

# Help Manual: Redevelopment of Old/Dilapidated Buildings (Congested Area)

**Purpose:** This guide outlines the steps to input tenement details for the calculation of **Incentive FSI** regarding the redevelopment of dangerous or dilapidated buildings in congested areas.

## 1. Case Information Setup

Before accessing tenement details, you must configure the basic case information to reflect the project location.

- **Verify Location:** Ensure your project belongs to a **congested area** as per UDCPR Chapter 7 (Clauses 7.6.1 & 7.6.2).
- **Select Zone:** Navigate to the **Case Information** page and select '**Congested**' from the 'Location Zone' dropdown menu.

The screenshot displays the 'PreApproval Application' form for ADCR/3498/25. The 'Case Information' tab is active, showing various fields for project details. The 'Location Zone' dropdown menu is highlighted with a red box and set to 'Congested'. Other visible fields include Project Type (Amalgamation + Proposed Building), Proposal Type (Residential), TDR Zone (B), Area Zone (R1), Gross Plot Area (340), Case Type (New), TDR Area (0), Area (SADASHIV PETH), and Existing Area (0).


Field	Value
Project Type	Amalgamation + Proposed Building
Proposal Type	Residential
TDR Zone	B
Area Zone	R1
Gross Plot Area (in Sq.Meter) (As per Document)	340
Case Type	New
Location Zone	Congested
TDR Area (in Sq.Meter)	0
Area	SADASHIV PETH
Existing Area (in Sq.Meter) (As per Site)	0

## 2. Case Information Setup

You must specify the project type to enable the relevant data entry tabs.

- **Select Special Project:** In the **Application Details** section, locate the 'Special Project (if Applicable)' field and select '**REDEVELOPMENT OF OLD DILAPIDATED / DANGEROUS BUILDINGS**'.

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PreApproval Application  
ADCR/3498/25

**Submit Application**

Application Summary ✓

**Application Details** ✓

Owner Details ✓

Drawings ✓

Plot Details ✓

Building Details/Floor(s) ✓

Area Details ✓

Ancillary Area FSI (Sq. Mt)  
Residential: 722.93  
Commercial/Other: 0

Total Ancillary Area FSI (Sq. Mt): 722.93

Accommodation Reservation: NA

Special Project (if Applicable): Redevelopment of old/dilapidated dangerous b

Type Of Redevelopment: -- Select --

Whether Incentive FSI for Green Building Opted ?  
☐ Yes ☐ No

\* Is this PMC Building proposal ?  
☐ Yes ☒ No

Total Premium FSI (Residential + Commercial): 0


Type of Accommodation Reservation (Sub Type): NA

Pro-Rate FSI Factor: 0

- **Select Redevelopment Type:**

- If your project falls under UDCPR clause 7.6.1, select **'Redevelopment of Multi-Dwelling Buildings of Co-Operative Housing Societies /Apartments'** from the 'Type Of Redevelopment' dropdown.

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PreApproval Application  
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**Submit Application**

Application Summary ✓

**Application Details** ✓

Owner Details ✓

Drawings ✓

Plot Details ✓

Building Details/Floor(s) ✓

Area Details ✓

Ancillary Area FSI (Sq. Mt)  
Residential: 722.93  
Commercial/Other: 0

Total Ancillary Area FSI (Sq. Mt): 722.93

Accommodation Reservation: NA

Special Project (if Applicable): Redevelopment of old/dilapidated dangerous b

Type Of Redevelopment: Redevelopment of Multi-Dwelling Buildings of C

Redevelopment of Multi-Dwelling Buildings of Co-Operative Housing Societies / Apartments

Redevelopment of tenanted buildings

Whether Incentive FSI for Green Building Opted ?  
☐ Yes ☒ No


Total Premium FSI (Residential + Commercial): 0

Type of Accommodation Reservation (Sub Type): NA

Pro-Rate FSI Factor: 0

- If your project falls under UDCPR clause 7.6.2, select **'Redevelopment of tenanted buildings'** from the 'Type Of Redevelopment' dropdown.

