

**MUNICIPAL CORPORATION OF GREATER MUMBAI**

**(Chief Engineer (Development Plan) Department)**

No. CHE/48098/DP/Gen dt. 23.2.16

Sub: - Online submission of 'Site inspection Video Clip' at various stages of the Building Proposal.

In order to make available online data about the progress of construction work of the proposed building for which building permission is granted, it is proposed to make provision in the AUTODCR application, for the submission of video clips along with the progress report to be submitted by the Architect/L.S.

The details of video clips to be submitted/attached to the AUTODCR generated building proposal, at various stages during the construction of the Building/Structure are illustrated as under:-

**A) For redevelopment / new development (Notice u/s 337 of MMC act)**

**1) At the time of proposal submission**

- a) Showing the access/road to the plot
- b) Showing all existing buildings, structures, covering from all sides & showing the no. of floors.
- c) Showing features like well, trees, HT Lines, Pylons, Nalla, Natural course, area under adverse possession, encroachments etc. on plot
- d) Showing existing compound wall /fencing around plot.

**2) Before starting the actual work/Along with work start notice.**

- a) Board showing details of plot, Proposed Building & Building proposal approval number.
- b) Showing the access / road to the plot and board showing details of project at prominent location.
- c) Showing all existing buildings, structures, covering from all sides & showing the no. of floors.
- d) Showing features like well, trees, HT Lines, Pylons, Nalla, Natural course, area under adverse possession, encroachments etc. on plot.
- e) Structures to be retained.
- f) Toilet / W.C. for labours.
- g) **Labour camp**
- h) Showing existing compound wall /fencing around plot.

**3) At every Basement level.**

- a) Board showing details of plot, Proposed Building & Building proposal approval number.

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- b) Showing Foundation / raft /side wall piling /external basement wall water proofing.
  - c) At every basement floor slab level covering entire basement floor with staircases & lifts.
  - d) Cross beams if proposed in basement.
- 4) Completion of Plinth /Stilt work.**
- a) Board showing details of plot, proposed Building & Building proposal approval number.
  - b) Digitally signed, Plinth checking plan in PDF format showing the open spaces from all sides including Front Open spaces, adequately provided as per approved plan.
  - c) Showing entire plinth area, open spaces around plinth and or podium from all sides, Plinth height from all four sides.
  - d) Showing entire Stilt floor plan/s,side open spaces
  - e) Showing all existing trees in open spaces
- 5) Along with Further C.C. application**
- a) Board showing details of plot, Proposed Building & Building proposal approval number.
  - b) Showing no of floors up to where work is done for each wing, covering from all sides, internal chowk, etc.
  - c) Subsequent Floor plans covering entire floor & especially,showing features claimed free of FSI at every floor level i.e. Chajja, staircase, internal staircase/s, ducts, refuse area, service floor ,fire preventing floor,Parking Tower,etc.
- 6) Every third floor work interval.**
- a) Board showing details of plot, Proposed Building & Building proposal approval number.
  - b) Showing open spaces around plinth and or podium from all sides.
  - c) Showing no of floors up to where work is done for each wing, covering from all sides.
  - d) Subsequent floor plans covering entire floor & especially showing features claimed free of FSI at every floor level i.e Chajja, staircase, internal staircase/s, ducts, etc.
- 7) On Detection of work beyond approval/unauthorised work by Arch. /L.S.**
- a) Board showing details of plot, Proposed Building & Building proposal approval number.

Video clip showing the work carried out beyond Commencement certificate & / or beyond approval.

**3) Along with request for Occupation certificate/B.C.C. submission**

- a) Board showing details of plot, Proposed Building & Building proposal approval number.
- b) Showing, compound wall along plot boundary, side open spaces, developed Recreation space, Entrance gate/s to plot
- c) Showing no. of floors, from all sides.
- d) Showing entire floor plan for all floors, covering ,area free of FSI, internal staircase, external staircase, fire fighting staircase, Internal, common lifts, corridor area,Elevation features, ducts, entrance lobby
- e) Showing entire Terrace floor plan, covering water storage tanks, Swimming pool, Staircase Head room area, Liftmachine room,all fire fighting provisions,etc.
- f) Showing Parking spaces (small/big/transport/two wheeler) in open spaces, stilt, podium, Parking Tower, Floor level parking spaces, in all respect, etc.
- g) Showing vermi-compost pit, rainwater harvesting arrangement details.

