table-19

SANITATION REQUIREMENTS FOR RESTAURANTS

Sl. No.	Fitments	For Public		For Staff	
		Male	Female	Male	Female
1	2	3	4	5	6
1.	Water Closet	One for 50 seats upto 200 seats. For over 200 seats, add at the rate of one per 100 seats or part thereof	One for 50 seats upto 200 seats. For over 200 seats, add at the rate of one per 100 seats or part thereof	One for 1-15 persons Two for 16-35 persons Three for 36-65 Four for 66-100	1 for 1-12 persons 2 for 13-25 persons 3 for 26-40 persons 4 for 41-57 persons 5 for 58-77 persons 6 for 78-100 persons
2.	Ablution taps	One in each water closet. One water tap with drawing arrangement shall be provided for every 50 persons or part thereof in the vicinity of water closets and urinals.	One in each water closet.	One in each water closet.	One in each water closet.
3.	Urinals	One per 50 seats.	--	Nil upto 6 persons One for 7-20 persons Two for 21-45 persons Three for 46-70 persons Four for 71-100 persons	--
4.	Wash Basins.....		One for every water closet provided.....		
5.	Kitchen sinks and dish washer.....		One in each Kitchen.....		
6.	Slop or service sink.....		One in the restaurant.....		

Note:-It may please be assumed that two thirds of the number are males and one third female.

Table-20
SANITATION REQUIREMENTS FOR FACTORIES

Sl. No.	Fitments	For Male Personnel	For Female Personnel
1	2	3	4
1.	Water Closets	1 for 1-15 persons 2 for 16-35 persons 3 for 36-65 persons 4 for 66-100 persons From 101 to 200 persons, add at the rate of 3%. From over 200 persons, add at the rate of 2.5%.	1 for 1-12 persons 2 for 13-25 persons 3 for 26-40 persons 4 for 41-57 persons 5 for 58-77 persons 6 for 78-100 persons From 101 to 200 persons, add at the rate of 5%. From over 200 persons, add at the rate of 4%.
2.	Ablution taps	1 in each water closet. One water tap with draining arrangement shall be provided for every 50 persons or part thereof in the vicinity of water closet and in urinals.	1 in each water closet.
3.	Urinals	Nil upto 6 persons 1 for 7-20 persons 2 for 21-45 persons 3 for 46-70 persons 4 for 71-100 persons From 101 to 200 persons, add at the rate of 3%. For over 200 persons, add at the rate of 2.5%	1 for every 25 persons, or part thereof.
4.	Washing taps with draining arrangements.	1 for every 25 persons, or part thereof.	1 for every 25 persons or part thereof
5.	Drinking water fountains	1 for every 100 persons with a minimum of one in each floor.	
6.	Baths Preferably showers	As required for particular trades or occupations	

Note :-For many trades of a dirty or dangerous character, more extensive provisions are required.

Table-21
SANITARY REQUIREMENTS FOR LARGE STATIONS AND AIRPORTS

Sl. No.	Place	WC for Males	WC for females	Urinals for Males only.
1	2	3	4	5
1.	Junction stations, intermediate stations and bus stations	3 for first 1000 persons and 1 for every subsequent 1000 persons or part thereof	4 for first 1000 persons and 1 for every additional 1000 persons or part thereof	4 for every 1000 persons and 1 for every addl. 1000 persons or part thereof
2.	Terminal stations and bus terminals	4 for first 1000 persons and 1 for every subsequent 1000 persons or part thereof	5 for first 1000 persons and 1 for every subsequent 2000 persons or part thereof	6 for first 1000 persons and 1 for every addl. 1000 persons or part thereof
3.	Domestic airports--			
	Min.	2*	4*	2*
	For 200 persons	5	8	6
	For 400 persons	9	15	12
	For 600 persons	12	20	16
	For 800 persons	16	26	20
	For 1000 persons	18	29	22
4.	International airports			
	For 200 persons	6	10	8
	For 600 persons	12	20	16
	For 1000 persons	18	29	22

Note : Provision for wash basins, baths including shower stall, shall be in accordance with Part IX Section 2-Drainage and Sanitation of National Building Code of India.

*At least one India style water closet shall be provided in each toilet. Assume 60 males to 40 females in any area.

23. SIGNS AND OUTDOOR DISPLAY STRUCTURES

23.1 No advertising signs (including hoardings) on buildings or on land shall be displayed without the prior approval of the Authority. The standards specified in Part X- Signs and outdoor display structures of National Building Code of India published by Indian Standards Institution, shall be applicable.

PART IV-SPECIAL REQUIREMENTS FOR OCCUPANCIES/LAND DEVELOPMENT AND OTHER:

2.4 INDUSTRIAL BUILDINGS (FACTORIES, WORKSHOPS,ETC)

24.1 The relevant provision contained in the Factories Act, 1948 shall apply for the construction of factory buildings. The minimum internal height of work rooms shall not be less than 4.5 mtrs.measured from the floor level to the lowest point in the ceiling provided that this by-law shall not apply to room intended for storage, godowns and the like purposes but only to rooms occupied by workers for purposes of manufacture.

In case of small factories, employing less than 50 workers for purposes of manufacturing and carrying on a class of manufacturing covered under the flatted factories and service industries as given in the Master Plan, the Authority may allow minimum height upto 3.66 mtrs.

24.2 Parking space provisions shall be as given in bye-law No.13

24.3 Requirements of water supply, drainage and sanitary installations shall be as per Table 7,8, and 20 but in no case less than 1 W.C. and one urinal point shall be permitted.

- 24.4 a) Notwithstanding the provision of exit requirements as per bye-law No. 16, each working room shall be provided with adequate number of exits not less than two in number.
- b) No exit shall be less than 1.2 mtrs in width and 2.1 mtrs. in height and doors of such exit shall be so arranged that it can be opened easily from inside.
- c) No stair case, lobby corridors or passage shall be less than 1.2 mtrs. in width.

24.5 There shall be provided at all time for each persons employed in any room of the factory at least 3.5 sq. mrt. of the floor space exclusive of that occupied by the machinery and a breathing space of at least 15 cu. m. (Further the provisions of Part VIII Section 1 Lighting and Ventilation of National Building Code of India shall be followed.)

24.6 The effluent from Industrials (Industrial and biological in nature) shall be treated and shall be of quality to the satisfaction of the concerned authorities before letting out the same into a water course or municipal drain.

25 DEDUCATIONAL BUILDINGS (SCHOOLS/COLLEGES)

25.1 No basement or cellar room shall be designed, constructed, altered, converted or used for the purpose of study or instruction.

25.2 Every such building, exceeding two storeyes in height shall be constructed of fire resisting material throughout.

25.3 The minimum size of a cellar room, study room or room used for purposes of instruction, shall be 5.5 mX 4.5m and no part of such room shall be distant more than 7.5 m from an external wall abutting on the requisite open space. Every such room shall have a minimum ventilation to the extent of 15th of its floor area.

25.4 A minimum of 1sq.m. of net floor space per student shall be provided. A central hall will not be counted in the accomodation, nor will a class room for cookery, laundry, manual instruction, drawing or science. The number of students in such building shall be calculated on this basis for the purposes of this clause.

25.5 Every assembly room, gymnasium, shall have a clear height of 3.6 m. except under a girder which may project 0.6 mtr. below the required ceiling height.

A clear internal height under balcony or a girder shall not be less than 3.00 mtrs.

A minimum room height for class room in Primary Schools and Secondary Schools and other institutions shall be not less than 3m. The minimum head room under beams shall be 2.75m.

25.6 Exit requirements shall conform to bye-law No. 16 No door shall be less than 1.2 m in width and 2.20 m in height.

25.7 Requirements of water supply, drainage and sanitary installations shall conform to Table 7 to 12.

25.8 A play ground shall be provided as per norms decided by the Authority.

26. ASSEMBLY BUILDINGS (CINEMA, THEATERS, ETC.)

26.1 The relevant provision of the Cinematographic Rules under Delhi Cinematographic Act 1952 and IS : 4878-1968 Code for Construction of Cinema Buildings shall apply for planning, design and construction of Cinema Buildings.

26.2 Parking spaces wherever not specifically given shall conform to bye-law No. 13.0.

26.3 Requirements of water supply, drainage and sanitation shall conform to provisions of Tables 7,8,17 and 18.

26.4 Buildings for religious worship shall not be erected on a site which has been previously approved by Authority.

27. POULTRY FARMS.

27.1 The coverage for poultry farms shall be as decided by the Authority.

27.2 Set Back- The set back for farm building from the right of way shall be:

Road	Front Set Back
National Highway (90 m)	60 m
Provincial Highway (60)	37 m
Major Urban Road (30 m)	22 m
Village Road (18 m)	13 m

27.3 Space Planning:

- a) There should be a minimum distance of 6 m between sheds in the farm.
- b) The minimum distance of any farm building from the property line should be 4.5 m.
- c) The minimum distance of any farm shed or farm building from the dwelling unit should be 7.5 m.

27.4 *Farm Shed:*

- a) Sheds should be constructed on pillars with walls on two longer sides not higher than 1.2 m.
- b) The remaining height of the farm sheds in respects of two longer side walls can be covered with netting or other similar material.
- c) The maximum height of the roof of the farm shed shall not exceed 6 m.

27.5 *Dwelling in Farm Houses :* The following norms shall be adopted for construction of dwellings in farm houses:-

- a) The maximum coverage for the dwelling unit shall be as per the provision of the Master Plan;
- b) The distance of dwelling units from farm shed shall be as in bye-law No. 27.3 (c) ;
- c) The requirements of parts of dwellings shall be as in Bye-law No.14; and

d) Any other special requirements as specified by the Authority.

27.6 In case of special buildings not covered above , e.g. petrol pumps, gas godown etc. will be followed as per the norms given by the concerned authorities and approved by the DDA from time to time.

28. RULES FOR DEVELOPMENT OF LAND.

28.1 The provisions of Delhi Master Plan and norms formulated by the Delhi Development Authority shall apply regarding sub-division of a large parcel of land into plots, open areas, roads, spaces for services and community facilities. The same alongwith provisions of Bye-law No. 11 shall apply for sub-division proposals for a large plot into individual plots.

29. PENAL ACTION FOR VIOLATION OF MASTER PLAN/ZONAL PLAN REGULATIONS/BYE-LAWS.

29.1 The Authority under the provisions of Delhi Development 'Act, 1957 shall take penal action for violation of Master Plan/Zonal Plan regulations/Bye-laws which may include stop-page of construction activity, demolition/alteration and levying penalties as given in APPENDIX 'Q'.

APPENDIX-'A'
(Bye-law No. 6.1) Form : 1

FORM FOR FIRST APPLICATION TO ERECT, RE-ERECT OR TO MAKE MATERIAL ALTERATION IN ANY PLACE IN A BUILDING.

To.
The Vice-Chairman,
Delhi Development Authority,
New Delhi.

Sir,
I hereby give notice that I intend to erect/re-erect/demolition or to make alteration in the Building No _____ or to _____ on/in plot No _____ Block No _____ House no _____ situated at _____ Scheme _____ and in accordance with the building Bye-laws of Delhi, Bye-law No _____ AND I forward herewith the following plans and specifications duly signed by me and _____ (name in block letters), the Licenced Architect/ Engineer/ Supervisor/Group-Licence No. _____ who have prepared the plans, designs etc. and who will supervise its erection and a copy of other statements/documents (as applicable).

1. Site Plan.
2. Building Plan.
3. Services Plan.
4. General Specifications (in attached form).
5. Ownership Title.
6. Attested copy of Receipt for payment of application fee.
7. Other documents, as required.

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

Signature of owner _____
Name of Owner _____
(In Block Letters)

Address of Owner _____

Dated _____

APPENDIX 'B'
(Bye-law No. 6.2.8)

FORM FOR SUPERVISION-II

To.

The Vice-Chairman,
Delhi Development Authority,
New Delhi.

Sir,

I hereby certify that the drainage/sanitary and water supply works shall be executed by me or under my strict supervision for the work of erection/re-erection/demolition or material alteration of the proposal for which building permit application in respect of building No _____ on/in plot No _____ in Block No _____ situated in the scheme _____ and I certify that all the materials and workmanship of the work shall be in accordance with the standard laid down by I.S.I. and the provision of the building bye-laws, and that the work shall be carried out in accordance with the sanctioned plan.

Signature of Licensed
Engineer/Plumber _____

Name of the Licensed
Engineer/Plumber
(In Block Letters) _____

License No. of Licensed
Engineer/Plumber. _____

Address of Licensed/Engineer/
Plumber. _____

Dated _____

APPENDIX 'A'

Form: II (Bye-Law NO. 6.2.6)

FORM FOR SPECIFICATIONS OF PROPOSED BUILDINGS

a) The purpose (Residence, Office, Godown, Restaurant, Hotel, Dharamshala, School, Hostel, Cinema, Shop, Factory, Stable) for which it is intended to be used. _____

b) Details of Coverage on respective floors are given below:-

	Existing	Proposed	Total
1) Basement Floor.			
2) Ground floor.			
3) Mezzanine floor			
4) First floor.			
5) Second floor			
6) Third floor.			
7)			
8)			
9)			
10)			

c) Approximate number of inhabitants proposed to be accommodated.

d) The number of latrines, Urinals, kitchens, baths to be provided.

e) The source of water to be used in the construction.

f) Distance from public sewer.

g) The material to be used in construction.

