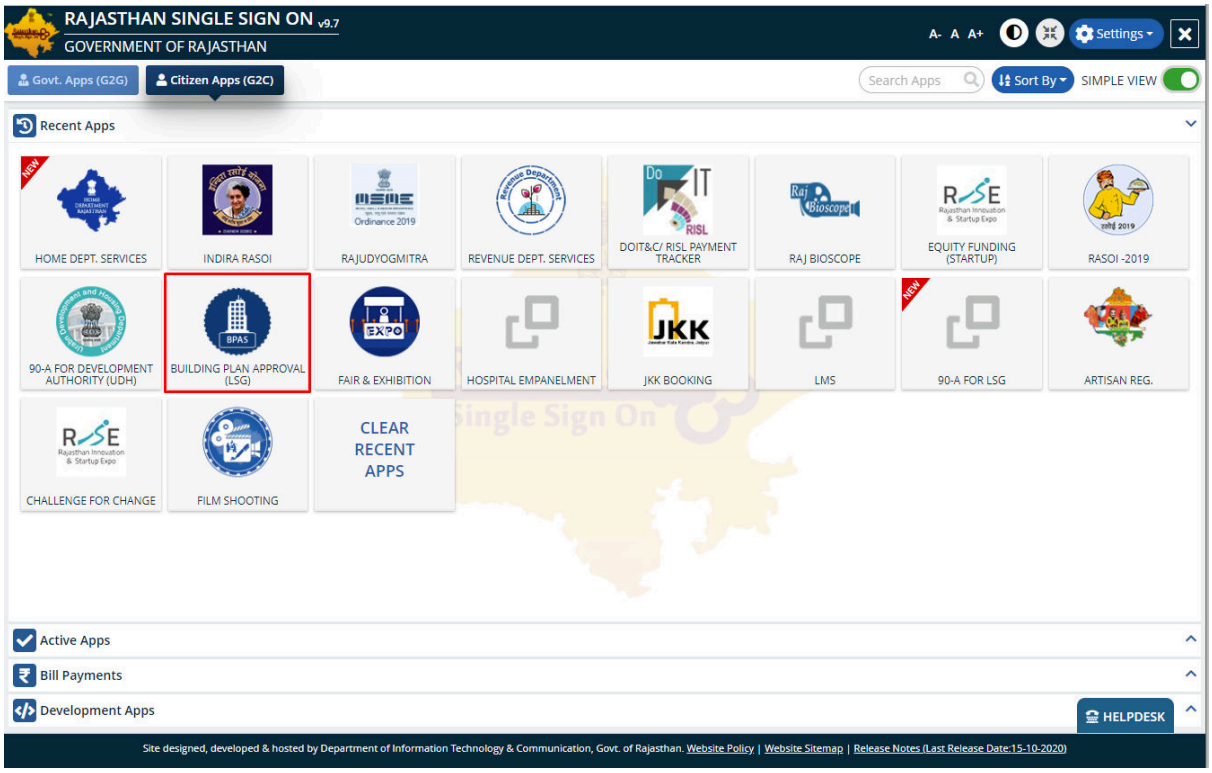
ONLINE APPLICATION SUBMISSION PROCEDURE

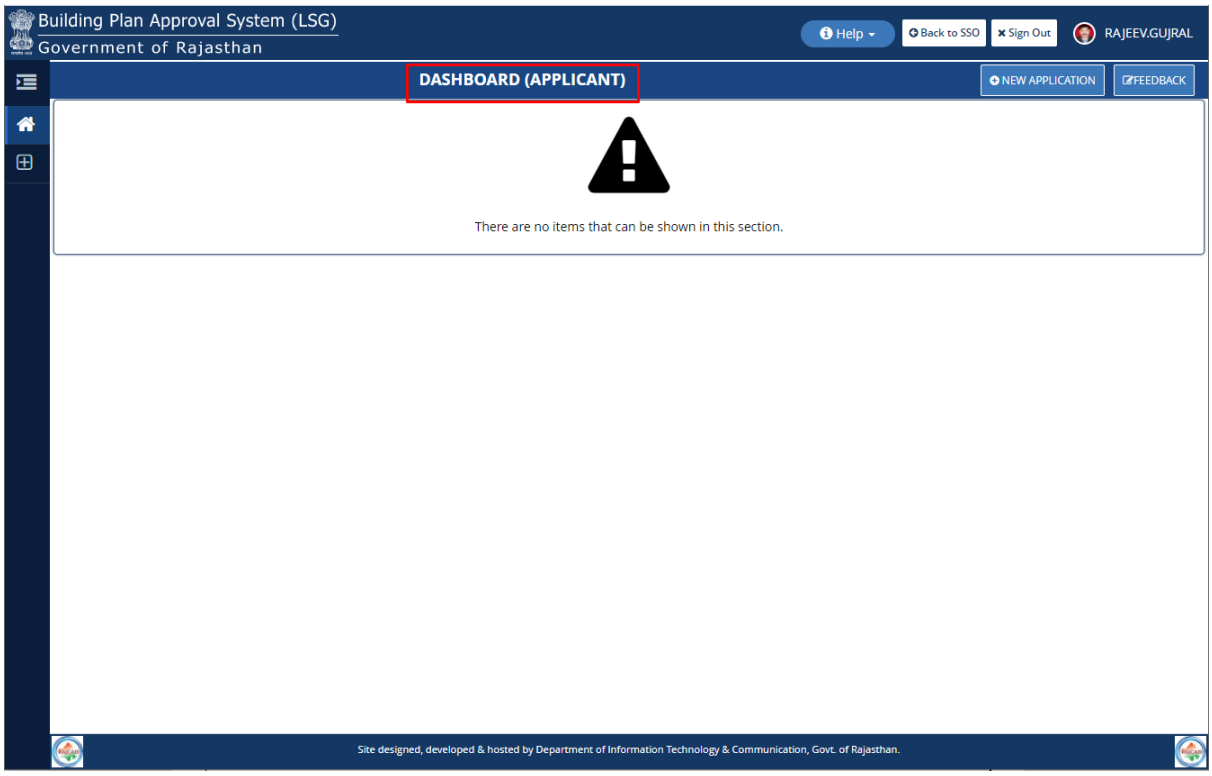
APPLICATION FOR BUILDING PLAN APPROVAL (BPAS)

1. Applicant sign-in (login) to RajSSO (https://sso.rajasthan.gov.in) portal using his/ her SSOID as highlighted in figure below.

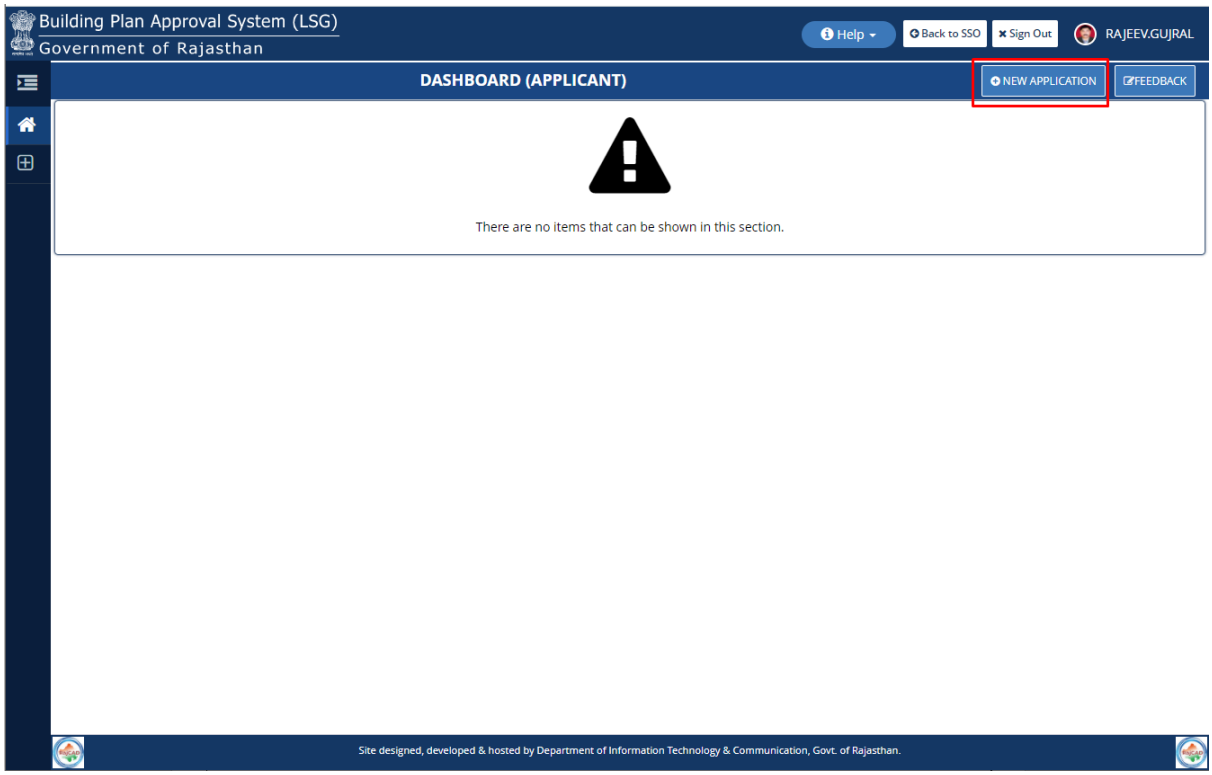
2. After successful sign-in (login), applicant selects “BPAS (LSG)” or “BPAS (UDH)” from the available list of applications as highlighted in figure below.



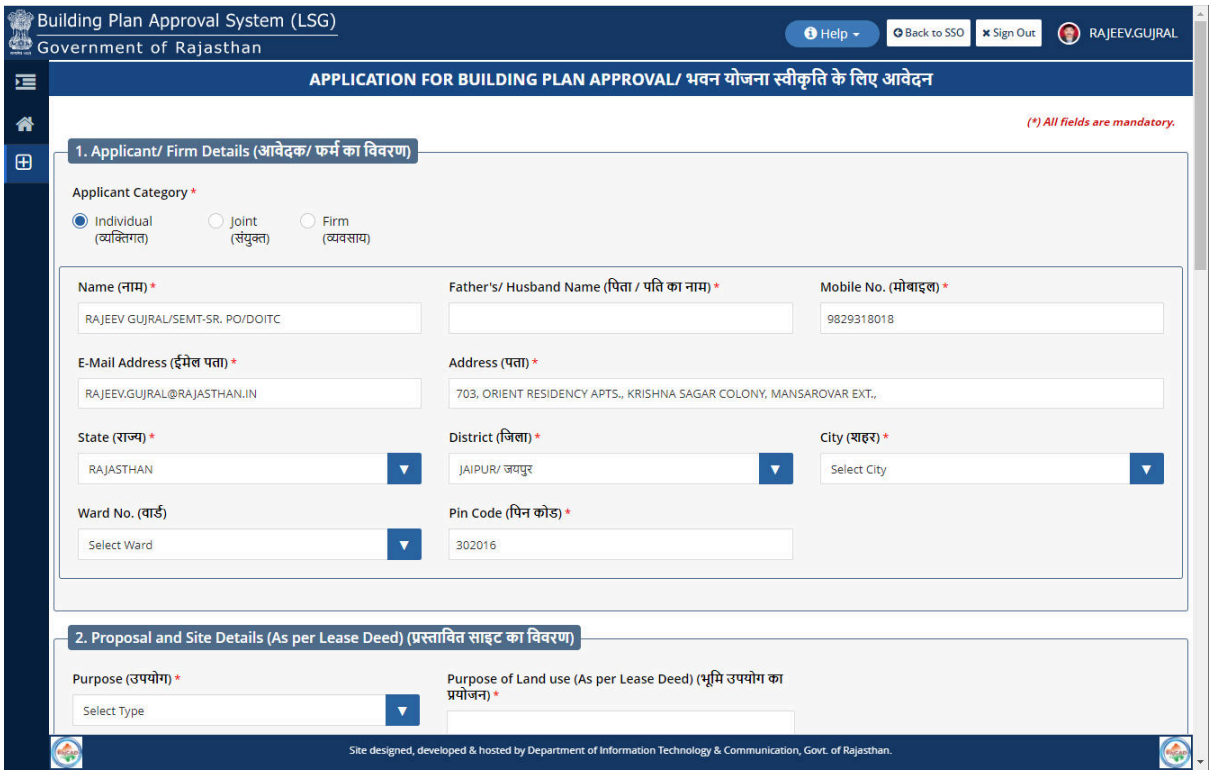
3. Applicant will see the following interface i.e. “DASHBOARD (APPLICANT)” where all the applications submitted by him/ her would be listed along with their present status.

