



आवास और शहरी विकास विभाग जम्मू और कश्मीर
HOUSING & URBAN DEVELOPMENT DEPARTMENT
GOVERNMENT OF JAMMU AND KASHMIR

Auto Scrutiny Based Online Building Permission & CLU Portal
स्वचालित जाँच पर आधारित ऑनलाइन भवन अनुमति और भूमि उपयोग परिवर्तन पोर्टल

BUILDING PLAN APPROVAL & INSPECTION PROCEDURE

Step1. Citizens can fill online form at URL : <https://obps.jk.gov.in/> and attach their documents, drawing etc in systems required format. A confirmation SMS & e-mail will be sent to the applicant. Computer generated application form for building permission will be automatically generated, applicant can fill all the required details and send to the concerned Officer/Officials online.

The checklist of documents required for building permission case were published online at our website. The following are the documents required for building plan approval: -

1. Ownership documents(Copy of deed duly registered in the court of law / Fard Intikhab / Tatima / Mutation)
2. Undertaking from Architect.
3. Undertaking from Owner
4. CLU certificate in case of commercial establishment
5. Other documents if any.

Step 2. The online application then scrutinized by concerned officials and if accepted then the case file will be sent online for NOC to the concerned departments. If application form is having any deficiencies, then the application shall be reverted back to the applicant to provide the requisite documents. The following line departments are empanelled in the online building permission for granting NOC's online: -

1. National Highway (NHAI)
2. Fire Dept (Above 15 M Building Ht.)
3. JK Housing Board
4. RERA (above 5 Kanal)
5. DC South JMC NOC Officer
6. DC North JMC Officer (Alternate)
7. Enforcement Wing NOC Officer
8. Airport Director Airports Authority of India
9. Provincial Re-habitation Officer (PRO) JMU
10. Custodian Land Department

11. Chief Executive Officer APMC (Agriculture produce Market Committee)
12. Administrator SCHBS (Sainik Colony Housing Board Society)
13. Addl. CEO JMRDA (Jammu Metropolitan Region Development Authority)
14. Airport Authority of India
15. Development Authority Officer
16. Defence NOC Officer
17. Forest NOC Officer
18. Industrial NOC Officer
19. Jail NOC Officer
20. Cantonment NOC Officer
21. Border Roads Organization NOC Officer
22. NMA/Heritage NOC Officer
23. CLU NOC Officer
24. Railway Authority Of India
25. JK CHS (Cooperative Housing Society)
26. JK SHS (Sainik Housing Society)
27. JK LCMA (Lake Conservation and Management Authority)
28. JDA (Jammu Development Authority)
29. Forest NOC Officer (Alternate)
30. Custodian Land Department
31. Project Director PIU UDH NHAI

Step 3. Inspection of Site by the Concerned Field Staff.

Step 4. Submission of Inspection Report by Concerned Field Staff.

Step 5. Once the NOCs are received online from the line departments the case is forwarded online to higher authorities for final approval. There after the applicants were informed via registered e-mail regarding acceptance & rejection of their cases.

Step 6. For the cases which are approved by the approving authority, online building permission fee link shall be sent to the applicants via registered e-mail for depositing the fee online.

Step 7. Once the requisite fee received then PDF of building plan approval shall be issued online to the applicant.