Walls/Columns/Foundations.

Roofs

Floor

APPENDIX 'B'
(Bye-law No. 6.2.7)

FOR SUPERVISION-I

To

The Vice-Chairman,
Delhi Development Authority,
New Delhi.

Sir,

I hereby certify that the erection re-erection/demolition or material alteration in/of building No.....on/in Plot No.....in Block No.....situated atScheme.....shall be carried out under my supervision and I certify that all the materials (type and grade) and the workmanship of the work shall be generally in accordance with the general specifications submitted alongwith; and that the work shall be carried out according to the sanctioned plans.

Signature of Licenced Architect/
Engineer/Supervisor/Group

Name of Licensed Architect/Engineer/
Supervisor/Group

In Block letters)

Licence No. of Licensed Architect/
Engineer/Supervisor/Group

Address of Licensed Architect/Engineer
Supervisor/Group

Dated.....

APPENDIX-'B'

(Bye-law No. 7.2.1)

Form-III

FORM FOR NOTICE FOR COMMENCEMENT OF WORK

To

The Vice-Chairman,
Delhi Development Authority,
New Delhi.

Dear Sir,

I hereby certify that the erection/re-erection/demolition of material alteration in/of building No.....on/in plot No.....Block No.....situated at.....Scheme, will be commenced on.....as per your permission vide Office communication No.....dated..... under the supervision of.....Licensed Architect/ Engineer/ Supervisor/Group, Licence No.....and in accordance with the plans sanctioned.

Signature of owner.....

Name of owner.....
(In block letters)

Address of owner.....
.....

Dated.....

APPENDIX-'C'

(to be submitted in duplicate)

Form : C (Bye-Law No. 7.2.2)

(For the inspection of under-ground/drainage sanitary & other
pipe lines before covering the lines)

To

The Vice-Chairman,
Delhi Development Authority
New Delhi.

Dear Sir,

I/We undersigned hereby give you Notice of my/our intention to cover up the drain-
age work on _____ (date) at _____ (time) in the premises of plot
No _____ Block No _____ Scheme _____
_____ and request inspection and approval of the same.

The work was sanctioned by the Delhi Development Authority vide letter No _____
dated _____

The fees Rs.10/- has been deposited under cash receipt No _____
dated _____

Signature of the owner _____

Name of the owner _____

Address _____

Certified that the drainage/sanitary work has been executed under my supervision
and is per Bldg. Bye-laws/sanctiond plan.

Signature of Plumber

Name of Plumber _____

Licence No. _____

Address _____

Note:- THIS NOTICE MUST REACH THE BUILDING SECTION TEN CLEAR
DAYS BEFORE THE WORK INTENDED TO BE COVERED UP

DELHI DEVELOPMENT AUTHORITY
BUILDING SECTION

File No _____

Dated _____

Certified thhat the above works have been inspected and approved.

For Vice-Chairman,
Delhi development Authority,

APPENDIX-'D'

(Bye-Law No. 7.2.3)

FORM 'D' FOR FINAL INSPECTION OF SANITARY/WATER SUPPLY WORK
(to be submitted in duplicate)

The Vice-Chairman,
Delhi Development Authority,
New Delhi.

Sir,

I/We undersigned hereby given you notice that the drainage works in the premises of Plot No. _____ Block No. _____ Scheme _____ will be completed entirely and ready for your final inspection on the _____ (date) at _____ (time) and request inspection and approval of the same.

The work was sanctioned by the Delhi Development Authority vide letter No. _____ dated _____ The fee of Rs.15/- has been deposited vide C.R. No. _____ dated _____

Signature of the owner _____
Name _____
Address _____

Certified that the sanitary/water supply work has been executed under my supervision and per building bye-laws/sanctioned plan.

Signature of plumber/Engineer _____
Name of plumber/Engineer _____
Licence No. _____
Address No. _____

DELHI DEVELOPMENT AUTHORITY
BUILDING SECTION

File No. _____

Dated _____

Certified that the above works have been inspected and approved.

For-VICE-CHAIRMAN,
DELHI DEVELOPMENT AUTHORITY.

APPENDIX-'E'
Form-I (Bye-Law No. 6.7.1)

DELHI DEVELOPMENT AUTHORITY
BUILDING SECTION

3rd Floor,
Vikas Minar,
New Delhi-

File No.....

Dated.....

To

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

Subject : Sanction U/s 12 of the Delhi Development Act.

Dear Sir/Madam,

With reference to your application dated.....for the grant of sanction to erect/re-erect/add to/alteration in the building to carry out the development specified in the side application relating to plot No.....Block No.....situated in/at.....I have to state that the same has been sanctioned on.....by the D.D.A. subject to the following conditions and corrections made on the plan:-

1. The plans are valid upto.....Day.....Month.....Year.
2. The construction will be undertaken as per sanctioned plan only and no deviation from the bye-laws is liable to be demolished and the supervising architect engaged on the job will run the risk of having his licence cancelled.
3. Violation of building bye-laws will not be compounded.
4. It will be the duty of the owner of the plot and the architect preparing the plans to ensure that the sanctioned plans are as per prevalent building bye-laws. If any infringement of bye-laws remain unnoticed the D.D.A. reserved the right to amend the plans as and when the infringement comes to its notice and D.D.A. will stand indemnified against any claim on this account.

5. A notice in writing shall be sent to DDA before commencement of the erection of the building as per bye-laws. Similar notice will be sent to DDA when the building has reached upto plinth level.
6. The party shall not occupy or permit it to occupy the building, or use or per or permit to be used the building or any part thereof affected by any such work until occupancy certificate is issued by the authority.
7. DDA will stand indemnified and kept harmless from all proceedings in courts and before other authorities of all expenses/losses/claims which the DDA may incur or become liable to pay as a result or in consequences, of the sanction accorded by it to these building plans.
8. The door and window leaves shall be fixed in such a way that they shall not when open, project on any street.
9. The party will convert the house into two dwelling units on each floor.
10. The building shall not be constructed within minimum distance as specified in Indian Electricity rules from voltage lines runing on side of the site.
11. The land left open on consequences of the enforcement of the set back rule shall form part of the public street.
12. The sanction will be void *ab initio* if auxiliary conditions mentioned above are not complied.

Yours fathfully,
For Vice-Chairman,
Delhi development Authority,

Encl: A set of sanctioned plan.

APPENDIX-'E'

(Bye-law No. 6.7)

Form No.II

FOR REFUSAL OF SANCTION

To

File No. _____

Dated _____

Sir,

With reference to your application No. _____ dated _____ for the grant of sanction for the erection of a building/execution of work in House No _____ Plot No _____ Block NO. _____ Scheme _____ situated at _____ I have to inform you that the sanction has been refused on _____ on the following grounds:.

- 1.
- 2.
- 3.
- 4.
- 5.

Yours faithfully,

For Vice-Chairman
Delhi Development Authority

APPENDIX-E

(Form-III: (Bye-Law No. 6.8)
(Form of Revalidation)

DELHI DEVELOPMENT AUTHORITY

BUILDING SECTION

File No _____

Dated _____

To

Shri/Madam _____

Sub : Revalidation of building plans relating to Plot No _____ Block No _____
Scheme _____

Dear Sir/Madam,

With reference to your application dated _____ on the subject cited above,
I am directed to inform you that your building plans which have been sanctioned on _____
vide File No _____ have been revalidated upto _____

2. Original sanctioned plan submitted by you is also returned herewith.

Yours faithfully,

For Vice-Chairman,
Delhi Development Authority

Encl: As above.

APPENDIX-E
(Form-IV)

(Form of Deletion)

DELHI DEVELOPMENT AUTHORITY
BUILDING SECTION

File No _____

Dated _____

To

Sub: Request for deletion of some portion (s) respect of Plot No. _____ Block
No. _____ Scheme _____

Dear Sir/Madam,

With reference to your application dated _____ on the subject cited above, I am directed to inform you that your request has since been accepted subject to condition that no building plan fee will be refunded to you for the deleted portion (s). A set of building plan duly deleted is returned herewith.

2. Please acknowledge receipt.

Yours faithfully,

For Vice-Chairman.
Delhi Development Authority

Encl: As above

APPENDIX 'F'

(Bye-law No. 7.5.2)

FORM OF NOTICE OF COMPLETION

(To be submitted alongwith fee of Rs. 20/-for notice of completion and other relevant documents).

To

The Vice-Chairman,
Delhi Development Authority,
New Delhi.

Dear Sir,

I/We hereby given notice that I/We have completed the erection of the building/execution of the works in Plot No. _____ Block No. _____ Scheme _____ in pursuance of the sanction granted by the Authority vide File No. _____ dated _____.

2. Permission to occupy or use the building may be granted.

Yours faithfully,

Signature of owner _____

Name of owner _____
(in block letters)

Address of the owner _____

Dated: _____

Encl: As above.

APPENDIX 'G'

(Bye-law 7.5.2)

Form for certificate of Licensed Architect/Engineer/Supervisor /Group.
(to be submitted alongwith notice of completion)

To

The Vice-Chairman,
Delhi Development Authority,
New Delhi.

Dear Sir,

I hereby certify that the erection/re-erection or material alteration in/at building No. _____ on/in Plot No. _____ Block No. _____ situated at _____ Scheme has been supervised by me and has been completed on _____ according to the plans sanctioned, vide office communication No. _____ dated _____. The work has been completed to my best satisfaction, the workmanship and all the materials (type and grade) have been used strictly in accordance with general and detailed specifications. No provisions of the Building bye-laws, no requisition made, conditions prescribed or orders issued thereunder have been transgressed in the course of the work. The building is fit for use which it has been erected/re-erected or altered/constructed and enlarged.

Signature of licensed Architect/
Engineer/Supervisor/Group _____
Name of Licensed Architect/
Engineer/Supervisor/Group _____
(in block letters)
Licence No. of Architect/Engineer/
Supervisor/Group _____
Address of Licensed Architect/
Engineer/Supervisor/Group _____

APPENDIX 'H'

(Bye-law No. 7.6)

FORM-I

**DELHI DEVELOPMENT AUTHORITY
BUILDING SECTION**

3rd floor Vikas Minar,
New Delhi.

No.F _____

Dated _____

Plan No. _____

Shri/Miss/smt. _____

OCCUPANCY CERTIFICATE

With reference to your notice of completion dated _____ I hereby certify that building, as per description below certified plan at plot No _____ Block No _____ Scheme _____ whose plans were sanctioned vide No _____ has been inspected with reference to building bye-law in respect of the structural safety, fire safety, hygienic and sanitary conditions inside and in the surroundings and is declared fit for occupation.

DESCRIPTION OF CONSTRUCTION

Ground Floor

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

Second Floor

- 1.
- 2.
- 3.
- 4.

Encl:

Vice-Chairman

Copy of certified completion

Authority

plan

First Floor

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

Barsati Floor

- 1.
- 2.
- 3.
- 4.

For

Delhi Development

APPENDIX-'H'
FORM-II
(Bye-Law-7.6)

Form of rejection or compliance in respect of Occupancy Certificate

3rd Floor, Vikas Minar,
New Delhi-2

No.F. () Bldg.

Dated _____ 199.

Subject:-Occupancy Certificate in respect of Plot No _____ Block No _____
Scheme _____

Dear sir/Madam,

- 1) With reference to your letter dated _____
- 2) With reference to your Notice of Completion dated _____
- 3) In continuation to this office letter of even No _____ dated _____ on the subject noted above, I am directed to inform you that your case has been examined and occupancy certificate is rejected for the reasons as given below:-

I am directed to request you to comply with the following:-

- a) SUBMISSION OF THE FOLLOWING DOCUMENTS:-
 - 1)
 - 2)
 - 3)
 - 4)
 - 5)

- b) RECTIFICATION OF THE FOLLOWINGS:-
 - 1)
 - 2)
 - 3)
 - 4)
 - 5)
 - 6)

C) The following items can be regularised on payment of compounding fee noted against each :

Sl. No.	Item	Rate of C. fee	Amount of C. fee in Rs.
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			
18.			

Total C. Fee Rs: _____

2. Cheques will not be accepted and the cash payment will be accepted on Counter No. 1 Ground floor, Vikas Minar between 10.00 a.m. to 1.00 P.M. except 2nd & 4th Saturday and upto 12.00 a.m. will be accepted on 1st, 3rd & 5th Saturday of the month.

3. You are, therefore, requested to do the needful by _____ failing which your request for the issue of Occupancy Certificate will be rejected without any further reference to you and necessary action under the law be initiated.

4. Please quote your file number while sending the reply of the letters.

Yours faithfully,

For Vice-Chairman,
Delhi Development Authority.

Note:- The existing Annexure-J in the finalised draft prepared by ISI is to be substituted in To-To by the following

ANNEXURE-J

The use, coverage, FAR, set backs, open space, height, number of storeys, parking standards etc. for various categories of buildings shall be as per the provisions contained in Master/Zonal Plan and the amendments made in those from time to time. Wherever the provision of Master Plan/Zonal Plan are silent on such issues or which require interpretation, the norms as decided by the competent authority shall apply.

