

**Port Blair Municipal Council**

**Andaman and Nicobar Islands**

APPENDIX – ‘A’

(See Bye –law 3)

Form of notice of intention to erect a building or to execute any work.

From : .....  
.....  
.....  
.....

To  
The Authority,  
Port Blair Municipal Council,  
Port Blair.

Sir,  
I /We hereby give your notice that \* I / We intend to erect-re-erect/ execute/add to the following works in the site or plot of land bearing Revenue Survey No. ....  
Situating at street or road according to plans submitted herewith.

**DESCRIPTION OF CONSTRUCTION:**

- 1. Basement
- 2. Ground Floor
- 3. 1st Floor
- 4. 2nd Floor
- 5. Specifications: General and detailed

I / We attach (a) Site plan in triplicate showing the portion of the plot proposed to be built upon and showing water supply and sewerage disposal lines.

(b) Three copies of plans, elevations, sections and other details of the proposed construction with or without projection : as required by Port Blair Municipal Council building bye-laws.

(c) Revenue sketch issued by Revenue Department, Andaman and Nicobar Administration, in support of my ownership to the said property :  
\* I /We hereby declare that \* I / We are the owner / owners or authorized agents of the property to be built upon.

The plans have been prepared by :

Name of Regd. Architect / Regd. Engineer/ Licensed Supervisor.  
Licence No : .....  
Address .....

\* I / We request that the site may be approved and that the permission be accorded to execute the said work.

Signature of Owner  
Owners or Authorised agent/ agents.  
Name of owner/owners or  
Authorized agent/agents  
(in block letter)  
Full postal address.....

## C O N D I T I O N S

1. I/We agree not to proceed with the execution of the work until the secretary under Bye-Laws 3(1) signifies approval.
2. I/We agree not to do any work otherwise than in accordance with the site and building plans and specifications which have been approved, or in contravention of any of the provisions of the Port Blair Municipal Council building Bye-Laws, order or the declaration made there under or of any direction or requisition lawfully given or made under the said bye-laws.
3. I/We agree to make any alterations which may be required by any notice issued or by any order confirmed by the authority under Bye-Laws 3(1).
4. I/We agree to keep one of the approved site plan and one set of copies of the sanctioned plans of the building of the site of the execution at all times when the work is in progress and also agree to see that such plans are available and the building is open at all times for the inspection of the authority and any officer authorized by him in that behalf.
5. I/We agree to give notice in accordance with bye-law 3.18 and furnish a set of completion plans within 15 days from the date of completion of occupation of the building whichever is earlier.
6. I/We also agree not to occupy the building that will be constructed or reconstructed by me/us or cause or permit it to be occupied until I/We have obtained an occupancy certificate from the Authority.

Signature of Owner/owners or  
Authorized agent/agents.

## Port Blair Municipal Council

### Andaman and Nicobar Islands

#### APPENDIX-'B'

See Bye-Laws 3.2 (1)

#### THE SITE PLAN

The Site Plan should comply with the following requirements:-

1. It should be drawn to scale of not less than 1 cm to 4 mt. provided that where circumstances are such as to make a small scale necessary or sufficient, the plan may with the consent of the authority be to a scale of 1cm to 8mts.
  2. It should show the boundaries of the site or plot for building.....
  3. It should give the survey number of the site or plot.
  4. It should show the street or streets with name or names on which the sites or plots abuts or those from which access proposed to be obtained.
  5. It should give the accurate dimensions of the site or plot.
  6. It should show whether the street or streets on which the site or plots abuts or those from which access is proposed to be obtained.
  7. It should show whether the street or streets on which the site or plot abuts or those from which access is proposed to be obtained, are public or private, and if the later what are the names of the owner of the land occupied by them and whether they have been formed and metalled, the existing or approved building lines on each side of the street or streets should also be shown.
  8. It should show the location of the proposed building on the site or plot and also the location of latrines, urinals, stables, cow-sheds, and other appurtenances of the building as well as the positions and dimensions of open spaces including the courtyards left in the site or plot forming the courtilage or appurtenance to the building and the passage or means of access provided for scavenging purposes.
  9. It should show the position of well tanks, Water Sources If any in the site or plot and within a distance of 20 meters from it in any direction.
  10. It may incorporate the position and section or trials pits taken within the site or plot describing so far as may be necessary and possible, the exact nature of solid and sub soils met with.
  11. It may show the position and approximate height of all buildings within 12 meters of site of plot.
  12. It should, so far as may be necessary and possible record the water level in the well, if any on the site or plot or in the adjoining wells if any, with the date of which the observations were taken.
  13. It should give the relative levels of the site or plot as far as possible with reference to the crown of the street or streets on which the site abuts or those from which access to the building is proposed to be obtained.
  14. It should give the north point relative to the plan of the building.
  15. The Authority may require the owner to furnish him with any further information, which has not already been given.
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## **Port Blair Municipal Council**

### **Andaman and Nicobar Islands**

#### **APPENDIX – 'C'**

(See Bye-law 3.2 (xii))

#### **BUILDING PLANS**

1. The building plan, plan of each floor, elevation and sections of the proposed building should be neatly and accurately drawn to a scale of not less than 1cm to 1 mtr.
2. The Plans section should show :
  - (i) Floor plans of all floors together with the covered area accessory building and basement plan. Such drawings shall clearly indicate the sizes and spacing of all supporting members, sizes or rooms;
  - (ii) Exact location of essential services, e.g. water closet, sink, baths and the like;
  - (iii) Section drawing showing clearly sizes of footings, thickness of basement walls and all roof slabs and floor slabs dimensions of walls, sizes and spacing of framing members, ceiling heights and parapet heights with their materials, indicating the drainage and slope of the roof. At least one section should be taken through the staircase;

Level of all  
Courtyards and

- (iv) The level of the lowest door of the building and the open space with reference to the level of the surface of the site or ground adjoining the building, and where possible, to the level of the crown of the abutting street or streets or those from which access to the building is proposed to be obtained;
  - (v) Terrace plan indicating the drainage and slope of the roof;
  - (vi) Indication of the north line;
  - (vii) Plans and sections of private water supply and sewerage disposal system if any;
  - (viii) The positions and dimensions of all openings such a doors, windows and ventilators.
3. The Authority may require the owner to furnish him any further information, so far as may be necessary, to show whether the building complies with any of the provisions of the bye-laws.

# **PORT BLAIR MUNICIPAL COUNCIL**

## **Andaman and Nicobar Islands**

### **APPENDIX –‘D’**

**(See Bye-Law 3.2 (iii))**

### **SPECIFICATION**

The following particulars should be incorporated in the specifications:

- i. The materials and the methods of construction to be used for the various parts of the buildings.
- ii. The manner in which the roof and house drainage and the surface drainage of the site are proposed to be disposed off.
- iii. The means of access that will be available for conservancy.
- iv. The use of uses for which building is intended. Whether there is within the building or site or within a reasonable distance there from a supply of wholesome water sufficient for the domestic purposes of the inmates of the building if it is intended to be used as a dwelling for two.
- v. If the building is intended to be used as dwelling for two or more families or as a place for carrying on any trade, business or industry in which not less than, twenty person may be employed or as a place of public resort, entertainment or other similar purposes, the means of Ingress and egress in case of emergency, proposed to be provided.
- vi. The correct extent of the site as a whole, the area occupied by the existing buildings or buildings, if any, and the total area that will be occupied by all buildings in the site.
- vii. The Authority may require the owner to furnish him with any further information, so far as many necessary to know whether the building satisfies all the requirements of safety and stability.