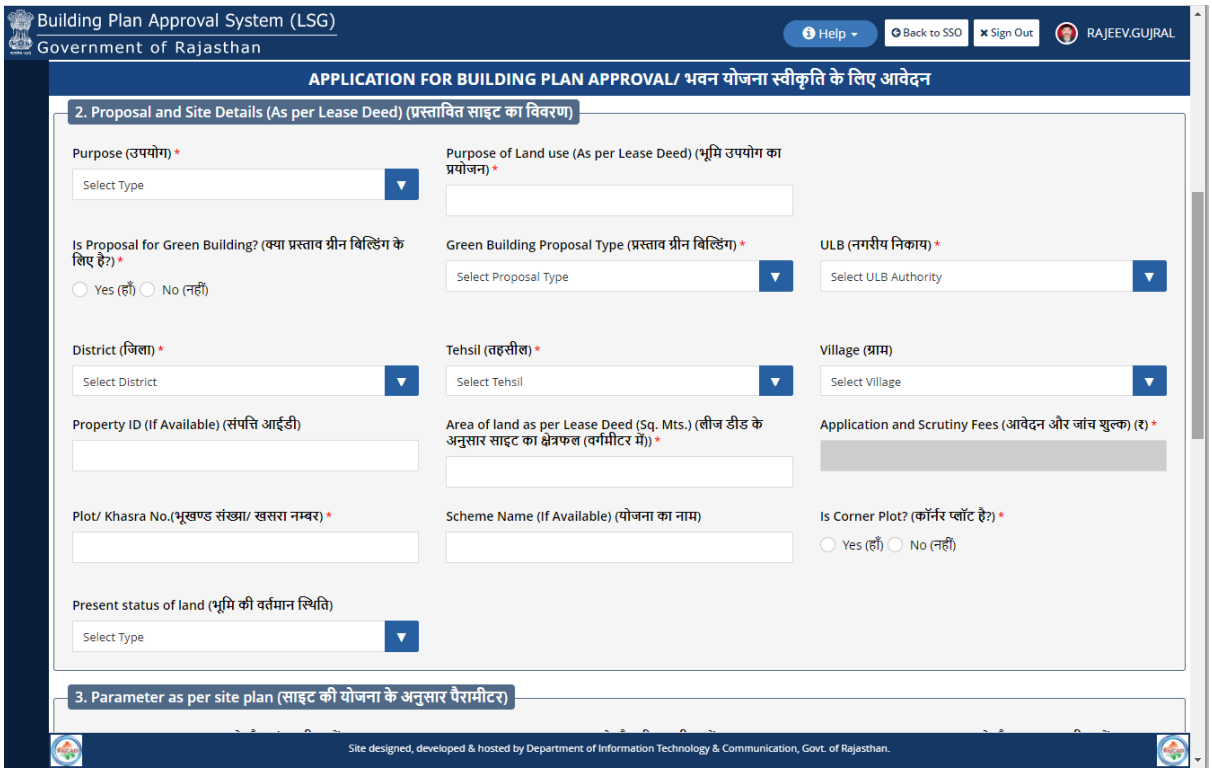


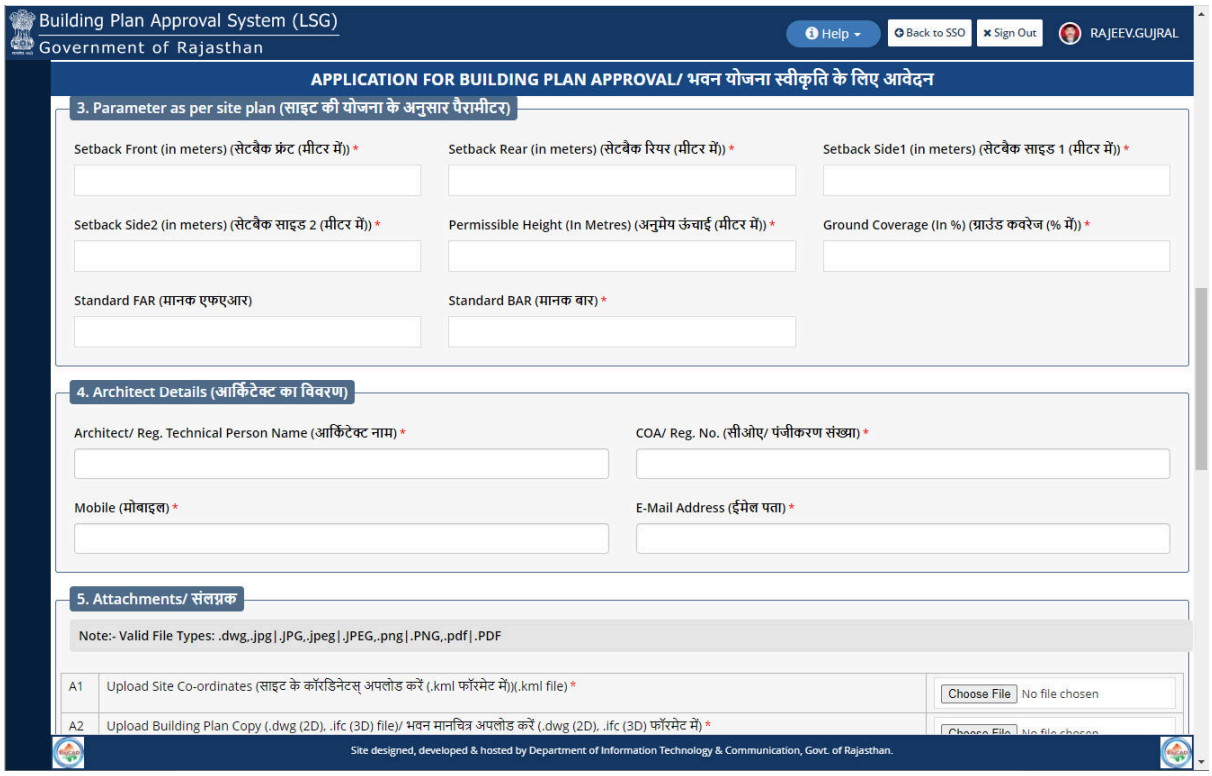
4. Applicant clicks on “NEW APPLICATION” button on top-right side as highlighted in the figure below to submit the application for BPAS.



5. Applicant is presented with the self-explanatory, user-friendly and dynamic Application Form as shown in the figure below wherein all the mandatory fields are marked with *.






