

MUNICIPAL CORPORATION OF GREATER MUMBAI
Chief Engineer (Development Plan) Department
No:CHE/DP/000016/GEN Dtd: 01.04.2017

CHE/DP/01/Gen
2017-18

C I R C U L A R

Sub: The policy guidelines for allowing internal staircase/ internal lift of duplex/ triplex / multi level single units in the residential building free of FSI.

Ref: MCP/8167 dtd.31.03.2017

There is provision in D.C.Reg. 35(2)(iv) to allow areas covered by staircase/ lift including lobbies as specified, excluding those covered under D.C.Reg.35(2)(iii) with special written permission of the Commissioner subject to payment of premium. There was no policy/ provision to allow the internal staircase for residential duplex/ triplex flats. To streamline the process of allowing internal staircase for duplex/ triplex flats, following guidelines are now issued as per provision of D.C.R.

- (1) The minimum 0.75 mt. width of the internal staircase of proposed duplex/ triplex / multi level single units shall be insisted.
- (2) The minimum size of internal lift 0.75 X 0.75 mt. and maximum size of internal lift 1.25 X 1.25 mt. shall be allowed within the units.
- (3) (a) The area of internal staircase (except spiral internal staircase) of duplex/ triplex / multi level single units at base level which is usable with minimum head room of 1.80 mt. shall be counted in FSI and the remaining area of internal staircase at base level and the area of internal staircase at all upper floors of the proposed duplex/ triplex / multi level single units of the residential building only will be allowed free of FSI by charging 100% premium as per circular u/no. CHE/9488/DPR dtd.13.09.2011.
(b) The area of spiral internal staircase only shall be allowed free of FSI at base level as well as on all upper floors by charging 100% premium.
(c) Provided that the area of entire proposed staircase shall be kept open at all upper floors, if some portion on upper floors are proposed to be covered, the area of the same shall be counted in FSI.
- (4) Only one internal staircase or internal lift or staircase with internal lift per unit will be allowed as stated above.
- (5) The lift lobby and staircase lobby at floor level (i.e floor landing of staircase & lift) at each floor of duplex/ triplex/ multi level single unit will be counted in FSI being a habitable area of these units and will not be misused by removing staircase.
- (6) The Developer shall submit the declaration, certifying that the duplex/ triplex /multi level single residential units will be as a single unit and will be sold to the purchaser as a single residential

unit and incorporating the clause in agreement so that the duplex/ triplex will remain as single residential unit & will not be misuse by removing staircase.

- (7) While requesting for occupation certificate to the building by the Architect/ Developer, the Architect has to invariably certify that, he has inspected the building and verified the construction and completion of internal staircase, lift or both of each duplex/ triplex / multi level single units at site as per approved plan and same shall be confirmed by concerned EE(BP) on site before granting part O.C/ Full O.C. cum B.C.C.
- (8) The Architect has to clearly earmark the duplex/ triplex / multi level single units as a single unit on the plan to be submitted for approval/ OCC cum BCC.
- (9) C.F.O. NOC shall be obtained for provision of internal staircase/ lift proposed.
- (10) The special permission of Municipal Commissioner for allowing the area free of FSI shall be obtained as per provision in DCR 1991.
- (11) Regular Main Entry to Duplex/ Triplex/ Multilevel Single Unit shall be allowed only at Lower floor and single fire escape door of max. 0.75 mt. width with opening at common lobby/ passage shall be allowed on each upper floor/ floors provided that, the entire wall abutting to common passage/ lobby shall be allowed with R.C.C. for all such fire escape doors.

These guidelines shall be applicable for all the ongoing proposals where full O.C.C. is not yet granted.

Sd/-
(V.P. Chithore)
Ch.E.(DP)

Sd/-
(Ajoy Mehta)
Municipal Commissioner

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Dy.Ch.E.(DP)/ I/ Dy.Ch.E.(BP)City/ Dy.Ch.E.(BP)ES/ Dy.Ch.E.(BP)WS-I/ Dy.Ch.E.(BP)WS-II/ Dy.Ch.E.(BP)Spl.Cell
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E.E.(TP)/ E.E.B.P.(W.S.)H/ EEBP(WS)K/ EEBP(WS)P/ EEBP(WS)R/ E.E.B.P.(CITY)/ E.E.B.P.(CITY)II/
E.E.B.P.(CITY)III/ E.E.B.P.(E.S.)/ E.E.B.P.(E.S.)II/ E.E.B.P.(Spl.Cell) I & II/ Dy.Ch(Planner)D.P./E.E. (M.C. Office)

For information & to take further necessary action in this regard.

— Sd —
(V.P. Chithore)
Ch.E.(DP)

✓ Copy to:
Shri Sanjay Nirmal
A.E(DP) GIS

For necessary action to upload this policy on website and to make necessary changes in software for implementation & to submit the compliance within 15 days.

(Signature)
V.P. Chithore
Ch.E.(DP)