

## **Reasons, which leads to Rejection/Refusal of Building Plan Application submitted through online**

- 1.** The Actual North should be mentioned in the key/site plan submitted corresponding the propose site.
- 2.** Proposed site should be legibly marked in the plan submitted.
- 3.** All the boundaries of the proposed site should be marked without leaving blank like Vacant, Building, Under construction, Agriculture land, Canal, etc,.
- 4.** Type of the road as per the present site condition should be mentioned properly in the site/key plan like, earthen, WBM, Bitumen Top, Cement concrete and it should match with the setback detail plan drawn in the drawing.
- 5.** Width of the road should be properly mentioned in the site/key plan and it should match with the setback detail plan drawn in the drawing.
- 6.** Details uploaded in the enclosures of the user portal should match with the respective information/details.
- 7.** Important landmarks /Bench mark /Junction if any may be shown in the site/key plan drawn.
- 8.** Details of the pre-requisite information /NOC should be uploaded in their respective columns of the pre-requisite information's of the user portal like Regularisation order, previous approval obtained for the same site, copy of the approved layout, NOC's from stakeholders department, etc,.

- 9.** Parent documents of the property should be uploaded in the other items of the enclosure part of the user portal.
- 10.** Title deed/document claiming ownership alone will be sufficient in the respective column in the enclosure part.
- 11.** R.S.No., Plot No., T.S.No., Ward, Block No., Revenue village, Number of storey's, municipalities/commune should be properly mentioned in the title block of the drawing and discrepancies if any will lead to rejection & it should match with the entries in the document part/eDCR report/Plan title block.
- 12.** Soak pit, septic tank /sewerage line should be shown in the setback detail plan.
- 13.** Indemnity bond for handing over of road portion should be uploaded in the appropriate enclosure part of user portal (Both copy to MS and Concerned commune /municipalities/or if not it may be attached with the other details).
- 14.** Self-declarations along with photographs should be attached with the other details.
- 15.** Necessary buffer strip and canal/channel if any abutting the proposed site should be marked in the setback detail plan and no activities like Septic, Soakpit, Compound Wall, Rainwater harvesting pit, are permitted in the buffer strip portion.
- 16.** Rainwater harvesting pit and soak pit shall be located at the farthest ends.
- 17.** Reference approval copy if any may be attached in the other details of the enclosure part of user portal.

- 18.** If the Number of the applicant is more than one, then any one Name of the owner of the property may be mentioned in the eDCR testing and it should be mentioned as “Thiru.Krishnakumar & 1 others” likewise. Names more than will give you an overlapping entries in the eDCR report.
- 19.** In the document entry part, if the applicant is a Power agent or legal heir then last column of the applicant may be entered as “Power agent of Thiru.Kadiravan” or “Legal heir of Thiru.Krishnakumar”.
- 20.** The drawing sheet should contain adequate space for affixing of digital signature in the lower most right corner of the sheet as in the sample drawing uploaded in the website.
- 21.** The Original Document /title deed of the property should be scanned and uploaded in the user portal.
- 22.** Conversion of drawing to PDF format from the DXF file should be corresponding the to the drawing sheet size A0, A1, A2.
- 23.** Drawing from the DXF file should be converted into PDF in the Scale of 1:100 (1:1).
- 24.** Details of Number of rooms, living, kitchen, dining, toilet, bath, should be verified with the eDCR report i.e whether all the rooms have been validated by the Auto scrutiny of eDCR before submitted to the official login of Planning Authority though you got an accepted report.
- 25.** The entire layer utilised for eDCR testing should be freezed before converting to PDF format.

- 26.** Multiple layer/duplication of layer entries should be deleted like marking a parking layer in the floor plan & setback detail will give you a multiple entries, which eventually gives you an accepted report, but it's not a factual one.
- 27.** The notarized affidavit/undertaking/indemnity bond must contain the date on which it was executed/certified.
- 28.** Details of proposed demolition of any existing building should be shown in the drawing drawn to respective scale with title showing details of floor proposed to be demolished i.e. except temporary structure all other building should be shown in the drawing.
- 29.** Distance from the Railway line, ASI monuments, Canal/Channel/Water bodies, Electrical line, should be mentioned in the site/key plan drawn.
- 30.** Uploading of duplication of PDF plan in the plan details should be avoided.