

APPENDIX-B1

Format of Questionnaire

QUESTIONNAIRE

( To be duly filled and enclosed to the application for  
Development Permission/Technical Clearance/Building Licence)

PART-A

1. Full name and address of the owner:
2. Details of the property:
  - (a) Chalta & PTS No./Survey No.
  - (b) Ward Name & No./Vaddo
  - (c) Town/Village
  - (d) Taluka & District
3. Is the property sub-divided? Yes/No  
If 'Yes', give details of the sub-division, supported by the document
4. Total area of the property \_\_\_\_\_ sq. meters.
5. Zone of the property as per ODP/ZP/RP
6. Intended use proposed in the Development
7. If the Zone indicated at (5) above is the result of subsequent change of Zone, give details of approval and enclose certified copy of the approval
8. Is the property accessible? Yes/No  
If 'Yes', state –
  - (a) Width of the access \_\_\_\_\_ meters.
  - (b) Area of road widening: \_\_\_\_\_ sq. meters
9. If the property is in the vicinity (within 100 meters) of the Cemetery/Crematorium, give the distance from the boundary wall of Cemetery/Crematorium \_\_\_\_\_ meters.
10. If the property is in the vicinity (within 100 meters) of the National Highway/State bye-pass, give the distance from the centre line of Highway/bye-pass \_\_\_\_\_ meters.
11. If the property is in the vicinity (within 50 meters) of the Railway line, give the distance from the boundary of Railway property \_\_\_\_\_ meters.
12. If the property is in the vicinity of the High Tide Line(within 1,000 meters) of the sea, give the distance from HTL \_\_\_\_\_ meters.
13. If the property is in the vicinity (within 100 meters) of the river bank, give the distance from the river bank \_\_\_\_\_ meters.

14. If there are any underground, over ground, overhead telephones /electricity lines affecting or crossing the plot/property or within meters distance of the plot/property, show on the plan and give:-
- (a) Vertical clearance between the highest point of the Building and the electric lines \_\_\_\_\_ meters.
- (b) Horizontal clearance between the proposed building and existing electric or any other lines \_\_\_\_\_ meters.
15. Whether any extra FAR is claimed on the basis of road widening/ proposed road?
- If 'Yes', state:-
- (a) Area under road widening Yes/No
- (b) Whether such road widening area or area under proposed road has been gifted to the local body? (If yes, submit relevant document) \_\_\_\_\_ sq. meters.  
Yes/No

### PART-B

( For buildings )

#### PLOT AREA

1. Area of the Plot \_\_\_\_\_ sq. meters.
2. Deduction for
  - (a) Area within road widening (proposed) \_\_\_\_\_ sq. meters.
  - (b) Area reserved for any other use \_\_\_\_\_ sq. meters.
  - Total of (a) + (b) \_\_\_\_\_ sq. meters.
3. Net effective area (1) – (2) \_\_\_\_\_ sq. meters.
4. Covered area occupied by the existing building, if any \_\_\_\_\_ sq. meters.
5. Plot coverage of the existing building (in %) \_\_\_\_\_ percentage
6. Covered area of the existing building that is proposed to be demolished \_\_\_\_\_ sq. meters.
7. Plot coverage of the existing building that is proposed to be demolished (in %) \_\_\_\_\_ percentage
8. Covered area of the proposed building \_\_\_\_\_ sq. meters.
9. Plot coverage of the proposed building (in %) \_\_\_\_\_ percentage
10. Combined covered area of the existing building to be maintained and that of the proposed building \_\_\_\_\_ sq. meters.
11. Combined plot coverage of the existing building to be maintained and that of the proposed building (in %) \_\_\_\_\_ percentage

