

**GUIDELINES TO NOTARY ARCHITECTS/ENGINEERS TO ISSUE
THIRD PARTY OR SELF TECHNICAL CLEARANCE/DEVELOPMENT
PERMISSION/COMPLETION ORDER FOR LOW RISK
BUILDINGS/COMPOUND WALL**

1. Their competence shall be as per Notification No. 21/1/TCP/2020/GLDBCR/489 dated 01/04/2022 published in the Official Gazette series I No. 1 dated 07/04/2022, viz:

- To issue Technical Clearance/Development Permission/ Completion Order for plans submitted by another registered professional for low risk buildings.

And/OR

- To issue Technical Clearance/Development Permission/Completion Order for drawings made by self for low risk building.

Low risk building means building having a built up area of maximum 500m² and height of building limited to ground plus 2 storeys including stilt floor, and/or compound wall only in respect of plots having an area upto 500m² of approved sub-division layout by Competent Authority.

2. They shall obtain all the required documents as envisaged in the Goa Land Development and Building Construction Regulations and they shall ensure that the clearance granted are in conformity with the said Regulations.

3. As the competence is limited to finally approved layout issued by the Competent Authorities, the proposal will be invariably in the developable land use zones as per the statutory plans. However, there could be instances where land use zones of property under plotted developments changes in the Statutory Plan prepared and notified subsequently. In such cases, the use of the building could be permitted as applicable in the respective zones subject to the restriction of plot size limited to 500 mts. total built up area of 500m² and height of building limited to ground plus 2 storeys including stilt floor.

4. The following prior clearances/NOCs could be required in the following cases before issuing third party or self technical clearance/development permission/completion order:

- (i) Airport Authority of India/Naval Authority as applicable, in case of plot falls within the control zone of Airports.
- (ii) Clearance from Goa Coastal Zone Management Authority in case the plot falls within CRZ.

- (iii) Permission under Section 17-A of the Goa Town & Country Planning Act for cutting of sloppy land, in case the land under reference is having gradient of more than 1:10.
 - (iv) Clearance from Highway Authority and Railway Authority within control zone as applicable.
5. They shall levy infrastructure tax in accordance with Goa Tax on Infrastructure Act, 2009 before granting clearances/permission/(Not applicable to third party certification) and the amount shall be remitted to the following Budget Head:
- 0217 – Urban Development
 - 80 – General
 - 800 - Other Receipts
 - 01 – Receipts under Goa Tax on Infrastructure Act, 2009
- The assessment of tax shall be worked out in accordance with the said Act and paid by way of challan. The procedure to generate e-challan is annexed to this guidelines.
6. Scrutiny of the plans for issuing permissions/self certification and third party certification shall be strictly as per the provisions of Goa land Development and Building Construction Regulations and Zoning classification of the Plan in force.
7. They shall maintain register and records as per mandated in the Notification dated 01/04/2022 and submit monthly revenue collection before 5th of the month to office of Chief Town Planner (Admn) in the format.
8. In case of any clarification, they may contact to respective Taluka offices/PDA/office of Chief Town Planner (Admn).

**GUIDELINES TO NOTARY ARCHITECTS/ENGINEERS TO ISSUE
THIRD PARTY OR SELF CERTIFICATION FOR LOW RISK BUILDINGS
OR COMPOUND WALL FOR FACILITATING ISSUANCES OF
TECHNICAL CLEARANCE/ DEVELOPMENT PERMISSION/
COMPLETION ORDER BY THE TCP DEPARTMENT/PDA**

1. To issue a certificate stating that the Plans prepared and submitted by another registered professional or prepared by self is in compliance with the Goa Land Development and Building Construction Regulations and issue a certificate to this effect to the respective TCP Department/PDA as the case may be after verifying documents and after carrying out site inspection. This will enable the TCP Department/PDA to issue Technical Clearance/ Development Permission/Completion Order.
2. Their competence shall be as per Notification No. 21/1/TCP/2020/GLDBCR/489 dated 01/04/2022 published in the Official Gazette series I No. 1 dated 07/04/2022, viz:
 - To issue third party or self certification for low risk buildings or compound wall for facilitating issuance of the Technical Clearance/Development Permission/Completion Order by the Town and Country Planning Department/Planning and Development Authority.