Some of the extracts relating to the above provisions from Master Plan as amended upto 1st June, 1983 are reproduced as under :-

RESIDENTIAL USE ZONE :-

Irrespective of the actual number of servants quarters, for purpose of the density calculations of considering layout plans, the number of servants quarters in various sizes of plots will be reckoned as under :-

- a) Plot upto 300 sq yards: Nil.
- b) Plots above 300 sq. yards. One servant's quarter per dwelling unit (250 sq. mtr.)

Good planning practice for designs of residential areas should include:-

- i) Light and air in the building ;
- ii) Protection against noise, dust and local hazards;
- iii) Open space for various family needs;
- iv) Easy circulation and access, safety from accidents;
- v) As far as possible regular shape of plots; and
- vi) A logical arrangement of residential plots by size and shapes.

The translation of these requirements into actual planning practice would vary with design relation and density patterns.

INDIVIDUAL PLOTS:-

(Row houses, detached and semi-detached houses).

- a) *Minimum plot size:-* The minimum size of an individual residential plot for a two storey, two family dwelling, should be 125 square yards. In the case of low cost housing for

low income-group and slum re-housing, the minimum plot size could be 80 sq. yds. for two dwelling units, one on each floor, and about 33 sq. mt. (40sq. yds.) for single dwelling unit-two storey building without a barsati floor.

NOTES:

- 1) "Each servant's quarter shall comprise one or more habitable room/rooms, kitchenette/cooking varandah/space, bath room and lavatory, subject to a minimum of a total floor space measuring 18.58 sq.mtr. (200sq. ft.).
- 2) "For the purpose of density calculation, the number of persons per servant's quarter will be reckoned as 2.
- 3) "The number of dwelling units on a plot will be reckoned as in the table below:-

Sl. No.	Plot size	No. of dwelling units
1.	Not exceeding 500 sq. mt.	One dwelling unit on each floor.
2.	Above 500 sq. mt. but not exceeding 1500 sq. mt.	Two dwelling units on each floor, whether attached or detached.
3.	Above 1500 sq. mt. but not exceeding 2250 sq. mt.	Three dwelling units on each floor whether attached or detached.
4.	Above 2250 sq. mt. but not exceeding 3000 sq. mt.	Four dwelling units on each floor, whether attached or detached.
5.	Above 3000 sq. mt. but not exceeding 3750 sq. mt.	Five dwelling units on each floor, whether attached or detached.
6.	Above 3750 sq. mt.	Six dwelling units on each floor, whether attached or detached.
b)	<i>Plot Coverage</i> -The plot coverage shall be as follows:-	
		Coverage on each floor
i)	a) Upto 100 sq. yds. (83.61 sq.mt.)	66 $\frac{2}{3}$ %
	b) Above 100 sq. yds. (83.61 sq. mt.) but not exceeding 300 sq. yds. (250.83. sq.mt.)	60%
ii)	Above 300 sq. yds. and not exceeding 600 sq. yds.	50%
iii)	Above 600 sq. yds. and not exceeding 1200 sq. yds.	40%
iv)	Above 1,200 sq. yds.	33.33%

Provided that, in the areas which, prior to the establishment of the Municipal Corporation of Delhi, were included within the jurisdiction of the Delhi Municipal Committee, the

permissible plot coverage for plots not exceeding 200 sq. yds. shall be as under:-

- i) Not exceeding 100 sq.yds. 75% on each floor.
- ii) Above 100sq. yds. and not exceeding 200 sq.yds. 66 $\frac{20}{3}$ % on each floor

Note:- (1) The area to be covered used in no case be less than the permissible covered area for the large size plot in the lower category. For example, the area to be covered in a plot of 1028.44 sq.mt. (1230sq.yds.) will be 40% of 1003.3 sq.mt.(1,200sq.yds.) i.e. (401.34 sq.mts.) (480 sq.yds.) and not 1/3 rd of 1028.44 sq.mt. (1.230sq.yds.) which is only 342.81 sq.mt. (410 sq.yds).”

- c) Floors-In individual residential plots, normally only two storeyed buildings may be allowed plus an optional provision of barsati floor at the top. In individual plots exceeding 167.23 sq.mt. (200sq.yds.) a building raised on stilts may be permitted provided the stilt floor shall be treated as one of the main floors of the building.

Where a barsati is permitted, not more than 25% of the covered area on the ground floor or the floor immediately below the barsati or 500sq.ft. whichever is less, should be allowed to be covered including the area covered by a staircase leading to the barsati. The barsati may be enclosed.

- d) Frontage of plots-Each individual plot should provide minimum frontage of 18 ft. on the access road, The ratio of depth to frontage should normally range between 3.0 to 2.0 is to 1.0.
- e) Set back lines-The following set back, lines are prescribed depending upon the depth of plot for individual plots.
- i) Front set back.

Depth of plot.	Minimum set back required from plot line
a) upto 60 feet	10 feet.
b) Above 60 ft. and not exceeding 90 ft.	15 feet.
c) Above 90 ft. and not exceeding 120 ft.	20 feet.
d) Above 120 ft. and not exceeding 150 ft.	25 feet.
e) Above 150 ft. and not exceeding 200 ft.	30 feet.
f) Above 200 ft.	40 feet.
ii) Rear set back line-Besides the front set back line, set back should also be provided at the rear of the plots according to municipal bye-laws subject to height restriction to allow sufficient light and air circulation.	
iii) Side set back line-Sideset backs of at least 10 ft. from plot line on each side should be left on detached plots.	

In semi-detached, plots side set back on one side should be at least 10ft. from the plot line to the building line.

For row housing, corner plots should be suitably set back from the road right of way, according to traffic requirements.

f) Service Lanes: The minimum width of the service lane shall be 15 ft. but it may be reduced to 10 ft. in the case of low cost housing schemes sponsored by Government, Semi-Government or other public bodies. It is not necessary to have these in the case of detached and semi-detached housing. If provided, it should have a minimum of 15 ft. right of way.

In the case of row and terraced housing, service lanes may be provided. It should have a minimum right of way of 15 ft. In case the length of the lane is more than 500 ft. the minimum right of way should be 20 ft.

Where garages are to be provided, in order to allow for easy turn of motor vehicle, the garages should be set back 15 ft. from the centre line of the service lane.

GROUP HOUSING-

Group housing developments (two and multi storey apartments of low cost housing schemes) which will not be sub-divided into the customary streets and plots, will be governed by good design standards to ensure open spaces and community facilities. The intensity of use and the net density in these are intended to be higher than that stipulated in the plan, provided the average gross residential density of the area under development of which the group housing is a part, is in accordance with the density requirement of the plan. Also, no limits on the number of floors is stipulated except those that may be imposed in areas near monuments, Airports etc. Access to dwellings could be provided by walk way and pedestrian paths and their width would also be governed by design requirements. Adequate provision has to be made for parking & servicing & the walk ways should open on a residential street of at least 45 ft. or cul-de-sac or loop street of at least 30 feet.

In case of group housing having more than two storeys, steps must be taken to ensure water in the higher floors. For this purpose booster pumps and overhead tanks must be installed. Lifts and suitable stair-cases should be provided for more than 4 storey high building. Also open balconies for open air sleeping or air conditioning must be provided. In order to encourage higher storey development which will provide more open spaces by having lesser coverage, a higher floor area ratio is allowed. It is expected that development on group housing basis would be done according to the Zonal Development Plan. However, in respect of plots size of less than one acre group-housing would also be permissible subject to the standards mentioned in foot note (3) on page 55 of the Master Plan for Delhi as amended by the Table showing 'Plot size' and No. of dwelling units given on page 89.

Gross residential density (Persons per acre).	Maximum Coverage %	Maximum F.A.R.*
25 , , ,	25	75
50 , , ,	25	75
60 , , ,	25	75
75 , , ,	30	125
100 , , ,	33.1/3%	150
125 , , ,	33.1/3%	150
150 , , ,	35	150
200 , , ,	35	175
250 , , ,	35	175

$$\text{*F.A.R. or floor area ratio} = \frac{\text{Floor area} \times 100}{\text{Plot area}}$$

Floor area is defined as plinth area on all floors unless specifically excluded.

Notes:

- 1) The coverages will be calculated on the basis of the whole area reserved for Group Housing after deducting:-
 - i) The area of collection streets 80 feet wide and feeder streets 60 feet wide around and within the group housing area. ('Residential streets, loop streets cul-de-sac, service lanes will be deducted.)
 - ii) The area for schools and other community facilities within the group housing area; and
 - iii) The area for neighbourhood parks within the group housing area as shown in the Zonal Development Plan (local open spaces, playground and tot-lots will not be deducted).
- 2) The above basis will apply even in the case of group housing covering an entire neighbourhood, the whole of which will be treated as one scheme.
- 3) In density calculation for group housing, each servant's quarter will be reckoned as one family.
- 4) The density of particular neighbourhood in which the group housing area is located will be as shown in the Zonal Development Plan and the corresponding figure in the above table will be operative unless otherwise prescribed in the Zonal Development Plan for a specific area.
- 5) The areas of barsati and mumti to the extent permissible for houses on individual plots will not be reckoned in the FAR.

5A) For all areas in Delhi for residential development on group housing basis the FAR will be further subject to the restriction of various heights as below:

- i) A maximum of 36.58 mts. (120ft.) in respect of Government point block buildings where over-head reservoirs (tanks) as well as lifts and other services are to be provided in the buildings.
- ii) A maximum of 24.4 mtrs. (80 ft.) where lift and other necessary services are provided; and
- iii) A maximum of 13.72 mtrs. (45ft.) if such services are not adequately provided.

6) "Group Housing" includes construction of a number of dwelling units, without customary division into streets and individual holdings with a view to ensuring more rational distribution of space and creation of desirable environment. It also includes creation of several dwelling units out of one dwelling unit by partition.

II. "Agricultural Green Belt" and "Rural" Use Zones:

In order to preserve these Zones in agricultural use certain restrictions on the size of the dwelling units should be imposed. They are as follows:-

i) *The minimum size of a farm shall be as under:-*

- a) Orchard & Vegetable Farm. - 1 hect.
- b) Poultry, Stud, Dairy & other live-stock farms. - 2 hecets.

ii) *The minimum coverage & height of DUs. shall be as under :-*

Sl. No.	Size of farm.	Max. coverage of d.u.	Max. ht. of d.u.
a)	1 hect. & above but less than 2 hecets.	100 sq. mts. (including mezzanine floor)	Single storeyed maximum ht. 6 mts.
b)	2 hecets & above.	150sq. mts. (including mezzanine floor)	Single storeyed maximum ht. 6 mts.

N.B. (1) Set back for dwelling house should be 50 feet from any boundary line of the property.

(2) Where the property abuts an urban road, the dwelling house building should be set back from the centre line of that road by 200 ft. Where the property abuts a village road, the building set back from the centre line of that road should be 100 feet.

- (3) No dwelling unit should be built within two furlongs of the right of any National highway.
- (4) In the case of special farms, for example, horse-breeding farms covering a large area, Government may allow a large coverage as may be considered necessary for farm houses to be built on these farm.

III. GOVERNMENT OFFICES:

- a) The Central Secretariat Complex-In order to achieve architectural composition and intensive use, the following provisions are stipulated:-

F.A.R. - - - - - 200
 Maximum ground floor coverage including 5% for covered parking : 25%

Another 5% may be allowed for covered garage for car and cycle parking. This area for parking on the ground floor will not be taken into consideration for calculating FAR but the office space above it in first and upper floors will be counted. The total ground coverage including covered parking will not exceed 30%.

Semi-basement will be allowed for parking, servicing and storage and will not be taken in for FAR calculation. It shall not exceed the ground floor coverage. Upto 50% of the open area may be utilised for open parking and roads and the rest may be land-scaped.

- b) All other locations including those in District Centres:
- i) FAR for plots other than for those described in item (ii) here-under 150
- ii) FAR for plots fronting on and to the north of Indraprastha Marg and lying between the Abdul Nabi Mosque and A.G.C.R. Bldg. 300

IV. COMMERCIAL AND RETAIL:

- a) Connaught Place Extension, Minto Road and Ranjit Singh Road-The size of the plot will naturally depend on the layout of the commercial area but any further sub-division of plots in the Connaught place and its proposed extension area is not desirable.

Maximum FAR (Connaught Place and its extension) 250
 Maximum FAR (Minto Road and Ranjit Singh Road) 400
 Maximum floor coverage for all the floors shall be 25 percent except in the case of hotels where for ground and first floors, an additional coverage of 5 percent will be permissible.

Semi-basement, covering not more than the ground floor coverage, will be allowed for parking, servicing and storage and will not be taken into FAR calculations. Upto 50% of the open area may be utilised for open parking and roads and the rest may be land-scaped.

There is no limit on the number of floors but will be subject to air and light planes.