Building Plan Approval System (LSG)
Government of Rajasthan
Help
Back to SSO
Sign Out
RAJEEV.GUJRAL
APPLICATION FOR BUILDING PLAN APPROVAL/ भवन योजना स्वीकृति के लिए आवेदन
3. Parameter as per site plan (साइट की योजना के अनुसार पैरामीटर)
Setback Front (in meters) (सेटबैक फ्रंट (मीटर में)) *
Setback Rear (in meters) (सेटबैक रियर (मीटर में)) *
Setback Side1 (in meters) (सेटबैक साइड 1 (मीटर में)) *
Setback Side2 (in meters) (सेटबैक साइड 2 (मीटर में)) *
Permissible Height (In Metres) (अनुमेय ऊंचाई (मीटर में)) *
Ground Coverage (In %) (ग्राउंड कवरेज (% में)) *
Standard FAR (मानक एफएआर)
Standard BAR (मानक बार) *
4. Architect Details (आर्किटेक्ट का विवरण)
Architect/ Reg. Technical Person Name (आर्किटेक्ट नाम) *
COA/ Reg. No. (सीओए/ पंजीकरण संख्या) *
Mobile (मोबाइल) *
E-Mail Address (ईमेल पता) *
5. Attachments/ संलग्नक
Note:- Valid File Types: .dwg,.jpg|.JPG,.jpeg|.JPEG,.png|.PNG,.pdf|.PDF
A1
Upload Site Co-ordinates (साइट के कॉरडिनेट्स् अपलोड करें (.kml फॉरमेट में))(.kml file) *
Choose File
No file chosen
A2
Upload Building Plan Copy (.dwg (2D), .ifc (3D) file)/ भवन मानचित्र अपलोड करें (.dwg (2D), .ifc (3D) फॉरमेट में) *
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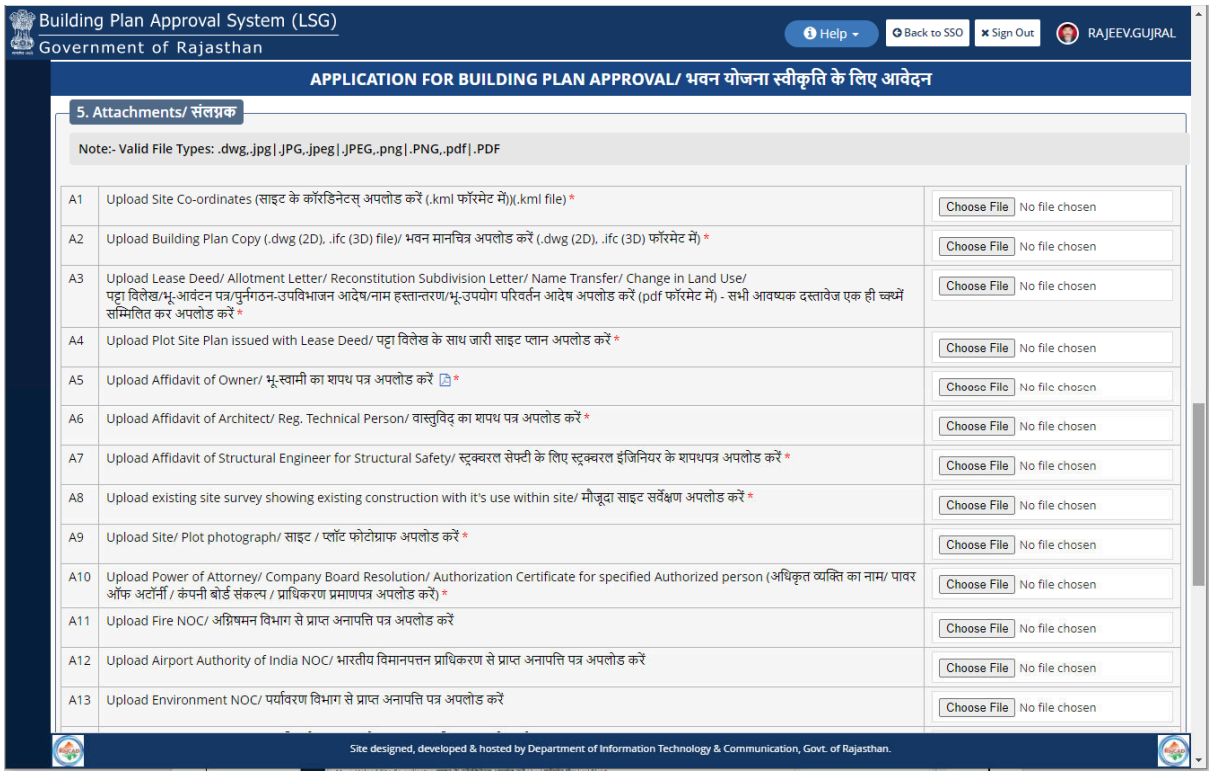
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5. Attachments/ संलग्नक
Note:- Valid File Types: .dwg,.jpg|.JPG,.jpeg|.JPEG,.png|.PNG,.pdf|.PDF
A1
Upload Site Co-ordinates (साइट के कॉरडिनेट्स् अपलोड करें (.kml फॉरमेट में))(.kml file) *
Choose File
No file chosen
A2
Upload Building Plan Copy (.dwg (2D), .ifc (3D) file)/ भवन मानचित्र अपलोड करें (.dwg (2D), .ifc (3D) फॉरमेट में) *
A3
Upload Lease Deed/ Allotment Letter/ Reconstitution Subdivision Letter/ Name Transfer/ Change in Land Use/
पट्टा विलेख/भू-आवंटन पत्र/पुर्नगठन-उपविभाजन आदेष/नाम हस्तान्तरण/भू-उपयोग परिवर्तन आदेष अपलोड करें (pdf फॉरमेट में) - सभी आवष्यक दस्तावेज एक ही च्क्ष्में सम्मिलित कर अपलोड करें *
A4
Upload Plot Site Plan issued with Lease Deed/ पट्टा विलेख के साथ जारी साइट प्लान अपलोड करें *
A5
Upload Affidavit of Owner/ भू-स्वामी का शपथ पत्र अपलोड करें *
A6
Upload Affidavit of Architect/ Reg. Technical Person/ वास्तुविद् का शपथ पत्र अपलोड करें *
A7
Upload Affidavit of Structural Engineer for Structural Safety/ स्ट्रक्चरल सेफ्टी के लिए स्ट्रक्चरल इंजिनियर के शपथपत्र अपलोड करें *
A8
Upload existing site survey showing existing construction with it's use within site/ मौजूदा साइट सर्वेक्षण अपलोड करें *
A9
Upload Site/ Plot photograph/ साइट / प्लॉट फोटोग्राफ अपलोड करें *
A10
Upload Power of Attorney/ Company Board Resolution/ Authorization Certificate for specified Authorized person (अधिकृत व्यक्ति का नाम/ पावर ऑफ अटॉर्नी / कंपनी बोर्ड संकल्प / प्राधिकरण प्रमाणपत्र अपलोड करें) *
A11
Upload Fire NOC/ अग्निषमन विभाग से प्राप्त अनापत्ति पत्र अपलोड करें
A12
Upload Airport Authority of India NOC/ भारतीय विमानपत्तन प्राधिकरण से प्राप्त अनापत्ति पत्र अपलोड करें
A13
Upload Environment NOC/ पर्यावरण विभाग से प्राप्त अनापत्ति पत्र अपलोड करें
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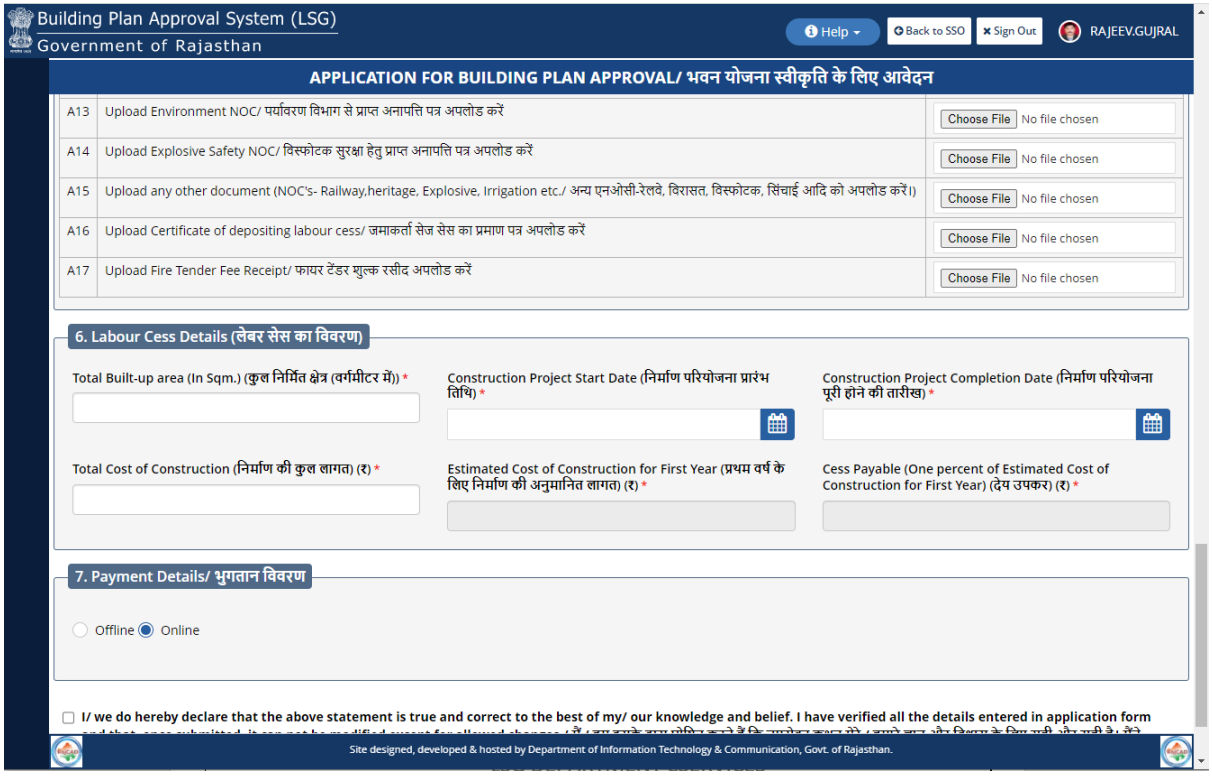
Building Plan Approval System (LSG)
Government of Rajasthan
Help
Back to SSO
Sign Out
RAJEEV.GUJRAL
APPLICATION FOR BUILDING PLAN APPROVAL/ भवन योजना स्वीकृति के लिए आवेदन