Note:

Low risk building means building having a built up area of maximum 500m² and height of building limited to ground plus 2 storeys including stilt floor, and/or compound wall only in respect of plots having an area upto 500m² of approved sub-division layout by Competent Authority.

3. They shall obtain all the required documents as envisaged in the Goa Land Development and Building Construction Regulations and they shall ensure that the certificate granted are in conformity with the said Regulations.
4. As the competence is limited to finally approved layout issued by the Competent Authorities, the proposal will be invariably in the developable land use zones as per the statutory plans. However, there could be instances where land use zones of property under plotted developments changed in the Statutory Plan prepared and notified subsequently. In such cases, the use of the building could be permitted as applicable in the respective zones subject to the restriction of plot size limited to 500 mts. total built up area of 500m² and height of building limited to ground plus 2 storeys including stilt floor.

5. The following prior clearances/NOCs would be required/verified in the following cases before issuing third party or self certification:
 - (i) Airport Authority of India/Naval Authority as applicable, in case of plot falls within the control zone of Airports.
 - (ii) Clearance from Goa Coastal Zone Management Authority in case the plot falls within CRZ.
 - (iii) Permission under Section 17-A of the Goa Town & Country Planning Act for cutting of hilly land, in case the land under reference is having gradient of more than 1:10.
 - (iv) Clearance from Highway Authority and Railway Authority within control zone as applicable.
6. Scrutiny of the plans for issuing self certification and third party certification shall be strictly as per the provisions of Goa land Development and Building Construction Regulations and Zoning classification in the Plan in force.
7. They shall maintain register and records as per mandated in the Notification dated 01/04/2022.
8. In case of any clarification, they may contact to respective Taluka offices/PDA/office of Chief Town Planner (Admn).

**GUIDELINES TO NOTARY ARCHITECTS/ENGINEERS TO ISSUE
THIRD PARTY OR SELF TECHNICAL CLEARANCE/DEVEELOPMENT
PERMISSION/COMPLETION ORDER**

1. Their competence shall be as per Notification No. 21/1/TCP/2020/GLDBCR/489 dated 01/04/2022 published in the Official Gazette series I No. 1 dated 07/04/2022,
to issue Technical Clearance/Development Permission/ Completion Order for plans submitted by another registered professional.
to issue Technical Clearance/Development Permission/Completion Order for drawings made by self for low risk building (having a built up area of maximum 500m² and height of building limited to ground plus 2 storeys including stilt floor) only in respect of plots having an area upto 500m² of approved sub-division layout by Competent Authority.
2. They shall obtain all the required documents as envisaged in the Goa Land Development and Building Construction Regulations and they shall ensure that the clearance granted are in conformity with the said Regulations.
3. As the competence is limited to finally approved layout issued by the Competent Authorities, the proposal will be invariably in the developable land use zones as per the statutory plans. However, there could be instances where land use zones of property under plotted developments changes in the Statutory Plan prepared and notified subsequently. In such cases, the use of the building could be permitted as applicable in the respective zones subject to the restriction of plot size limited to 500 mts. total built up area of 500m² and height of building limited to ground plus 2 storeys including stilt floor.
4. The following prior clearances/NOCs could be required in the following cases:

9. Airport Authority of India/Naval Authority as applicable, in case of plot falls within the control zone of Airports.
10. Clearance from Goa Coastal Zone Management Authority in case the plot falls within CRZ.
11. Permission under Section 17-A of the Goa Town & Country Planning Act for cutting of sloppy land, in case the land under reference is having gradient of more than 1:10.
12. Clearance from Highway Authority and Railway Authority within control level as applicable.
5. Scrutiny of the plans for issuing permissions/self certification and third party certification shall be strictly as per the provisions of Goa land Development and Building Construction Regulations and Zoning classification of the Plan in force.
6. They shall maintain register and records as per mandated in the Notification dated 01/04/2022 and submit monthly revenue collection before 5th of the month to office of Chief Town Planner (Admn) in the format.
7. In case of any clarification, they may contact to respective Taluka offices/office of Chief Town Planner (Admn).