

Procedure for site inspection for Building approval:

On receipt of application for grant of building permission and completion of preliminary scrutiny followed by submission of shortfall particulars/details/documents, the sanctioning authority will issue schedule for field inspection to the designated inspecting officer. In case the application is not accompanied by the NOC from Fire services department, PCB, Irrigation Department as the case may require, the Commissioner/EO shall then issue a schedule for Joint Inspection.

The inspecting officer has to inspect the site and verify the following:

- Measurements of plot
- Schedule of boundaries
- Proposed plans shall be verified with respect to ground position (Levels, Dimensions and area of the plot),
- Abutting road width
- Existence of water bodies, railway lines, heritage structures, etc

The inspector shall take photographs, prepare and submit the inspection report within 48 hours from the date of receipt of schedule for inspection from the Commissioner/Executive Officer.