A13 Upload Environment NOC/ पर्यावरण विभाग से प्राप्त अनापत्ति पत्र अपलोड करें
A14 Upload Explosive Safety NOC/ विस्फोटक सुरक्षा हेतु प्राप्त अनापत्ति पत्र अपलोड करें
A15 Upload any other document (NOC's- Railway,heritage, Explosive, Irrigation etc./ अन्य एनओसी-रेलवे, विरासत, विस्फोटक, सिंचाई आदि को अपलोड करें।)
A16 Upload Certificate of depositing labour cess/ जमाकर्ता सेज सेस का प्रमाण पत्र अपलोड करें
A17 Upload Fire Tender Fee Receipt/ फायर टेंडर शुल्क रसीद अपलोड करें
Choose File No file chosen
6. Labour Cess Details (लेबर सेस का विवरण)
Total Built-up area (In Sqm.) (कुल निर्मित क्षेत्र (वर्गमीटर में)) *
Construction Project Start Date (निर्माण परियोजना प्रारंभ तिथि) *
Construction Project Completion Date (निर्माण परियोजना पूरी होने की तारीख) *
Total Cost of Construction (निर्माण की कुल लागत) (₹) *
Estimated Cost of Construction for First Year (प्रथम वर्ष के लिए निर्माण की अनुमानित लागत) (₹) *
Cess Payable (One percent of Estimated Cost of Construction for First Year) (देय उपकर) (₹) *
7. Payment Details/ भुगतान विवरण
Offline Online
I/ we do hereby declare that the above statement is true and correct to the best of my/ our knowledge and belief. I have verified all the details entered in application form
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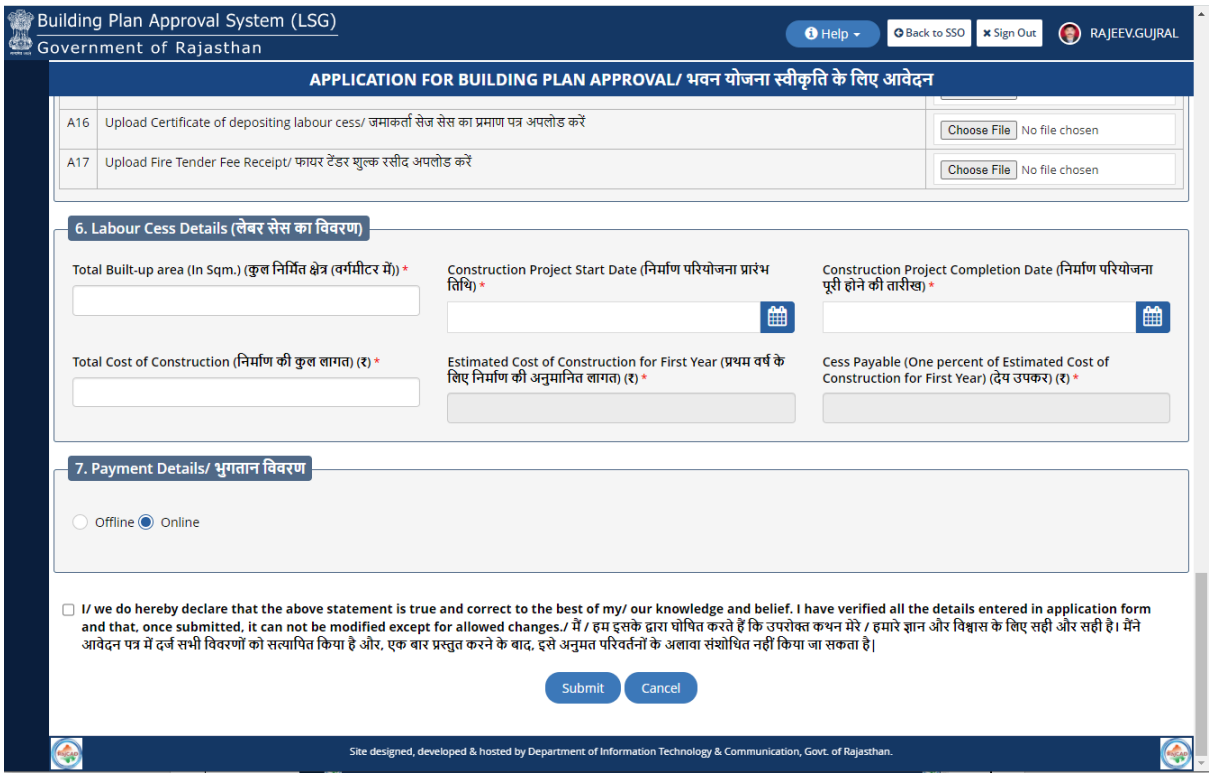
Building Plan Approval System (LSG)
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Help
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RAJEEV.GUJRAL
APPLICATION FOR BUILDING PLAN APPROVAL/ भवन योजना स्वीकृति के लिए आवेदन
A16 Upload Certificate of depositing labour cess/ जमाकर्ता सेज सेस का प्रमाण पत्र अपलोड करें
A17 Upload Fire Tender Fee Receipt/ फायर टेंडर शुल्क रसीद अपलोड करें
Choose File No file chosen
6. Labour Cess Details (लेबर सेस का विवरण)
Total Built-up area (In Sqm.) (कुल निर्मित क्षेत्र (वर्गमीटर में)) *
Construction Project Start Date (निर्माण परियोजना प्रारंभ तिथि) *
Construction Project Completion Date (निर्माण परियोजना पूरी होने की तारीख) *
Total Cost of Construction (निर्माण की कुल लागत) (₹) *
Estimated Cost of Construction for First Year (प्रथम वर्ष के लिए निर्माण की अनुमानित लागत) (₹) *
Cess Payable (One percent of Estimated Cost of Construction for First Year) (देय उपकर) (₹) *
7. Payment Details/ भुगतान विवरण
Offline Online
I/ we do hereby declare that the above statement is true and correct to the best of my/ our knowledge and belief. I have verified all the details entered in application form and that, once submitted, it can not be modified except for allowed changes./ मैं / हम इसके द्वारा घोषित करते हैं कि उपरोक्त कथन मेरे / हमारे ज्ञान और विश्वास के लिए सही और सही है। मैंने आवेदन पत्र में दर्ज सभी विवरणों को सत्यापित किया है और, एक बार प्रस्तुत करने के बाद, इसे अनुमत परिवर्तनों के अलावा संशोधित नहीं किया जा सकता है।
Submit
Cancel
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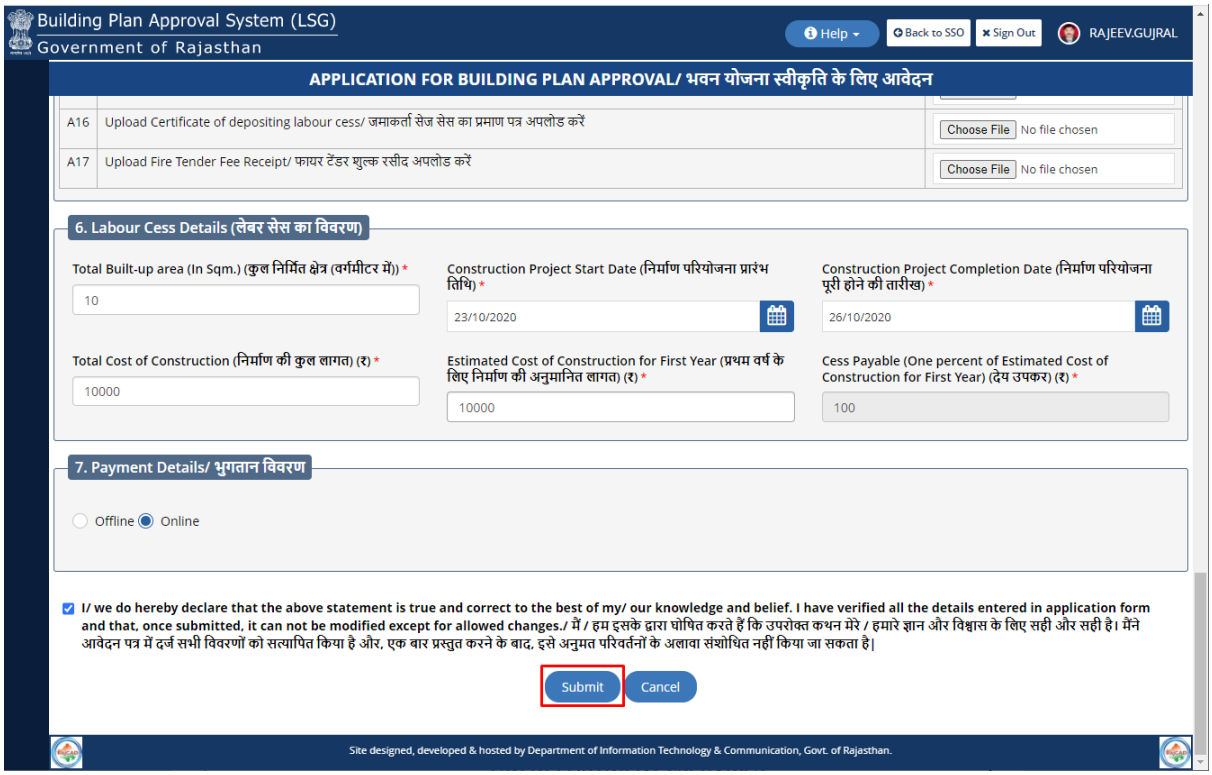
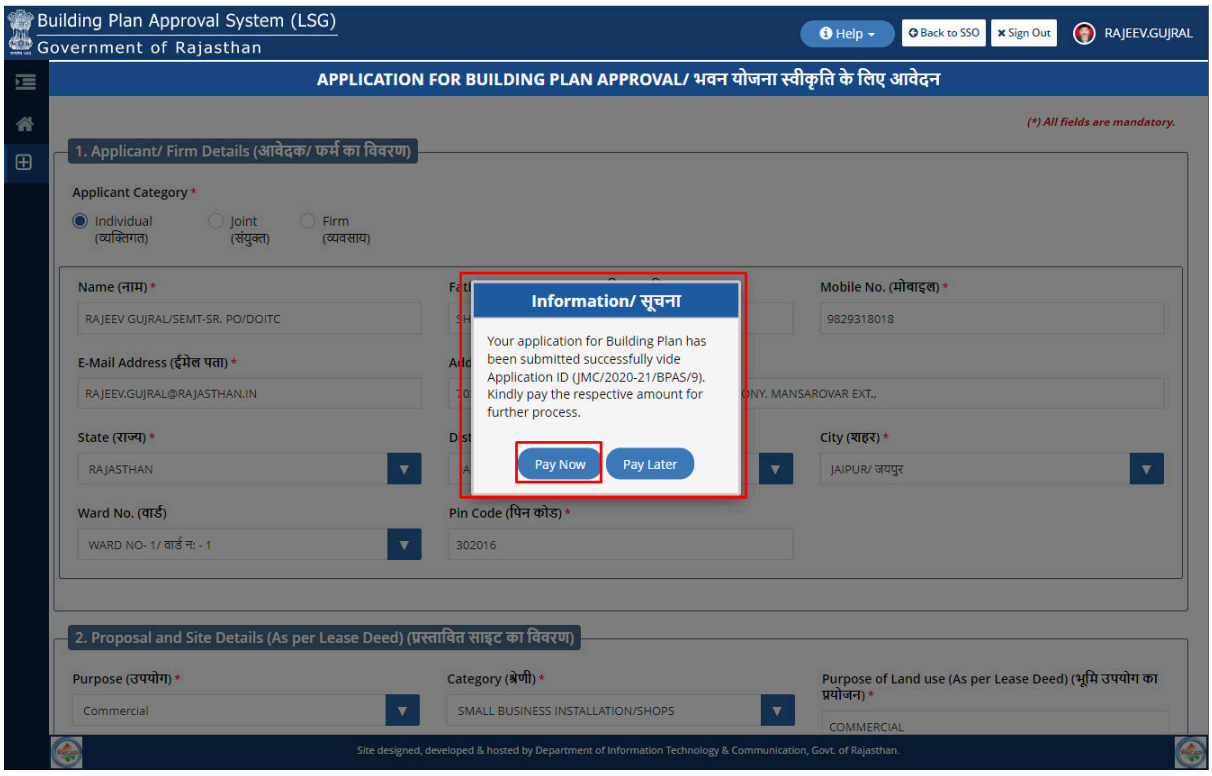
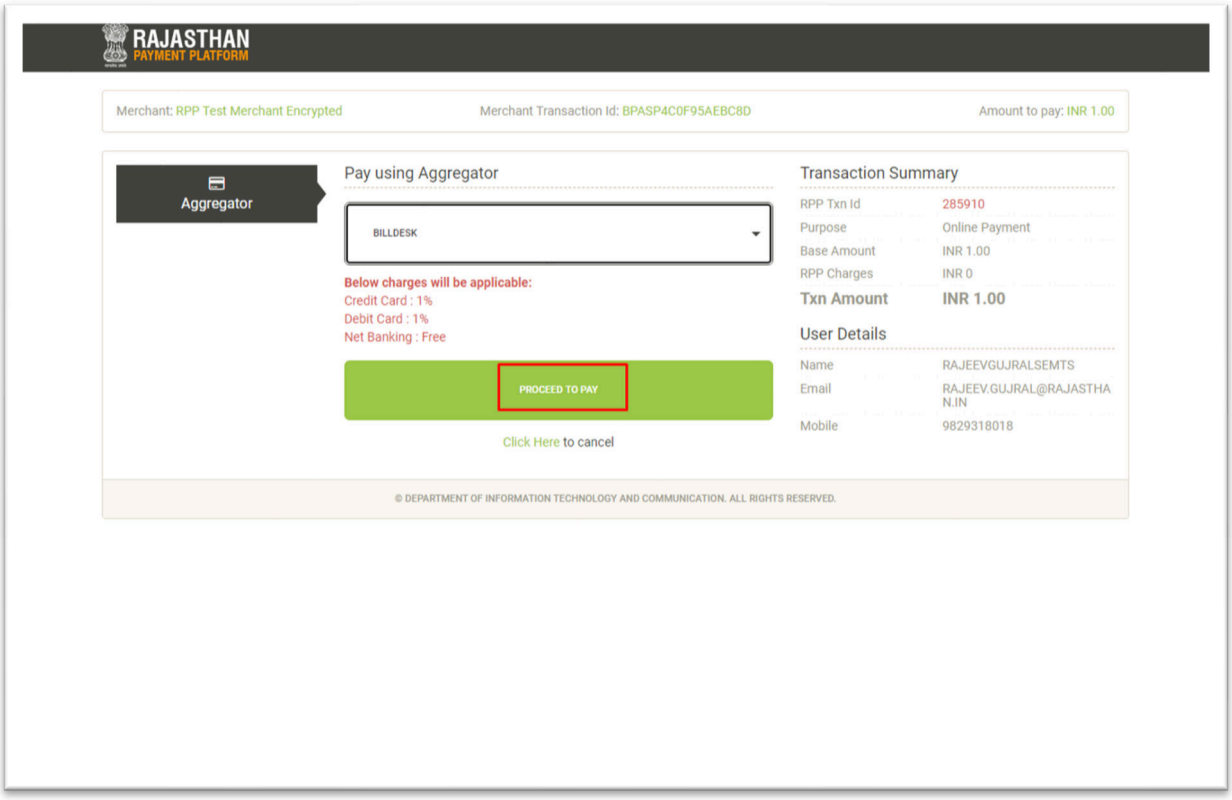
6. After filling all the required (mandatory) fields and uploading the prescribed supporting documents in the required format, applicant clicks the SUBMIT button as highlighted in the figure below to submit the application for further processing.

