NEW TOWN KOLKATA DEVELOPMENT AUTHORITY
(A Statutory Authority Under Government of West Bengal)
Plot No. DG/13, Premises No. 04-3333, Action Area-ID,
New Town, Kolkata - 700 156

Memo : **6833**/NKDA/Stop Non-Residential Use/007(xiii)/2026 Date : 29/10/2026

Person Responsible : **Mrs Banani Chakraborty Trustee of (Owner of the Building) University of Engineering and Management Kolkata Under Institute of Engineering and Management Trust**

Notice against : **Premises No: 02-0328, Plot No: DE/105, Action Area-ID, New Town, PIN-700156, Kolkata.**

Subject : **Notice to Stop Unauthorized Non-Residential Use of Residential Unit.**

It has come to the notice of the Authority on physical inspection that you are using a portion of the residential building, as stated above, for the non-residential use mentioned below, without any permission from NKDA:

Hostel (Boys).

You are aware that residents in the New Town are allowed certain non-residential use(s) of residential buildings up to 40% of the total floor area of their buildings, subject to certain terms and conditions (vide No. 2287-UD/O/M/HID/5M- 36/2014, dated 14th July, 2015 of the Government of West Bengal in the Urban Development Department), of which the first condition is that they "shall have to obtain prior permission from New Town Kolkata Development Authority in this regard". Clearly, you have violated this condition, because our records show no such permission was granted from our end for your premises, while, in contrast, our physical inspections show that such activities are going on in your premises. During the physical inspection your representative failed to produce any relevant document indicating otherwise.

This is gross and direct violation of the No. 2287-UD/O/M/HID/5M- 36/2014, dated 14th July, 2015 of the Government of West Bengal in the Urban Development Department.

You have also not obtained/caused to be obtained any Certificate of Enlistment (Trade Licence) from the NKDA, which is a mandatory legal pre-condition for operation of any business (see Section 36A of the New Town Kolkata Development Authority Act, 2007).

You have also not obtained any Fire Licence for the activity, as found during the physical inspection at your premises. You failed to produce any valid Fire Licence whatsoever. You are aware that the Government Order, under reference, mentions, *inter alia*, that the applicant- resident "must also obtain requisite permission from the Authorities concerned, as required under the extant law/ rule for the specified categories of the enlisted non-residential uses."

The violations and the failings have assumed particular gravity and warrant our urgent attention specifically in the context of potential fire hazard implications of your activity. By undertaking and continuing with a non-residential activity with grave fire hazard implications, and without necessary permission from NKDA, and other competent authority concerned, your activity is posing grave danger to your entire neighbourhood. You are directed to remain restricted from carrying out any non-residential activities in this manner, in your residential building.

This order shall take immediate effect.

By order,

29/10/26

Assistant Administrative Officer
New Town Kolkata Development Authority

Memo no. **6833**/02/(1)/ NKDA/Stop Non-Residential Use/007(xiii)/2026 Dated: 29/10/2026

Copy forwarded to:

1. The Director General, West Bengal Fire and Emergency Services Directorate
2. The Commissioner of Police, Bidhannagar Police Commissionerate

29/10/26

Assistant Administrative Officer
New Town Kolkata Development Authority

Memo no. **6833**/03/(2)/ NKDA/Stop Non-Residential Use/007(xiii)/2026 Dated: 29/10/2026

1. PA to CEO, NKDA.
2. Assistant Engineer (System)-I, NKDA
3. Office Copy

29/10/26

Assistant Administrative Officer
New Town Kolkata Development Authority