

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 : 5652/NKDA/Permission/Stop/003(i)/2026

Date : 07/09/2026

Person Responsible : Mr Jawaid Akhtar, (Owner of the Building)

Notice against : Premises No: 13-0328, Plot No: DE/115, Action Area-ID, New Town, 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 have violated the conditions pertaining to the permission given to you vide Memo No 3350/NKDA/ADMN/COM/2024 dt **12/08/24** and that your building does not have the requisite permissions from the departments concerned for using portion of the under mentioned space within residential building for the following non-residential purpose:

Reception at Ground floor (Covered Car Parking Area), Guest House 1st and 2nd floor & Kitchen at backside of the building.

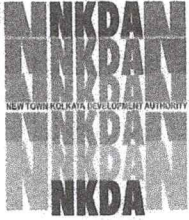
You are aware that residents in the New Town are allowed certain non-residential use(s) of residential buildings up to 40% of the total floor area of their buildings, subject to certain terms and conditions (vide No. 2287-UD/O/M/HID/5M- 36/2014, dated 14th July, 2015 of the Government of West Bengal 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 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.



NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A Statutory Authority Under Government of West Bengal)

Plot No. DG/13, Premises No. 04-3333, Action Area-ID,

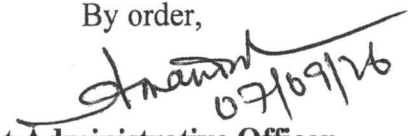
New Town, Kolkata - 700 156

2

With reference to your application, received by this office dated 13/08/2026 for non-residential use in residential building (upto 40%), this is to inform you that your application for “renewal of NOC/permission” towards using a portion of your residential building for non-residential purpose (Paying Guest) has been rejected by this Development Authority due to the following reason:

- (a). It was observed during physical inspection that all floors of the building are being utilized for operation as a Guest House not for paying guest.
- (b). As per the existing guidelines on the subject, a separate **staircase** (excluding the common staircase) is mandatory for obtaining ‘Provisional No Objection’, which is not available in your approved completion building plan.
- (c). **Deviation from the Sanctioned Building Plan:** The covered car-parking space has been converted for use as a reception area, and the backside of the building is being used as a kitchen, in violation of the sanctioned building plan.

By order,

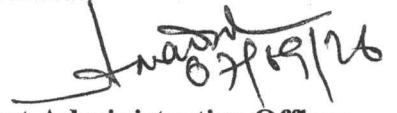

Assistant Administrative Officer
New Town Kolkata Development Authority

Memo no. 5652/02/(1)/ NKDA/Permission/Complaint/007(i)/2026

Dated: 07/09/2026

Copy forwarded to:

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


Assistant Administrative Officer
New Town Kolkata Development Authority

Memo no. 5652/03/(2)/ NKDA/ Permission/Complaint/007(i)/2026

Dated: 07/09/2026

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


Assistant Administrative Officer
New Town Kolkata Development Authority