



**BUILDING DEPARTMENT
KOLKATA MUNICIPAL CORPORATION
5, S. N. BANERJEE ROAD
KOLKATA - 700 013**

Date : 01 / 11 / 2019

OFFICE CIRCULAR NO 07 OF 2019-20

Submission of ROR / mutation certificate from BL&LRO in the added area of KMC i.e. within ward no 101 to 144 is not mandatory for the proposals for sanction of building plan u/s 393, 393A of the KMC Act, 1980 on a land of area upto 210 Sq.M.

During processing the proposal for sanction of building plan, department has to confirm the following points :

1. Assessment record (Copy of Assessment book or IB) of KMC has to consult if Bill, Pukur or Pukurpar is mentioned in the deed of conveyance.
2. Land should not be vested land or Government Acquired Land. This may be confirmed from copy of Assessment book or IB of Assessment Department.
3. Land should not be within the jurisdiction of East Kolkata Wetland Management Authority.
4. Land should be a buildable site and there should not be any physical existence of water body. This should be confirmed by physical inspection.
5. In case, where the system is locked for NOC from PMU, such files has to send to Environment & Heritage Department (erstwhile PMU) for necessary clearance and unlocking the system to proceed for sanction.
6. In case where Bill, Pukur or Pukurpar is mentioned in the deed of conveyance, Building Department shall send the information to the concerned BL&LRO that KMC is going to sanction a building plan at the relevant mouja, dag & khatian. If BL&LRO has any objection in this regard, he/she has to send the objection within 15 working days time. KMC will give sanction if no objection is filed by the BL&LRO within stipulated time.

Mayor-in-Council in its meeting dated 23/10/2019 vide item no MOA-90.11 approved the same for implementation pending approval of the Government.

This Circular is issued in supersession of the Circular No 05 of 2019-20 dated 06 / 08 / 2019 issued by Director General (Building).

Director General (Building)

Copy to :

1. OSD to Hon'ble Mayor,
2. OSD to Municipal Commissioner,
3. Spl. Municipal Commissioner (G&D),
4. DG(Civil)/Bldg/South,
5. All Dy. Ch. Engineer (B),
6. All Dy. Ch. Engineer (C) / Ex. Engineer of Borough Offices (Building),
7. Member, Executive Committee, Council of Architecture,
8. Chairperson, IIA, WB chapter,
9. Secretary, LBS Association,
10. Dy. Manager (Systems / Bldg),
11. AO (I) - for circulation.