

SCHEDULE – V-A  
(Bye-law 4.1)  
FORM OF SANCTION OF LICENCE

LP No.
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No: BMP/APS/

Date:

Sir/Madam,

With reference to your application No ..... dated ..... for grant of licence for the erection/re-erection/making alteration of residential building bearing property No. ...., plot No....., ward No....., locality / street..... we inform you that sanction has been granted by the Authority vide LP. No. .... subject to the following conditions:

1. A copy of the sanctioned plan should be displayed in the work spot.
2. A note book should be maintained in the workspot and should invariably be produced to the inspecting officers of the Bangalore Mahanagara Palike for recording instructions and the applicant should co-operate from time to time for inspection of BMP officials.
3. On completion of the foundation, and before commencement of superstructure, a “Commencement Certificate” shall be obtained from the concerned sanctioning Authority.
4. The building **shall not be occupied without obtaining occupancy certificate** after completion of the building under section 310 of KMC Act, 1976.
5. Other conditions as imposed by Bangalore Mahanagara Palike from time to time.
  - a. In case the documents submitted in respect of property in question are found to be false or fabricated, the plan sanctioned stands cancelled and legal action will be initiated.
  - b. If any owner / builder / architect contravenes the provisions of the Building Bye-laws and rules in force the sanction to plan will be revoked.
  - c. Bangalore Mahanagara Palike will not be responsible for any civil dispute that may arise in respect of property in question.
  - d. The applicant shall plant at least two trees in the premises (Bye-law No. 4.1.2).
  - e. The applicant should provide solar water heaters as per Table 17 of Bye-law No. 29 for the building.
  - f. The applicant shall ensure that the Rain water harvesting structures are provided and maintained in good condition at all times (Bye-law No. 32).
  - g. The applicant shall not stock any building materials / debris on footpath or on roads or on drains and also shall not damage drain / footpath / roads (Bye-law No. 4.1).
  - h. The debris and waste materials shall be transported to the nearest designated dumping yard.
  - i. Obtaining of “Commencement Certificate” and “Occupancy Certificate” has been made mandatory. It means that without obtaining Commencement Certificate, further construction after plinth shall not be made and without obtaining Occupancy Certificate, the building shall not be occupied. This obligation pertains to both owner and architect / engineer / supervisor. Failure to do so, provisions as per Section 321(1 & 3) of KMC Act shall be invoked.
  - j. Financial institutions, while sanctioning home loans against this sanction should ensure in their interest that Commencement Certificate and Occupancy Certificate are adhered to.

Asst. Director of Town Planning  
..... Zone  
Bangalore Mahanagara Palike

To

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.....  
.....

## OCCUPANCY CERTIFICATE

No: BMP/APS/LP

Date:

A plan was sanctioned for construction of residential building consisting of  
 ..... Floors at  
 ..... Vide LP  
 No..... dated .....

On receipt of the intimation of the completion of the building from the Registered Architect /Engineer / Supervisor, the building was inspected by the .....and it was found that the applicant has built the building according to the sanctioned plan/effectuated certain changes from the sanctioned plan. These changes were regularized by the ..... in his note dated ..... as recommended by the ..... by levying a penalty of Rs..... after ensuring that the deviations are within the permissible limit of 5% from the sanctioned plan. The applicant has paid a sum of Rs

(Rupees.....) vide DD No ..... dated..... towards the compounding fine. Hence, the deviations affected by the applicant are regularized and modified plan has been issued to this effect.

Therefore, permission is granted to occupy the building for Residential Purpose at ..... vide LP..... Consisting of ..... with the following details.

Floor Description	Total Floor Area in Sq.m	No. of Units / Use of the floor	Remarks
<b>Grand Total:</b>			

And subject to the following conditions:

1. He shall not add or alter materially, the structure or a part of the structure there off without specific permission of BMP. In the event of the applicant violating, the BMP has the right to demolish the deviated/alterted/added portion without any prior notice.
2. The basement floor must be used for car parking purpose only as per sanctioned plan.
3. Other conditions.

On default of the above conditions, the O.C. issued will be with drawn.

Assistant Director of Town Planning  
 ..... Zone  
 Bangalore Mahanagara Palike

To  
 .....  
 .....  
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