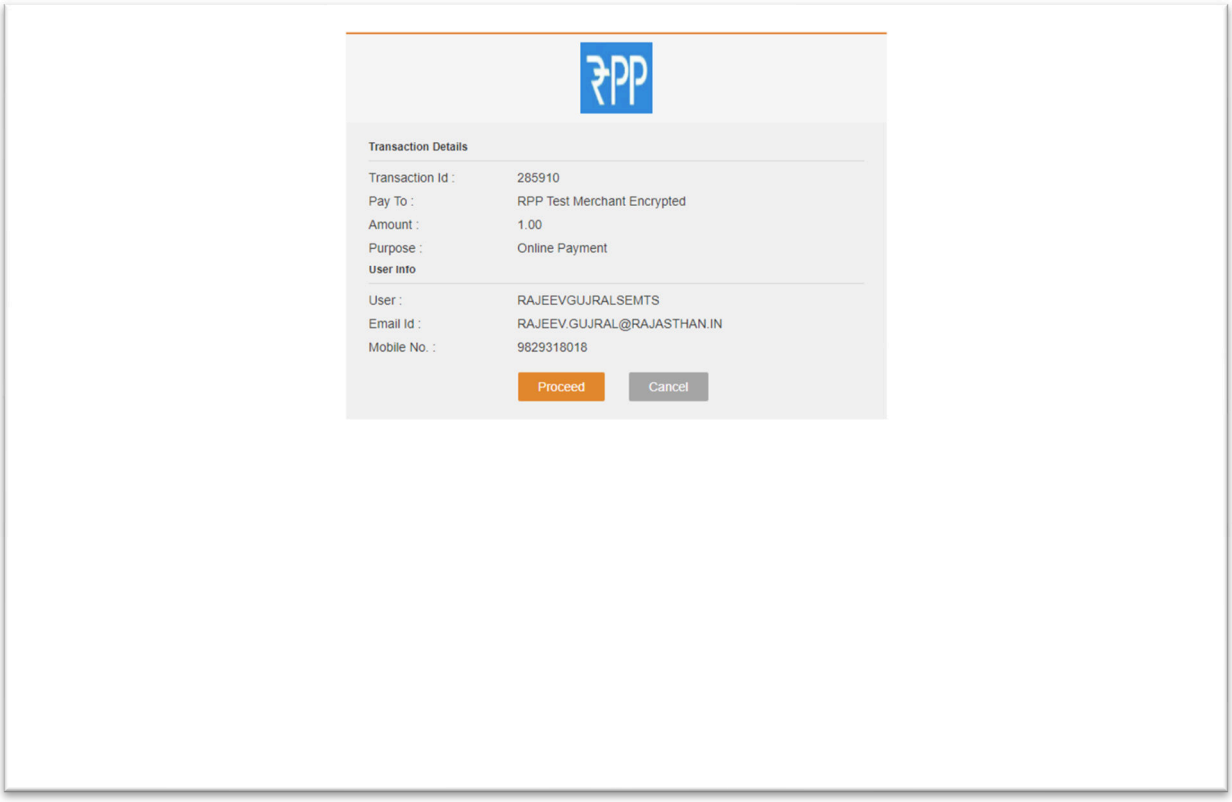


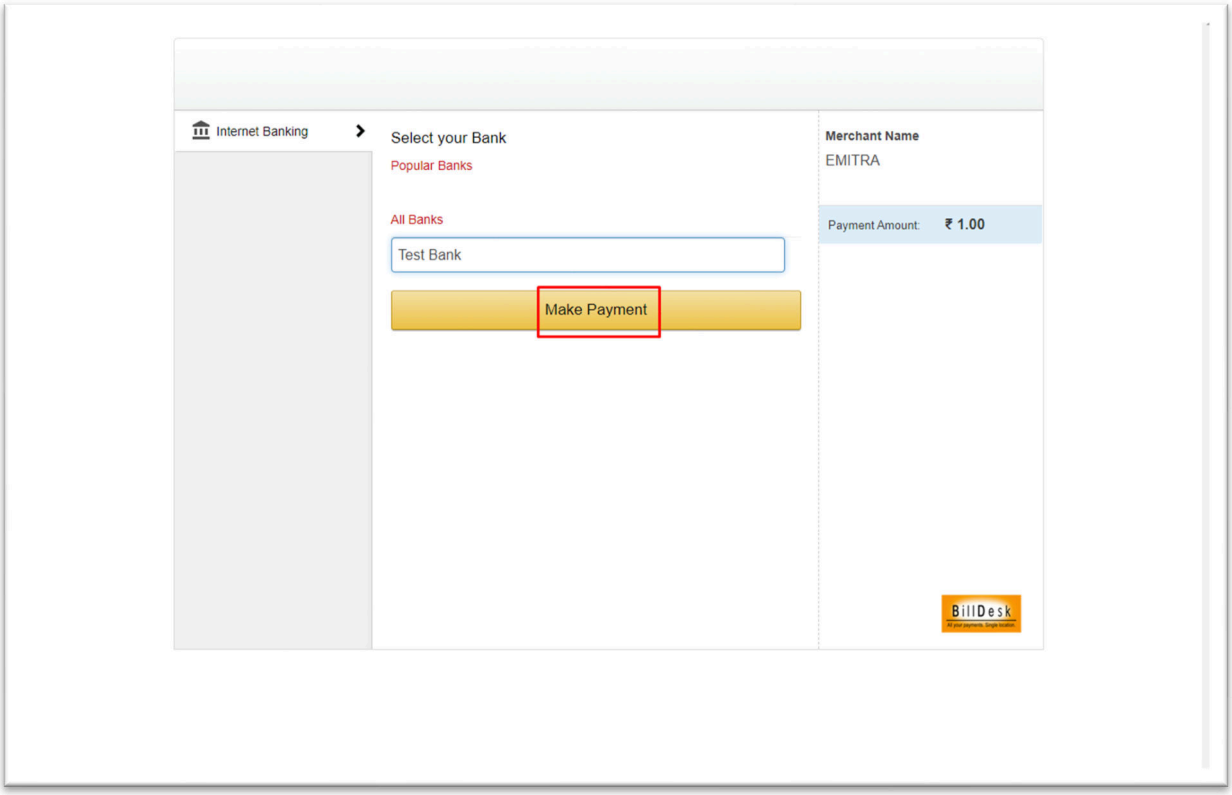
7. Applicant is prompted to make the ONLINE PAYMENT (auto-calculated by the system) towards "APPLICATION FEE + SCRUTINY FEE" as highlighted in the figure below wherein applicant clicks on PAY NOW button to continue. Also, applicant is notified of this event through SMS/ Email.



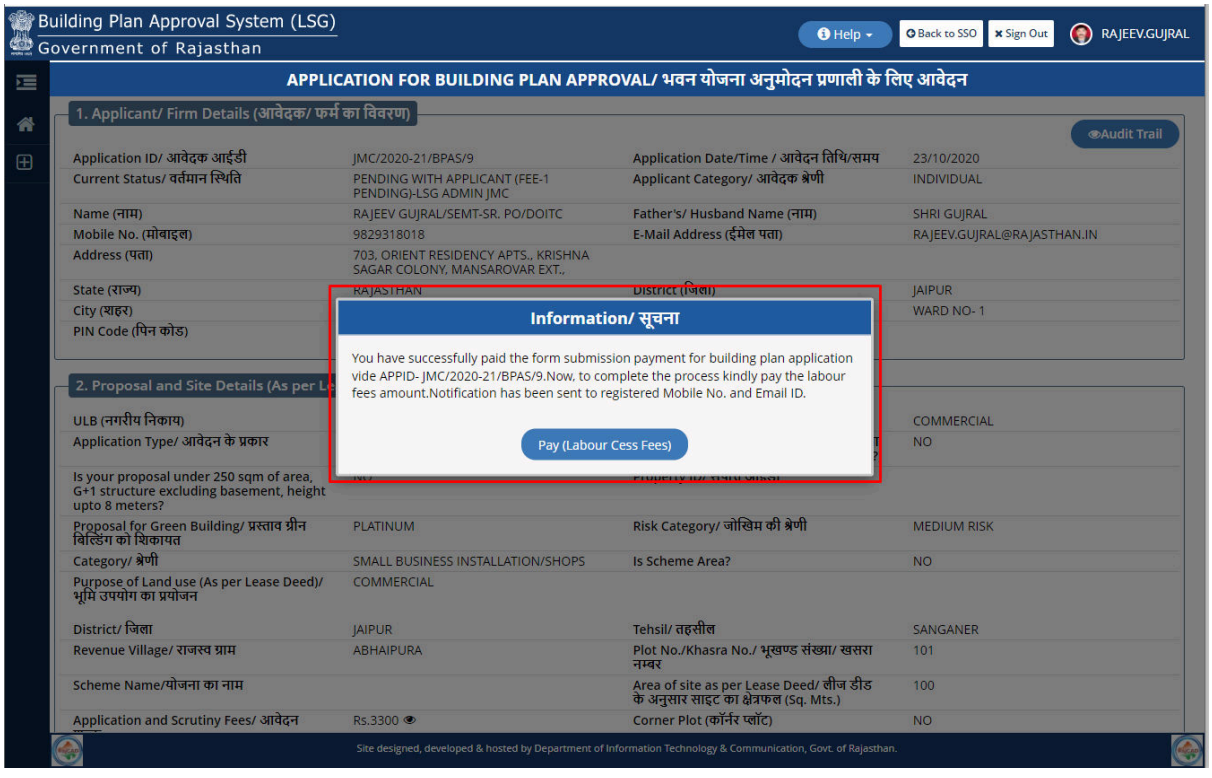
8. Applicant is re-directed to the state's own "RAJASTHAN PAYMENT PLATFORM (RPP)" payment gateway as highlighted in the figure below.



