

FAST TRACK SYSTEM

PUNE MUNICIPAL CORPORATION

THE MODALITIES AND THE PROCEDURE FOR THE FAST TRACK SYSTEM.

INTRODUCTION

This is an additional system proposed by PUNE MUNICIPAL CORPORATION to reduce time period to get commencement certificate.

Under Fast Track System, proposals will be submitted along with necessary documents and charges towards PUNE MUNICIPAL CORPORATION will be paid after the sanction of the proposal. PUNE MUNICIPAL CORPORATION will issue commencement certificate for the submitted proposal within 24 hours or by the end of next working day.

Note: Even though the fast track system is implemented, the existing system of plan approval will continue.

1. CREATING LIST OF ARCHITECTS FOR FAST TRACK SYSTEM.

The PUNE MUNICIPAL CORPORATION shall invite applications from interested Architects for issuing identification number to them for the 'Fast Track System'.

- 1.1 Any architect holding valid registration with the Council of Architecture will be eligible for applying in the prescribed format of application & undertaking along with a copy of Registration Certificate.
- 1.2 The PUNE MUNICIPAL CORPORATION shall maintain a **List** of all Architects interested in using this facility and will allot **Identification No.** to the individual Architects. This number will be quoted in all communications related to the Fast Track System.
- 1.3 The Applicant Architect should have a clean record of professional practice and should not have been found guilty of any professional misconduct or misdemeanor in the past. The Architect shall have to submit an undertaking to this effect along with his/her application.
- 1.4 The proposal should be within the framework of development control rules. While using Fast Track System if Any Architect is found guilty after giving him hearing, then he will be debarred from using "FAST TRACK SYSTEM" with immediate effect and the matter will be referred to the Council of Architecture (New Delhi) for further course of action.
- 1.5 Those architects who have previously enrolled with PMC for using fast track system and already have been allotted FTS number need not apply afresh.

2. SCOPE AND LIMITATIONS OF FAST TRACK SYSTEM:

- 2.1. Following proposals will be eligible for fast track system up to 75% of permissible FAR. (This permissible FAR should exclude TDR.)
 - Proposals where layout has been approved.
 - Plots up to 2000 sq.m; where layout is not approved but the property has legal & physical access as per D. C. Rules.
- 2.2. Following proposals will be eligible for fast track system up to 1.0 FAR.
 - For plots up to 1000 sq.m.
 - For proposed built up area up to 1000 sq.m. on plot less than 2000 sq.m in area.

(Note: This fast track system is applicable for new proposals only.)

- 2.3. This system shall not be applicable to:

- 2.3.1. Proposals of layout, amalgamation and subdivision of plots.
- 2.3.2. Proposals within the congested area.
- 2.3.3. Proposals under R-7 of the DC Rules and proposals requiring special permissions from Municipal Commissioner.
- 2.3.4. Proposals attracting hardship premiums
- 2.3.5. Proposals utilizing T. D. R.
- 2.3.6. Proposals for Heritage, Religious & alike Structures

3. PROCEDURE OF APPROVAL UNDER FAST TRACK SYSTEM:

The Proposals shall be submitted as under:

- a. Three copies of the Plans along with requisite documents and one scan copy of same shall be submitted to PUNE MUNICIPAL CORPORATION.
- b. All pertinent charges including scrutiny fee for the built up area to be sanctioned under fast track system shall be paid to the PUNE MUNICIPAL CORPORATION after approval.
- c. The proposal thus submitted shall get commencement certificate along with duly approved one copy of the plan within 24 hrs or by the end of next working day under the FAST TRACK system. For efficient working of the FAST TRACK system, challans issued shall be paid on the same day or next working day.
- d. The file of proposal will be sent to the concerned Building Inspector of PUNE MUNICIPAL CORPORATION.

Note: In Addition to the above procedure, the Architect may submit the entire proposal distinctly indicating area permissible under fast track system. In such circumstances the indicated area shall be sanctioned under fast track system. And balance FAR will be sanctioned under normal existing

procedure, within the stipulated period specified under the MR&TP Act and DC Rules, the corporation may either:

- i. Grant the permission unconditionally OR*
- ii. Grant the permission after suggesting corrections, if any.*
- iii. Refuse permission giving all specific reasons/ objections as per the D. C. Rules.*

(Ref. Section # 45 Chapter IV of the MR&TP Act. 1966.)