Minimum Set back:

	<u>For plots fronting 150 feet wide road.</u>	<u>For plots fronting 100 feet wide road and less</u>
Front	50 feet	40 feet
Rear	20 feet	20 feet
Sides	15 feet	15 feet

Service lane, if provided, should have a minimum right of way of 30 feet. In case there is a service lane on the side or rear, then set back for ground and first floor is optional but should not be less than 20 feet for second floor and above.

b) F.A.R., Coverage etc. for already built-up commercial areas in the walled city like Chandni Chowk etc. (List given in the Master Plan for Delhi) : In such cases, coverages permissible would be as applicable in the existing building bye-laws of the Municipal Corporation of Delhi, e.g., 80 per cent on the ground floor and 70 percent on the first floor and so on, with 150 F.A.R. for a two-storey construction, 200 F.A.R. for a three-storey construction, 250 FAR for a four-storey construction and so on, provided that the FAR will not exceed 300.

c) District Centres and proposed Central Business Districts in Shahdara and Karol Bagh-

The FAR and maximum coverage for flatted factories and Government Offices in District Centres has been stated separately. The provision below apply to the retail, commercial and service industrial area which should be worked out as a composite scheme. The coverage is for the whole commercial area and not for plots.

FAR	150	
District Centres upto 25 acres	Maximum coverage on ground floor including covered parking.	30%
District Centres more than 25 acres.	Maximum coverage on ground floor including covered parking.	25%
Sub-District Centres	Maximum FAR 125 Maximum Ground coverage	25%

Semi-basement for parking, servicing and storage may be permitted. This should not exceed ground floor coverage, and should not be taken into consideration in FAR calculation.

- d) Community Centres and retail centres shown in the plan-
 FAR 100
 Maximum coverage on ground floor 35%
- e) Neighbourhood shopping centres
 FAR 100
 Maximum coverage on ground floor 40%

Notes :-

- 1) For commercial development, including offices, in all areas of Delhi, the maximum ground coverage shall be 25 percent for all floor except that in the case of hotels an additional coverage of 5 percent will be permissible on ground and first floors only.
- 2) Parking standards for various types of commercial activities shall be as below:-

Type of activity	Total equivalent car space
a) Trade	1.14 car spaces per 92.9 sq.mtrs (1000 sq. ft.) of built up space within the curtilage of the building/basement, and additional 1.14 car spaces for 92.9 sq. mt.(1000 sq.ft.) of built up space within the plot outside the building, subject to the condition that 50 percent of the open space around the building should in any case be left for greenary/landscaping.
b) Offices, cinema Hotels; (5-3 Star)	1.14 car space per 92.9 sq. mts.(1000 sq. ft.)of built-up space within the curtilage of the building/basement, and an additional parking, where required, limited to the extent of 1.14 car spaces per 92.9 sq. mts. (1000 sq. ft.) of the built-up spaces, subject to the condition that 50 percent of the open space around the building should in any case be left for greenary/landscaping.

- 3) The maximum coverage on the ground floor shown against-
- i) Sub-paragraph (c) against District Centres upto 25 acres.
- ii) Sub-Paragraph (d) against community centres and retail centres; and
- iii) Sub-Paragraph (e) against neighbourhood shopping centres-shall be permitted by the coverage as indicated in Note (1) at page 96 under Item (2) above.

V. WHOLESSELLING

	F.A.R.	150
Maximum ground floor coverage		50%
Basement allowed as commercial and retail areas.		
Maximum set back		
Front		25 feet.
Rear		15 feet.
Sides		15 feet.

VI. GENERAL WAREHOUSING, STORAGE ETC.

FAR	150
Maximum ground floor coverage	50%
Minimum set back.	

	For plots below 1/4 acre	For plots 1/4 acre to 1 acre	For plots above 1 acre
Front	15 feet.	25 feet.	50 feet.
Rear	15 feet.	15 feet.	25 feet.
Sides	Optional	15 feet.	15 feet.

Basement allowed for parking, servicing and storage should not exceed ground floor coverage and not counted for F.A.R. calculations.

Special consideration for F.A.R., coverage, set backs, parking etc. will be specified for special trades like grains, oil, timber and other building materials.

VII. INDUSTRIAL AND MANUFACTURING

a) Flatted Factory (in central areas)

Minimum plot area	One acre.
Maximum No. of floors	6
Maximum coverage	40%
F.A.R.	150

The minimum number of floors allowed is two. A basement not exceeding ground floor coverage is allowed for storage and servicing only and will not be taken into account in floor area ratio calculations

Minimum Set back		
Front	—	50 feet.
Rear	—	50 feet.
Sides	—	20 feet.

b) Industrial-cum-Work Centre:

(In District Centre and outlying areas).

Minimum plot area	Two acres.
Maximum No. of floors.	10
Maximum coverage.	33.1/3%
Floor area ratio	120

The minimum number of floors allowed is two. A basement, not exceeding ground floor coverage, is allowed for storage and servicing only and will be taken into account in floor area calculation.

Minimum set backs as for flatted factory above.

c) Special Industry:-

Minimum plot area	Two acres.
Maximum coverage	15%
Maximum height	60 feet.
Floor area ratio	25

Basement allowed as in flatted factory.

Minimum set back.

Front	100 feet.
Rear	50 feet.
Sides	20 feet.

d) Light industries:-

Minimum plot area.	400 sq. yards.
Minimum frontage.	40 feet.
Maximum plot area.	Two acres.

(may be relaxed in special cases upto 7 acres)

The following sliding scale of coverages and floor area ratios is prescribed. A basement will be allowed as in the case of a flatted factory :-

Plot area in acres	Maximum plot coverage	FAR
1) 400 sq. yds. to 1.00 acre	50%	60
2) Above 1.00 acre to 3.00 acres	45%	60
3) Above 3.00 acres to 7.00 acres	40%	50

Minimum set backs:-

	For plots below 0.25 acre.	For plots 0.25 acres and above upto 1 acre	For plots above one acre
Front	15 feet.	20 feet.	50 feet.
Rear	15 feet.	15 feet.	50 feet.
Sides	Optional	15 feet on one side and 10 feet on the other.	50 feet.

e) Service Industries:
Same regulation as for light industries.

f) Extensive Industries:
The following sliding scale of coverage and floor area ratio is prescribed:-

	Plot area in acres	Maximum plot coverage	FAR
1)	0.25 to 1.00	50%	50
2)	Above 1.00 to 3.00	45%	45
3)	Above 3.00 to 7.00	40%	40
4)	Above 7.00	30%	30

A basement will be allowed as in the case of a flatted factory.

Minimum set backs:

	For plot size upto one acre	For plot size above one acre
Front	20 feet	50 feet
Rear	15 feet	50 feet
Sides	15 feet on one side and 10 feet on the other	20 feet

VII. INSTITUTIONAL USES* :

	For plot size upto 2 acres.	For plot size above 2 acres.
Maximum coverage including covered parking.	33.1/3%	25%

*F.A.R. will be determined on the merits of each individual case depending upon the location and the nature of use. However, this will be further subject to a height restriction of 24.4 meters (80 feet) where lifts and other necessary services are provided and 13.72 metres (45 feet) if such services are not adequately provided.

APPENDIX 'K'

(Bye-law No. 17.2)

ADDITIONAL FIRE PROTECTION REQUIREMENTS FOR BUILDINGS MORE THAN 15 M IN HEIGHT AND BUILDINGS AS COVERED BY BYE-LAW NO. 6.2.41

K-1 GENERAL

K-1.1 In addition to the provisions of Part-IV Fire Protection of National Building Code of India, the Chief Fire Officer, Delhi Fire Service may insist on suitable provisions in the buildings from fire safety and fire fighting point of view depending on the occupancy and height of buildings.

K-2 STAIRCASE ENCLOSURES

K-2.1 The internal enclosing walls of staircase shall be of brick or R.C.C. construction having fire resistance of not less than two hours. All enclosed staircases shall have access through self closing doors of at least half hour fire resistance. The door shall be fitted with check action door closers.

K-2.2 The staircase enclosure on external wall of the building shall be ventilated to atmosphere at each landing.

K-2.3 Permanent vent at the top equal to 5% of the cross sectional area of enclosure and openable sashes at each floor level with area equal to 1 to 15% of the cross sectional area of the enclosure of external wall shall be provided. The roof of the shaft shall be at least 1 m above the surrounding roof. There shall be no glazing or glass bricks in any internal enclosing wall or a staircase. If the staircase is in the core of the building and cannot be ventilated at each landing, a positive pressure of 5 mm w.g. by an electrically operated blower/blowers shall be maintained.

K-2.4 The mechanism for pressurising the staircase shaft shall be so installed that the same shall operate automatically and also with manual operation facilities, when the automatic fire alarm (see Bye law No. K-11) operates.

K-3 LIFT ENCLOSURES

K-3.1 The walls enclosing lift shafts shall have a fire resistance of not less than two hours. Shafts shall have permanent vents at the top not less than 1800 sq. mm. in clear area. Lift motor rooms preferably be sited at the top of the shaft and shall be separated from lift shafts by the enclosing wall of the shaft or by the floor of the motor rooms.

K-3.2 Landing doors in lift enclosures shall open in the ventilated or pressurised corridor/ lobby and shall have fire resistance of not less than one hour.

K-3.3 The number of lifts in one lift bank shall not exceed four. Shaft for fire lift in a lift bank shall be separated from each other by a brick masonry or R.C.C. wall of fire resistance of not less than two hours.

K-3.4 If the lift shaft and lift lobby are in the core of the building a positive pressure of not less than 2.5 mm and not more than 3 mm w.g. by an electrically operated blower shall be maintained in the lift lobby and positive pressure of not less than 5 mm w.g. shall be maintained in the lift shaft. The mechanism for pressurising the lift shaft and lift lobby shall be so installed that they shall operate automatically when the automatic fire alarm operates. The mechanism shall have facilities to operate manually.

K-3.5 Exit from the lift lobby shall be through a self closing smoke stop door of half hour fire resistance.

K-3.6 The lift machine room shall be separate and no other machinery shall be installed therein.

K-3.7 Lift shall not normally communicate with the basement. However, one of the lifts may be permitted to reach the basement levels provided the lift lobby at each basement level is pressurised and separated from the rest of the basement areas, by smoke actuated fire resisting door of two hours fire resistance.

K-4 BASEMENTS

K-4.1 Each basement shall be separately ventilated. Vents with cross sectional area (aggregate) not less than 2.5% of the floor area spread evenly round the perimeter of the basement shall be provided in the form of grills or breakable stall-boards lights or pavement light or by way of shafts.

K-4.2 The staircase of basements shall be of enclosed type having fire resistance of not less than two hours and shall be situated at the periphery of the basement and shall communicate with basement through a lobby provided with fire resisting self closing doors of half hour fire resistance. If the travel distance exceeds 18.50m, additional staircases at proper places shall be provided.

K-5 SERVICE DUCTS

K-5.1 Service ducts for electrical conduits, cables etc. shall be enclosed by walls having a fire resistance of not less than two hours. Doors for inspection or access shall also have a fire resistance of not less than two hours.

K-5.2 If the cross sectional area exceeds 1 sq.m. it shall be sealed where it passes a floor by carrying the floor through the duct. The floor within the duct shall be pierced for any service pipe or ventilation trunk and shall fit as closely as possible around any such pipe or trunk.

K-6 REFUSE CHUTES AND REFUSE CHAMBERS

K-6.1 Hoppers to refuse chutes shall be situated in well ventilated positions and the chutes shall be continued upwards with an outlet above roof level and with an enclosure wall of non-combustible material with fire resistance of not less than two hours. The hoppers shall not be located within the staircase enclosure.

K-6.2 Inspection panel and hopper (charging station) opening shall be fitted with tight fitting metal doors, covers, having a fire resistance of not less than one hour.

K-6.3 Refuse chutes shall not be provided in staircase wells, air conditioning shafts, etc.

K-6.4 Refuse chambers shall have wall and floors or roofs constructed of non-combustible and impervious material and shall have a fire resistance of not less than two hours. They shall be located at a safe distance from exit routes.

K-7 LIFTS AND FIRE LIFTS :

K-7.1 Public address system in the lift car with speaker/telephone assembly shall be provided.

K-7.2 Provisions for a fire lift shall be made as per the following details:-

a) To enable Fire Service personnel to reach to the upper floors with the minimum delay, one of the lifts shall be so designed so as to be available for the exclusive use of the Firemen in an emergency and be directly accessible to every dwelling lettable floor space on each floor.

b) The lift shall have a floor area of not less than 1.5 sq.m. It shall have loading capacity of not less than 500 kg. (8 persons lift) with automatic closing doors.

c) The electric supply shall be on a separate service from electric supply mains in a building and cables run in route safe from fire, that is, within the lift shaft. In case of failure of normal electric supply it shall automatically trip over to alternate supply.

d) The operation of a fire lift is a simple toggle or two button switch situated in a glass fronted box adjacent to the lift at entrance level. When the switch is on, landing call-points will become inoperative and the lift will be on car control only. When the switch is off, the lift will return to normal working. This lift can be used by the occupants in normal times.

e) The words "FIRE LIFT" shall be conspicuously displayed in florescent point on the lift landing doors at each floor level.

f) For buildings above 15 m in height collapsible gates shall not be permitted for lifts and shall have solid doors with fire resistance of 2 hours.