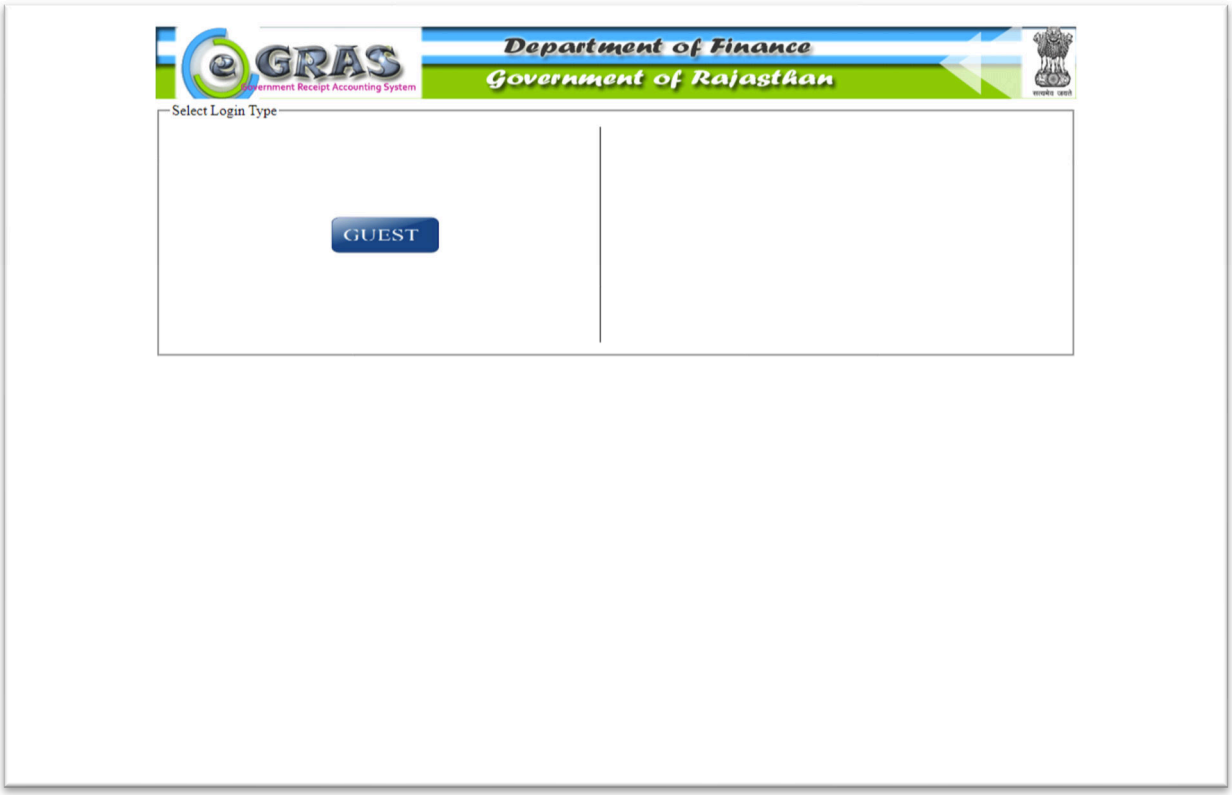


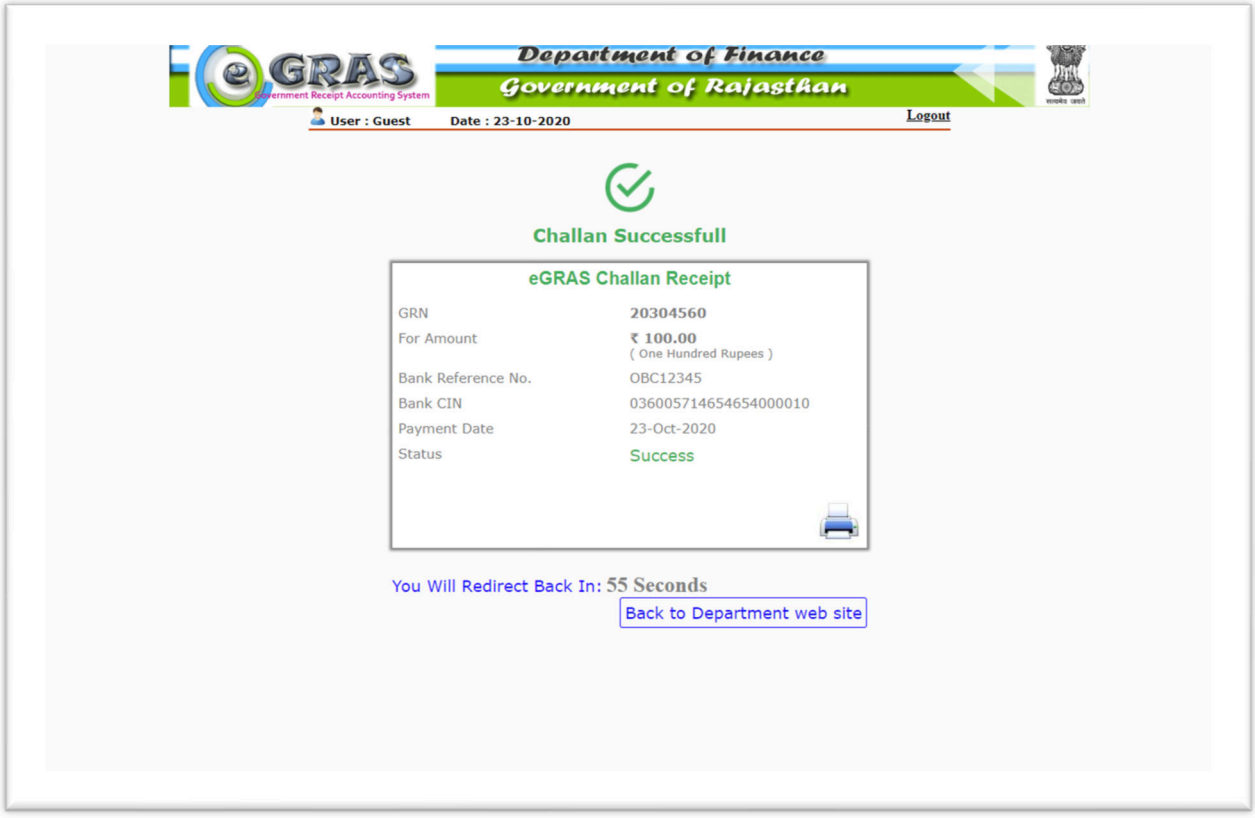


9. Post-successful online fee payment (APPLICATION FEE + SCRUTINY FEE), applicant is re-directed back to BPAS and a payment confirmation message is presented by system as highlighted in the figure below. In this case, applicant is also prompted now, if applicable, to pay the required LABOUR CESS as shown below. Also, applicant is notified of this event through SMS/ Email.

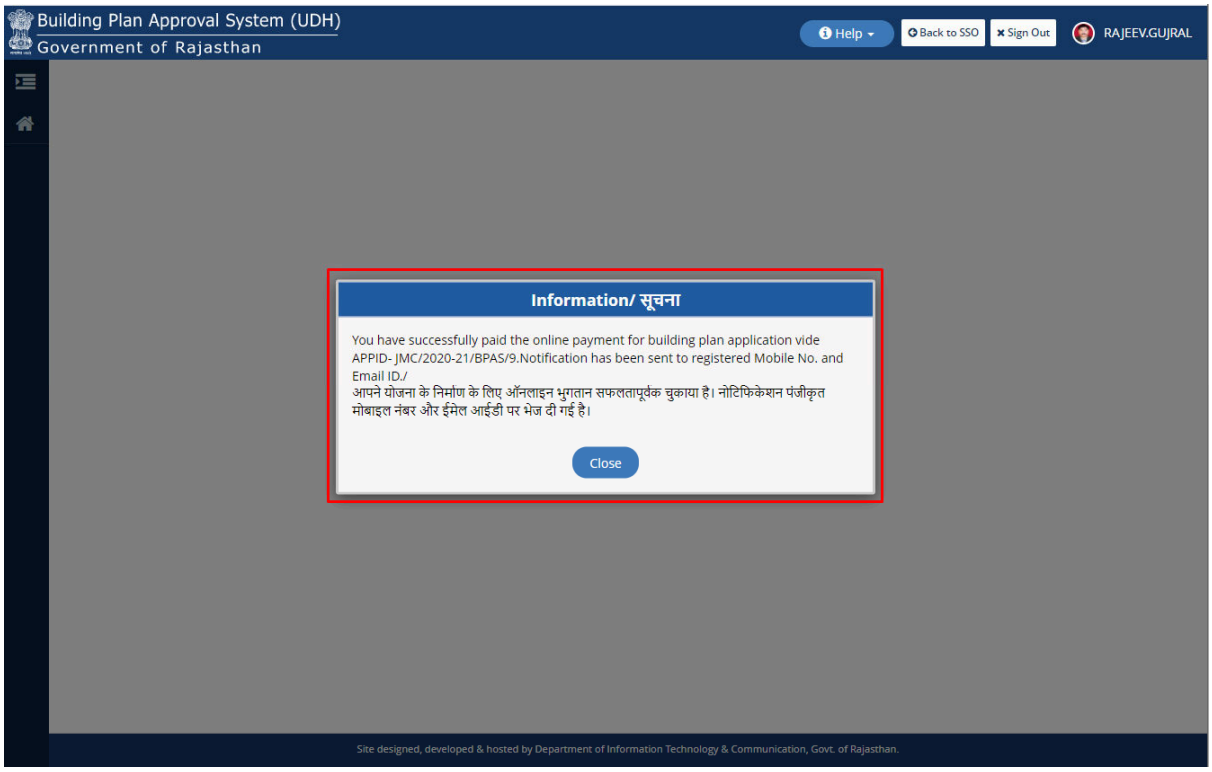


10. Upon clicking the PAY (LABOUR CESS FESS) button, applicant is re-directed to government's e-GRAS online payment system (Treasury) for making the required payment as shown below.

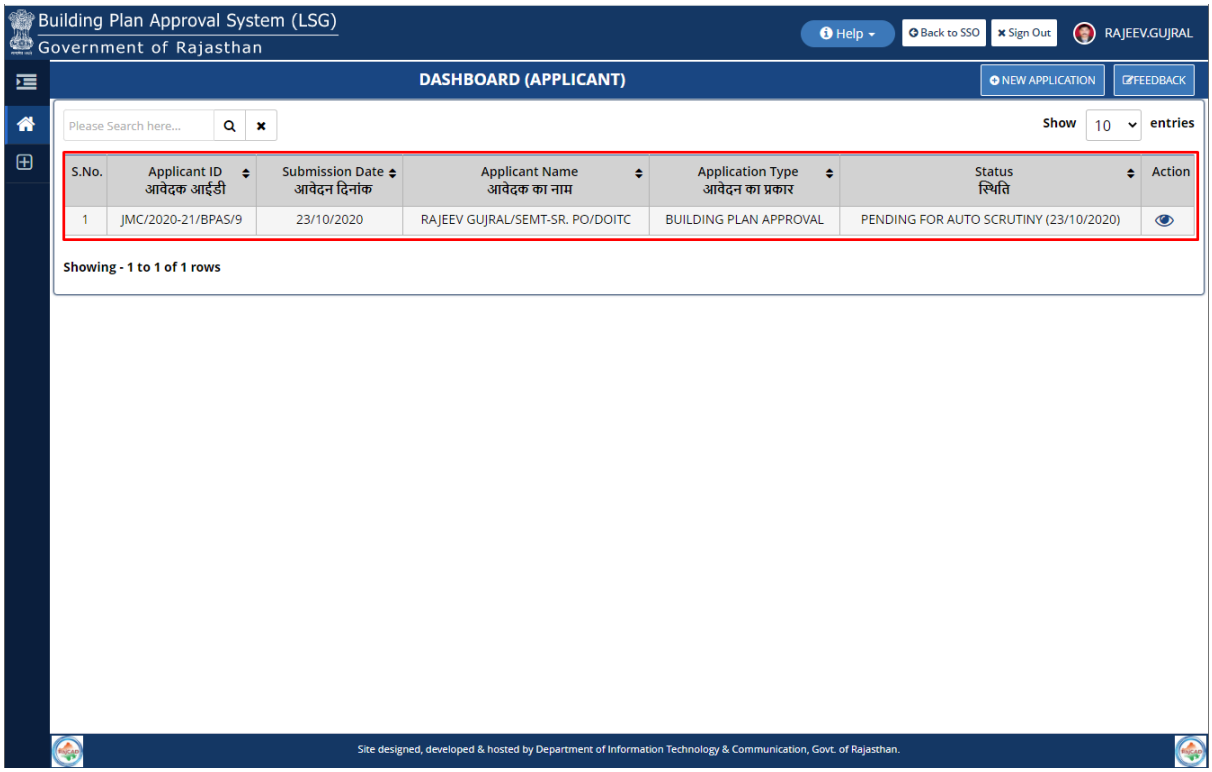




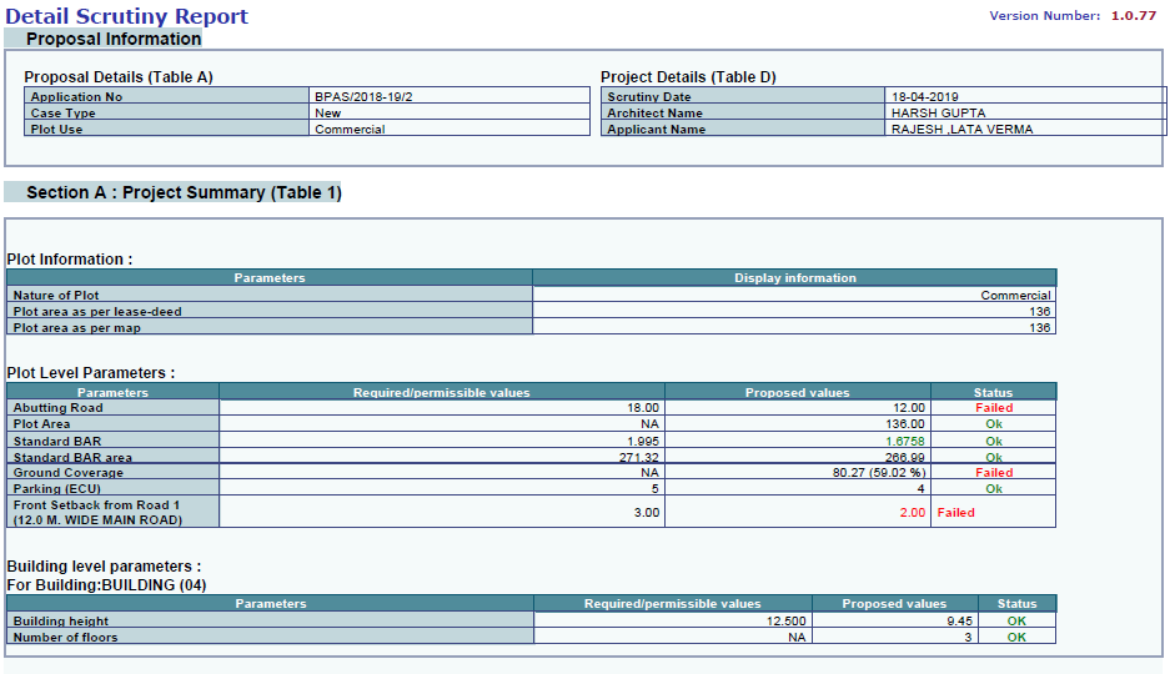
11. Post-successful online payment (LABOUR CESS) at eGRAS, applicant is re-directed back to BPAS and a payment confirmation message is presented by the system as highlighted in the figure below. Also, applicant is notified of this event through SMS/ Email.