4. OTHER MODALITIES OF FAST TRACK SYSTEM

- a. The LA opinion, if required, shall be issued by the PUNE MUNICIPAL CORPORATION within 3 working days from the date of application.
- b. The commencement certificate issued under the fast track system shall be valid only for the first applicants i.e., Architect and Owner/ PAH. In case of any change in any of the applicants the commencement will have to be obtained again in the name of new Architect/ Owner.
- c. NOC of the first applicants shall be necessary for resubmission of the same proposal by the new applicants.
- d. The architect shall notify the PUNE MUNICIPAL CORPORATION in case of any deviation contrary to his recorded instructions or sanction plan. All such recorded instructions shall bear the signature of the Architect and the Owner/ PAH.
- e. The owner /Developer shall keep the Architect and PMC informed in writing about the commencement of work, plinth & completion of work.
- f. Within one day after the commencement certificate for a proposal has been issued, the Architect shall submit the proposal for scrutiny under the Auto DCR system. The concerned Building Inspector shall scrutinize all the documents and carry out the technical checking and intimate to the concerned Architect in case there are any discrepancies in the submitted proposal, within a period of 15 days. In the event that the Architect fails to remove the discrepancies within a period of 45 days from the date of intimation of the discrepancies, a work stop notice shall be issued by the PMC to the said work after following the due process of hearing.
- g. If Any Architect is found guilty after giving him hearing, then he will be debarred from using "FAST TRACK SYSTEM" with immediate effect and the matter will be referred to the Council of Architecture (New Delhi) for further course of action.

5. JOINT TECHNICAL COMMITTEE (JTC) – FUNCTIONS AND POWERS:

The Pune Municipal Commissioner shall constitute a Joint Technical Committee (JTC) for the purpose of implementing, administering, monitoring, and periodically reviewing technical matters of the "Fast Track" system. The JTC shall be the

appellate authority to resolve all appeals made by Landowners, Architects or P.M.C. officials for all issues pertaining to FAST TRACK SYSTEM.

Other modalities for JTC will be as per the enclosed note.

6. DOCUMENTS TO BE SUBMITTED WITH THE PROPOSAL:

- a. The proposals under fast track system shall be accompanied by documents, other papers as per list mentioned in the application form.
- b. Undertaking of the owner/ PAH as per the enclosed formats.

THE JOINT TECHNICAL COMMITTEE

PRELIMINARY

The Pune Municipal Commissioner shall constitute a Joint Technical Committee (JTC) for the purpose of implementing, administering, monitoring, and periodically reviewing the “Fast Track” system. The JTC shall be the appellate authority to resolve all appeals made by Applicant, Architects or P.M.C. officials for all technical issues pertaining to FAST TRACK SYSTEM.

CHAPTER I: SHORT TITLES AND DEFINITIONS

1. JTC means the Joint Technical Committee.
2. Meeting means the meeting of the Joint Technical Committee called as per clause no. 'B' of the Chapter II.
3. Commissioner means Pune Municipal Commissioner.
4. Members mean Members of the Joint Technical Committee.
5. System means the Fast Track System.

CHAPTER II: CONSTITUTION

'A': The JTC shall consist of following members

Sr.no.	Member	Post
1	The Additional Municipal Commissioner (Special)	Chairman
2	City Engineer	<i>Ex-officio</i> member and the Co-ordinator of the committee.
3	Superintending Engineer	<i>Ex-officio</i> member, as deputed by City Engineer.
4	Executive Engineer	<i>Ex-officio</i> member, as deputed by City Engineer.
5	Two Deputy Engineers	From Fast Track System.
6	Planning Officer	Municipal Commissioner Office.
7	One representative by AESA	Officially nominated by AESA.
8	One representative by IIA	Officially nominated by IIA.
9	Two representatives by CREDAI, Pune	Officially nominated by CREDAI.
10	Two representative by MBVA	Officially nominated by MBVA.
	The Senior Legal Advisor of the PUNE MUNICIPAL CORPORATION will be a special invitee of the J.T.C.	