**B) For addition /alterations, Miscellaneous, Change of User, Repair to the existing Buildings (proposals under 342 of MMC act)**

**1) At the time of proposal submission**

- a) Board showing details of plot, Proposed Building & Building proposal approval number.
- b) Showing the access/road to the plot,existing compound wall /fencing around plot.
- c) Showing all existing building, structures, covering from all sides & showing the no. offloors.
- d) Showing features like well, trees, HT Lines, Pylons, Nalla, Natural course, etc. on plot.
- e) Digitally signed, Plinth plan/ open spaces around plinth and or podium from all sides, Plinth height from all four sides, open spaces between buildings,all on one plan,in PDF format showing the open spaces from all sides including Front Open spaces.
- f) Showing entire existing' Stilt floor, Podium plan/s&its side open spaces
- g) Showing all existing trees in open spaces

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**2) Along with Further C.C. application( If applicable)**

- a) Board showing details of plot, Proposed Building & Building proposal approval number.
- b) Showing no of floors up to where work is done for each wing, covering from all sides, internal chowk, etc.
- c) Subsequent Floor plans covering entire floor & especially, showing features claimed free of FSI at every floor level i.e. Chajja, staircase, internal staircase/s, ducts, refuse area, service floor, fire preventing floor, Parking Tower, etc.

**3) Every third floor work interval.(If applicable)**

- a) Board showing details of plot, Proposed Building & Building proposal approval number.
- b) Showing open spaces around plinth and or podium from all sides.
- c) Showing no of floors up to where work is done for each wing, covering from all sides.
- d) Subsequent floor plans covering entire floor & especially showing features claimed free of FSI at every floor level, such as staircase, internal staircase/s, ducts, etc.

**4) On Detection of work beyond approval/unauthorised work by Arch/L.S.**

- a) Board showing details of plot, Proposed Building & Building proposal approval number.
- b) Showing the work carried out beyond Commencement certificate & / or beyond approval, as the case may be in existing building.

**5) Along with request for Occupation certificate/B.C.C. submission**

- a) Board showing details of plot, Proposed Building & Building proposal approval number.
- b) Showing, compound wall along plot boundary, side open spaces, developed Recreation space, Entrance gate/s to plot
- c) Showing no. of floors, from all sides.
- d) Showing entire floor plan for all floors, covering ,area free of FSI, internal staircase, external staircase, fire fighting staircase, Internal, common lifts, corridor area, Elevation features, ducts, entrance lobby
- e) Showing entire Terrace floor plan, covering water storage tanks, Swimming pool, Staircase Head room area, Lift machine room, all fire fighting provisions, etc.

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- f) Showing Parking spaces (small/big/transport/two wheeler) in open spaces, stilt, podium, Parking Tower, Floor level parking spaces, in all respect, etc.  
g) Showing vermin compost pit, rainwater harvesting details.

**C) Miscellaneous proposals :-**

- a) Showing relevant features in respect of the proposal.

**D) General guidelines for shooting the video clips for building proposal construction work :-**

1. The size of each video clip shall be of minimum 3 minutes.
2. The video clip shall show the contain dd/mm/yy & time of the shooting.
3. The video clip shall be of good quality & clearly legible.
4. The video clip shall cover the entire built up/floor areas constructed.
5. The video clips showing the progress of work as per the stages mentioned shall be submitted along with the quarterly site inspection report by Architect/L.S.
6. The video clips shall cover all relevant features in related to the proposal.  
All features may not be required for all proposals.

It is proposed to insist the video shooting clip, for record & prevent the unauthorised construction at the various stages during on-going development work & along with the quarterly progress report, online, from Architect /L.S. as detailed above, for which Hon'ble M.C.'s approval is requested please.

On receipt, M/s.Softtech Ltd.will be inform to make suitable amendment in AUTODCR application for introducing the 'Site inspection Video Clips' mandatory along with quarterly report to be submitted by Architect/L.S.

Submitted please.

Hon'ble/MC  
Sir,

Yes.  
Raj M.elt  
25/2/16

Municipal Commissioner

CHES(DP)

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आयुक्तांचे कार्यालय  
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22/02/16  
CH.E. (D.P.) i/c

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