K-8 BUILDING SERVICES

K-8.1 *Electrical Services*

- a) The electric distribution cables/wiring shall be laid in separate duct (see Bye-Law No. K-5.1). The duct shall be sealed at every alternative floor with non-combustible material having the same fire resistance as that of the duct.
- b) Water mains, telephone lines, intercom lines, gas pipes or any other service line shall not be laid in duct for electric cables.
- c) Separate circuits for water pumps, lifts, staircases and corridor lighting and blowers for pressuring system shall be provided directly from the main switch gear panel.

K-8.2 *Staircase And Corridor Lighting*

- a) The staircase and corridor lighting shall be on separate service and shall be independently connected so as it could be operated by one switch installation on the ground floor, easily accessible to fire fighting staff at any time irrespective of the position of the individual control of the light points, if any.
- b) Staircase and corridor lighting shall also be connected to alternate supply from parallel high tension supply or to the supply from the stand-by generator.
- c) Emergency lights shall be provided in staircase corridor.

K-8.3 *Alternate Source Of Electric Supply*

A stand-by electric generator shall be installed to supply power to staircase and corridor lighting circuits, fire lifts, the stand-by fire pump, pressurisation fans and blowers, smoke extraction and damper system in case of failure of normal electric supply. The generator be capable of taking starting current of all the machines and circuits stated above simultaneously. If the stand-by pump is driven by diesel engine, the generator supply need not be connected to the stand-by pump. Where parallel HV/LV supply is provided with appropriate transformer for emergency, the provision of generator may be waived in consultation with Chief Fire Officer, Delhi Fire Service.

K-8.4 *Transformers*

- a) If transformers are housed in the building below the ground level it shall be necessarily in the first basement in separate fire resisting room of 4 hours rating. The room shall necessarily be at the periphery of the basement. The entrance to the room shall be provided with a steel door of 2 hours fire rating. A curb of a suitable height shall be provided at the entrance in order to prevent the flow of oil from ruptured transformers into other parts of the basement. The direct access to that transformer room shall be provided preferably from outside. The switch gears shall be housed in a separate room separated from the transformer bays by a fire resisting wall with fire resistance not less than four hours.

b) The transformer shall be protected by an automatic high pressure water spray or a foam sprinkler system. When housed at ground floor level it/they shall be cut off from the other portion of premises by fire resisting walls of 4 hours fire resistance. They shall not be housed on upper floors.

c) A tank of RCC construction of adequate capacity shall be provided at lower basement level, to collect the oil from the catch-pit in case of emergency. The pipe connecting the catch-pit to the tank shall be of non-combustible construction and shall be provided with a flame-arrester.

K-8.5 Air Conditioning

a) Proper arrangements by way of automatic fire dampers working on smoke/heat detectors for isolating all ducting at every floor from the main riser shall be made.

b) When the automatic fire alarm operates, the respective air handling units of the airconditioning system shall automatically be switched off.

c) Automatic fire dampers shall be so arranged so as to close by gravity in the direction of the air movement and to remain tightly closed upon operation of a smoke/heat detector-cum-fire alarm.

d) Air ducts serving main floor areas, corridors, etc. shall not pass through the stair wall.

e) Wherever the ducts pass through fire walls or floors the opening around the ducts shall be sealed with fire resisting materials such as rope asbestos, mineral wool, etc.

f) The air filters of the air-handling units shall be of non-combustible materials.

g) Automatic fire dampers shall be provided at the inlet of the fresh air duct and the return air duct of each compartment/shop on every floor.

Note:- The use of type of detectors shall be to the satisfaction of Chief Fire Officer, Delhi Fire Service.

K-8.6 Boiler Room - Provisions of Boiler and Boiler Rooms shall conform to Indian Boiler Act. Further, the following additional aspects may be taken into account in the location of Boiler/Boiler Room:-

a) The boiler shall not be allowed in sub-basement but be allowed in the basements away from the escape routes.

b) The boiler shall be installed in a fire resisting room of 4 hours fire resistance rating, and this room shall be situated on the periphery of the basement. Catch pit shall be provided at the low level.

c) The boiler room shall be provided with fresh air inlets and smoke exhausts directly to atmosphere.

d) Foam inlet shall be provided on the external walls of the building at ground floor level to enable the fire services to use foam in case of fire.

K-9 PROVISION OF FIRST AID FIRE FIGHTING APPLIANCES

K-9.1 The first aid fire fighting equipments shall be provided on all floors including basements, occupied terrace, lift rooms in accordance with IS 2217-1963-Recommendations for providing Fighting Arrangements in Public Buildings in consultation with the Chief Fire Officer.

K-9.2 The fire fighting appliances shall be distributed over the building in accordance with IS 2190 Code of practice for selection, installation and maintenance of portable first aid fire appliances.

K-10 FIXED FIRE FIGHTING INSTALLATIONS

K-10.1 Buildings above 15 m. in height depending upon the occupancy use shall be protected by wet riser or sprinkler installation system with the fire service connections at the base or sprinkler installation as per details given below:

Type of the Building/Occupancy	Requirements
1	2
a) Apartment buildings below 15m. in height irrespective of floor area	NIL
b) Apartment buildings exceeding 15m. in height	Wet Risers and (or) Down Comers
c) Non-apartment buildings 15m. and above in height irrespective of floor area	Wet Risers and (or) Down Comers
d) All basements, sub-basements having special risks like storage of hazardous and explosive material in a building 15m. and above	High Pressure Water Spray or foam Sprinkler* System.
e) Any of the above categories may incorporate an automatic sprinkler*/drencher system, if the risk is such that requires installation of such protective methods.	

*Those buildings provided with smoke/heat detection system backed by 24 hour caretaker (trained in fire fighting) staff, the installation of sprinklers need not be insisted.

The hydrants shall be provided within the court-yard, the location of which shall be decided in consultation with the Chief Fire Officer.

Note: The Dry Riser installations may be permitted by the Chief Fire Officer, Delhi Fire Service, for buildings under (b) and (c) for heights above 15m. and below 24m. if he is satisfied with the arrangements for water supply and provision of static water storage tank.

K-10.2 The Wet Riser installations shall conform to IS : 3844-1966 Code of Practice for installation of internal fire hydrants in multi-storey buildings.

In addition, Wet Risers shall be designed for Zonal distribution ensuring that unduly high pressure are not developed in risers and have pipes.

In addition to wet risers, first-aid hose reels shall be installed on all the floors of the buildings and shall conform to IS : 884-1969 Specification for first-aid hose reel for fire fighting (fixed installations). The first aid hose reel shall be connected to one of the female couplings of twin couplings of landing valves of the wet riser installations by means of adopter.

K-10.2.1 The riser shall be fed through the booster pump either of the two water sources round the clock :

- a) Town mains of suitable size which can supply requisite quantity of water.
- b) Static tanks: The capacity of the static tank shall be given as below:
 - i) Apartment building 15m and above in height but below 24m in height. 50,000 Litres
 - ii) Non-apartment building 15m and above but below 24m in height used for mixed occupancies like office, shops, department stores. 1,00,000 Litres
 - iii) Apartment building 24m and above in height. 1,00,000 Litres
 - iv) Non-apartment building 24m and above in height. 2,00,000 Litres

Note: 1-In case of group housing of apartment building 15m and above in height but below 24m a centrally located tank having a capacity of 2,00,000 litres may be provided.

Note: 2-The above quantities of water shall be exclusively for fire fighting and shall not be utilised for domestic or other use.

K-10.2.2 *Static Water Storage Tank*-A satisfactory supply of water for the purpose of fire fighting shall always be available in the form of underground static storage tank with capacity specified for each building by the local Fire Authority with arrangements of replenishment by town's main or alternative source of supply @ 1000 litres per minute. The static storage water supply required for the above mentioned purpose should entirely be accessible to the fire engines of the local Fire service. Provision of suitable number of manholes shall be made available for inspection, repairs and insertion of suction hose etc. The covering slab shall be able to withstand the vehicular load of 18 tons.

K-10.2.3 To prevent stagnation of water in the static water storage tank the suction tank of the domestic water supply shall be fed only through an over flow arrangement to maintain the level therein at the minimum specified capacity.

K-10.2.4 The static water storage tank shall be provided with a fire brigade collecting breaching with 4 Nos.-65mm dia. instantaneous male inlets arranged in a valve box at a suitable point at street level and connected to the static tank by a suitable fixed pipe not less than 15cm dia. to discharge water into the tank when required at a rate of 1000 litres per minute.

K-10.3 *Automatic Sptinklers*-Automatic high pressure water spray or foam sprinklers system shall be installed;

a) In basements, sub-basements which are used as car parks, storage of combustible article, laundry etc.

b) On floors used as departmental stores, shops and trades involving fire risks.

c) On all floors of the buildings other than apartment building, if the height of the building exceeds 45m.

Note:-See Footnote under Table K-10.1 across Sl.No.(d) & (e)

K-10.4 *Carbon Dioxide Fire Extinguishing System*-Fixed CO₂ fire extinguishing installation shall be provided as per IS;6382-1971 Code of Practice for design and installation of fixed CO₂ fire extinguishing system on premises where water or foam cannot be used for fire extinguishment because of the special nature of the contents of the buildings/areas to be protected.

K-11 FIRE ALARM SYSTEM

K-11.1 All buildings above 15m in height shall be equipped with fire alarm system as given in bye-laws No. K-11.1.1 and K-11.1.2.

K-11.1.1 *Residential Buildings (Dwelling Houses, Boarding Houses & Hostels)*.

a) All residential building like dwelling houses (including flats), boarding houses and hostels shall be equipped with manually operated electrical fire alarm system with one or more call boxes located at each floor. The location of the call boxes shall be decided after taking into consideration the floor plan with a view to ensure that one or the other call box shall be readily accessible to all occupants of the floor without having to travel more than 22.5 m.

b) The call boxes shall be of the 'break-glass' type without any moving parts, where the call is transmitted automatically to the control room without any other action on the part of the person operating the call box.

c) All call boxes shall be wired in a close circuit to a control room, located as per Bye-law No. K-12 so that the floor No. from where the call box is actuated is clearly indicated on the control panel. The circuit shall also include one or more batteries with a capacity of 48 hrs normal working at full load. The battery shall be arranged to be a continuously tricklecharged from the electric mains.

d) The call boxes shall be arranged to sound one or more sounders so as to ensure that all occupants of the building shall be warned whenever any call box is actuated.

e) The call boxes shall be so installed that do not obstruct the exit-ways and yet their location can easily be noticed from either direction. The base of the call box shall be at a height of 1 m from the floor level.

K-11.1.2 All other building - All buildings other than as indicated under Bye-law No. K-11.1.1 shall, in addition to the manually operated electrical fire alarm system, be equipped with an automatic fire alarm system. The latter shall be in addition to the alarm which may be sounded by the actuation of any automatic fire extinguishing system which may be installed in any particular occupancy in accordance with these bye-laws. Unless otherwise decided by the Chief Fire Officer, Delhi Fire Service, the detectors for the automatic fire alarm system shall conform to IS :2175-1962-Heat Sensitive Fire Detectors and the system shall be installed in accordance with IS-2189-1962 Code of Practice for Automatic Fire Alarm system, or any other relevant Indian Standards prepared from time to time.

Note: Several types of fire detectors are available in the market, but the application of each type is limited and has to be carefully considered in relation to the type of risk and the structural features of the building where they are to be installed.

K-12 CONTROL ROOM

K-12.1 There shall be a control room on the entrance floor of the building with communication system (suitable public address system) to all floors and facilities for receiving the message from different floors. Details of all floor plans alongwith the details of fire fighting equipment and installations shall be maintained in the Control Room. The Control Room shall also have facilities to detect the fire on any floor through indicator boards connecting fire detecting and alarm system on all floors. The staff incharge of control room shall be responsible for the maintenance of the various services and fire fighting equipment and installations.

K-13 HOUSE KEEPING

K-13.1 To eliminate fire hazards a good house keeping inside the building and outside the building shall be strictly maintained by the occupants and/or the owner of the building.

K-14 FIRE DRILLS AND FIRE ORDERS.

K-14.1 Fire notices/orders shall be prepared to fulfil the requirements of the fire fighting and evacuation from the building in the event of fire and other incidents. The occupants shall be made thoroughly conversant with their action in the event of the emergency, by displaying fire notices at ventage points. Such notices should be displayed prominently in broad lettering.

APPENDIX 'L'

(Bye-laws No. 21.1 and 21.2)

**NUMBER AND TYPE OF LIFTS FOR DIFFERENT OCCUPANCIES
AND SPACES FOR ELECTRICAL INSTALLATIONS.**

K-1. The number and type of lifts required depending on the capacity of lift, speed, nature of operation are as given in Table 22 and 23.

TABLE 22 NUMBER AND TYPE OF LIFTS FOR NON-RESIDENTIAL MULTISTOREYED BUILDING

No. of floors	Capa- city of lifts in persons	Speed in m/s	No. of persons that can be carried by a lift								
			in 6 Min.	in 30 Min.	in 50 Min.	in 60 Min.	Manually operated	Automatic operated			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
1.	7	6	0.6-0.75	17	-	102	-	170	-	204	-
2.	7	8	0.6-0.75	22	-	132	-	220	-	264	-
3.	7	10	0.6-0.75	26	-	156	-	260	-	312	-
4.	7	10	1	30	-	180	-	300	-	360	-
5.	7	13	1	37	-	122	-	370	-	444	-
6.	11	6	0.6-0.75	11	-	70	-	115	-	140	-
7.	11	8	0.6-0.75	15	-	90	-	150	-	180	-
8.	11	10	0.6-0.75	18	-	108	-	180	-	216	-
9.	11	13	0.6-0.75	22	-	132	-	220	-	264	-
10.	11	10	1	21	-	126	-	210	-	252	-

TABLE 22 CONTINUED.