‘B’: Meetings of JTC

1. The meetings of the JTC shall be held as often as may be required but at least once a month. The meetings shall be held at any PUNE MUNICIPAL CORPORATION premises.
2. The notice period for the meeting shall be 4 days. In case of emergency, short notice of one day may be given.
3. The Secretary of the JTC shall send agenda for the meeting to all members of the JTC along with the minutes of the last meeting.
4. The Secretary of the JTC shall incorporate complaints/ appeals received prior to the issue of the notice for the meeting.
5. The Quorum for the meeting shall be 5 members.

‘C’: Roles & Responsibilities of the JTC

1. The JTC shall be responsible for periodic monitoring and reviewing the Fast Track system.
2. The JTC shall resolve disputes pertaining to policies or procedures amongst the Architect, the applicant and the PUNE MUNICIPAL CORPORATION officials.
3. If any person wants to seek the clarification regarding Policies, Circulars of P.M.C. he shall write to the JTC and the JTC shall communicate the clarification in writing within 30 days. If any dispute arises in JTC the decision of Commissioner shall be final and binding.
4. JTC will not give any decision without giving opportunity of being heard to the affected parties.

‘D’: Report of the JTC

1. The reports of the JTC shall be conveyed to all Associations and be displayed on the notice board at a prominent place in the Building Development Department of the PUNE MUNICIPAL CORPORATION and uploaded on PMC website.

INTERPRETATION COMMITTEE

‘A’: The IC shall consist of following members,

Sr.no.	Member	Post
1	City Engineer	Chairman
2	Superintending Engineer	<i>Ex-officio</i> member, as deputed by City Engineer.
3	Executive Engineer	<i>Ex-officio</i> member, as deputed by City Engineer.
4	One representative by AESA	Officially nominated by AESA.
5	One representative by IIA	Officially nominated by IIA.
6	Two representatives by CREDAI, Pune	Officially nominated by CREDAI.
7	Two representative by MBVA	Officially nominated by MBVA.

‘B’: **Scope of work of IC**

- | |
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| 1. Scope of work of IC is pertaining to interpretation of DC rule and policies and approvals from Municipal Commissioner will be sought as and when necessary. |
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‘C’: **Frequency of meetings:**

- | |
|--------------------------|
| 1. As and when required. |
|--------------------------|

**Application for enlistment and Undertaking by the Architect
for 'Fast Track System'**

1. I _____ am a Registered Architect having valid Registration no. _____ With the Council of Architecture.
2. I hereby apply for identification number under Fast Track System proposed by PUNE MUNICIPAL CORPORATION. I hereby affirm that I shall abide by all the D. C. Rules and policies prevalent from time to time, in my proposals. I am fully aware of the modalities of the Fast Track System and the decision of the PUNE MUNICIPAL CORPORATION shall be binding on me.
3. I have taken care to earmark the component of Inclusive Housing as per the Regulations, proportional to the FSI permissible under the Fast Track system.
4. I undertake that no construction has been undertaken on the said site.

I further state that I have not been found guilty of any professional misconduct or misdemeanour in the past.

Sign. _____

Name. _____

Registration no. _____

Address _____

PUNE MUNICIPAL CORPORATION Identification No. (FTS No.)	
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(Note: This Application/ Undertaking should be submitted on appropriate Stamp paper & duly photo, thumb, notarised)

FORM FOR SUBMITTING PROPOSAL FOR BUILDING PERMISSION UNDER 'FAST TRACK SYSTEM'

Date:- _____

To,
The Deputy Engineer
(Fast Track System)
Building Development Department,
Pune Municipal Corporation,
Pune.

Sub: Proposal under 'FAST TRACK' system for proposed construction at
_____.

Dear Sir,

We enclose herewith, the above-mentioned proposal for immediate approval under the 'FAST TRACK' system.

