

not allowable under these Regulations or statute, he shall either withdraw the notice in toto or shall pass partial revised orders for any, or required action as given under Clause 3-2.14.1 such decision shall be conveyed to the appellant within 15 days of the receipt of such an appeal.

If the appellant is dis-satisfied with decision of the first appellate officer, he may, within 30 days of the receipt of the decision of his first appeal may refer his review petition to Chief COB for decision who shall review the case and in case of disagreement with the applicant, shall place it before the KBCA Oversee Committee for final decision within 30 days.

3-2.14.3.

Where a person erected or re-erected or commenced to erect or re-erect a building without submitting to the concerned authority building plan for sanction then not with-standing and in addition to, any other action that the concerned authority may take under the relevant statute and these regulations, the concerned authority may give notice in writing directing such persons to submit to the authority within such time as specified in the notice, building plans in accordance with these regulations showing the buildings so erected or re-erected or proposed to be re-erected for the authority's approval. The authority shall accord approval after levying a composition fee in addition to the scrutiny fee if the building is constructed as per these regulations.

3-2.15. Notice of Completion

3-2.15.1. Every person who carries out and com-

pletes building works fully or partially approved under these Regulations shall within one month of the completion of the works deliver to the Authority at its office, in writing, the following documents : -

- (a) Notice of Completion/occupancy on the prescribed form (ZP-7) duly signed by the relevant Professional together with certificate or certificates as the case may be.
- (b) A Completion Plan showing the building exactly as completed.

¹[(c) In case the formalities noted in (a) & (b) are fulfilled by the applicant, the occupancy certificate may be issued by the Authority within 30 days of submission of completion plan with application.]

²[(d) **Approval of Completion Plan of Category-I buildings -**

After fulfilment of requirement as provided under KB&TPR, Completion Certificate for Category-I buildings shall be issued within 15 days.

All documents shall be duly signed and stamped by the Licensed Professional and the following documents shall be submitted for approval of Completion Plans;

¹Clause (c) inserted by the KB and TP Reg. (Amdt.) 2006, Karachi the 22nd Sept., 2006, the Sindh Govt. Gaz., Extr., Pt. IA, P. No. 10, dt. Nov. 26, 2010.

²Clause (d) inserted by the KB and TP Reg. (Amdt.) 2020, Notification No. SBCA/PS-CE/2020/01, Karachi the 24th January, 2020.

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- a. Notice for Completion and Permission for Occupation.
- b. Approved Construction Permit with plan.
- c. CNIC/NICOP of Applicant/Applicants (Owner/Owners/Registered Attorney).
- d. Recent Passport size picture of Applicant/Applicants (Owner/Owners/Attorney).
- e. Forwarding from respective Land Agency (In case of change of ownership).
- f. Last ownership document (In case of change of ownership).
- g. Six sets of building plan showing elevation, sections, sit plan.]

*[3-2.15.2. In case building work is completed in all respect but the utility services are not provided by the utility agencies despite the payment of estimate by the developer/owner in public sale buildings/projects, in such cases the completion plan/provisional occupancy certificate shall be issued on the basis of provision of services as provided in clause 5-1.20.2 of these Regulations.

The provisional occupancy certificate will automatically be deemed final, as soon as the connection of utilities by utility agencies have been provided.]

3-2.15.3. No person shall occupy or permit to

*Substituted by the KB and TP Reg. (Amdt.) 2005, Karachi the 4th August, 2005, the Sindh Govt. Gaz., Extr., Pt. IA, P. No. 32, dt. September 5, 2008.

occupy any such land or building, or use, or permit to use, any part affected by the erection or re-erection of such building, until the permission referred to in Clause 3-2.15.2. has been granted.

3-2.16. Partial Completion

The Authority may, upon completion of the structure as permitted by the approved plan, give an Occupancy/Completion Certificate for part of the building which is a complete section/unit of a project and which can be occupied without inconvenience or hazard of any kind to the occupants of the said unit, or to the visitors or users of the same and does not interfere with the construction of the rest of the building/s. Wherever such Partial Occupancy Certificate is issued to owner/Professionals shall also be required to take all safety measures for the users, occupiers and visitors. In addition, they shall be required to take such measures as the Authority may at its discretion require to ensure adequate safety of the occupiers, visitors and users of the building or part thereof. Subject to the condition that in case of public sale project the condition as enumerated in clause No. 5-1.22 shall be comply.

3-2.17. Refusal to issue Occupancy Certificate

The Authority may refuse an application to issue an Occupancy Certificate, if the proposed or completed building contravenes or is in any manner inconsistent with any building or zoning regulations or restrictions, and give direction, with specific reason under the relevant statute or the Regulations.

***[3-2.18. Permit to Demolish Buildings.**

*Substituted by the Karachi Building and Town Planning Regulation (Amendment) 2005, Karachi the 4th August, 2005, the Sindh Govt. Gaz., Extr., Pt. IA, P. No. 32, dt. September 5, 2008.