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
11.	11	10	1.5	24	-	144	-	240	-	288	-
12.	11	13	1.5	28	-	156	-	260	-	312	-
13.	11	13	1.5	32	-	180	-	300	-	360	-
14.	16	10	1	17	-	100	126	170	210	204	252
15.	16	13	1	20	24	120	145	200	240	240	280
16.	16	13	1.5	23	30	138	180	230	300	276	360
17.	16	16	1.5	25	33	150	198	250	330	300	356
18.	21	10	1.5	18	32	108	132	180	220	216	264
19.	21	13	1.5	21	26	126	156	210	250	252	312
20.	21	16	1.5	23	28	138	168	230	280	276	336

Note : a) For all non-residential buildings, the traffic cleared in 50 min. is considered adequate and is approved by Authority. As such for calculating the No. of lifts required, the rate of the clearance of traffic in Col. 9 & 10 and the population may be taken into consideration .

b) In addition to total number of lifts required as above, provision of one lift of the same capacity may be considered to serve as stand-by.

Table-22 CONTD

Note 2	-	The population may be worked out on the basis of the useful carpet area which the persons occupy (excluding area of verandah, lobbies, halls, passages, lavatory blocks etc.).												
Note 3	-	The population on ground and first floor may not be taken into consideration since these floors are not generally served by lifts.												
Note 4	-	<p>0.75 metre per sec. equivalent to 150 ft. per min.</p> <p>1.00 metre per sec. equivalent to 200 ft. per min.</p> <p>1.5 metre per sec. equivalent to 300 ft. per min.</p>												
Note 5	-	<p>The heights of building for lift installation, i.e., the travel on the lift presumed in the above statements is as below :-</p> <table border="0" style="margin-left: 40px;"> <tr> <td style="padding-right: 20px;">(1)</td> <td style="padding-right: 20px;">7 Floors</td> <td style="padding-right: 20px;">21.0 m.</td> </tr> <tr> <td>(2)</td> <td>11 Floors</td> <td>33.0 m.</td> </tr> <tr> <td>(3)</td> <td>16 Floors</td> <td>48.0 m.</td> </tr> <tr> <td>(4)</td> <td>21 Floors</td> <td>64.0 m.</td> </tr> </table>	(1)	7 Floors	21.0 m.	(2)	11 Floors	33.0 m.	(3)	16 Floors	48.0 m.	(4)	21 Floors	64.0 m.
(1)	7 Floors	21.0 m.												
(2)	11 Floors	33.0 m.												
(3)	16 Floors	48.0 m.												
(4)	21 Floors	64.0 m.												

Table-23
NUMBER AND TYPE OF LIFTS FOR RESIDENTIAL BUILDING

Sl. No. of Floors	No. of Passenger Lifts	Speed in m/s	Landing Gate Type	Central System	Service Lift No.	Capacity Persons	Type of Gate	Central System		
1	2	3	4	5	6	7	8	9	10	11
1.	5 to 8	2	6	0.0 to 0.5	*	Automatic push button operation both from car and landing -do	-	-	*	-
2.	9 to 11	2	8	0.6 to 1	*		1	8	*	Push button car handle switch control -do-
3.	11 to 13	2	8	0.6 to 0.74	*	Automatic push button operation both from car and landing without down collection system. -do-	1	8	*	
4.	13 to 19	2	8	1		Power operated doors	1	8	*	-do-
		2	8	1		Power operated doors				

* For building more than 15m in height collapsible gates shall not be permitted (See Bye-law No. K-7 (2) (f)).

L-2 The dimensions and relevant information for lift well, pit depth, machine room, clearance from top floor landing to machine room flooring is given in Table 24.

TABLE 24 DIMENSIONS AND REQUIRED INFORMATION FOR LIFT INSTALLATION IN BUILDING

Carrying capacity of lift in ft. (persons)	In lift load (K.g.)	In lift speed	Dimensions of Lift Well		Leading pit Entrance depth cm	Dimension of machine room Height Front Depth	Clearance from top floor landing to machine room flooring cm	Imposed loads in tonnes on top of lift well due to lift installation. It may be noted that figures do not include weight of the machine from floors and well sets.			
			Front cm	Depth cm							
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
4	272	Upto & including 1m/sec.	175	115	701	402	302	752	454	50	6.5
6	408	-do-	195	135	80	140	230	335	275	450	7.0
8	544	Upto & including 1m/sec.	200	170	80	150	245	395	275	450	8.5
10	680	-do-	225	170	90	150	245	395	305	470	10.5
13	884	-do-	235	180	90	150	245	425	335	470	13.0
16	1088	-do-	255	205	105	150	245	520	335	480	14.0
20	1360	-do-	255	220	105	150	245	520	335	480	15.0

- NOTE: i) All lift well dimensions are minimum clear finished plumb requirements.
- ii) Where more than one lift is located in the lift well, extra width for 10 cm. separator beam should be provided.
- iii) 1 m/sec. = 200 ft./min.
- iv) The height of the landing entrance shall be 210 cm. (about 7 ft.) for all lifts.

L-3 SPACES FOR ELECTRICAL INSTALLATIONS

The spaces required for different electrical installations are given at L-3.1 to L-3.3.

L-3.1 *Electric Sub-station-* The norms given in L-3.1.1 and L-3.1.2 shall be adopted for provision of space for sub-station.

L.3.1.1 AREA REQUIREMENTS FOR SUB-STATION

- i) For the buildings with a total covered area upto 20,000 sq.m. 150-200 sq.m. with a clear height of minimum 3.6 m. without any beam obstructions above the finished floor.
- ii) For the buildings with a total covered area from 20,001 sq.m. to 40,000sq.m. 300-400 sq.m. with a clear height of minimum 3.6 m without any beam obstructions above the finished floor.
- iii) For the buildings with a total covered area above 40,000 sq.m. To be specifically ascertained in advance from the Electricity Deptt. (Authority) before preparation of the plans.

The floor of the substation shall have cable trenches of 0.6 m. depth the layout for which will be given at the time of actual construction. For th is purpose, a dummy floor of 0.6 m depth shall be provided to facilitate cutting/digging of floor for installation of equipments and making subsequent changes in trenches. This floor shall be capable to withstand minimum load of 10 tonnes of each transformer mounted on four wheels.

The break up spaces required for different installations in a substation are given as below:

- 1) Supply company's switchgear room and/or space for meters.
- 2) *Transformer Rooms-* The number and size of transformer rooms shall be ascertained from the total power requirements of the consumer. To determine the size of transformer and clearance around a transformer, reference may be made to good practice (IS:1887-1967 Code of Practice for Installation and Maintenance of Transformers). A 500 KVA transformer may be provided with a min. space of 4m x4m.

If transformer is to be installed outdoor space shall be provided on similar considerations and adequate provision for safety enclosure is to be made. For transformers having large oil content (more than 2000 litres), soak-pits are to be provided in accordance with Rule 64 of Indian Electricity Rules, 1956.

- 3) *High Voltage Switch Rooms-*In case of sub-station having one transformer, the owner is required to provide only one high voltage switch. In the case of single point supply for two transformers, the number of switches reuired is 3 and for 'n' transformers the number of switches is 'n' plus 1. The floor area required in case of a single switch will be roughly 4m x 4m and for every additional switch the length should be increased by 1m.

- 4) *Low Voltage Switch Rooms*-The floor area requirement in respect of low voltage switchgear room be determined by any formula.
- 5) *Room for Stand by Generator*-A room space not less than 6m x 9m may be provided for housing a standby generator set of 50 KW.

L-3.1.2 OTHER REOUIREMENTS FOR SUBSTATION

- 1) The substation will preferably be located on the ground level failing which it can be in the basemant floor but in no case at higher floors.
- 2) The entire space will be provided at one floor in continuation.
- 3) The min imum width of th e substation space shall not be less than 6m.
- 4) The areas given above in respect of the different categories of rooms hold good if they are provided with windows and indepenent access doors.
- 5) All the rooms should be provided with partitions upto the ceilings and shall have proper ventilation. Special care should be taken to ventilate the transformer rooms and where necessary louvers at lower level and exhaust fans at higher level shall be provided at suitable locations.
- 6) In order to prevent storm water entering the transformer and switch rooms through the soak-pits, the floor level of the substation shall be at least 15 cm. above the highest flood water level that may be anticipated in the locality.

L-3.2 CABLE TRENCHES, SHAFTS ETC.

L-3.2.1 Suitable number of vertical shafts, rising mains, distribution boxes etc. shall also be provided as per the requirements at suitable locations. Cable trenches with suitable handy covers for entry of the cables upto the substation from the street/adjoining building and from the substation onwards upto the street adjoining other building shall also be provided as per the requirements. These vertical shafts, rising mains, distribution boxes, cables, trenches etc. shall be so constructed as to be accessible only to the authorised personnel. The rising mains and other installations in the vertical shafts, tap-off boxes, distribution boxes etc. required at each floor shall be provided, installed and maintained by the owner at their own cost.

Adequate enclosed space shall also be provided at each floor installation of equipments for distribution on respective floor such as distribution boxes, cut-out and meter boxes and main switches.

L-3.2.2 *Location of Switch Room*-In large installations other than where a substation is provided, a separate switch room shall be provided, this shall be located as closely as possible to the electrical load centre and suitable ducts shall be laid with minimum number of bends from the point of entry of the supply to the position of the main switchgear. The switch

room shall also be placed in such a position that rising ducts may readily be provided therefrom to the upper floors of the building in one straight vertical run. In larger buildings, more than one rising duct and horizontal ducts may also be required for running cables from the switch room to the foot of each rising main. Such cable ducts shall be reserved for the electrical services only which may, however, include medium and low voltage installations, such as call-bell systems; telephone installations should be suitably segregated.

L-3.2.3 Location and Requirements of Distribution Panels- The electrical central gear distribution panels and other apparatus, which are required on such floor may conveniently be mounted adjacent to the rising mains, and adequate space should be provided at each floor for this purpose.

*L-3.2.4 Location and Requirements of PBX/PABX Room-*Information regarding provision for and location of PBX/PABX Room, telephone outlets and risers shall be ascertained from the relevant authority. Adequate space should be provided for installation of sub-distribution board.

L-3.3 GENERAL

L-3.3.1 The maintenance of the built up space for electric substation, distribution equipment, vertical shafts and enclosure at each floor shall be done by the owner.

L-3.3.2 The standby arrangement for electricity supply upto and including the sub-station equipment and distribution pillars at the substation shall be provided compulsorily. The following rules shall apply for the costs of the installations:

- 1) In the case of Multi-occupancy multi-tenancy/multi-ownership buildings, 50 per cent of making the electricity supply arrangements upto and including L.T. main controlling switch in the substation (including normal and standby arrangements) shall be chargeable to the owners promoters of the proposed building .
- 2) In the case of single tenancy/single ownership/single occupancy buildings, the cost of providing H.T. cable (excluding first 30 meters not falling in the proposed building premises), L.T. out-going switch panel for the normal supply arrangements, and the entire distribution equipment (for the proposed building) including meter boxes shall be at the cost of the owner. The entire cost of standby arrangement shall be chargeable to the owner.
- 3) The Authority shall have the right to supply electricity from the substations established in the buildings, as mentioned in (1) and (2) above to the outside consumers.
- 4) In case any owner of single tenancy/single ownership/single occupancy buildings desires the substation for his/their exclusive use, the cost of H.T. Switchgear, transformers and the connected L.T. main controlling switchgear for normal supply arrangements shall also be chargeable to the owner.

APPENDIX-M

(to be submitted on non-judicial stamp paper of Rs. 2/- duly attested by Oath Commissioner).

Affidavit/Undertaking

That I/We have submitted building plans for construction of building on Plot No.....Block No..... Located at.....to the D.D.A. under section 12 of the D.D.Act. for favour of sanction.

That I/We hereby give an undertaking that during the course of construction of my/our building as per sanction given by the D.D.A. I/We shall not stack building material/mulba on the DDA land/road.

That in case, I/We am/are found stacking the building material, mulba on DDA land/road than the Authority shall be at liberty to charge the stacking charges @ Rs.2/- per sq. mtr. besides any other action which the DDA might like to take as per the rules including payment of the penalty of Rs. 500/-.

Verification:

Deponent

I/We the above named deponent do hereby solemnly affirm and verify that I/We have voluntarily made the above affidavit and its contents are true to best of my/our knowledge.

Verified at Delhi on this day.....of.....

Deponent

APPENDIX-N

INDEMNITY BOND FOR BASEMENT

(to be submitted on non-judicial stamp paper of Rs. 10/-duly attested by the Oath Commissioner).

This Indemnity Bond is executed by Shri _____ and Shri _____ son of Shri _____ residents of _____ hereinafter called the owners of Plot No _____ in _____ New Delhi in favour of DDA, its successors or entitled.