We enclose herewith following documents, which are prima facie verified by us.
The Property is buildable considering the D. C. Rule No. 11.1 and 11.2

Table A

Sr. No.	Documents	Details
1.	Ownership Documents.	
2.	Demarcation Certificate (if applicable).	
3.	Affidavit, Indemnity Bond regarding ULC.	
4.	Property Tax ID Number of the said Property.	
5.	Certified copy of Registered Power of Attorney (if applicable).	
6.	Authority Letter in case of multiple ownerships (if applicable).	
7.	Owner/ Developer's notarized undertaking under 'FAST TRACK' system.	
8.	Title search Certificate by an Advocate	
9.	Structural Consultants' certificate.	
10.	Fire NOC (if applicable).	
11.	Zoning Certificate (if applicable).	
12.	Land Acquisition/ D.P. Map showing Road Widening Lines (if applicable).	

13.	D.P. Opinion/ Copy of approved layout (if applicable).	
14.	Application Form under MR&TP & MMC Act.	
15.	Form of Particulars of Development.	
16.	Airport / Railway Line Set Back Status (if applicable).	
17.	Primove part plan showing site location	
18.	Site photographs	
19.	Google map part plan showing site location	

We enclose herewith three copies of the plans duly signed by us and prepared as per prevailing Development Control rules and PMC policies applicable for above referred proposal. The brief details of the proposal are as under –

Table B

1	Minimum Plot Area		sq.m
2	Net Plot Area (After deducting open space, Road widening area, encroachment area, any reservation, etc.)		sq.m
3	Permissible Area under the FAST TRACK SYSTEM (75% of permissible FAR on net plot area)		sq.m
4	Width of Road in front of the plot		mtr.
5	a) For plots areas less than 1000 sq.mtr. & for plots areas less than 2000 sq.mtr but having proposed floor area less than 1000 sq.mtr. permissible FSI = 1.00 * Sr. no.2		sq.m
	b) For plots areas between than 1000 sq.mtr. to 2000 sq.mtr where layout is not approved, permissible FSI = Sr. no.2 * Sr. no.3		sq.m
6	Height of proposed building		mtr.
7	Basement / Podium proposed	yes / no	
8	Ground Coverage – Permissible		sq.m
9	Ground Coverage – Proposed		sq.m
10	Front Margin		mtr.
11	Side Margins (L)		mtr.
12	Side Margins (M)		mtr.

13	Rear Margin				mtr.
14	Minimum height of floors				mtr.
15	Maximum height of Floors				mtr.
16	Minimum width of staircase				mtr.
17	Duct sizes as specified in DC rules		yes / no		
18	Tenements – Permissible				
19	Tenements – Proposed				
20	proposed Commercial Area				sq.m
21	proposed Residential Area				sq.m
	Parking required	cars	scooters	cycles	
	Parking proposed	cars	scooters	cycles	
	(Parking layout is enclosed)				
22	current ready recokner rate of property				
23	copy of fast track license				

We also enclose herewith the various amounts calculated for the above-mentioned proposal, which are also verified by us.

Table C

Sr. No	Particulars	Areas in Sq.m.		Rate	Amt. in Rs.	Remark
		Resi.	Comm.			
1.	Scrutiny Fees					
2.	Land Development Charges					
3.	Building Development Charges					
4.	Balcony premium					
5.	staircase premium					
6.	passage premium					
7.	lift premium					
8.	lift machine room premium					
9.	Terrace premium					
10.	Internal road premium					
11.	Upkar					
12.	Waterline charges					
13.	LBT					
14.	Sub Total (1)					
15.	Rada roda charges					
16.	column/basement excavation charges					

17.	Sub Total (2)					
18.	Grand Total (1)+ (2)					

We have physically inspected the site and verified that the construction of proposal submitted has not yet commenced.
The above information is true and correct to the best of our knowledge and belief.

We also affirm that the Zoning Demarcation that has been submitted by us takes in to account the sanctioned Development Plan of 1987 and the published Draft Development Plan of 2013 in case of old limits and the sanctioned Development Plan in case of new limits. We have also taken in to consideration the modifications that have been sanctioned in the Development Plan, from time to time.

We request that relying on our verification of the documents and plans enclosed herewith, please approve the plans and issue Commencement Certificate immediately.

Thanking you,

Yours faithfully.

ARCHITECT

OWNER / DEVELOPER

IDENTIFICATION NO: FTS/_____

Note:- The responsibility of documents from sr. no. 1 to sr.no.10 in Table :A lies wholly with the Owner/Developer and from sr. no.11 to sr.no.19 lies wholly with the Architect.

