

Building-Plan Approval + Occupancy / Completion Certificate

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This guide explains what the tool produces, how to use the output, and what to watch for. The actual output (draft/report) is generated on the tool page.

Background

Prepares a building-plan (sanction) application and the occupancy/completion certificate — mapping the local development-control byelaws (FSI/FAR, setbacks, height, parking, ground coverage) to the plot and the drawings, and assembling the NOCs and documents for the municipal or planning authority, so construction and occupancy are legal.

Purpose of this tool & output

Prepare a building-plan approval and the occupancy/completion certificate application, with byelaw compliance and the drawing/document set

How the output is used

Use the byelaw-mapped drawings (FSI/FAR, setbacks, height, parking, ground coverage) and the NOC/document set to file the building-plan sanction application, and the occupancy/completion-certificate application on completion, with the municipal/planning authority.

Who receives it

The municipal corporation / the development or town-planning authority that sanctions the building plan and issues the occupancy/completion certificate.

How to submit / file it

Apply on the municipal/planning portal with the sanctioned-architect drawings, the title and the NOCs (fire, environment, airport, etc. as applicable); build to the sanction, then apply for the OC/CC after the completion inspection.

Fees & charges

The scrutiny/sanction fee, the development/betterment charges and the labour cess are set by the authority on the built-up area; an architect/consultant fee for the drawings.

Who should vet it

A licensed architect / structural engineer — to prepare the byelaw-compliant drawings, obtain the NOCs, and get the sanction and OC.

Important cautions

Building beyond the sanctioned plan or occupying without an OC/CC is illegal, invites demolition/penalty and blocks resale and loans; the FSI/FAR and byelaws vary by city and zone. Verify the current byelaws and get an architect to certify the drawings.

Companion documents

No related documents are listed on the portal for this tool.

This is AI-assisted guidance. Verify with a qualified professional before any binding decision. Fees, authorities and processes vary by state and change over time — confirm with your state authority.