WHEREAS the owners have submitted the plan of basement under & whereas the owners have represented to the DDA that if sanction is granted for the construction of the said basement the owners shall Indemnify the DDA if any loss at the time of digging of foundation of the said basement or in the course of construction of the basement or even thereafter.

AND WHEREAS the said owners have further agreed to indemnify the DDA of any claims put up against the DDA either by way of compensation or in any other way in case the DDA is required to pay any such amount to any person or the owner or owners of the adjoining properties. The owners hereby agree and undertake to indemnify the DDA to pay the full extent of the amount the DDA may require to pay in the extent hereinabove mentioned.

The owners further undertake and agree to indemnify the DDA for any such amount the DDA may require to pay either by way of compensation or damage or any other amount and further undertake to indemnify the DDA of all cost and expenses that the DDA may require to defend any such action in any court of law. The owners undertake that no excavation shall be carried out beyond the boundaries of the plot. Any damage occurring during or due to the excavation made at site to public sewers, water drains shall have to be made good by the owners.

In consideration of the above matter, undertaking and indemnity given by the said owners the DDA hereunder in this behalf grant the sanction in the said basement to the said owners.

IN WITNESS HEREOF the owners abovementioned put their hands and seal to the said Indemnity Bond on this _____ day of _____

Witnesses :

(1) _____
(2) _____

(Executants)

APPENDIX-'O'

Form-I

(Affidavit to be submitted under Urban Land (Ceiling and Regulations) Act, 1976 on non-judicial stamp paper of Rs. 2/- duly attested by Oath Commissioner for plots upto 500 sq. mtrs. in area).

Affidavit of Shri _____ son of Shri _____
age _____ resident of _____

I, _____ do hereby solemnly affirm and declare as under:-

1. That I/We are the holder of plot No _____ Block No _____ situated at _____ measuring _____ sq.mtrs.
2. That I propose to construct a building over the aforesaid plot of land.
3. That I have submitted the plans for the construction of a building over the said plot of land for sanction vide my letter dated _____.
4. That the aforesaid plot of land is the only plot of vacant land hold by me in any of the urban agglomerations covered under the Urban Land (Ceiling and Regulations) Act, 1976, and that the extent of that plot is within the ceiling limit on vacant land imposed by the said Act.
5. That I do not hold any other vacant land or any other land with building with a dwelling unit therein in any or the urban agglomerations covered under the said Act.
6. That In the event of the aforesaid plot of land being declared as excess by the competent authority under the Urban Land (Ceiling and Regulations) Act, 1976, I shall abide by the decision of the competent authority under that Act.

Deponent

Verification :

I/We the above named deponent do hereby solemnly affirm and verify that I/We have voluntarily made the above affidavit and its contents are true to the best of my/our knowledge.

Verified at Delhi on this day _____ of _____

Deponent

APPENDIX-'O'

Form-II

(Affidavit to be submitted under Urban Land (Ceiling and Regulations) Act, 1976 on non-judicial stamp paper of Rs. 2/- duly signed by Oath Commissioner for plots above 500 sq. mtr. in area)

Non-Residential Buildings

Affidavit of _____ son of Shri _____
and owner of Plot No. _____

We _____ do hereby solemnly affirm and declare as under:-

1. That we are the holder of Plot No _____ Block _____ situated at _____ measuring _____
2. That we propose to construct a building over the aforesaid plot of land.
3. That we have submitted the building plan for the construction of a non-residential building over the said plot for the purpose of industry for sanction (Vide letter No. _____ dated _____).
4. That the extent of the aforesaid plot of land does not exceed 1/2 an acre (in 'A' category), one acre in other category Urban agglomerations that this extent together with the extent of other vacant land and lands on which there are buildings with dwelling units held by us in Urban agglomeration exceeds the ceiling limit on vacant land imposed by the Urban Land (Ceiling and Regulations) Act, 1976 and that we have filed the statement before the concerned competent authority as required by section 6 of the Act and have also applied to the State Govt. for exemption for the purpose of the industry and that the building shall be constructed in the aforesaid plot of the land for the purpose of industry and that the aforesaid portion of land is declared as excess vacant land by the competent authority we shall abide by the decision of the competent authority.

Deponent

Varification :

I/We the above named deponent do hereby solemnly affirm and verify that I/We have voluntarily made the above affidavit and its contents are true to the best of my/our knowledge.

Verified at Delhi on this day _____ of _____

Deponent

APPENDIX-'O'

Form-III

(Indemnity Bond to be submitted under Urban Land (Ceiling and Regulations) Act, 1976 on non-judicial stamp paper of Rs. 10/- duly attested by the Oath Commissioner).

INDEMNITY BOND

This DEED of Indemnity is made this _____ day of _____ by _____
son of _____ resident of _____

That I am the holder of plot No _____ Block No _____
situated at _____ measuring _____ sq.mtrs.

And Whereas I propose to construct a building over the said plot of land.

And Whereas I submitted the building plan for the construction of the building over the said plot of land for sanction with DDA _____ (Vide letter file No. _____ Dt. _____ as required by section _____ of the Urban Land (Ceiling and Regulations) Act, 1976.

And Whereas the DDA has agreed to sanction the building plan on the aforesaid undertaking.

NOW THIS DEED WITNESSES that in pursuance of the aforesaid affidavit and in consideration of DDA having agreed to sanction the building plan submitted (vide my application No. _____ dated _____ in respect of the plot of land situated at _____ and referred to above. I hereby undertake to indemnify and keep harmless the DDA from all proceedings in courts and before other authorities including the competent authority under Urban Land (Ceiling and Regulations) Act, 1976, all expenses/losses/claims which the DDA may incur or become liable to pay it to the building plan in respect of aforesaid plot.

I further state that I and all my successor in interest shall abide by the aforesaid terms and conditions of this DEED of Indemnity.

Witnesses:

(1) _____

(2) _____

(Executants)

APPENDIX-'O'
FORM-IV
FOR RESIDENTIAL BUILDING

(Affidavit to be submitted under Urban Land (Ceiling and Regulations) Act, 1976, on non-judicial stamp paper of Rs. 2/- duly attested by the Oath Commissioner for plots above 500 sq. mts.in area).

Affidavit of Shri _____ son of _____ Shri _____
aged _____ resident of _____

I, _____ do hereby solemnly affirm and declare as under :-

1. That I am the holder of plot No _____ situated at _____ measuring _____
_____ sq.mtrs.
2. That I propose to construct a building over the aforesaid plot of land.
3. That I have submitted the building plan for the construction of a residential building over the said plot of land for sanction (vide letter No _____ Dated _____).
4. That the extent of the aforesaid plot of land/together with the extent of other vacant lands and lands on which there are buildings with dwelling units held by me or in urban agglomerations exceeds the ceiling limit on vacant land imposed by the Urban Land (Ceiling and Regulations) Act, 1976 and that I have filed/shall file the statement before the concerned competent authority as required by Section 6 of that Act and that the building shall be constructed in the aforesaid plot of land in such manner that it would be possible for the competent authority to declare that portion of the land that may be occupied by the building as not in excess of the ceiling limit aforesaid and that in case the aforesaid portion of land is declared as excess vacant land by the competent authority I shall abide by the decision of the competent authority.

Deponent

Verification:

I the abovenamed deponent do hereby solemnly affirm and verify that I have voluntarily made the above affidavit and its contents are true to the best of my knowledge.

Verified at Delhi on this.....day.....

Deponent.

APPENDIX-'P'
(Bye-Law No. 6.6)

QUALIFICATION OF LICENSED TECHNICAL PERSONNEL FOR PREPARATION
OF SCHEMES FOR BUILDING PERMIT AND SUPERVISION

P-1 GENERAL

P-1.1 The qualifications of the technical personnel and their competence to carry out different jobs for building permit and supervision for the purpose of licensing by the Authority shall be as given in Bye-law P-2 to P-6. The procedures for licensing the technical personnel is given in Bye-law P-6.

P-2 ARCHITECT

P-2.1 *Qualifications*-The qualifications for licensing of Architect will be the Associate Membership of the Indian Institute of Architects or such Degree or Diploma which makes him eligible for such membership or such qualifications listed in schedule XIV of Architects Act, 1972 and shall be registered under the Council of Architecture as per Architects Act, 1972.

P-2.2 *Competence*-The licensed architect is competent to carry out work related to Building Permit as given below and will be entitled to submit:

- i) All plans and related information connected with building permit,
- ii) Structural details and calculations for buildings on plots upto 500 sq. m. and upto 4 storeys, and
- iii) Certificate of supervision for all buildings.
- iv) All layout plans.

P-3 ENGINEER

P-3.1 *Qualifications*-The qualifications for licensing of Engineer will be the corporate membership (Civil) of the Institution of Engineers or such Degree or Diploma in Civil or Municipal or Structural Engineering which make him eligible for such membership, or which is recognised by Union Public Service Commission for the post of an Assistant Engineer.

P-3.2 *Competence*-The licensed engineer is competent to carry out the work related to Building Permit as given below and will be entitled to submit:

- i) All plans and related information connected with building permit on plots upto 500 sq. m. and upto four storeys.
- ii) Structural details and calculations for all buildings, and
- iii) Certificate of supervision for all buildings.
- iv) All layout plans.
- v) Sanitary/water supply works for all type of buildings.

P-4 SUPERVISOR

P-4.1 *Qualifications*:-The qualifications for licensing of Supervisor will be :

- i) Three years Architectural Assistanship or Intermediate in Architecture with two years experience;
- ii) Diploma in Civil Engineering with two years experience; or
- iii) Draftsman in Civil Engineering from I.T.I with five years experience under Architect/Engineer;

From a recognised Institution which would enable him for the post of Supervisor recongnised by the Union Public Service Commission.

P-4.2 *Competence*:-The Supervisor will be entitled to submit:

- i) All plans and related information connected with Building Permit on plots upto 200 sq.m. and upto two storeys.

P-5 GROUP OR AGENCY

P-5.1 When an agency or group comprising of qualified architect/engineer is practising, then the qualifications and competence of work will be combination of the individual qualification and competence, given under Bye-law P-2 and P-3 and the agency shall be licensed by the Authority.

P-6 *Plumbers*:-Plumbers shall be licensed by the Authority through an examination of the candidates having the following minimum qualifications:-

QUALIFICATIONS:

- i) A fair knowledge of English/Hindi/Urdu.
- ii) Working knowledge of drawings and sketches.
- iii) Certificate of I.T.I. for the trade with minimum two years experience of execution of sanitary and plumbing works under any Govt. Deptt./Local bodies or licensed Architect/Engineer.

OR

A sound practical knowledge of experience of sanitary and plumbing works under any Govt. Deptt./local bodies or licensed Architect for a period of five years.

COMPETENCE:

A licensed plumber shall be competent to do the following jobs independently:

- a) Submission of sanitary plans upto 500 sq. mtrs. size and 4 storeyed buildings.
- b) Execution/supervision of sanitary works upto 500 sq. mtrs. plot size and 4 storeyed buildings.
- c) Execution of sanitary works for all kind of buildings under the supervision of all licensed Engineer.

P-7 LICENSING

P-7.1 *Technical Personnel to be licensed*-The qualified technical personnel or group as given in Bye-law P.2, P-3, P-4,P-5 and P-6 shall be licensed with the Authority and the licence shall be valid for one calendar year ending 31st December after which it shall be renewed annually.

APPENDIX-'Q'

PENAL ACTION FOR VIOLATION OF PROVISIONS OF MASTER PLAN/ZONAL PLAN REGULATIONS/BYE-LAWS

(A) NON COMPOUNDABLE ITEMS

Any deviations from the maximum, minimum prescribed limits regarding:-

1. Coverage
2. F.A.R.
3. Setback
4. Open spaces
5. Total height of the building
6. No. of floors
7. No. of DUs & density
8. Parking norms
9. Light and ventilation provisions
10. Use
11. All other provision of these bye-laws except items given in para 'B' below shall not be compounded/regularised and shall have to be rectified by altering/demolition at the risk and cost of owner. Besides this any other action as per terms & conditions of lease and provisions of Delhi Development Act, 1957 shall proceed.

(B) COMPOUNDABLE ITEMS

Deviations in terms of covered area-If a building or part thereof has been constructed unauthorisedly i.e. without obtaining the requisite building permit from the authority as required under clause 6.1 & 6.7.1 of the building bye-laws, the same shall be compounded at the following rates provided the building or part thereof so constructed otherwise conforms to the provisions contained in the Building Bye-Laws and Master/Zonal Plan regulations. For this party shall have to submit the request for building permit in the prescribed procedure.

RATES

- a) Rs. 25 per sq. mt. of the covered area constructed unauthorisedly:
The above rate shall apply to the buildings as categorised below :
Residential buildings upto 500 sq. mt. plot size.
All Govt., Public & Semi-Public and utility buildings.
Religious, Institutional & Educational Buildings.
- b) Rs. 100/- per sq. mt. of the covered area constructed unauthorisedly:
Residential buildings above 500 sq. mt. plot size (Group Housing & Guest Houses)
Industrial Buildings:

Storage buildings (under ground or above ground)

Hazardous Buildings

- c) Rs. 500/-per sq.mt. of covered area constructed unauthorisedly :
Commercial & Business Buildings (Offices, Hotels, shops etc)
Cinema & Theatre Buildings.
Petrol Pumps (filling/Service Stations)

1) The building not covered specifically under the above categories, shall be compounded as decided by the authority, considering the merit of each individual case.