12. After successful online payment (both application + scrutiny fees and Labour Cess), applicant is re-directed back to his/ her DASHBOARD wherein he/ she can see the present status of the submitted application as “PENDING FOR AUTO-SCRUTINY” as highlighted in the figure below.



13. The drawing file uploaded by the applicant is now sent to an AUTOMATED SCRUTINY SYSTEM (AUTO-DCR) at the back-end for auto-scrutiny of the proposed building plan as per applicable rules and bye-laws. When the auto-scrutiny is completed at back-end, SCRUTINY REPORT (shown below) + BUILDING PLAN/ MAP REPORT (PDF version of the uploaded drawing file) is attached to the application and applicant is notified of this event through SMS/ Email.



Detail Scrutiny Report Version Number: 1.0.77

Proposal Information

Proposal Details (Table A)		Project Details (Table D)	
Application No	BPAS/2018-19/2	Scrutiny Date	18-04-2019
Case Type	New	Architect Name	HARSH GUPTA
Plot Use	Commercial	Applicant Name	RAJESH ,LATA VERMA

Section A : Project Summary (Table 1)

Plot Information :

Parameters	Display information
Nature of Plot	Commercial
Plot area as per lease-deed	136
Plot area as per map	136

Plot Level Parameters :

Parameters	Required/permissible values	Proposed values	Status
Abutting Road	18.00	12.00	Failed
Plot Area	NA	136.00	Ok
Standard BAR	1.995	1.6758	Ok
Standard BAR area	271.32	266.99	Ok
Ground Coverage	NA	80.27 (59.02 %)	Failed
Parking (ECU)	5	4	Ok
Front Setback from Road 1 (12.0 M. WIDE MAIN ROAD)	3.00	2.00	Failed

Building level parameters :
For Building:BUILDING (04)

Parameters	Required/permissible values	Proposed values	Status
Building height	12.500	9.45	OK
Number of floors	NA	3	OK

Front setback	3.00	2.00	Failed
Rear setback	1.50	1.50	OK
Side 1 setback	NA	0.00	OK
Side 2 setback	NA	2.00	OK
No. of tenements (Residential Units)	NA	0	OK

Section B : Project Details

Plot Details (Table 2)

Area From Document (Table 2a)

No.	Form	Area
1	Plot area as per site plan /Lees Deed/as per actual on site	136
2	Area as per drawing	136

Plot area Considered for scrutiny : 136

Table 2b

Gross Plot Area (Minimum)		136.00
Deductions (from Gross Plot Area)		0.00
- Area Surrender Under Road	0.00	
Net Plot Area		136.00

Table 2c

Standard BAR	1.995
Standard BAR area	271.32
Add : TDR Area	0.00
Add: Road surrendered area	0.00
Total Standard BUA (Without Betterment Levy)	271.32
Proposed Builtup Area	266.99
Existing Builtup Area	0.00
Substructures/Projections/Lift added in BUA	0.00
Net BUA	266.99
Consumed BAR (Factor)	1.6758

Built Up Area and Coverage Details(Table 3)

Floor Wise Built Up Area (Table 3a) Building : BUILDING (04)

Floor Name	Proposed Built Up Area
	Commercial
Basement Floor...	34.195
Ground Floor...	79.429
First Floor...	80.269
Second Floor...	73.099
Total :	266.99
Total Number of Same Buildings :1	
Grand Total :	266.99
Substructures/Projections/Lift added in BUA :	0.00
Grand Total with Substructures /Projections/Lift added in BUA :	266.99

Floor Wise Built Up Area and Tenement Details(Table 3a-1) Building : BUILDING (04)

Floor Name	Proposed Built Up Area	Balcony	StairCase	Lift	Passage	Resi.Tenement
	Commercial	Commercial				
Basement Floor...	34.195	0.000	8.235	0.000	0.000	00
Ground Floor...	79.429	14.240	16.789	0.000	0.000	00
First Floor...	80.269	14.240	19.710	0.000	0.000	00
Second Floor...	73.099	10.600	19.710	0.000	0.000	00
Total :	266.99	39.08	64.44	0.00	0.00	00
Total Number of Same Buildings :1						
Grand Total :	266.99	39.08	64.44	0.00	0.00	00

Building wise BUA & Tenement Details (Table 3b)

Building	No. of Same Bldg	Proposed Area	Balcony	StairCase	Lift	Passage	Resi.Tenement
		Commercial	Commercial				
BUILDING (04)	1	266.99	39.08	64.44	0.00	0.00	00
Grand Total	1	266.99	39.08	64.44	0.00	0.00	00

Total Built Up Area Details (Table 3c)

Built UpArea				Permissible	Proposed	Status
Residential	0.00	SubStructures	0.00	271.320	266.99	Ok
Commercial	266.99	Existing	0.00			
Industrial	0.00	Projections/Lift	0.00			
Institutional	0.00					

Coverage Check (Table 3d)

Permissible	Proposed	Status
NA	80.27 (59.02 %)	Failed

Height Details (Table 4)

Total Building Height (Table 4a)

Building	Height		Status
	Permissible	Proposed	
BUILDING (04)	12.50	9.45	Ok

Floor Height Check (Table 4b)

Building Name	Floor Name	Height			Status
		Required	Permissible	Proposed	
BUILDING (04)	Basement Floor...	2.75	NA	2.75	Ok
BUILDING (04)	Ground Floor...	2.75	NA	3.00	Ok
BUILDING (04)	First Floor...	2.75	NA	3.00	Ok
BUILDING (04)	Second Floor...	2.75	NA	3.00	Ok
BUILDING (04)	Terrace Floor...	0.75	1.50	0.91	Ok

Floor Number Check (Table 4e)

Building Name	No. of Floors		Status
	Permissible	Proposed	
BUILDING (04)	NA	3	Failed

Basement Floor Number Check (Table 4f)

Building Name	No. of Basement Floors		Status
	Permissible	Proposed	
BUILDING (04)	1	1	Ok

Setback Checks (Table 5)

Plot Setback Check (Table 5a)

Building / Wing	Front Setback		Rear Setback		Side1 Setback		Side2 Setback		Status
	Required	Proposed	Required	Proposed	Required	Proposed	Required	Proposed	
BUILDING-1 (04)	3.00	2.00	1.50	1.50	NA	-	NA	2.00	Failed

Basement to Plot distance front 6.0m and other side 3.0m is not provided.

Front Margins for Roads

Road Name	12.0 M. WIDE MAIN ROAD		Status
Building / Wing	Front Side		
	Required	Proposed	
BUILDING-1 (04)	3.00	2.00	Failed

Building To Building Setback Check (Table 5b)

Building To Building Setbacks check not Applicable (Single Building)

Not Applicable to Check Other Margin(s) Rule.

Setback from Physical Features Check (Table 5c)

Physical Feature(Railway Line, Electric Line and Nala) not Existing.

Plot Level Checking (Table 6)

Plot Access Checks (Table 6a)

Plot(s)	Road Abutted	Width		Status
		Required	Available	
12.0 M. WIDE MAIN ROAD	12.0 M. WIDE MAIN ROAD	18.00	12.000	Failed

Landscape Area Checks (Table 6b)

Landscape Area check not Applicable.

Amenity Checks (Table 6c)

Amenity check not Applicable.

Tree Plantation Details (Table 6e)

Required Nos	Proposed Nos	Status
1	0	Deviation

Parking Details (Table 7)

1 ECU = (1 Car / 3 Scooters).

Required Parking From Rules (Table 7a)

Type	Built Up Area (m^2)	Per BAR	
		Units	Required ECU
Commercial	266.99	75	4
Visitors	25 % visitor parking of total ECU	-	1
Total (ECU)	-	-	5

Parking Check (Table 7b)

Vehicle Type	Total Required	Total Proposed	Status
Cars (75%)	4 (5 * 75%)	3	Failed
Scooters (25% * 3)	4 (5 * 25% * 3)	4	OK
Handicapped Car	0	0	OK
Handicapped Scooter	0	0	OK

Plot Boundry Scooter Count :- 4
Plot Boundry Car Count :- 3

Plot Driveway Checks (Table 7c)

No	Building Name	Remark	Status
1	BUILDING-1 (04)	Required surrounding 4.50 m. Driveway distance not properly provided	Failed
2	BUILDING-1 (04)	Required oneway 3.6 m Driveway for cars and 1.5 m Driveway for two wheeler is properly provided.	Ok

Floor Driveway Checks (Table 7d)

Driveway Layer is not Proposed.

Inner Building Details (Table 8)

Staircase Details (Table 8a)

Building Name	Stair(s)		Number Of Fire Stair(s)		Status
	Required	Proposed	Required	Proposed	
BUILDING (04)	1	1	NA	-	Ok

Building: BUILDING (04)

Floor Name	StairCase Name	Flight Width		Intermediate Landing Width		Floor Landing Width		Tread Width		Riser Height		Riser No. On Flight		Status
		Required	Proposed	Required	Proposed	Required	Proposed	Required	Proposed	Permissible	Proposed	Permissible	Proposed	
BASEMENT FLOOR	STAIRCASE	1.50	1.50	1.50	0.00	1.50	1.50	0.30	0.00	NA	-	NA	-	Failed
GROUND FLOOR	STAIRCASE	1.50	1.50	1.50	1.50	1.50	1.50	0.30	0.30	0.15	0.16	14	12	Failed

Travel Distance Checks

No	Building Name	Remark	Status
1	BUILDING (04)	Travel distance in basement is Greater than 15m.	Failed
2	BUILDING (04)	GROUND FLOOR PLAN : Travel distance 22.5m is not proposed. FIRST FLOOR PLAN : Travel distance 22.5m is not proposed. SECOND FLOOR PLAN : Travel distance 22.5m is not proposed. TERRACE FLOOR PLAN : Travel distance 22.5m is not proposed.	Failed
2	BUILDING (04)	Travel distance in all the Floors is Greater than 22.5m.	Ok

Lift Details (Table 8b)

Lift Dimensions (Table 8b-1)

Lift Not Proposed.

Passage Details (Table 8c)

Passage Not Proposed.

Subsidiary Structure Details (Table 8d)

Substructure Not Proposed.

Ramp Details (Table 8e)

Ramp check not Applicable.

Architectural Projection Details (Table 8f)

Architectural Projection Not Proposed.

