

PROCEDURE AND TIME FRAME FOR APPROVAL OF THE BUILDING CONSTRUCTION
UNDER AGARTALA MUNICIPAL CORPORATION

1. Application as per prescribed form cost of which is Rs. 10/- available in the ward office along with plan (5 copies) as per Tripura Building Rules 2004. The Building Plan is to be prepared by the authorized AMC Licentiates Building planner.
2. The application should be supported with following:-
 - i). Xerox Copy of Registered Deed of the land.
 - ii). Xerox Copy of the khatian of the land
 - iii). Xerox Copy of upto date Municipal P/Tax receipt
 - iv). Xerox Copy of Sulabh/ Sanitary latrine clearance certificate.
 - v). Design calculation from the 1st floor building onward
 - vi). Soil Testing Report is required in case of 2nd floor building above
 - vii). Noc from fire & Electrical is required from the respective Dept. for 2nd floor and above.
3. The Amin/ Surveyor conducts enquiry & submits report to the Zonal Officer within a week. (7 days)
4. The critical site plan i.e regarding shortage of side space & shortage of road width etc. are to be required to be referred to the Technical Committee, AMC for technical views. After observation of technical committee, the site plan are should be placed to the CEO, AMC for decision.
5.
 - a). After scrutiny of the plan, the Zonal Officer, AMC consider the plan & recommends to the Chairmen, Zonal Advisory Committee AMC, Zone wise for approval upto plinth area-1500sq.ft.
 - b). Above plinth area-1500sq.ft. of the site plan, the Zonal Officer, AMC consider the plan & recommends to the CEO, AMC who is turn recommends to the Chairperson, AMC which is given within 14(fourtee)days
6. Requisite approval fees is to be paid after approval of the authority as per following break up:-
 - a) The plinth area upto 300sq.mtr of the RCC Building Rs. 60/per. Sq.mtr
 - b) The plinth area above 300sq.mtr of the RCC Building Rs. 100/per.Sq.mtr.
 - c) Load bearing building upto 300 sq.mtr. Rs. 45/ per sq.mtr.
 - d) Load bearing building above 300 sq. mtrRs. 90/per.sq.mtr.
 - e) Boundary wall Rs. 10/- per running ft.
7. After receiving the approval fees from the party concern than the permission of building plan to be issued by the AMC
8. If the height of the building is more than 14mtr. The building plan is approval by the State Government
9. After getting the building plan if the party did not completed the construction of building work within 3(three) years validity period, the party can apply to the AMC authority in a plain paper for renewal of the building plan for further 2(two) years.