2) Items which are exempted from the calculations of the coverage and FAR e.g. cupboards, canopy, basement & mezzanine, loft, watchman cabins etc. but constructed unauthorisedly without obtaining prior permission from the authority, but within the permissible limits shall also be compounded/regularised at the rate prescribed above.

ii Deviations of the building bye-laws other than as specified in (A) (Non-compoundable).

Deviations upto the maximum extent of 10% from the maximum/minimum prescribed limit (as prescribed by the building bye-laws) shall be compounded at the following rates:-

- a) In case of deviations of areas of various components of the buildings, the rate of penalty will be @ Rs.10/-per 1% of deviation.
- b) For deviations in terms of height the penalty shall be @ Rs. 10/-per 1% of deviation for every 10 sq.mt. or part there of the affected area.
- c) Deviations from the prescribed limit of width : length penalty shall be @ Rs. 10/- per 1% of the deviation for every 10 sq. mt. or part there of the affected area.

Notes : 1) Notwithstanding the provisions above, no penalty shall be levied for the first 3% of deviation but in case deviation limit exceed 3% penalty shall be levied at the above rates for the total deviation up to 10%.

2) The penalties at the above rates as given in(ii) (a), (b) & (c) shall be charged for each deviation and for every component of the building separately.

- d) In case of increase in size of canopy in front open space from the prescribed limits of bye-laws, the same shall be charged @ Rs. 20/- per sq. mt.
- e) End walls upto 0.9 mt. in terrace type construction constructed purely as an architectural feature-Rs.10/-each.

- f) Enclosing of front balcony by Jali wall which is being used as a part of stair-case- Rs. 250/-Sq. mt.
- g)
 - i) An open urinal having wall upto 1.7 mt. height-No penalty.
 - ii) Water storage tank over open urinal with walls upto 1.70 mt. in ht.-No penalty, if sanctioned . If not sanctioned, Rs. 50/-each.
- h) Under-ground lines covered without getting the proposal inspected and approved Rs. 200/-lump-sum.
- i) All roof projections beyond permissible limit of bye-laws as specified shall be counted towards FAR calculations if otherwise the same do not infringe upon other bye-laws.
- j) Plinth steps in setback portion-Rs. 25/-each.
- k) Extra slab in mummy constructed without sanction shall be compounded at the rate given in (B) (compoundable item) provided it does not infringe upon the provision of any other bye-laws.
- l) Partition walls provided without sanction at any floor if the same are not infringing upon the provision of any other bye-laws Rs. 15/- per sq. mt. of the surface area of the wall i.e. (length x height).
- m) Projection on public land-Not permitted.

INSTRUCTIONS AND GUIDELINES FOR BUILDING
PERMIT AND COMPLETION CERTIFICATE

BUILDING PERMIT A MUST :

No person shall erect or re-erect or make alteration or cause the same to be done without first obtaining a separate building permit for each such building from the DDA.

1) *Procedure for obtaining building permit :*

How to apply :-

i) Every person who intends to erect or re-erect or make alterations in a building, shall give notice in writing in the prescribed form and such notice shall be accompanied by the following :-

ii) Copies of plans and statements-Normally 4 copies of plans and statements shall be made available along with the notice in case of building schemes, where the clearance is required from Delhi Fire Service (See bye-law No. 6. 2. 4. 1.) the number of copies of the plans and statements accompanying the notice shall be 6. In case of scheme requiring clearance of Delhi Urban Art Commission, the number of copies shall be 8 and in addition special drawings and models, as desired by Delhi Urban Art Commission, shall be made available. In case of sites requiring the clearance of Land and Development, Office, 9 copies of the plan shall be made available.

iii) *Proof of Ownership*-Lease-deed, Sale-deed etc. duly accompanied by an annexed site plan giving the physical description of the plot/property. In such cases where lease-deed has not been executed, N.O.C. from the competent authority shall be submitted.

iv) *Specifications*-Two copies of the specifications of the proposed construction, in the prescribed form. (Please see annexure 'A').

v) *Supervision*-A certificate in the prescribed form, signed by the licensed Architect/Engineer/Supervisor/Group and Plumber who is to supervise the construction. (As per annexure 'B')

vi) *Building Permit fee & Stacking Charges*-No notice as referred in P. 1 shall be deemed valid unless and until the owner giving notice has paid the requisite building fee to the Authority and receipt of such payment attached with the Notice. The schedule of fee is given below :

a) Building permit fee for all buildings shall be calculated @Rs. 1.00 per sq. mt. of covered area.

b) *Fees for Addition/Alteration/Revised Plans*- The fee for internal additions/alterations shall be 50% of the original building permit fee for the plan in question. In case original building permit fee is not known, then fee for the whole building shall be calculated on area basis and 50% of this shall be charged as plan submission fee.

In case part plans for additions/alterations are accepted by the Authority then the plans submission fee shall be 50% of the fee for areas affected by addition/alterations. This too shall be calculated on area basis. Apart from internal alterations if some additional area is proposed to be covered then the fee for this area shall be worked out on the area basis and shall separately be added to the above fees.

c) *Revalidation of plans*-The revalidation fee after the expiry of the validity period of original sanctioned plan shall be @ 25% of the original permit fee per year.

d) Plans submission fee for the approval of layout for development/sub-division of land shall be calculated @ Rs. 100 per acre.

e) Fee for inspection of underground drainage work at the time of approval of form 'C' shall be Rs. 10/-.

f) Fee for final inspection of drainage work etc. at the time of approval of 'D' form shall be Rs. 15/-.

g) Fee for submission of NOC shall be Rs. 20/-.

Stacking Charges :

a) For plots falling in areas where services are being maintained by any Govt. Agency the stacking charges shall be charged as given below:-

i) @ Rs. 1/- per sq. mtr. of covered area for plots upto 42 sq. mtr. in area.

ii) @ Rs. 1.5 per sq. mtr. of covered area for plots upto 84 sq. mtr. in area.

iii) @ Rs. 2/- per sq. mtr. of plots above 84 sq. mtr. and upto 418 sq. mtr. in area.

b) In case of plots above 418 sq. mtr. of area, no stacking charges shall be leviable provided the party undertakes not to stack the material on Govt. land in the proforma given in Appendix 'M' But in case of default, the stacking charges at the above rates shall be charged in addition to the penalty as may be decided by the Authority .

c) In cash of plots where the services are being maintained by the respective Co-op. Societies and are still not handed over to any Govt. Agency no stacking charges are leviable and only the certificate from the Secy. of the Society shall be submitted that all the damages etc. to the services shall be made good by the Society before handing over services to the Govt. Agency.

vii) Requirements under U.L.C.R. Act, 1976 :

Affidavit and Indemnity Bond and wherever reequred prior clearance from the Competent Authority under U.L.C.R. Act, 1976 is to be obtained. (As per specimen given in Annexure 'O').

viii) *Other documents :-*

a) Undertaking for non-stacking of building material on public property/road in case of plot measuring more than 418 sq. mtr. in area to be submitted in the proforma as given in Appendix 'M'.

b) In case of any deviation from the terms and conditions stipulated in the lease-deed/ownership document, necessary clearance from the Competent Authority.

c) No Objection Certificate from the Competent Authority regarding land use as per Master/Zonal Plan, if required.

d) Approval from the Chief Inspector of Factories in case of Industrial Buildings.

e) Approval from the Chief Controller of Explosives, Nagpur and Chief Fire Officer, Delhi in case of hazardous buildings.

f) Indemnity bond in case of proposal for the construction of a basement as given in Appendix 'N'

2. *Procedure for processing building permit application :-*

1) On the day, application for grant of building permit is received, Building Section shall give a suitable date and time for the site inspection. In any case the date will be given within 10 days from the receipt of application.

2) After the site has been inspected, the case shall be scrutinised within 30 days from the date of inspection. In case there are no objections and corrections requiring compliance from the owner, the sanction shall be released within 60 days from the date of submission.

For other cases where corrections or compliance of other objections is necessary, the same in detail will be intimated to the party within 45 days from the date of submission. Such correction/compliance should be completed within 30 days after compliance of which the building permit shall be released within 15 days from the date of such compliance.

In case of non-compliance by the party within the stipulated period, the building permit shall be refused. In case of such applications for building permit which are not in conformity with the bye-laws/Master Plan/Zoning Regulations or deficient in papers/documents and required information, the application shall be liable to be refused.

3) *Validity period of Building Permit :*

Such building permit shall remain valid from the date of sanction as mentioned below :-

- a) For Residential, Industrial and Commercial (upto 4-storeyed building.) _____ 2 years
- b) For larger Complexes and multi-storeyed buildings ; and institutional buildings _____ 3 years

Note : No building activity can be carried out after the expiry of validity of such building permit.

4) *Procedure for obtaining Revalidation of Building Permit.*

The building permit can be revalidated for a period of one year at a time from the date of expiry of the validity of the original permit on payment of the required revalidation fees. Application for such revalidation shall be submitted on plain paper along with the following documents :-

- a) Original sanctioned plan.
b) Revalidation fees which shall be 25% of the original permit fee per year.
c) N.O.C. from competent authority as per terms and conditions of lease deed, if required.

NOTE : No application for revalidation shall be entertained without the revalidation fees.

5) *Procedure for processing Revalidation of Building Permit :*

The application for revalidation shall be processed and revalidation conveyed within 15 days from the date of submission if the case is in order.

In case of any objection, either the refusal of such revalidation or the objection for compliance shall be intimated to the party within 15 days from the date of submission of the application.

6) *Revocation of Building permit :*

The D.D.A. may revoke any building permit issued under the provisions of the bye-laws if there has been any false statement or any mis-representation of material facts in the application on which the building permit was based.

OR

If the building permit, so issued, is found to be in violation of building bye-laws/Master Plan/Zonal Plan regulations.

OR

If during construction it is found that the owner has violated any of the provisions of the building bye-laws or sanctioned plan.

7) *Procedure during construction work:*

i) The owner/applicant who has been granted such building permit shall intimate the Authority in writing before 7 days of starting of construction work at site. He shall obtain an acknowledgement from the Authority of this notice. After receiving such notice the Authority may depute an Officer for inspection of the site.

ii) The owner/applicant who has been granted such building permit shall serve a notice in form 'C' alongwith a fee of Rs. 10/- as per building bye-laws clause 7.2.1 before covering the underground drainage/ sanitary and other pipe lines.

Within 10 days from receipt of such notice the site/ premises shall be inspected by an officer deputed by the Authority. Approval or rejection of the application of 'C' form shall be conveyed to the applicant by the Authority within 15 days from the date of receipt of such notice.

In the event the owner/applicant fails to abide by the above procedure i.e. covers the underground drainage without obtaining the clearance of 'C' form shall be liable to pay a lump-sum penalty of Rs. 200/- provided the drainage work is otherwise in conformity with the bye-laws specified for the purpose.

iii) The owner/applicant who has been granted building permit shall serve a notice in form 'D' as per building Bye-law No. 7.2.2 alongwith a fee of Rs. 15/- after the final completion of the drainage/sanitary/water supply works.

Within 10 days from the receipt of such notice the site/premises shall be inspected by an Officer deputed by the Authority. Approval or rejection of the application of 'D' form shall be conveyed to the applicant within 15 days from the date of receipt of such notice.

8) (i) *Procedure for Obtaining Completion Certificate:*

No person shall occupy or allow any other person to occupy any building or part of a building for any purpose until such building or part has been granted the Occupancy Certificate.

Notice of Completion-Every owner shall have to submit a notice of completion of the building to the Authority regarding completion of the work described in the building permit. The notice of completion shall be submitted by the owner through the licensed Architect/Engineer or group, as the case may be, who has supervised the construction, the performa given in Appendix 'F' and 'G' accompanied by three copies of completion plan and the following documents and alongwith a fee of Rs. 20/-:-

- 1) Copy of lease-deed.
- 2) Copy of sewer connection permission.
- 3) Clearance from Chief Fire Officer, Delhi
- 4) Clearance from Chief Controller of Explosive, Nagpur, as required.
- 5) Clearance from DESU regarding provision of Transport/Sub-station/ancillary power supply system etc. as required.
- 6) Structural Stability Certificate duly signed by the licensed Architect/Engineer.
- 7) Certificate from the lift Manufacturer, as required.
- 8) Certificate from Air-conditioning Engineer, Mfg. as required.

ii) *Procedure for Processing of issue of Occupancy Certificate.*

The authority on receipt of the notice of completion, shall inspect the work and sanction or refuse an occupancy certificate, in the proforma given in Appendix 'H' within 60 days from the date of receipt of completion certificate, after which period it shall be deemed to have been approved by the Authority for occupation. Where the occupancy certificate is refused the various reasons shall be quoted for rejecting at the first instance itself.

9) *Miscellaneous :*

No person shall be entertained for persuing their cases other than the owner, duly appointed Architect/Engineer, Supervisor or an authorised person having letter in writing from the owner. So, the owners/applicants are advised to refrain from deputing unauthorised persons to unnecessarily remain on visiting the D.D.A. office which serves little constructive purpose.

