CHANDIGARH ADMINISTRATION
FINANCE DEPARTMENT
NOTIFICATION

the 14th March, 2018

No.11/2/70-UTFI(4)-2018/3587

In exercise of the powers conferred under Section 5(2) and Section 22(1) of the Capital of Punjab (Development and Regulation) Act 1952 as adopted by the Punjab Re-Organisation (Chandigarh Adaption of Laws on State and Concurrent Subjects) Orders, 1968, the Administrator, Union Territory, Chandigarh is pleased to make the following rules further to amend the Chandigarh Building Rules (Urban) 2017, notified vide No. 11/2/70-(UTFI(4)-2017/6994A, dated 25 July, 2017:

1. Short Title and Commencement:
   i. These rules may be called the Chandigarh Building (Amendment) Rules (Urban), 2018.
   ii. These shall come into force from the date of its publication in the official gazette.

2. In rule 3 of the Chandigarh Building Rules (Urban) 2017, the existing clause (74) may be read as under:

   "Self Certification means the building plan which may be duly prepared, certified and submitted by the Architect registered with the Council of Architecture, in accordance with the provision as laid down in the Architectural Control Sheet and as per the parameters/policies issued by the competent Authority from time to time. The building plans shall strictly adhere with the provisions of the Chandigarh Building Rules (Urban) 2017, notified vide No. 11/2/70-(UTFI(4)-2017/6994A, dated 25 July, 2017 under the Capital of Punjab (Development and Regulation) Act, 1952, as amended from time to time."

3. In the Chandigarh Building Rules (Urban) 2017, the existing Rule 11.1.2, in respect of Commercial Buildings, shall be substituted as under:

   "Self-Certification of Building plans in respect of Commercial Buildings (SCFs, SCOs, Booths, Service Shops, Bay Shops and similar buildings) governed by Architectural Control Sheets, by Registered Architects holding valid registration with the Council of Architecture, New Delhi shall"
henceforth be mandatory. The self-certification provision will empower Registered Architects to sanction building plans, pertaining to commercial buildings as mentioned herein above on behalf of plot owners, as per the Architectural Control Sheets, which can be obtained from the Department of Urban Planning, UT, Chandigarh or can be downloaded from the official website of the Chandigarh Administration."

4. **ELIGIBILITY**:-

Any Architect, whose name has validly been registered with Council of Architecture, New Delhi shall be eligible to submit the Self Certification of Building Plans in respect of the Commercial Property and no separate registration/empanelment of Private Architects will be done by the Chandigarh Administration.

5. **PROCEDURE FOR SUBMISSION OF BUILDING PLANS**:

**CHECK LIST**:-

a) An Application Form of Self Certification will be available from the Red Cross Society, Chandigarh on Payment of Rs. 100/-.

b) An Architect shall submit Building plans in triplicate (mounted) along with his Sanction Letter/Self Certification Form as per Annexure "K" annexed with these rules. The construction can be started after fifteen days from the date of submission of building plans, in case any objection is not conveyed to the applicant within the period prescribed herein above. However, in case violations are noticed at any stage during or after completion of construction of the building, it shall be subject to penal action, as prescribed in the rules, as applicable.

c) **Fee & Other Charges**:

1. **Security & Scrutiny Fee**: Security & Scrutiny fee shall be paid in the form of a Demand Draft favouring 'Estate Officer, U.T., Chandigarh, as per following details:-

   **Security Fee (Refundable after completion)**

<table>
<thead>
<tr>
<th>Sr. No</th>
<th>Description</th>
<th>Security Fee In rupees</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Commercial Booths</td>
<td>5000.0</td>
</tr>
<tr>
<td>2.</td>
<td>Service shop &amp; Bay Shops(SCO)</td>
<td>10000.0</td>
</tr>
<tr>
<td>Sr. No.</td>
<td>Labour Cess</td>
<td>Amount</td>
</tr>
<tr>
<td>---------</td>
<td>-------------</td>
<td>--------</td>
</tr>
<tr>
<td>1</td>
<td>Booth</td>
<td>@ 1% of total cost of construction 1000/- per sq.ft.</td>
</tr>
<tr>
<td>2</td>
<td>Bay Shop, service Shops, SCO &amp; SCF</td>
<td>@ 1% of total cost of construction 1500/- per sq.ft.</td>
</tr>
</tbody>
</table>

**II. Labour Cess:** In case the cost of construction of the proposed building is more than Rs 10,00,000/- the owner is liable to pay Labour Cess levied under the Building & Other Construction workers Welfare Cess Act 1996, in favour of Chandigarh Building and Other Construction Workers Welfare Fund.

**III. Additional Area Fee and Compounding Fee** shall be deposited in the form of a Demand Draft favouring Estate Officer, U.T., Chandigarh, at the rates, as applicable and as notified from time to time.

e) **Structural Stability Certificate**

The owner shall submit Structural Stability Certificate issued by the Registered Structural Engineer as prescribed in the form "J" annexed with these rules certifying that the structural design including safety from natural hazards based on soil conditions has been duly incorporated in the design of the building and these provisions shall be strictly adhered to during construction.

f) **Fire Safety Certificate**

The building must be constructed in accordance with the Fire Safety norms as mentioned in the Rules. i.e. National Building Code of India, 2016. The Owner shall submit Fire Safety Self Certification duly certified from the Registered Architect. The Owner/ Registered Architect/ Registered Structural Engineer, shall be held responsible if any accident is caused at the site, during the course of construction.
g) **Intimation with regard to Litigation or Proceeding Pending in any Court**

The Owner and Architect shall also intimate about any litigation, or proceedings (violation or misuse), if any, pending before any court or authority with regard to the Commercial Property, in writing, at the time of submission of building plans.

6. **Validity of Self Certification:**

   Self Certification of the Commercial building by the Registered Architect shall be valid for only five years from the date of Self Certification of the plan. The Architect will submit NOC issued by the Assistant Labour Commissioner, Chandigarh before applying for the sewerage connection and Occupation Certificate.

7. **Damp Proof Course (DPC) Certificate:**

   The Registered Architect shall submit a Certificate that the construction of building upto DPC level has been completed as per the sanctioned plan under Self Certification Scheme. The Estate Officer shall verify the certification and shall issue consent/comments within **15 days** of receiving the certificate. The DPC certificate shall deemed to be accepted, if it is in conformity with the rules.

8. **Change of Owner / Architect / Structural Engineer / Licensed Plumber during Construction:**

   After submitting the application or during the construction of building if the Owner/Architect /Structural Engineer is changed, he shall intimate the Estate Officer in writing that he is no longer responsible for the project from the date of actual dispatch of this letter. The information must be sent within seven days of occurrence of the change to the Estate Officer by the respective Owner/Architect/Structure Engineer. The construction work shall have to be suspended until the new owner/Registered Architect/Structural Engineer, as the case may be, undertakes the full responsibility of the project with forms and documents submitted for erection/re-erection of the building within seven days of his taking over. The Owner's intimation regarding change of name of professionals shall be considered to be final by the Estate Officer or any other person authorized by him.

9. **Action for Wrong Information:**

   If the Owner or Architect/Structural Engineer as specified in the Building Rules, 2017 submits a wrong report while making application under the Building
Rules or if any additional construction or violation is reported to exist at site till completion or concealed any fact or misrepresented regarding completion of building along with its eligibility for seeking occupation certificate or before the Completion of such report, he shall be jointly and severally held responsible for such omission. Further, a complaint against such Architect for suspension/cancellation of his registration shall be forwarded to the Council of Architecture. The owner shall be also liable to pay for the penalty as decided by the Estate Officer, after giving an opportunity of hearing. Further, if it is emerged that the information is concealed by the Structural Engineer/Architect necessary penal proceedings will be initiated along with debarring Structural Engineer / Architect from practising in Chandigarh.

**10. Decision of the Competent Authority:**

The Estate Officer, UT, Chandigarh reserves the right to check the building plans and construction at any stage and the violations (except compoundable ones), if found, shall have to be rectified by the owner. In case the owner fails to rectify the violations, the Estate Officer may take necessary steps to remove the violations. Further, an action shall also be taken against the defaulting Registered Architect by referring his case to the Council of Architecture for taking suitable action under the Architects Act, 1972 and the rules framed thereunder for the misconduct and further, he shall be debarred from doing practice in Chandigarh. All rectifications shall be done at the risk and cost of the owner and no plea of the owner shall be entertained for any default committed by the Architect engaged by him. In all such cases, the procedure of self-certification shall stand aborted/ cancelled.

At any stage during construction, if the Architect notices that the violations (except sanctionable ones) are taking place, he shall intimate to the Estate Officer about such violations along with photographs with regard to the violations and stop further supervision. He shall also intimate the allottee about the violations and advise him to stop further construction. Complete details along with photographs shall be submitted to the Estate Officer. The Estate Officer shall immediately issue a notice to the owner on the basis of intimation received from the Registered Architect to suspend further work. In such cases the owner shall be held responsible for further additions and violations. Such a situation shall automatically annul the process of Self Certification.

**11. Revocation of Self Certified Plans:**
The Self Certified plan by Registered Architect can be revoked by the Estate Officer, if it is found that such approval has been obtained/given by the Owner/ Registered Architect by misrepresentation of the material facts or fraudulent document submitted along with the building plan application or otherwise or the construction is not being done in accordance with the sanction granted.

AJAY KUMAR SINHA, IAS
Chief Administrator,
U.T., Chandigarh.

Endst. No. 11/2/70-UTFI(4)-2018/3588 Dated: 14.3.2018

A copy, along with its enclosures, is forwarded to the Controller, Printing and Stationery, Union Territory, Chandigarh, for publishing the notification in the Extra-ordinary Gazette of Chandigarh Administration and after publication supply 20 copies thereof for official use.

Superintendent Estates-I,
For Secretary (Estates)-cum-
Chief Administrator,
UT, Chandigarh.

Endst. No. 11/2/70-UTFI(4)-2018/3589 Dated: 14.3.2018

A copy is forwarded to the following for information and necessary action:

1. Chairman, Chandigarh Housing Board, Chandigarh;
2. Commissioner, Municipal Corporation, Chandigarh;
3. Chief Architect, U.T., Chandigarh;
4. Chief Engineer, Union Territory, Chandigarh;
5. Estate Officer, Union Territory, Chandigarh;
6. Superintending Engineer, Electricity Operation Circle, U.T., Chandigarh;
7. Director Environment, Chandigarh Administration;
8. Member Secretary, Chandigarh Pollution Control Committee, Chandigarh;
9. Director Public Relations, Chandigarh Administration; and
10. Additional Director, Information Technology, P.E.C, Sector 12, Chandigarh.

Superintendent Estates-I,
For Secretary (Estates)-cum-
Chief Administrator,
UT, Chandigarh.

Endst. No. 11/2/70-UTFI(4)-2018/3590 Dated: 14.3.2018

A copy, along with its enclosures, is forwarded to the State Informatic Officer, NIC, Chandigarh.

He is requested to upload the above said notification on the portal of the official website of the Chandigarh Administration.

Superintendent Estates-I,
For Secretary (Estates)-cum-
Chief Administrator,
UT, Chandigarh.
Application Form

To

The Estate Officer,
Chandigarh Administration,
UT. Chandigarh

Subject: For sanction of Building Plan through Certification by an Architect registered with the Council of Architecture, New Delhi, for commercial site No. _____, Sector _____, Chandigarh.

Sir / Madam,

I / We are owner(s) of SCF/SCO/Shop/commercial site/Booth No. _____, Sector ______, Chandigarh. I / we wish to seek sanction of building plan of the above mentioned property under the Self Certification Scheme by Architect.

The requisite documents along with the sanctioned building plans in triplicate are attached for record and necessary action.

The requisite documents as mentioned hereunder are attached herewith:

1. 3 sets of Building Plans duly signed & stamped by registered Architect along with sanction letter as in Form K
2. Form ‘J’
3. Security fee & security fee receipts
4. Proof of ownership

Date: ______________________
Signature
Name & address of the owner / (s)
Phone No.
Form J

Certificate: to be submitted along with the building plans/drawings

1 Certified that the building plans submitted for approval satisfy the safety requirements as stipulated under Rule 40 of the Punjab Capital (Development and Regulation) Building Rules, 1952 and the information given therein is factually correct to the best of our knowledge and understanding.

2 It is also certified that the structural design safety requirements for all situations including safety from natural hazards based on soil conditions and earthquake has been duly incorporated in the design of the building and these provision shall be adhered to during construction.

Signature of the Owner with date
(Name in Block letter and address)

Signature of the Architect with date
(Name in Block letter and address)

Signature of the Structural Engineer with date
(Name in Block letter and address)
FORM K
(Sanction Letter through Self-Certification)
Rule 11.1.2

To

The Estate Officer,
UT, Chandigarh.

Subject: Sanction Letter of Building Plan of Plot No._____. Sector_____. under Self Certification.

Sir/Madam,

With reference to above cited subject, it is informed that I am an Architect registered with the Council of Architecture, New Delhi, having Registration No._____. do hereby accord approval of building plans of Plot No._____. Sector_____, governed by Architectural Control Sheet No._____and CBR (Urban) 2017, under Self Certification scheme.

It is certified that the above building plan is as per the Architectural Control Sheet Drawing No._____, Job No._____, issued by the Chandigarh Administration / obtained online from the official website of the Chandigarh Administration and as per the provisions of Chandigarh Building Rules (Urban) 2017, notified vide No. 11/2/70-UTFI(4)-2017/6994A, dated 25th July, 2017 under the Capital of Punjab (Development and Regulation) Act, 1952, as amended from time to time.

Accordingly, I am forwarding the plans of above site to your office. Further, the construction shall take place on this plot after 15 days from today. if no reply/objection is received from your office. Further, I shall abide by all the terms and conditions applicable under the notified Self Certification Scheme.

Date:__________

Signature ________________________________
(Name & Address of Owner/(s)
Phone No. ________________________________

Signature ________________________________
(Name & Address of Architect)
Phone No. with stamp & Council
Registration No. ________________________________