



OFFICE OF THE BOLPUR MUNICIPALITY

BOLPUR, BIRBHUM, PIN 731204

Chairman: Smt. Parna Ghosh

Vice Chairman: Omar Sekh

Mail ID: bolpurmunicipality@gmail.com

www.bolpurmunicipality.org

Fax: 03463-252501, Phone: 03463-252501

Ref. No. 1154/BM/2022-23

Date 02.08.2022

To,
Architects & Enlisted LBS & ESE & GTE
Bolpur Municipality
Bolpur : Birbhum

Sub : Mandatory and Non-Mandatory documents for WB-SWS-OBPAS under Bolpur Municipality.

This is to inform that the following decision has been taken by the board of Councillors members on dated 26.07.2022.

Sl No	Description	Category (Risk Classification)	Remarks
1	WB Fire Service & Emergency Dept. , Government of West Bengal	Low Risk-upto 10 mtr. & Medium Risk -upto 10 mtr. & Above 10 mtr. & upto 15.5 mtr.	Non-Mandatory- Applicable as per West Bengal Municipal (Building) Rules, 2007 vide Page No-41 of Sl No-76
2	National Monuments Authority (NMA) , Government of India.	Low Risk-upto 10 mtr. & Medium Risk -upto 10 mtr. & Above 10 mtr. & upto 15.5 mtr.	Not Applicable
3	West Bengal State Electricity Distribution Corporation Limited (WBSEDCL)	..	Not Applicable
4	PWD Roads	..	Not Applicable
5	Forest Department	..	Not Applicable
6	Environment Authority	..	Not Applicable
7	Sate Water Investigation Directorate (SWID)	..	Not Applicable
8	Development Authority (SSDA)	..	Not Applicable
9	Police Authority	..	Not Applicable
10	Irrigation Department	..	Not Applicable
11	Indian Air Force	..	Not Applicable
12	Heritage Conservation Committee (HCC)	..	Not Applicable
13	Indian Railway Authority	..	Not Applicable
14	Kolkata Port Trust	..	Not Applicable
15	National Highway Authority of India	..	Not Applicable
16	Explosive Authority of India	..	Not Applicable
17	Petroleum and Explosive Safety Organization	..	Not Applicable
18	Airports Authority of India (AAI), Government of India.	Low Risk-upto 10 mtr. & Medium Risk -upto 10 mtr. & Above 10 mtr. & upto 15.5 mtr.	Not Applicable
19	Certification of LIFT & ESCALATOR Installation by Chief Electrical Inspector', Directorate of Electricity, Department of Power & Non-conventional Energy Sources, Government of West Bengal.	Low Risk-upto 10 mtr. & Medium Risk -upto 10 mtr.	Not Applicable
20	URBAN LAND CEILING (ULC), Government of West Bengal.	Low Risk-upto 10 mtr. & Medium Risk -upto 10 mtr.	Not Applicable
21	NOC from ANY OTHERS GOVT. DEPARTMENT	Low Risk-upto 10 mtr. & Medium Risk -upto 10 mtr.	Not Applicable

22	Water supply connection and sewage disposal drawing	Low Risk-upto 10 mtr. & Medium Risk -upto 10 mtr.	Mandatory
23	Affidavits/ Undertakings under EODB for WB-SWS-OBPAS.	Low Risk-upto 10 mtr. & Medium Risk -upto 10 mtr. & Above 10 mtr. & upto 15.5 mtr.	Mandatory
24	Rain Water Harvesting	Above 10 mtr. & upto 15.5 mtr.	Applicable as per West Bengal Municipal (Building) Rules, 2007 vide Page No-76 of SI No-171
25	Solar Energy	Above 10 mtr. & upto 15.5 mtr.	Applicable as per West Bengal Municipal (Building) Rules, 2007 vide Page No-76 of SI No-174

The above information will take immediate effect to the interest of public of this ULB.