Refuge Area Details (Table 8g)

Refuge Area Not Applicable.

Court Yard Details (Table 8h)

Court Yard Not Proposed.

Ventilation Shaft Details (Table 8i)

Ventilation Shaft Not Proposed.

Balcony Details (Table 8j)

Balcony Check As Per Rule.

Floor Details (Table 9)

Room Sizes (Table 9a)

Building:BUILDING (04)

Floor:BASEMENT FLOOR

Dimensions and Area of all the Rooms on this Floor are as per the Rules

Floor:GROUND FLOOR

Dimensions and Area of all the Rooms on this Floor are as per the Rules

Floor:FIRST FLOOR

Dimensions and Area of all the Rooms on this Floor are as per the Rules

Floor:SECOND FLOOR

Dimensions and Area of all the Rooms on this Floor are as per the Rules

Miscellaneous Check Details (Table 10)

Building Miscellaneous Checks (Table 10b)

No	Rule	Status
2	For Use other than Residential use, minimum 1 handicapped WC is mandatory.	Failed

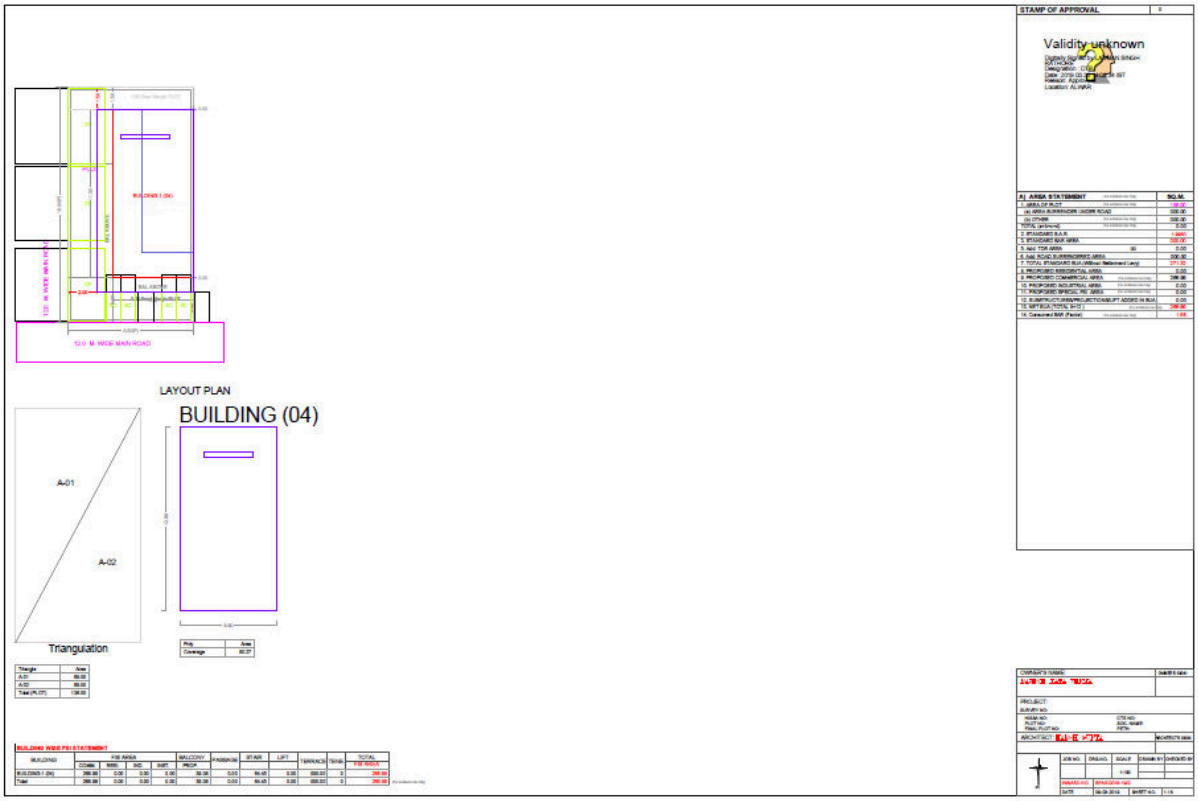
Summary (Table 11)

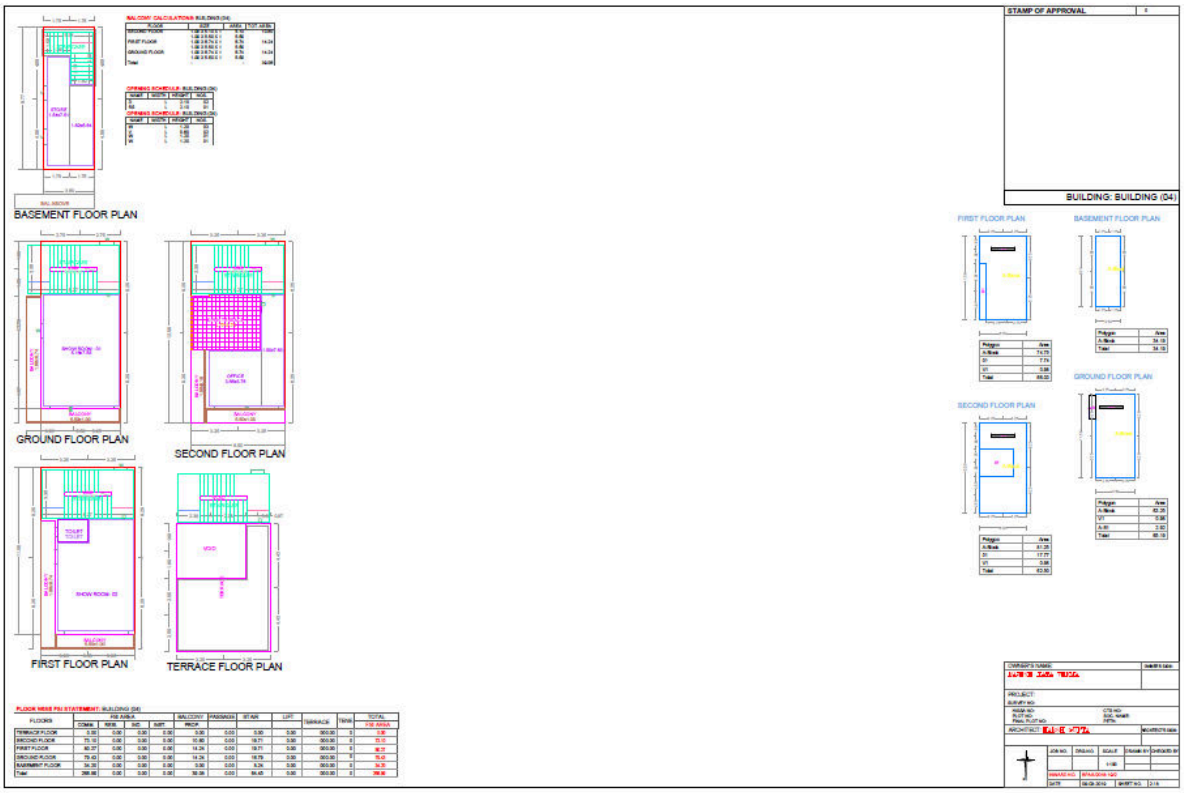
Name		Permissible/Required	Proposed	Status
Plot Area		NA	136.00	Ok
Abutting Road		18.00	12.00	Failed
TDR Area		0.00	0.00	Ok
Ground Coverage		NA	80.27 (59.02 %)	Failed
BuiltupArea		271.32	266.99	Ok
Residential :	*0.00*			
Commercial :	*266.99*			
Industrial :	*0.00*			
Institutional :	*0.00*			
Existing :	*0.00*			
Substructures/Projections/Lift :	*0.00*			

All values displayed in this table are using metrics unit system

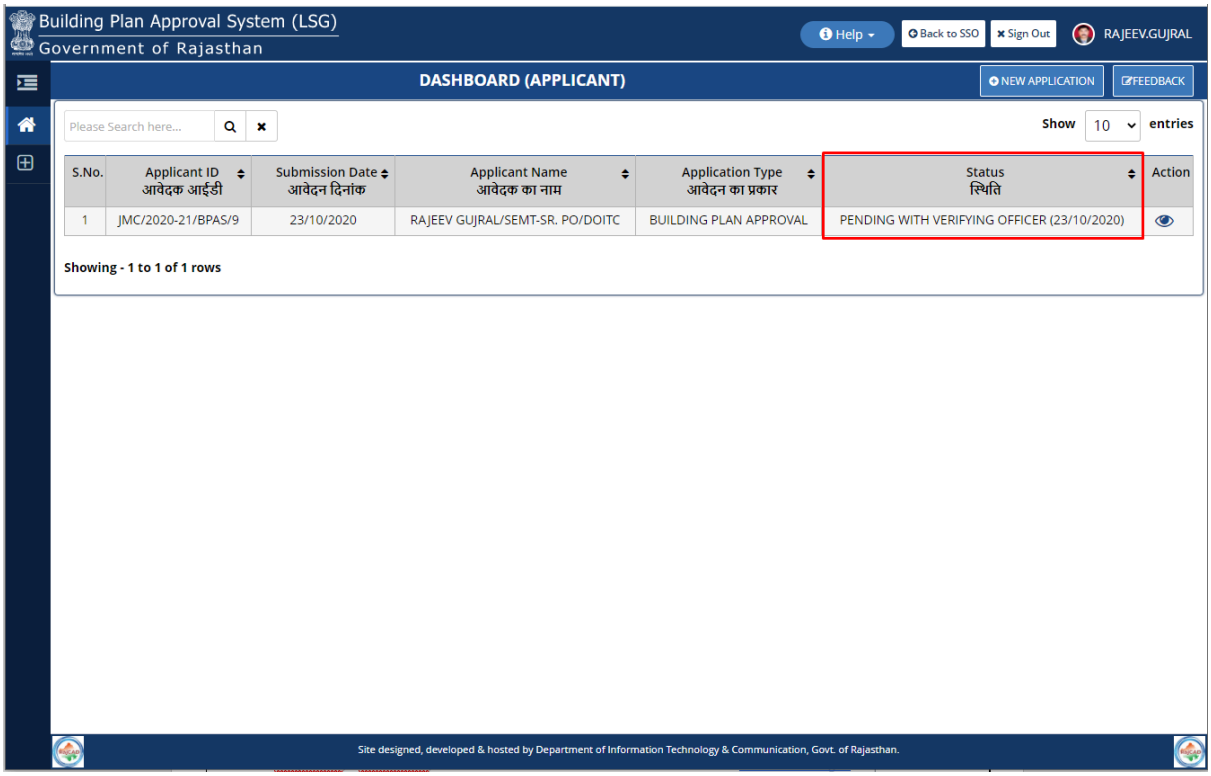
Disclaimer: AutoDCR is an input based software tool used by Municipal Authorities but the final approval lies with concerned Officer / Authority.

BUILDING PLAN/ MAP REPORT (PDF) - SAMPLE





14. Once the AUTO-SCRUTINY process is completed and the required reports are generated by the system and attached to the applicant's application, as mentioned earlier, applicant is notified of this event. Applicant login to his/ her dashboard as highlighted in the figure below and observes that application is auto-forwarded to the VERIFYING OFFICER for further disposal.



15. This is the end of application submission by applicant. As the application is disposed by multiple stakeholders of the system, applicant is notified of the events in real-time through SMS/ Email. Alternatively, applicant can login back to his/ her DASHBOARD and see the relevant details/ remarks/ inspection reports by other stakeholders against his/ her application. This ensures 100% transparency in the system.

THANK YOU