

APPENDIX A

(See Rule 5(1) and Rule 144(1))

.....Corporation/ Municipal Council/ Town Panchayat/ Grama Panchayat

APPLICATION FOR PERMIT/REGULARISATION

1.	Name in capital letters		
2.	Address : (i) Permanent		
	(ii) Tow which communications are to be sent		
3.	Nature of development/construction	(i) Division of plot	
		(ii) New construction	
		(iii) Reconstruction	
		(iv) Alteration	
		(v) Additional or extension	
		(vi) Digging of well	
		(vii) Change in occupancy	
		(viii) Demolition	
4.	Details of Plot: (i) Survey No.		
	(ii) Extent		
	(iii) Nature of ownership		
	(iv) Number and date of deed / document		
	(v) Registrar's Office		
	(vi) Sub Division		
	(vii) Ward No		
	(viii) Number of the nearest building		
	(ix) Revenue village		
	(x) Taluk		
	(xi) District		
5.	Occupancy : (i) Family Residential (State whether it is for one or two or for more family use		
	(ii) Non-family residential building		
	(iii) Others (Specify the occupancy)		
6.	Whether Government or Quasi-Government		
7.	(i) Plinth area of the proposed building		
	(ii) Details		
	Floor	Area in Sq. meters	
		Plinth Area	Carpet Area
	Basement or cellar floor Ground floor First Floor		
	Total Area		

8.	Height of building in metres (i) From ground level with and without stair room, machine room etc.		
	(ii) From street level with and without stair room , machine room etc.		
9.	If the application is for regularization (i) Whether completed or not		
	(ii) If not completed, the stage of construction		
10.	Details of permit / approved plan already obtained		
11.	Details of fee paid (i) Amount		
	(ii) no. and date pf receipt		
12.	Details of documents, plan, certificate, etc, enclosed		

Declaration

I.....hereby declare that the measurements, specifications and other details and specifications mentioned above are correct, complete and true to the best of my knowledge and belief and that I shall abide by the approved plan and the provisions in the Act and Rules in undertaking the construction.

Place:

Date:

Signature of the applicant with name

CERTIFICATE

Certified that the site plan is prepared after verification of ownership document and site and the measurements shown are found to be correct.

Place:
Date:

Signature:
Name:
Reg.No:
Address:

(Registered Architect, Engineer,
Town Planner, Supervisor)

CERTIFICATE

Certified that the building plan is prepared in accordance with the provisions in the Kerala Municipality Building Rules, 1999, Kerala Municipality Act, 1994 and the provisions contained in the sanctioned Town Planning Schemes.

Place:

Date:

Signature:

Name:

Reg.No:

Address:

(Registered Architect, Engineer,
Town Planner, Supervisor)

UNDERTAKING

I,.....hereby undertake that the building construction/land development will be carried on/being carried on/was carried on as per the approved plan and permit in accordance with the rules in force, under my supervision.

Place:
Date:

Signature:
Name:
Reg.No:
Address:

(Registered Architect, Engineer,
Town Planner, Supervisor)

(For Office use)

File No.	
Date of Receipt	
Fees	
Receipt No. & Date	

Whether the proposed building is according to KBR Rules				
Rule	Description	<u>Required</u> Permissible	Provided	Remarks

Remarks of the Building Inspector /Oversear

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Remarks of the Asst.Town Planner

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Town Planning Officer/Engineer

Health Officer

Secretary

Licence issued	Licence refused
Licence No.	Letter No.
Date	Date

Town Planning officer/Secretary