Memo No : 1154/1(6)/BM/2022-23

Date : 02.08.2022

Executive Officer
Bolpur Municipality

Copy forwarded for information and taking necessary action :

1. Vice-Chairman, Bolpur Municipality
2. President, Standing Committee, PW Sec.
3. E-i-C, Bolpur Municipality
4. S.A.E, Plan Department
5. H.C, Bolpur Municipality
6. Plan Department

Executive Officer
Bolpur Municipality



OFFICE OF THE BOLPUR MUNICIPALITY

BOLPUR, BIRBHUM, PIN 731204

Chairman: Smt. Parna Ghosh

Vice Chairman: Omar Sekh

Mail ID: bolpurmunicipality@gmail.com

www.bolpurmunicipality.org

Fax: 03463-252501, Phone: 03463-252501

Ref. No. 1155/BM/2022-23

Date 02-08-2022

To,
Architects & Enlisted LBS & ESE & GTE
Bolpur Municipality
Bolpur : Birbhumi

Sub : List of important documents to be uploaded for WB-SWS-OBPAS under Bolpur Municipality.

This is to inform that the following decision has been taken by the board of Councillors members on dated 26.07.2022.

Sl No	Description	Category (Risk Classification)	Remarks
1	Mandatory Documents : Copy of Deed with Site Map, R-O-R, Up-to-date Municipal Tax receipt, Up-to-date BLRO Tax receipt, Query free drawing	Low Risk-upto 10 mtr. & Medium Risk -upto 10 mtr. & Above 10 mtr. & upto 15.5 mtr.& High Risk	Mandatory
2	If R-O-R not Vastu/Bari/Dokan/Viti then Municipal NOC and অঙ্গীকারপত্র (Available at Plan Department)	Low Risk-upto 10 mtr. & Medium Risk -upto 10 mtr. & Above 10 mtr. & upto 15.5 mtr.	Mandatory
3	Building Plan Alteration and Extension : Xerox copy of previous sanctioned plan and Form-C & Plinth Level certificate in case plan passed through OBPAS. Previous, citizen not taken any Plinth level certificate and so, municipality not given any certificate. Now concern LBS will to the authority in their letter head for consideration, after consideration by the authority they will upload in OBPAS for that purpose	..	Mandatory
4	Type of floor : LBS should be mentioned in drawing otherwise highest quality floor will be under consideration by the ulb.	..	Mandatory
5	Structural Drawing & Stability Certificate : Both must be signed by Structural Engineer	Low Risk-upto 10 mtr.	Mandatory
6	Scrutiny Report with query : will be rejected for Low Risk Building , only will be under consideration for wrong entry of CAF from citizen end, after application of LBS and approved by authority it will be considered.	Low Risk-upto 10 mtr.	Mandatory
7	Soil Investigation Report and Certificate : Both must be signed by Geotechnical Engineer	Medium Risk -upto 10 mtr.	Mandatory
8	Manual Calculation Structural Design & Stability Certificate : Both must be signed by Structural Engineer	Medium Risk -upto 10 mtr.	Mandatory
9	Architectural Drawing : 1. Elevation- Min. 2 Nos (a) Front Elevation and (b) Side Elevation 2. Sectional Elevation- Min. 2 Nos (a) Long Sectional Elevation and (b) Short Sectional Elevation 3. Details for Mezzanine Floor (if any), Toilet and Staircase in any sectional elevation. 4. Type of floor must be mentioned in Sectional Elevation. 5. Details of Site Plan and Location Map 6. Details of Septic Tank and Soak Pit	All Type of Building ..	Mandatory

	7. Minimum structural details in sectional elevation. 8. Specific dimensions in drawings.		
--	--	--	--

The above information will take immediate effect to the interest of public of this ULB.

Memo No : 1155/1(6)/BM/2022-23 **Date :** 02.08.2022


Executive Officer
Bolpur Municipality

Copy forwarded for information and taking necessary action:

1. Vice-Chairman, Bolpur Municipality
2. President, Standing Committee, PW Sec.
3. E-i-C, Bolpur Municipality
4. S.A.E, Plan Department
5. H.C, Bolpur Municipality
6. Plan Department


Executive Officer
Bolpur Municipality