**FLOOR AREA:**

- 12. Balcony area and covered area over footways floorwise and total on all floors \_\_\_\_\_ sq. meters.
  - 13. Balcony area and covered area over footways, floorwise and total on all floors, consumed for FAR purpose \_\_\_\_\_ sq. meters.
  - 14. Addition of set-back area and/or proposed road for FAR purpose \_\_\_\_\_ sq. meters.
  - 15. Addition of garage area for FAR purpose \_\_\_\_\_ sq. meters.
  - 16. Floor area consumed on Ground Floor \_\_\_\_\_ sq. meters.
  - 17. Floor area consumed on First Floor \_\_\_\_\_ sq. meters.
  - 18. Floor area consumed on Second Floor \_\_\_\_\_ sq. meters.
  - 19. Floor area consumed on Third Floor \_\_\_\_\_ sq. meters.
  - 20. Floor area consumed on any other floor or floors and any other area consumed for FAR purpose \_\_\_\_\_ sq. meters.
  - 21. Existing floor area to be maintained \_\_\_\_\_ sq. meters.
  - 22. Total floor area consumed:  
(13+14+15+16+17+18+19+20+21) \_\_\_\_\_ sq. meters.
  - 23. Floor area permissible \_\_\_\_\_ sq. meters.
  - 24. FAR permissible \_\_\_\_\_ sq. meters.
  - 25. FAR consumed \_\_\_\_\_ sq. meters.
  - 26. Mezzanine area \_\_\_\_\_ sq. meters.
  - 27. Loft area \_\_\_\_\_ sq. meters.
  - 28. Basement area \_\_\_\_\_ sq. meters.
  - 29. Garage area \_\_\_\_\_ sq. meters.
  - 30. Details of areas and use, floorwise: \_\_\_\_\_ sq. meters.
- | Floor (%)             | Total Built up | Area free from FAR                     | Net Floor Area m2                      | FAR               |
|-----------------------|----------------|--|--|-------------------|
| Reference Use         | Area m2        | Bal. Bas. Park.                        |  |                   |
| 31. Parking details : |                |  |  |                   |
| Floor Area            | Use            | No. of Car Parks/Parking Area Provided | No. of Car Parks/Parking Area Required | _____ sq. meters. |
- 32. Type of Zone to which the plot belongs to \_\_\_\_\_ Zone.

**SETBACKS:**

- 33. Front setback from the center line of the road \_\_\_\_\_ meters.
- 34. Side setbacks:
  - (a) \_\_\_\_\_ meters.
  - (b) \_\_\_\_\_ meters.
- 35. Distance between two or more buildings on the same plot, if any \_\_\_\_\_ meters.
- 36. Height of the Plinth \_\_\_\_\_ meters.
- 37. Use to which the building is to be put to floor-wise:
  - Basement Floor:
  - Ground Floor:
  - First Floor:
  - Second Floor:
  - Third Floor:
  - Upper Floors:
- 38. Plot owned by with reference to the ownership certificate of land
- 39. Reference number and date of approval of sub-division of land, if the plot in question is part of sub-division
- 40. Any other information

**\*PART C**

( for sub-division of land )

- 1. Area of the Plot \_\_\_\_\_ sq. meters.
- 2. Deductions:
  - (a) Area reserved for road widening \_\_\_\_\_ sq. meters.
  - (b) Area reserved for any other purpose or un-developable \_\_\_\_\_ sq. meters.
- 3. Effective area of the Plot (1-2) \_\_\_\_\_ sq. meters.
- 4. Open Space required to be provided \_\_\_\_\_ sq. meters.
- 5. Open space provided
  - (a) \_\_\_\_\_ sq. meters.
  - (b) \_\_\_\_\_ sq. meters.
- 6. Plot details: \_\_\_\_\_ Area (in sq. meters)  
Plot No.
- 7. Hierarchy of the roads used in the sub-division:

Road nomenclature	Width	Length	Area served
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*Note:* The roads with above nomenclature are to be indicated on the plans.

8. Usewise areas for below mentioned purpose, if the plots are having area of five hectares and above:

- |                          |                   |
|--------------------------|-------------------|
| (a) Schools              | _____ sq. meters. |
| (b) Community Centers    | _____ sq. meters. |
| (c) Public Utility areas | _____ sq. meters. |

\* Strike out whichever is not applicable.

We, hereby declare that the information furnished above is correct to the best of our knowledge.

ARCHITECT/ENGINEER/STRUCTURAL ENGINEER/

/TOWN PLANNER/LANDSCAPE ARCHITECT/

/URBAN DESIGNER

OWNER OR AUTHORISED REPRESENTATIVE

\_\_\_\_\_  
Signature

Name:

Address:-

Reg. No.

Date:

\_\_\_\_\_  
Signature

Name:-

Address:-

Date: