

# User Manual for Licensed Architect

## Online Building Plan Approval System

Development Authorities, Special Area Development Authorities and U.P. Housing Board



Prepared by

**SoftTech**  
Empowering Transformation

**AWAS BANDHU, LUCKNOW**

**TOWN AND COUNTRY PLANNING DEPARTMENT, U.P**

**HOUSING AND URBAN PLANNING DEPARTMENT, GOVERNMENT OF UTTAR PRADESH**

## Table of Contents

1.	Introduction.....	1
2.	Home Page.....	1
3.	Architect’s Registration Form.....	2
4.	Checking the Proposal Status.....	3
5.	Renewal of Registration.....	4
6.	Forgot Password.....	4
7.	Sign-In (If you have Username and Password already).....	5
8.	Architect’s (Licensed Engineer) Console.....	6
9.	Applying for Building Permission.....	7
10.	Selecting File from Draft Applications.....	10
11.	Application Form Details.....	11
	11.1 Application Checklist.....	11
	11.2 Plot Details.....	11
	11.3 Geo-Location.....	12
	11.4 Selection of Required NOCs.....	13
12.	Document Details.....	15
13.	Drawing Details.....	16
14.	Paying Scrutiny Fees.....	17
15.	Submitting Proposal-file.....	18
16.	Letters and Certificates.....	19
	16.1 Provisional Sanction Letter.....	19
	16.2 Sanction Drawing.....	20
	16.3 Scrutiny report.....	21
	16.4 Site Visit Report.....	22
	16.5 Proposal Receipt.....	23
17.	Applying for Building Permission.....	24

18.	Application Form Details.....	26
18.1	Application Checklist.....	26
18.2	Plot Details.....	26
18.3	Geo-Location.....	27
18.1	Selection of Required NOCs.....	27
19.	Document Details.....	28
20.	Paying Building Permission Fees and Site Inspection Fees.....	29
21.	Submitting Proposal-file.....	30

## List of Figures

Figure 1: Architect’s Registration Form.....	2
Figure 2: Citizen/Owner Search windows.....	3
Figure 3: Renewal of Registration Number.....	4
Figure 4: Forgot Password dialog box.....	4
Figure 5: Sign-In.....	5
Figure 6: Proposal-file list (already created) in the Draft Section.....	6
Figure 7: Proposal-file Details.....	6
Figure 8: Applying for Building Permission.....	7
Figure 9: Filling Application Form Detail.....	8
Figure 10: Draft Application Number.....	9
Figure 11: Selecting Proposal-file from Draft Applications.....	10
Figure 12: Application Checklist.....	11
Figure 13: Plot Details.....	11
Figure 14: Adding Geo-Location.....	12
Figure 15: Selecting the Required NOCs.....	13
Figure 16: Selecting Values in Application Checklist Tab.....	13
Figure 17: Required NOC Tab.....	14
Figure 18: Attaching Files in Document Details.....	15
Figure 19: Attaching Drawing.....	16
Figure 20: Generating Permanent File Number.....	16
Figure 21: Paying Scrutiny Fees.....	17
Figure 22: Proposal-File is submitted.....	18
Figure 23: Applying for Building Permission.....	24

Figure 24: General and application information..... 25

Figure 25: Application Checklist..... 26

Figure 26: Plot Details..... 26

Figure 27: Adding Geo-Location..... 27

Figure 28: Attaching Files in Document Details.....28

Figure 29: Paying Fees..... 29

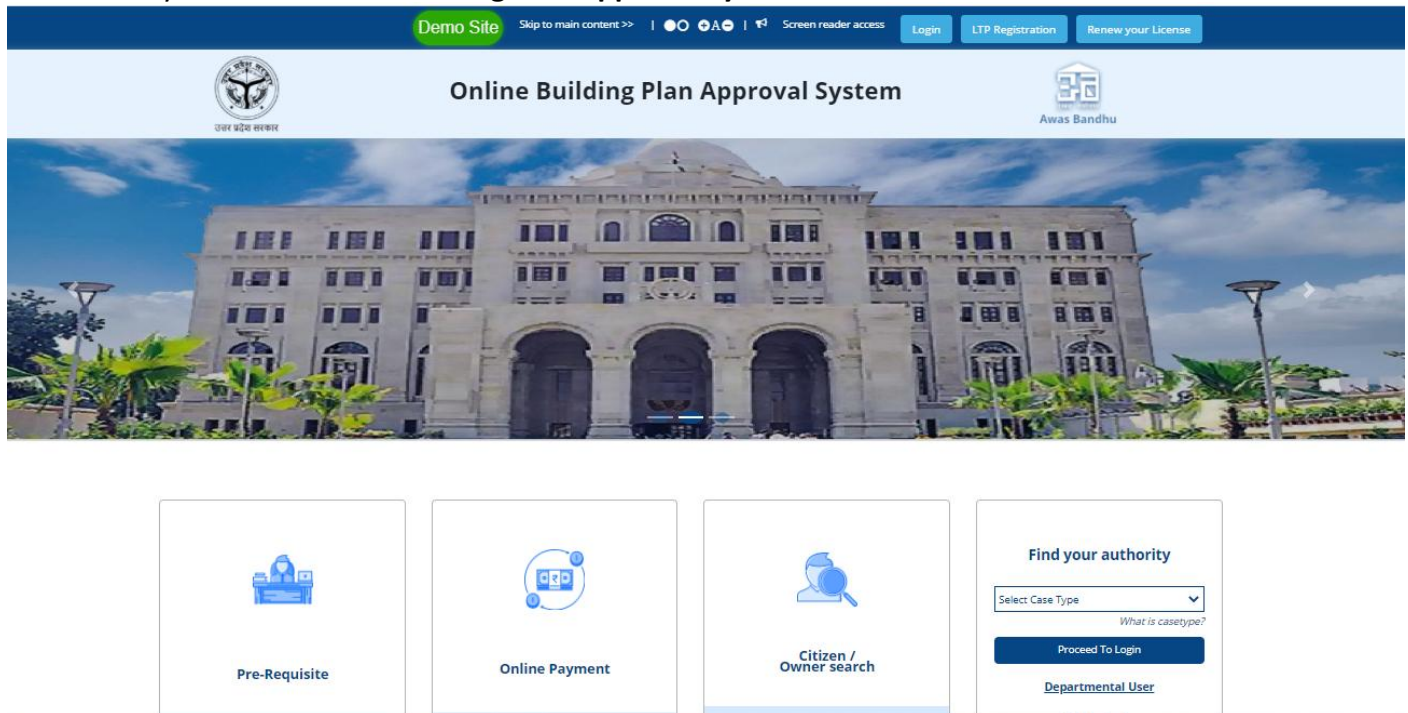
# 1. Introduction

The document for Licensed Architect briefs about the steps to be followed for the submission of a proposal-file in **Uttar Pradesh (Awass Bandhu) Development Authority**.

# 2. Home Page

Go to the link <https://upobpas.in/BPAMSCient/Home.aspx>

It redirects you to the **Online Building Plan Approval System**



**Figure 1: Online Building Plan Approval Home Page**

There are three buttons available on the home page as mention below in the table:

UP Online Building Plan Approval System Home Page	
<b>Login</b>	Select to login into the architect’s console.
<b>LTP Registration</b>	Select to open the New Registration Form.
<b>Renew your License</b>	Select to Renew the Registration Number.

### 3. Architect's Registration Form

**For New Architect's/ LTP's Registration (If you don't have a Username and Password):**

- (i) For a new architect's registration, select **LTP Registration**. It redirects you to the **Registration Form**.
- (ii) Fill all the details. Enter the **Captcha**, accept the **Terms and Conditions** and **Submit** the form.

Welcome to Professional/ Consultant Registration Portal

---

**Personal Information**

\*Name: Mr [dropdown] First Name [input] Middle Name [input] Last Name [input]

\* Professional Category: Select [dropdown]


Qualification: [input]

Total Experience (in years): [input]

Firm Name (Employed or Self Registered): [input]

Short Profile (Experience Summary): [input]

Nationality: [input] Date Of Birth: [input] [calendar icon]



---

**Contact Information**

Postal Address: [input]

State: Select [dropdown] City: [input]

\*PIN Code: [input] \* Mobile Number: [input]

\* E-mail: [input] \* Mobile No. & E-mail used for notifications.

---

**Registration Details**

\*Id Proof Type: Select [dropdown]

\*Registration certificate scanned copy: [input]

\*Registration No./ License No.: Registration No. [input]

\*Valid Up To: [input] [calendar icon]

---

**Attach Mandatory Documents** [dropdown]

---

**Login Information**


\*Login Name: [input]

\*Password: [input]

\*Re-Enter Password: [input]

\*Security Question: Select [dropdown]


\*Answer: [input]

  
  
  
 Type the code from the image

---

I hereby confirm and acknowledge on following terms & conditions -

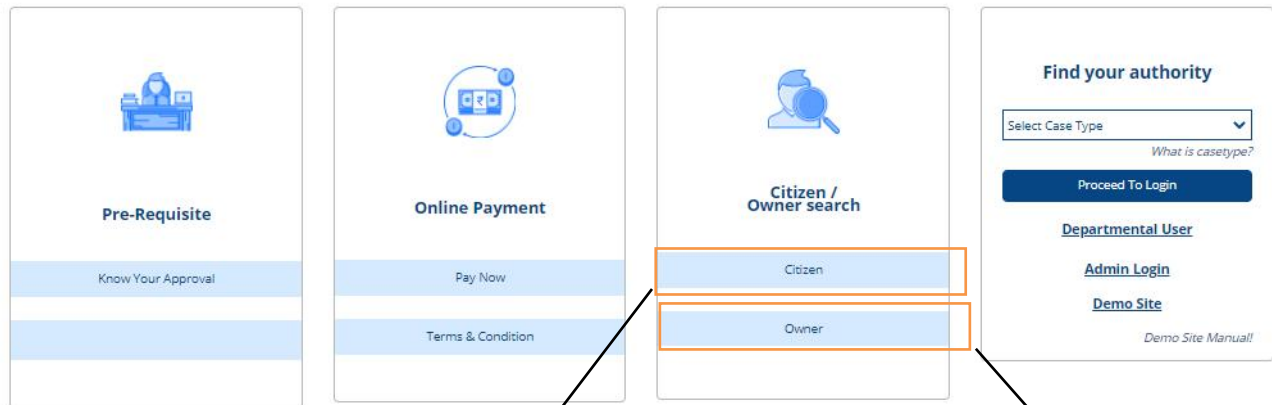
Figure 1: Architect's Registration Form

 **Note:** Asterisk Mark (\*) fields are mandatory to fill.



## 4. Checking the Proposal Status

Citizen search and Owner search



Select **Owner** option, enter **File Number** and **Mobile Number** and click **Submit status**.

Figure 2: Citizen/Owner Search windows

- Click **Citizen**, the new window opens, you can search the particular proposal status The proposal status sends via SMS to your respective mobile number.

## 5. Renewal of Registration

- (i) Select **Renew your License** option, enter **Registration Number** and Click **GO**.

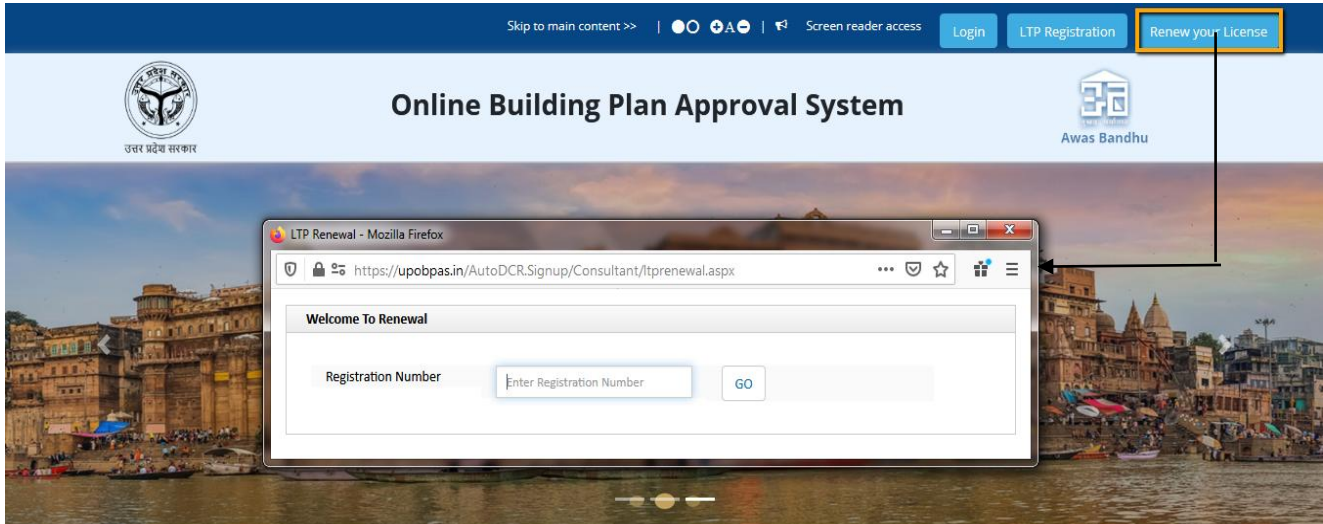


Figure 3: Renewal of Registration Number

## 6. Forgot Password

- If you forgot your password, click **Forgot Password** button. the dialog box appears and click **Submit**, the password will be sent to your respective Mobile No. and E-mail ID.

The 'Forgot Password' dialog box contains the following fields and elements:

- Login Name:** pawanmishra
- E-mail ID:** pawan32@gmail.com
- Mobile No.:** 8547452456
- Image:** A CAPTCHA image showing the code 'W6LK7'.
- Text:** 'Generate New Image' and 'Type the code from the image'.
- Input Field:** A text box containing the CAPTCHA code 'W6LK7'.
- Button:** A 'Submit' button.

Figure 4: Forgot Password dialog box

## 7. Sign-In (If you have Username and Password already)

Enter username and Password

Check on I am not a robot, to Verify Captcha and Login

The screenshot shows the login interface for the Uttar Pradesh Online Building Plan Approval System. The page has a header with the system's name and logo. Below the header is a navigation menu with links for 'OBPAS ASSISTANCE', 'DOWNLOAD', and 'ABOUT OBPAS'. The main content area contains a sign-in form with fields for 'User Name' and 'Password'. There is also a reCAPTCHA 'I'm not a robot' checkbox and a 'LOGIN' button. At the bottom, there are links for 'Demo Site', 'Top Performers', 'Forgot password?', and 'Login Issues'. The footer mentions 'Construction Permit System Developed on AutoDCR Platform.'

Figure 5: Sign-In

## 8. Architect’s (Licensed Engineer) Console

On the left side of the Console, the Architect/Licensed Engineer can see the proposal-file status from the below stages:

- Pre-Approval
- Post Approval

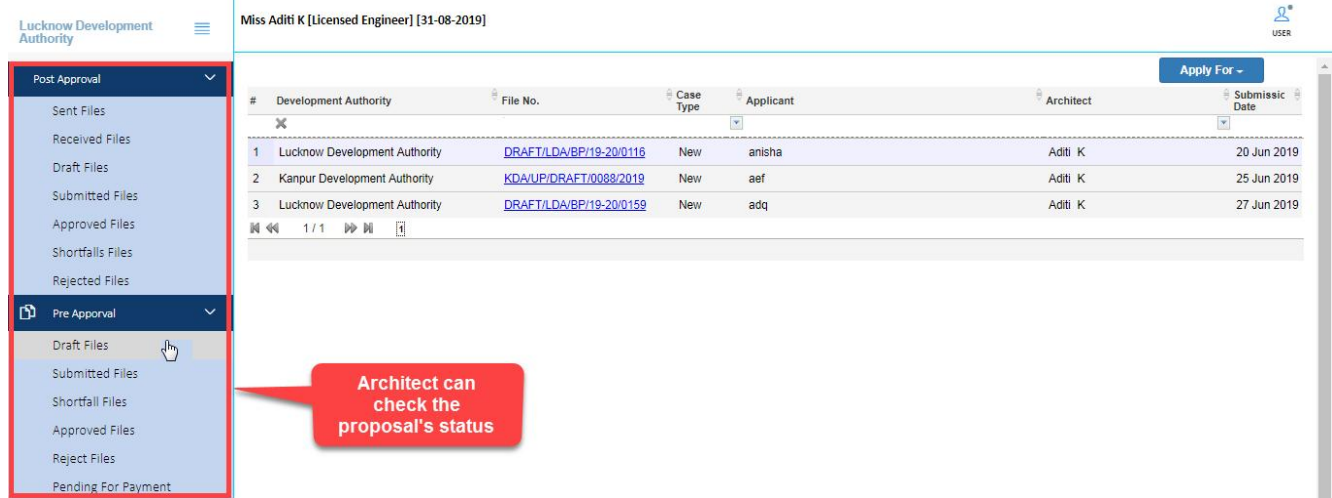


Figure 6: Proposal-file list (already created) in the Draft Section

Select and open any file to view the proposal-file information details (Refer to Figure 8). The list of the created files is present in **the Draft Files** section as shown in Figure 9.

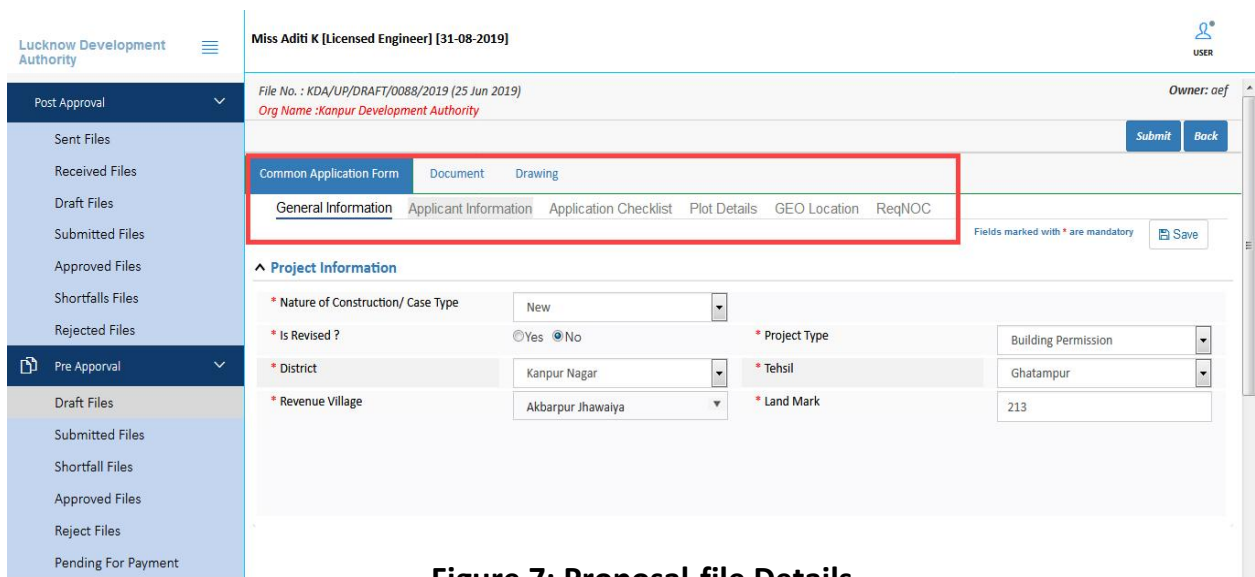


Figure 7: Proposal-file Details

## 9. Applying for Building Permission

To apply for the **Building Permission**:

- (i) Go to the Pre-Approval section.
- (ii) Click **Draft Files** tab.
- (iii) Click **Apply For** drop-down button and select **Building Permission**.

The screenshot displays the user interface for Miss Aditi K [Licensed Engineer] [31-08-2019]. The left sidebar shows a navigation menu with 'Post Approval' and 'Pre Approval' sections. The 'Pre Approval' section is expanded, showing 'Draft Files' as the selected tab. The main content area features a table with columns: #, Development Authority, File No., Case Type, Applicant, Architect, and Date. Three rows of data are visible. A red callout box points to the 'Apply For' dropdown menu, which has 'Building Permission' selected. Another red callout box points to the 'Draft Files' tab in the sidebar.

#	Development Authority	File No.	Case Type	Applicant	Architect	Date
1	Lucknow Development Authority	<a href="#">DRAFT/LDA/BP/19-20/0116</a>	New	anisha	Aditi K	20 Jun 2019
2	Kanpur Development Authority	<a href="#">KDA/UP/DRAFT/0088/2019</a>	New	aef	Aditi K	25 Jun 2019
3	Lucknow Development Authority	<a href="#">DRAFT/LDA/BP/19-20/0159</a>	New	adq	Aditi K	27 Jun 2019

Figure 8: Applying for Building Permission

After selecting the building permission, it redirects to the next following window.

- (iii) Now, fill all the information details under **General Information** and **Applicant Information** tabs and **Save** the details.

**Note:** Asterisk Mark (\*) fields are mandatory to fill.

The figure displays two screenshots of the application form interface for Miss Aditi K [Licensed Engineer] [31-08-2019].

**Top Screenshot: Project Information**

**General Information** (Applicant Information)

Fields marked with \* are mandatory. **Save**

**Project Information**

- \* Nature of Construction/ Case Type: New
- \* Is Revised?: Yes (radio), No (radio)
- \* District: Lucknow
- \* Revenue Village: Adhar Khera
- \* Project Type: Building Permission
- \* Tehsil: Bakshi Ka Talab
- \* Land Mark: [Empty]

**Bottom Screenshot: Applicant Information**

**Applicant Information**

Fields marked with \* are mandatory. **Save**

**Architect/ Structural Engineer/ Civil Engineer**

Consultant Category: Licensed Engineer

Name: Aditi K

COA/License No.: 1122

Mobile Number: 9856225255

Address: [Empty]

Validity: 31/8/2019

E-mail ID: aditi.khamkar@softtech-engr.com

**Applicant's Information**

+ Add Delete

Sr.No.	Owner Name	Email	Mobile Number
No data found			

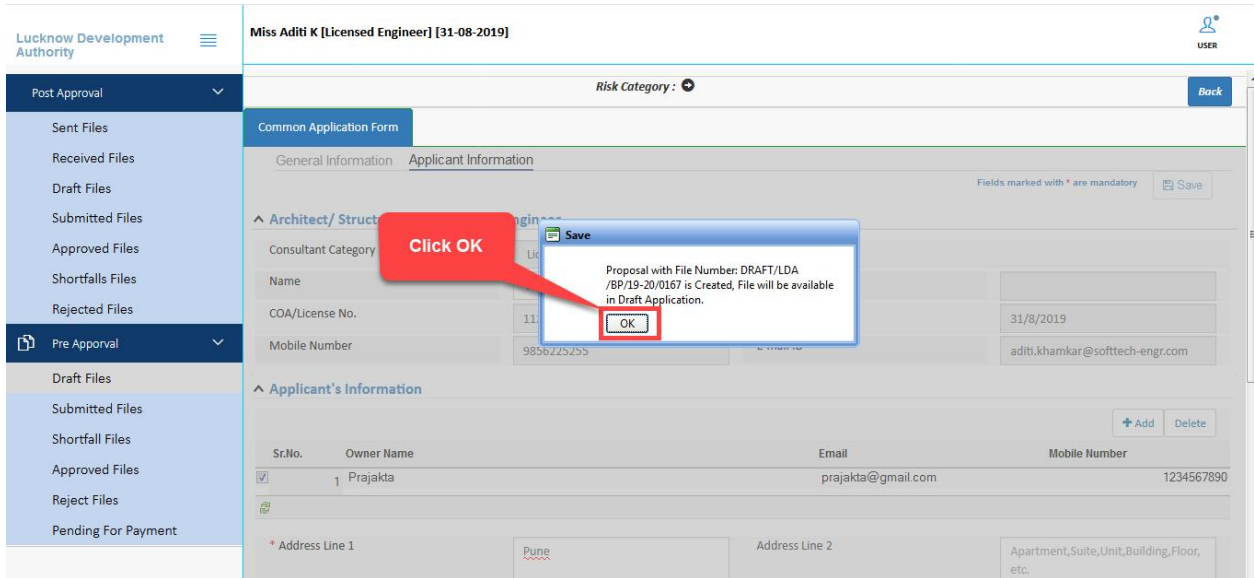
\* Address Line 1: Street,P.O. Box,Company,C/O,etc.

Address Line 2: Apartment,Suite,Unit,Building,Floor, etc.

**Figure 9: Filling Application Form Detail**

After saving all the details, the following pop-up message appears.

- (iv) Here the proposal-file is created with the Temporary File Number. Now, click **OK** to proceed further. Proposal-file moves to the **Draft Files** tab in the Pre-Approval stage.



**Figure 10: Draft Application Number**



## 10. Selecting File from Draft Applications

- (i) Go to the **Draft Files** tab of the **Pre Approval** section.
- (ii) Select and open your created file. **(For Ex. : DRAFT/LDA/BP/19-20/0167)**

The screenshot shows a user interface for 'Lucknow Development Authority'. The user is 'Miss Aditi K [Licensed Engineer] [31-08-2019]'. The left sidebar has a 'Pre Approval' section with 'Draft Files' selected. The main area displays a table of draft applications:

#	Development Authority	File No.	Case Type	Applicant	Architect	Submission Date
1	Lucknow Development Authority	<a href="#">DRAFT/LDA/BP/19-20/0116</a>	New	anisha	Aditi K	20 Jun 2019
2	Kanpur Development Authority	<a href="#">KDA/UP/DRAFT/0088/2019</a>	New	aef	Aditi K	25 Jun 2019
3	Lucknow Development Authority	<a href="#">DRAFT/LDA/BP/19-20/0159</a>	New	adq	Aditi K	27 Jun 2019
4	Lucknow Development Authority	<a href="#">DRAFT/LDA/BP/19-20/0167</a>	New	Prajakta	Aditi K	03 Jul 2019

Figure 11: Selecting Proposal-file from Draft Applications



## 11. Application Form Details

### 11.1 Application Checklist

- (i) As per the requirements, select the **Values** and enter the **Remarks** in Application Checklist details.
- (ii) Click **Save & Continue** button to save all the details.

**Lucknow Development Authority** | Miss Aditi K [Licensed Engineer] [31-08-2019] | Owner: Prajakta

File No. : DRAFT/LDA/BP/19-20/0167 (03 Jul 2019)  
Org Name :Lucknow Development Authority

Common Application Form | Document | Drawing

General Information | Applicant Information | **Application Checklist** | Plot Details | GEO Location | ReqNOC

#	Description	Value	Remark
1	Is your Plan falling in Municipal Corporation Boundary ?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA	
2	Is Your Plot falling under 300m radius of monument?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA	
3	Is your Plot Adjoining to Main road?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA	
4	If your site falling Adjoining /Near by Land or irrigation ?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA	
5	Is your access road is not part of master plan road ?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA	
6	is your Plot Adjoining /Near by Land of any MRL?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA	
7	is your Plot Adjoining 100 Mtr Land of Railways?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA	
8	Is your plot is nearby forest land?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA	

**Save & Continue**

Figure 12: Application Checklist

### 11.2 Plot Details

- (i) Fill all the plot details and **Save** the data.

**Lucknow Development Authority** | Miss Aditi K [Licensed Engineer] [31-08-2019] | Owner: Prajakta

File No. : DRAFT/LDA/BP/19-20/0167 (03 Jul 2019)  
Org Name :Lucknow Development Authority

Common Application Form | Document | Drawing

General Information | Applicant Information | Application Checklist | **Plot Details** | GEO Location | ReqNOC

Fields marked with \* are mandatory.

**Save**

**Main Details**

* Land Use Zone	Residential use Zone	* Land Sub Use Zone	Residential Zone
* Plot Use	Residential	* Plot Sub Use	Villa
* Development Area	Developed Area	* Subdevelopment Area	Market Street
* Plan on	Private Approved scheme	* SCHEME	Ansat
* Plot No./ Survey No.	25	* Max Building Height	10
* Plot area as per site (Sq.Mt.)	500	* Plot area as per Document (Sq.Mt.) Note:Minimum Plot area	450
* Total Built Up Area (Sq.Mt.)	480	* Road Widening (Mt.)	20
* Existing Built up Area (Sq.Mt.)	490	* Proposed Built up Area (Sq.Mt.)	-30
* Development Plan	Master Plan	* Estimated Cost including Internal Electricity & Internal Water Expense	522

Figure 13: Plot Details

## 11.3 Geo-Location

To add the geo-location coordinates:

- (i) Click the checkbox of Map co-ordinates minimum four.
- (ii) Click **Add GEO** button.
- (iii) Select the co-ordinates on map (when you select the coordinates on a map, it automatically takes the latitude and longitude).
- (iv) Add the **Length** of geolocation coordinates and **save** the geo-location.

The screenshot shows the 'GEO Location' tab in the software interface. It features a table for adding coordinates, a map for selecting locations, and a section for adding lengths in meters.

Sr. No.	Latitude	Longitude
1	0.0000000000	0.0000000000
2	26.84667156368	80.94615996503
3	26.84668532410	80.94622769081
4	26.84672720361	80.94616063558

Note: Please Add Geo-Location Coordinates in Clockwise Direction

Side	Length (MT)
1-2	5
2-3	20
3-4	25

Figure 14: Adding Geo-Location

## 11.4 Selection of Required NOCs

(i) Select the required **NOCs** tab and **Save NOC Documents**

Mr. PAWAN MISHRA [Architect] [31-12-2025]

File No. LDA/BP/20-21/0889 (19 Nov 2020) Low Risk Pre-Approval : Draft Owner: Abc

Lucknow Development Authority failed in scrutiny, Please resubmit drawing with corrections Proposal Flow Submit Back

Common Application Form **Required NOC** Document Drawing Fees Chat Board

\* Please Save CheckList After Selection. \* If You Have NOC Document Then Check Yes. \* If You Dont Have NOC Then Check No. Save NOC Documents

Sr. No.	Name	Value	NOC Form	Attach	Attached File
1	Do you have NOC from Irrigation Department?	<input checked="" type="radio"/> Yes <input type="radio"/> No	-	Attached	12780_NOC12.pdf

Figure 15: Selecting the Required NOCs

File No. LDA/BP/20-21/0889 (19 Nov 2020) Low Risk Pre-Approval : Draft Owner: Abc

Lucknow Development Authority submit drawing with corrections. Proposal Flow Submit Back

Common Application Form Required NOC Document Drawing Fees Chat Board

General Information Applicant Information **Application Checklist** Plot Details GEO Location Save & Continue

#	Description	Value	Remark
1	Does your site requires NOC from Municipal corporation	<input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> NA	
2	Does your plan fall under 300m radius of any monument?	<input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> NA	
3	Is proposed plot near major crossroad(chauraha) or effecting traffic	<input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> NA	
4	Is your plot nearby irrigation land /Irrigation canal	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA	
5	Is your plot abutting PWD road	<input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> NA	
6	Is your plot within 100meter of metro structure	<input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> NA	
7	Is proposed site within 30meter of railway land boundary	<input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> NA	
8	Is your Plot nearby forest Land or any major tree which require NOC from forest department	<input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> NA	
9	Is your plot abutting any National Highway	<input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> NA	
10	Are you going to use your building material in your plot ?	<input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> NA	!
11	Is your Plot falling in funnel zone of airport authority /defence airport?	<input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> NA	
12	Does your site requires Land acquisition department NOC	<input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> NA	
13	Does your site requires Nazool department NOC	<input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> NA	
14	Does your site requires Improvement Trust NOC	<input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> NA	
15	Does your site requires NOC from Tehsil	<input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> NA	

Figure 16: Selecting Values in Application Checklist Tab

Architect Need to Select Values in Under Application Checklist Tab, as per the values selected by an architect List of NOC's will generate under **Required NOC** Tabs.

Mr. PAWAN MISHRA [Architect] [31-12-2025] CHAT BOARD ALERT MESSAGES HELP USER

File No. LDA/BP/20-21/0889 (19 Nov 2020) Low Risk Pre-Approval : Draft Owner: Abc

Lucknow Development Authority i failed in scrutiny, Please resubmit drawing with corrections Proposal Flow Submit Back

Common Application Form **Required NOC** Document Drawing Fees Chat Board

\* Please Save CheckList After Selection. \* If You Have NOC Document Then Check Yes. \* If You Dont Have NOC Then Check No. Save NOC Documents

Sr. No.	Name	Value	NOC Form	Attach	Attached File
1	Do you have NOC from Irrigation Department?	<input checked="" type="radio"/> Yes <input type="radio"/> No	-	Attached	12780_NOC12.pdf

Figure 17: Required NOC Tab

- Click **Yes**, If Architect is Having NOC, (Architect will upload the required NOC).
- Click **No** (Then if email ids are provided by department, Concerned NOC department will receive email along with AutoDCR passed drawing.)

## 12. Document Details

In the **Document** tab, there are again two sub-tabs – **Mandatory Documents** and **Conditional Mandatory Documents**.

(i) Attach the documents in these tabs as shown in the following Figure 20.

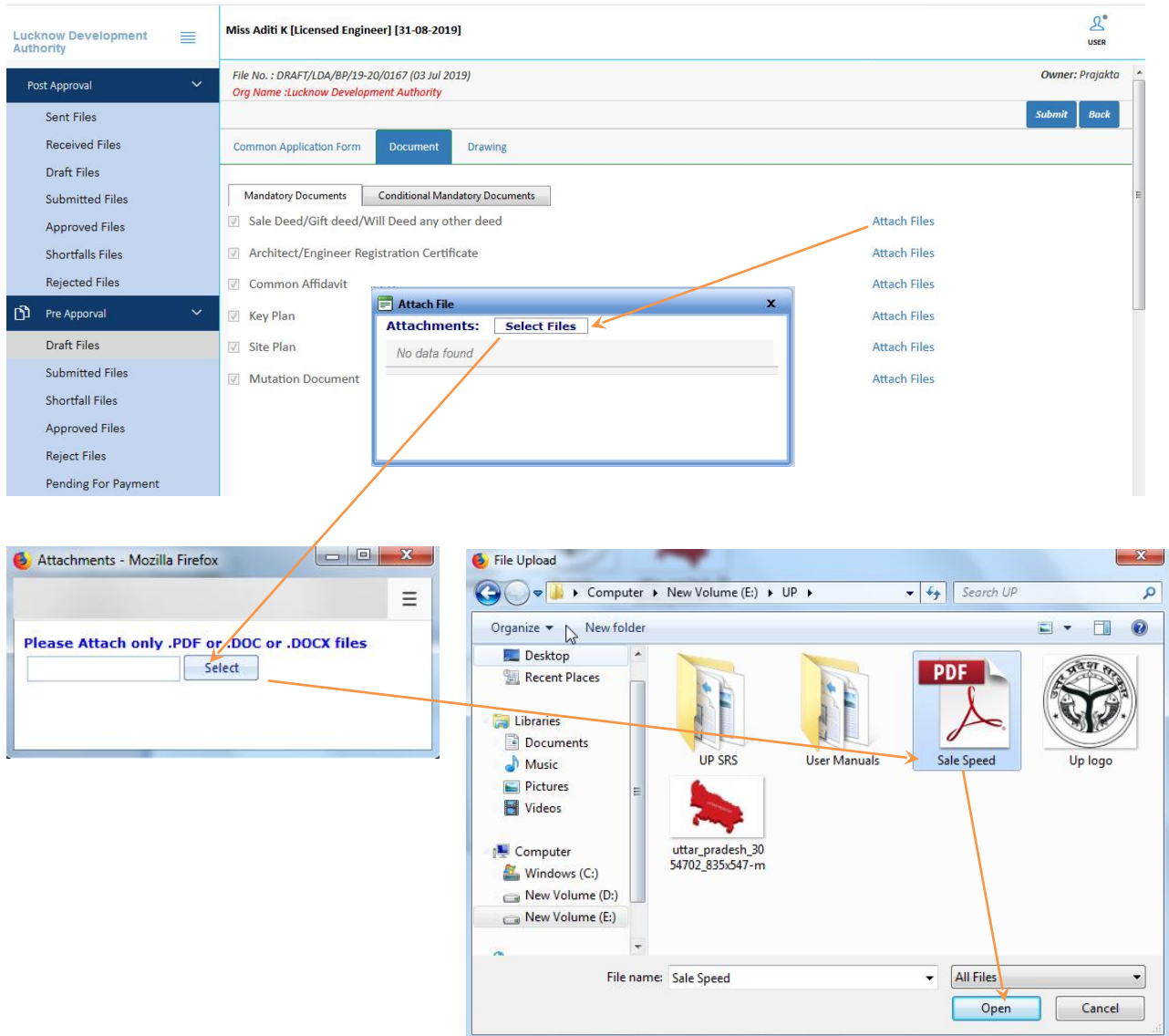


Figure 18: Attaching Files in Document Details

## 13. Drawing Details



(i) In the **Drawing** tab, click **Select Files** button to attach the drawing files.

**Note:** Attach **.DWG** or **.PDF** file only.

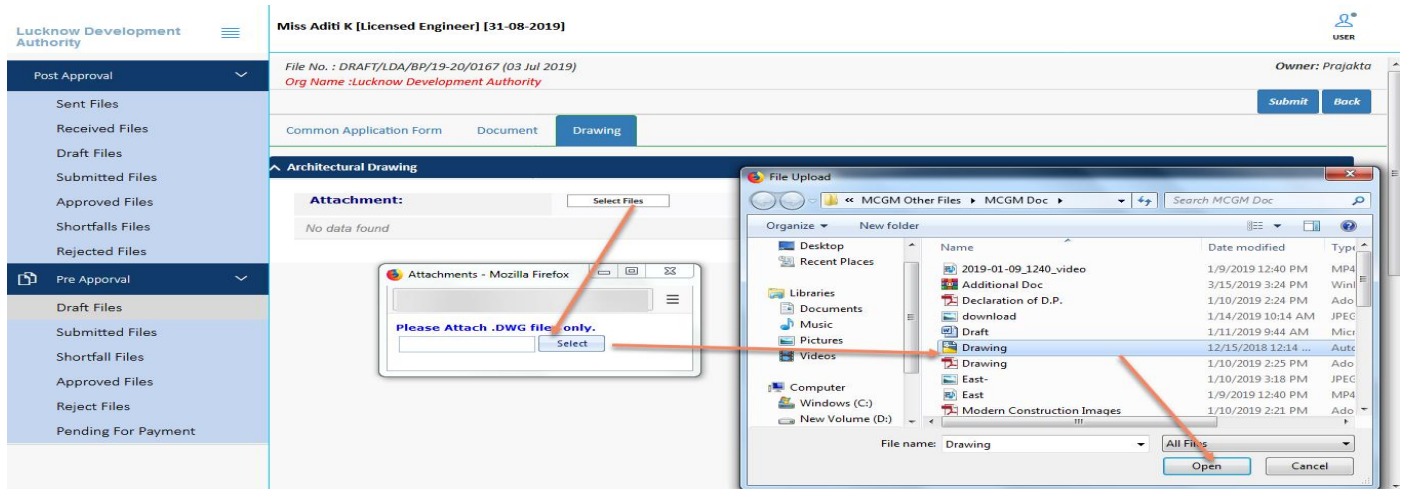


Figure 19: Attaching Drawing

(ii) Now, click the **Submit** button. Here the permanent file is generated.

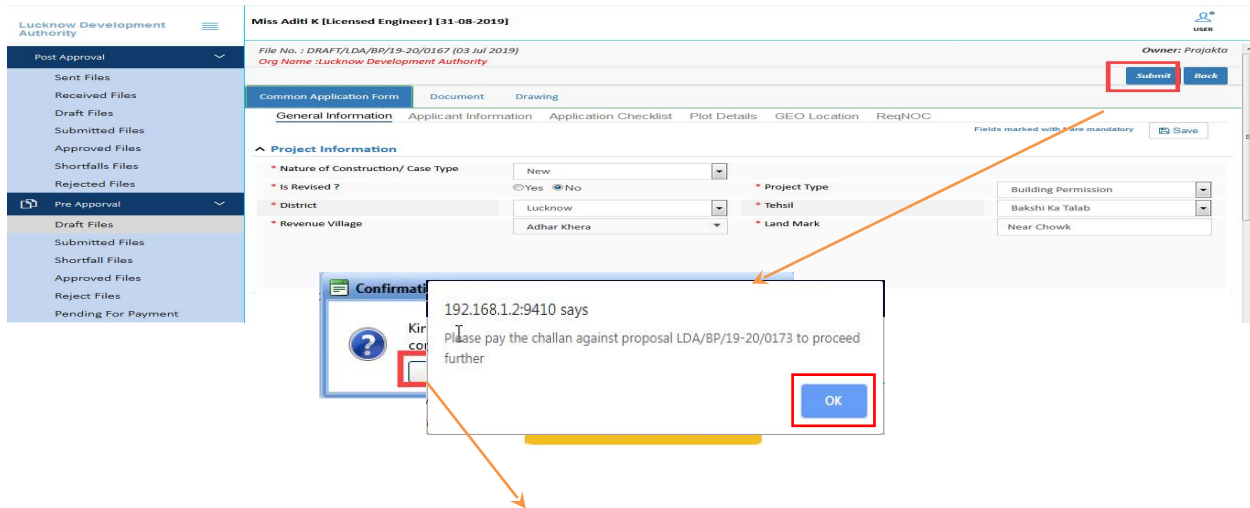


Figure 20: Generating Permanent File Number

## 14. Paying Scrutiny Fees

- (i) Go to the **Submitted Files** section, select your respective File no. and select **Fees** tab. Click **Pay Now** button, it redirects you to the **Online Payments** window.
- (ii) Enter **File No.** or **Challan No** and choose the **Payment Option**. Now, click **Pay** button on the “Online Payment” page and make the payment. Once the payment is done, the payment status will be changed as “**Paid**” and Payment Receipt will be generated.

The screenshot shows the 'Submitted Files' section for Miss Aditi K [Licensed Engineer] [31-08-2019]. The 'Fees' tab is active, displaying a table with the following data:

Print Memo	Memo No.	Payment Mode	Memo Type	Total Memo Amount (in Rs.)	Print Receipt
	LDA/BP/19-20/0278	Un Paid	Permission Fees	1,560.00	<b>Pay Now</b>
					Fee Memo's : 1

The 'ONLINE PAYMENTS' window displays the following details:

File Details	Payment Option
<p><b>File No. / Challan No.</b></p> <p>Enter File/Challan No. <input type="text" value="LDA/BP/19-20/0146"/></p> <p>Architect Name: Amol K</p> <p>Owner Name: abc</p> <p>Case Type: New</p> <p>Challan No. <input type="text" value="LDA/BP/19-20/0227"/></p> <p>Challan Type: Before_Submission</p> <p>Amount to Pay(Rs.) <input type="text" value="1560.00"/></p>	<p>EAZYPAY <input type="radio"/> CC/DC/NEFT/RTGS <input checked="" type="radio"/></p> <p><b>Pay</b></p>

Figure 21: Paying Scrutiny Fees

## 15. Submitting Proposal-file

- (i) Go to the **Draft Files** tab, and **Submit** the file to the scrutiny cell for scrutiny.

The screenshot shows the 'Draft Files' section for Miss Aditi K [Licensed Engineer] [31-08-2019]. A message states: "Your file no. LDA/BP/19-20/0176 is submitted to the officer." The table below shows the following data:

#	Development Authority	File No.	Case Type	Applicant	Architect	Submission Date
1	Lucknow Development Authority	DRAFT/LDA/BP/19-20/0116	New	anisha	Aditi K	20 Jun 2019
2	Kanpur Development Authority	KDA/UP/DRAFT/0088/2019	New	aef	Aditi K	25 Jun 2019

Proposal-file is present in the **Submitted Files** section.

The screenshot shows a user interface for the Lucknow Development Authority. On the left is a navigation menu with categories 'Post Approval' and 'Pre Approval'. Under 'Submitted Files', a red box highlights the 'Submitted Files' option. The main area displays a table of files submitted by 'Miss Aditi K [Licensed Engineer] [31-08-2019]'. The table has columns for '#', 'Development Authority', 'File No.', 'Case Type', 'Applicant', 'Architect', and 'Submission Date'. Row 11 is highlighted in blue and has a red callout box pointing to it with the text 'File is present in Submitted Files section'.

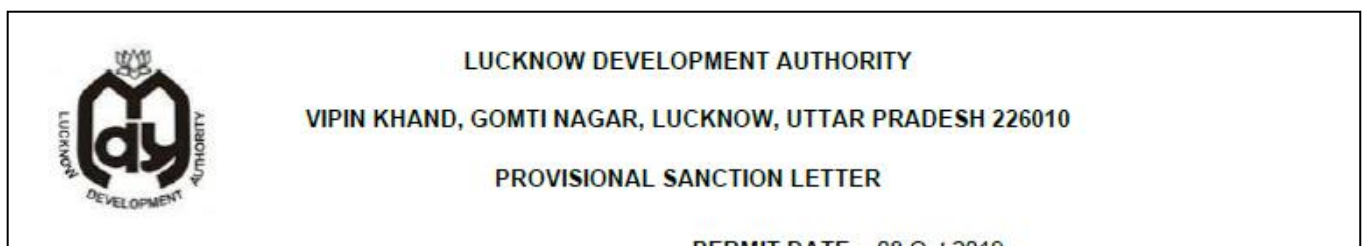
#	Development Authority	File No.	Case Type	Applicant	Architect	Submission Date
1	Lucknow Development Authority	<a href="#">LDA/BP/19-20/0089 (SUB-1)</a>	New	Niha	Aditi K	15 Jun 2019
2	Lucknow Development Authority	<a href="#">LDA/BP/19-20/0107</a>	New	123	Aditi K	18 Jun 2019
3	Lucknow Development Authority	<a href="#">LDA/BP/19-20/0115</a>	New	Admin	Aditi K	19 Jun 2019
4	Lucknow Development Authority	<a href="#">LDA/BP/19-20/0116</a>	New	Punam	Aditi K	19 Jun 2019
5	Lucknow Development Authority	<a href="#">LDA/BP/19-20/0124</a>	New	12344	Aditi K	19 Jun 2019
6	Lucknow Development Authority	<a href="#">LDA/BP/19-20/0153</a>	New	ewdf	Aditi K	25 Jun 2019
7	Lucknow Development Authority	<a href="#">LDA/BP/19-20/0164</a>	New	fdsg	Aditi K	27 Jun 2019
8	Lucknow Development Authority	<a href="#">LDA/BP/19-20/0165</a>	New	dsgf	Aditi K	27 Jun 2019
9	Lucknow Development Authority	<a href="#">LDA/BP/19-20/0166</a>	New	dsf	Aditi K	27 Jun 2019
10	Lucknow Development Authority	<a href="#">LDA/BP/19-20/0169</a>	New	anita	Aditi K	01 Jul 2019
11	Lucknow Development Authority	<a href="#">LDA/BP/19-20/0176</a>	New	Prajakta	Aditi K	03 Jul 2019

**Figure 22: Proposal-File is submitted**

The architect can check the status of proposal-file in the Pre-approval stages.

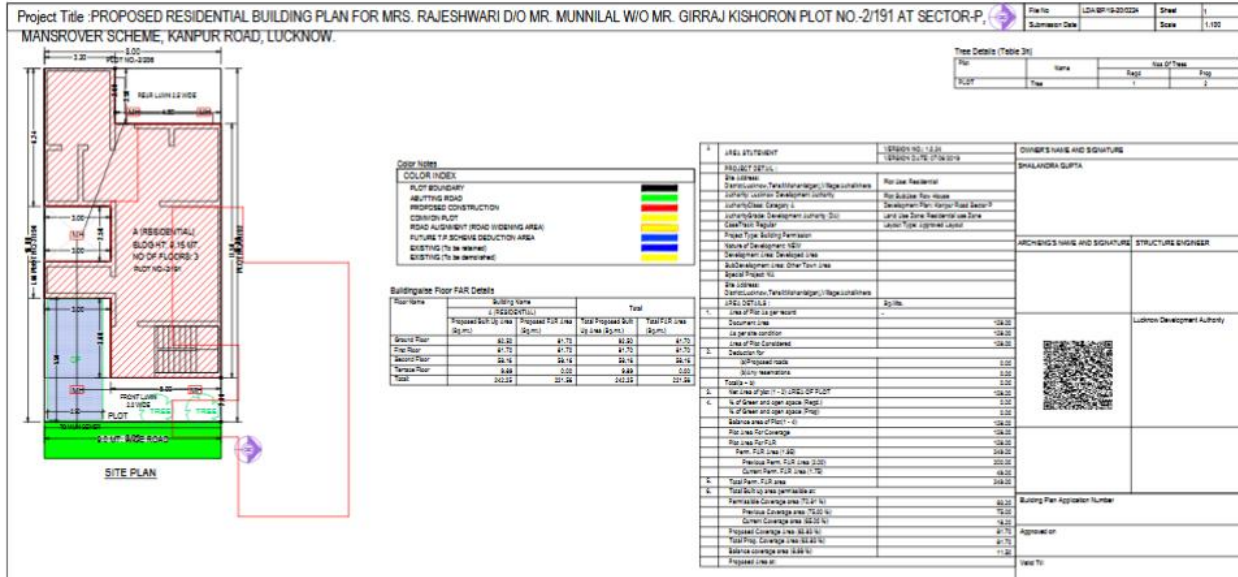
## 16. Letters and Certificates

### 16.1 Provisional Sanction Letter





## **16.2 Sanction Drawing**



### 16.3 Scrutiny report

1/8/2020

AutoDCR - CheckList

#### Check List Report



Lucknow Development Authority  
Version Number: 1.0.27  
Version Date: 07/06/2019  
Report Generated On: 23-12-2019

**[ - ] Parking**

<b>Equivalent Car Space</b>	In Area	Sq.Mt.	-	-	13.75	OK
	Equivalent Car Space-No.	No.	-	-	1.00	OK
<b>Total Car</b>	In Area	Sq.Mt.	13.75	-	13.75	OK
	Total Car-No.	No.	1.00	-	1.00	OK

**[ - ] PWork to Plot Setback**

<b>A-1 (RESIDENTIAL)</b>	Front Margin... 12.0 M. WIDE ROAD	Mt.	3.00	-	3.00	OK
	Rear Margin	Mt.	3.00	-	3.00	OK
	Side1 Margin	Mt.	-	-	0.00	OK
	Side2 Margin	Mt.	-	-	0.00	OK

**[ - ] Building Height**

<b>A (RESIDENTIAL)</b>	Height	Mt.		10.50	9.15	OK
	Length	Mt.		-	17.00	OK
	Height	Mt.			9.15	OK
	Height In Rear SetBack	Mt.		7.00	6.25	OK

**[ - ] Floor Height**

<b>A (RESIDENTIAL)</b>	Parapet at Terrace Floor - Height	Mt.	1.00	1.50	1.00	OK
	Parapet at Terrace Floor - Clear Height	Mt.	-	-	1.00	OK
	Second Floor - Height	Mt.	-	-	2.90	OK
	Second Floor - Clear Height	Mt.	2.75	-	2.78	OK
	First Floor - Height	Mt.	-	-	2.90	OK
	First Floor - Clear Height	Mt.	2.75	-	2.78	OK
	Ground Floor - Height	Mt.	-	-	2.90	OK
	Ground Floor - Clear Height	Mt.	2.75	-	2.78	OK
	Plinth - Height	Mt.	0.30	-	0.45	OK
	Plinth - Clear Height	Mt.	-	-	0.45	OK

**[ - ] Floors Number**

<b>A (RESIDENTIAL)</b>	No. of Floors	No.		G + 2	G + 2	OK
	No. of Tenements	No.		1	1	OK



**Lucknow Development Authority**

**Site Visit Report**

**Proposal Details**

File No. : LDA/BP/19-20/0006 (New)

Inspected on : 02 Sep 2019

Purpose of construction : Row House

*Aditik*

## 16.5 Proposal Receipt



**LUCKNOW DEVELOPMENT AUTHORITY**  
**APPLICATION FOR BUILDING PERMISSION**

<b>A) TYPE OF DEVELOPMENT</b>				
1	File No.	<b>LDA/BP/19-20/0006 (DRAFT/LDA/BP/19-20/0006)</b>		
2	Submitted On	27 Aug 2019	Last Submitted On	28 Aug 2019
<b>B) DETAILS OF APPLICANT</b>				
1	Application is for Self Use or Selling Purpose?	Land Owner (Self Use)		
2	Name (In Full)	Smt. Neelam Singh		
3	Address Line 1	Gram Sadav	Address Line 2	Post Maudwa
4	City	Sultanpur	State/Province/Region	Uttar Pradesh
5	PIN		E-mail	arpawanmishra@gmail.com
6	LandLine Phone		Mobile No.	9450003670
<b>C) PLOT DETAILS</b>				
1	Organization Name	LUCKNOW DEVELOPMENT AUTHORITY		
2	Land Use Zone	Residential	Land Sub Use Zone	Residential Zone
3	Plot Use	Residential	Sub Plot Use	Row House
4	Development Area	Developed Area	SubDevelopment Area	City Area
5	Plan on	Development Authority Approved Scheme	Scheme	SITAPUR ROAD
6	Plot No./ Survey No.	1/49	Max Building Height	9.9
7	Plot area as per site (Sq.Mt.)	128	Plot area as per Document (Sq.Mt.) Note:Minimum Plot area	128
8	Total Built Up Area (Sq.Mt.)	214.51	Circle Rate	20000
9	Existing Built up Area (Sq.Mt.)	0	Carpet Area (Sq.Mt.)	175
10	Development Plan	Government TPScheme	Estimated Cost including Internal Electricity & Internal Water Expense	4021325

## 17. Applying for Revalidation

To apply for the **Revalidation**:

- (iv) Go to the Pre-Approval section.
- (v) Click **Draft Files** tab.
- (vi) Click **Apply For** drop-down button and select **Building Permission**.

The screenshot shows the user interface for Miss Aditi K [Licensed Engineer] [31-08-2019]. The left sidebar is divided into 'Post Approval' and 'Pre Approval' sections. The 'Pre Approval' section is expanded to show 'Draft Files', 'Submitted Files', 'Shortfall Files', 'Approved Files', 'Reject Files', and 'Pending For Payment'. A red callout box points to the 'Draft Files' section with the text 'Architect can check the proposal's status'. The main content area displays a table of cases with columns for #, Development Authority, File No., Case Type, Applicant, Architect, and Date. A red callout box points to the 'Apply For' dropdown menu in the top right corner, which is open to show 'Building Permission' selected. The text 'Click here to apply for Building Permission' is written in the callout box.

#	Development Authority	File No.	Case Type	Applicant	Architect	Date
1	Lucknow Development Authority	<a href="#">DRAFT/LDA/BP/19-20/0116</a>	New	anisha	Aditi K	20 Jun 2019
2	Kanpur Development Authority	<a href="#">KDA/UP/DRAFT/0088/2019</a>	New	aef	Aditi K	25 Jun 2019
3	Lucknow Development Authority	<a href="#">DRAFT/LDA/BP/19-20/0159</a>	New	adq	Aditi K	27 Jun 2019

**Figure 23: Applying for Building Permission**

**Revalidation Case:** - Applicant to extent validity of Map for another 3 years online through UPOBPAS by following same process provided earlier sanctioned Map is not more than 5 years old.

After selecting the building permission, it redirects to the next following window.

- (v) Now, fill all the information details under **General Information** and **Applicant Information** tabs and **Save** the details.

**Note:** Asterisk Mark (\*) fields are mandatory to fill.

The screenshot displays a web application interface for a building permission process. It is divided into two main sections: 'General Information' and 'Applicant Information'.

**General Information Section:**

- Project Information:**
  - \* Nature of Construction/ Case Type: Revalidation
  - \* Previous Sanction Number: MAP10234567
  - \* Previous Sanction Date: 27/12/2015
  - \* Is Revised?: Yes (selected) / No
  - \* Project Type: Building Permission - Normal
  - \* District: Agra
  - \* Tehsil: Agra
  - \* Revenue Village: Anguthi
  - \* Land Mark: Mall

**Applicant Information Section:**

- Architect/ Structural Engineer/ Civil Engineer:**
  - Consultant Category: Architect
  - Name: PAWAN MISHRA
  - Address: SHALEEN CONSULTANTS, 2ND FLOOR, AISHI
  - COA/License No.: CA/04/34606
  - Validity: 31/12/2025
  - Mobile Number: 9335920481
  - E-mail ID: ARPAWANMISHRA@GMAIL.COM
- Applicant's Information:**
  - Table with columns: Sr.No., Owner Name, Email, Mobile Number, Attach Signature, Attached File.
  - Row 1: 1, Testrevalidation, test@abc.com, 9876504321, Attach, 4658\_1.png
- Address Fields:**
  - \* Address Line 1: A1
  - Address Line 2: Apartment,Suite,Unit,Building,Floor,etc.
  - \* City: agra
  - \* State/Province/Region: Uttar Pradesh
  - Pin Code: [Empty]
  - Landline Number: [Empty]

Figure 24: General and application information



## 18. Application Form Details

### 18.1 Application Checklist

- (iii) As per the requirements, select the **Values** and enter the **Remarks** in Application Checklist details.
- (iv) Click **Save & Continue** button to save all the details.

The screenshot shows the 'Application Checklist' section of the application form. The table contains the following data:

#	Description	Value	Remark
1	Is your Plan falling in Municipal Corporation Boundary ?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA	
2	Is Your Plot falling under 300m radius of monument?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA	
3	Is your Plot Adjoining to Main road?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA	
4	If your site falling Adjoining /Near by Land or irrigation ?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA	
5	Is your access road is not part of master plan road ?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA	
6	is your Plot Adjoining /Near by Land of any MRL?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA	
7	is your Plot Adjoining 100 Mtr Land of Railways?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA	
8	Is your plot is nearby forest land?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA	

Figure 25: Application Checklist

## 19.2 Plot Details

- (ii) Fill all the plot details and **Save** the data.

The screenshot shows the 'Plot Details' section of the application form. The form contains the following data:

Main Details	
* Land Use Zone	Residential use Zone
* Plot Use	Residential
* Development Area	Developed Area
* Plan on	Private Approved scheme
* Plot No./ Survey No.	25
* Plot area as per site (Sq.Mt.)	500
* Total Built Up Area (Sq.Mt.)	480
* Existing Built up Area (Sq.Mt.)	490
* Development Plan	Master Plan
* Land Sub Use Zone	Residential Zone
* Plot Sub Use	Villa
* Subdevelopment Area	Market Street
* SCHEME	Ansart
* Max Building Height	10
* Plot area as per Document (Sq.Mt.) Note: Minimum Plot area	450
* Road Widening (Mt.)	20
* Proposed Built up Area (Sq.Mt.)	-30
* Estimated Cost including Internal Electricity & Internal Water Expense	522

Figure 26: Plot Details



## 19.3 Geo-Location

To add the geo-location coordinates:

- (v) Click the checkbox of Map co-ordinates.
- (vi) Click **Add GEO** button.
- (vii) Select the co-ordinates on map (when you select the coordinates on a map, it automatically takes the latitude and longitude).
- (viii) Add the **Length** of geolocation coordinates and **save** the geo-location.

The screenshot shows the 'GEO Location' section of the application form. It includes a table for adding coordinates and a map for selecting plot co-ordinates.

Sr. No.	Latitude	Longitude
1	0.0000000000	0.0000000000
2	26.84667156368	80.94615996503
3	26.84668532410	80.94622769081
4	26.84672720361	80.94616063558

Side	Length (MT)
1-2	5
2-3	20
3-4	25

Figure 27: Adding Geo-Location

## 1.1 Selection of Required NOCs

The screenshot shows the 'Required NOC' section of the application form. It includes a table for selecting required NOCs and a 'Save NOC Documents' button.

Sr. No.	Name	Value	NOC Form	Attach	Attached File
1	Do you have NOC of ASI/Nma ?	<input checked="" type="radio"/> Yes <input type="radio"/> No	-	Attached	4655_NOC7.pdf

## 2. Document Details

In the **Document** tab, there are again two sub-tabs – **Mandatory Documents** and **Conditional Mandatory Documents**.

1. Attach the documents in these tabs as shown in the following Figure 20.
2. In this Auto-scrutiny is bypassed. Earlier Sanctioned Map and Sanctioned Letter is attached.

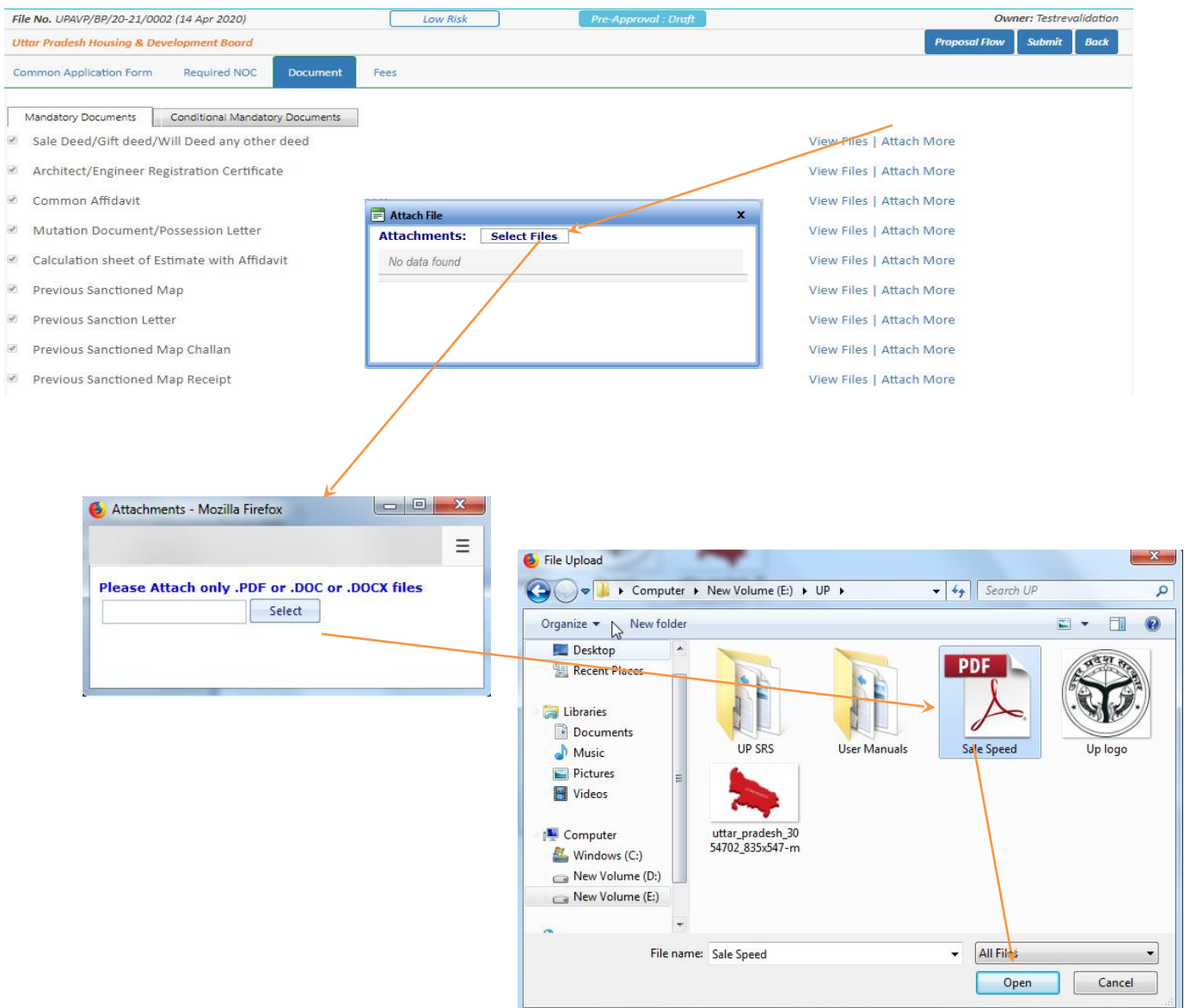


Figure 28: Attaching Files in Document Details

Drawing Details- No drawing tab as validity extension on earlier sanctioned map (within 5 years from date of validity)

### 3. Paying Building Permission Fees and Site Inspection Fees

- (i) Go to the **Submitted Files** section, select your respective File no. and select **Fees** Tab. Click **Pay Now** button, it redirects you to the **Online Payments** window.
- (ii) Enter **File No.** or **Challan No.** and choose the **Payment Option**. Now, click **Pay** button on the “Online Payment” page and make the payment. Once the payment is done, the payment status will be changed as **“Paid”** and Payment Receipt will be generated.

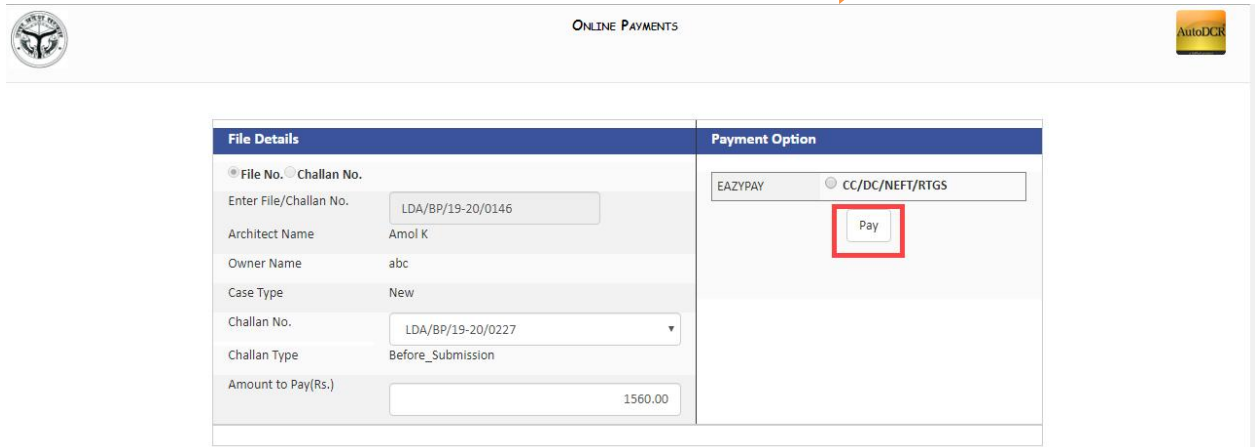
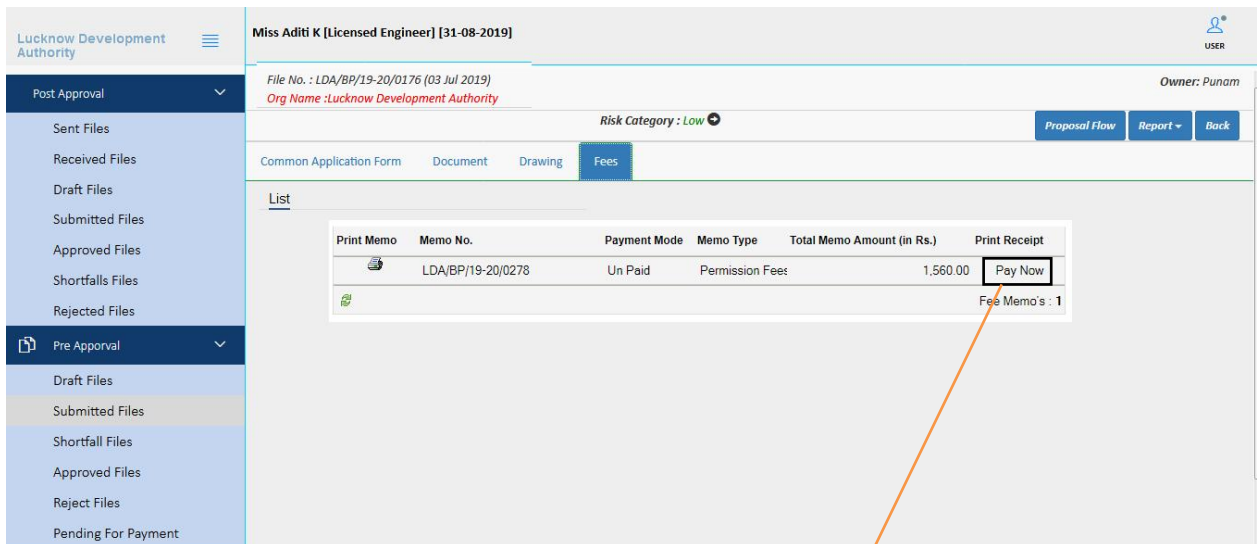


Figure 29: Paying Fees

## 4. Submitting Proposal-file

(ii) Go to the **Draft Files** tab, and **Submit** the file to the scrutiny cell for scrutiny.

The screenshot shows the user interface for a Lucknow Development Authority. The left sidebar has a 'Draft Files' tab selected. The main content area displays a table of draft files. A red box highlights the table, and an orange callout box points to it with the text 'File is submitted so now it is not in Draft Application List'.

#	Development Authority	File No.	Case Type	Applicant	Architect	Submission Date
1	Lucknow Development Authority	<a href="#">DRAFT/LDA/BP/19-20/0116</a>	New	anisha	Aditi K	20 Jun 2019
2	Kanpur Development Authority	<a href="#">KDA/UP/DRAFT/0088/2019</a>	New	aef	Aditi K	25 Jun 2019
3	Lucknow Development Authority	<a href="#">DRAFT/LDA/BP/19-20/0159</a>	New	adq	Aditi K	27 Jun 2019

Proposal-file is present in the **Submitted Files** section. The architect can check the status of proposal-file in the Pre-approval stages.