Town and Country Planning Department (TCPD)

1. Procedure and Checklist for obtaining Technical Clearance from TCPD

1A - Flowchart: Inspection procedure for obtaining Technical Clearance from TCPD

START

Applicant submits application along with prescribed documents as per Appendix A of Goa Land Development & Building Construction Regulations, 2010 (GDBCR) to TCP Department and pays processing fees

On receipt of application, TCP Department scrutinizes the application, checks documents and drawings as per Rules in force

All documents are as per Appendix A1 and all drawings are as per rules in force

Site is inspected and Site Inspection report is generated

Is Site Inspection report satisfactory?

No

Challan towards payment of Infrastructure Tax is issued to the applicant

Yes

Technical Clearance is issued by TCP Department upon receipt of Infrastructure Tax

STOP
1B - Documents required for issue of Technical Clearance from TCPD

1. **Drawings**
   a) Site Plan (5 copies)
   b) Detailed Plans, Elevations and Sections (5 sets)
   c) Location Plan (5 copies)
   d) *Parking Layout Plan (5 copies)
   e) *Contour Plan in case of sloping sites (3 copies)

2. **Documents duly authenticated/signed as prescribed**
   a) Questionnaire (3 copies)
   b) *Survey Plan
   c) Copy of Index of Land (Form III/I & XIV/Form-B/D)
   d) Document showing ownership of land
   e) Certificate from the Architect/Engineer who has planned the project and has signed the drawings
   f) Structural Liability Certificate from the Engineer responsible for the Structural Design of the Project
   g) Affidavit from the owner
   h) *Power of Attorney (if applicable)
   i) Conversion Sanad/Application for recommendation for conversion
   j) *NOC from other agencies, if applicable