(For official use)

Challan no. CE/BP/_____/_____, dated _____

Payment details _____

Challan no. CE/BP/_____/_____, dated _____

Payment details _____

UNDERTAKING BY THE OWNER/ DEVELOPER/ P. A. H.

To,
The Commissioner,
Pune Municipal Corporation,
Pune.

I/We _____
am / are the owner/ Developer/ Power of Attorney Holder bearing

_____ village _____
(hereinafter referred to as the "said plot of land") and I have appointed _____
_____ as Architect for the project on the "said plot of
land".

I/ We am/ are submitting the building plans with necessary and required papers for according building construction permission on the "said plot of land" under the " FAST TRACK SYSTEM".

I/ We am/ are aware that it is difficult for Pune Municipal Corporation to scrutinize and check the genuineness; bonafide, correctness and many other aspects of the documents submitted by me/ us on which Pune Municipal Corporation shall be relying, while sanctioning the plans in "FAST TRACK SYSTEM".

Hence I/ we certify, affirm and undertake that: -

1. The documents submitted by me/ us are genuine, certified copies of original documents, of the "said plot of land".
2. I/ We am/ are the owner of the "said plot of land" and I/ we have every right to get the plans approved from Pune Municipal Corporation as Owner / Developer / P. A. H. and title of the " said plot of land" is clear and marketable.
3. On getting the plans sanctioned under "FAST TRACK SYSTEM", for the "said plot of land" any dispute/ complaint is received by Pune Municipal Corporation against me/ us challenging the title of the "said plot of land", I/ we hereby undertake to indemnify the Pune Municipal Corporation against any loss/ damage that may be caused due to sanctioning of plans by Pune Municipal Corporation under "FAST TRACK SYSTEM".

4. I/ We undertake to abide myself/ ourselves by the instructions/ decisions of the Architects appointed as aforesaid by me/ us as regards amendments / modifications / alterations to the sanctioned plans.
5. I/We undertake that we have not undertaken any construction on the said site.
6. I/We have taken care to earmark the component of Inclusive Housing, if applicable as per the Regulations, proportional to the FSI permissible under the Fast Track system.
7. I/ We also undertake to alter / modify / amend the actual construction on site after receiving the final decision of the Pune Municipal Corporation as regards modification / alterations / amendments to the plans sanctioned, after proper scrutiny of the proposal in the due course of time.
8. In the event it is found that I/ we am/ are not abiding the instructions given by the Architect/ Pune Municipal Corporation as regards following the D. C. Rules, and if there is any dispute as regards interpretation of D. C. Rules, I/ we shall abide by the decision of the Pune Municipal Corporation.
9. I/ We shall keep informing the Architect regarding the progress of the work from time to time.
10. I/We hereby state that there is no order of prohibition for the development, construction on the said land /Plot by any court of law or competent authority. The said land /plot is not a subject matter of any investigation proceeding by any Govt. authority

OWNER / DEVELOPER/ PAH.

BEFORE THE NOTARY.

(Thumb, Photo. Sign of OWNER / DEVELOPER/ PAH)

(Note: This Undertaking should be submitted on appropriate Stamp paper & duly notarized)

List of abbreviations

Sr.no.	Abbreviation	Extended form
1	AESA	Architects and Engineers surveyors Association
2	CREDAI	Confederation of Real Estate Developers' Associations of India
3	DC Rule	Development Control Rules
4	DP	Development Plan
5	FAR	Floor area ration
6	FSI	Floor space Index
7	FTS	Fast Track System
8	IC	Interpretation Committee
9	IIA	Indian Institute of Architects
10	JTC	Joint Technical Committee
11	LA	Land acquisition
12	MBVA	Marathi bandhkam vyavasaik association
13	MMC Act	Maharashtra Municipal Corporation Act
14	MR&TP ACT	Maharashtra Regional & Town planning Act 1966
15	NOC	No objection Certificate
16	PAH	Power of attorney Holder
17	PMC	Pune Municipal Corporation
18	TDR	Transferable Development right
19	ULC	Urban Land Ceiling