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PreApproval Application  
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[Submit Application](#)

Application Summary ☒

**Application Details** ☒

Owner Details ☒

Drawings ☒

Plot Details ☒

Building Details/Floor(s) ☒

Area Details ☒

Ancillary Area FSI (Sq. Mt)  
Residential: 722.93  
Commercial/Other: 0  
Total Ancillary Area FSI (Sq. Mt): 722.93

Total Premium FSI (Residential + Commercial): 0

Accommodation Reservation: NA  
Type of Accommodation Reservation (Sub Type): NA

Special Project (if Applicable): Redevelopment of old/dilapidated dangerous b  
Pro-Rate FSI Factor: 0

**Type Of Redevelopment**  
 Redevelopment of Multi-Dwelling Buildings of C  
 -- Select --  
 Redevelopment of Multi-Dwelling Buildings of Co-Operative Housing Societies / Apartments  
 Redevelopment of tenanted buildings  
☐ Yes ☒ No

### 3. Entering Tenement Quantities

Once the selections in Sections 1 and 2 are complete, the ‘Tenement Details’ page will become visible<sup>6</sup>.

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Application Summary ☒

**Application Details** ☒

Owner Details ☒

Drawings ☒

Plot Details ☒

Building Details/Floor(s) ☒

Area Details ☒

GIS Plot Case Information **Tenement Details**

Number Tenement in Existing building (Residential): 44  
Number Tenement in Existing building (Non - Residential): 0

**Note :Please ensure necessary documents are attached before proceeding with tenements.**

SrNo	Owner Name	Type Of Occupier	Tenement Use	Carpet Area	Rehabilitation Area (Sq.Mt)	Attachment
1	1	Owner	Residential	21.29	27.87	<a href="#">Attach</a>
2	2	Owner	Residential	21.31	27.87	<a href="#">Attach</a>
3	3	Owner	Residential	53.96	53.96	<a href="#">Attach</a>
4	4	Owner	Residential	52.56	52.56	<a href="#">Attach</a>
5	5	Owner	Residential	52.50	52.50	<a href="#">Attach</a>
6	6	Owner	Residential	49.56	49.56	<a href="#">Attach</a>
7	7	Owner	Residential	83.67	83.67	<a href="#">Attach</a>
8	10	Owner	Residential	20.80	27.87	<a href="#">Attach</a>
9	11	Owner	Residential	52.56	52.56	<a href="#">Attach</a>
10	12	Owner	Residential	34.00	34.00	<a href="#">Attach</a>
11	13	Owner	Residential	53.56	53.56	<a href="#">Attach</a>
12	15	Owner	Residential	35.92	35.92	<a href="#">Attach</a>
13	16	Owner	Residential	33.55	33.55	<a href="#">Attach</a>
14	17	Owner	Residential	38.95	38.95	<a href="#">Attach</a>
15	18	Owner	Residential	74.30	74.30	<a href="#">Attach</a>
16	19	Owner	Residential	52.56	52.56	<a href="#">Attach</a>
17	20	Owner	Residential	21.04	27.87	<a href="#">Attach</a>

Total Carpet Area : 2028.2599999999999 Sq. M , Total Rehabilitation Area : 2082.3399999999999 Sq. M

- **Input Counts:** Enter the total number of tenements in the existing building for both categories:
  - **Residential.**
  - **Non-Residential.**

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Application Summary ✓

**Application Details** ✓

Owner Details ✓

Drawings ✓

Plot Details ✓

Building Details/Floor(s) ✓

Area Details ✓

GIS Plot Case Information **Tenement Details**

Number Tenement in Existing building (Residential)

Number Tenement in Existing building (Non - Residential)

**Note: Please ensure necessary documents are attached before proceeding with tenements.**

SrNo	Owner Name	Type Of Occupier	Tenement Use	Carpet Area	Rehabilitation Area (Sq.Mt)	Attachment
1	1	Owner ✓	Residential	21.29	27.87	<a href="#">Attach</a>
2	2	Owner ✓	Residential	21.31	27.87	<a href="#">Attach</a>
3	3	Owner ✓	Residential	53.96	53.96	<a href="#">Attach</a>
4	4	Owner ✓	Residential	52.56	52.56	<a href="#">Attach</a>
5	5	Owner ✓	Residential	52.50	52.50	<a href="#">Attach</a>
6	6	Owner ✓	Residential	49.56	49.56	<a href="#">Attach</a>
7	7	Owner ✓	Residential	83.67	83.67	<a href="#">Attach</a>
8	10	Owner ✓	Residential	20.80	27.87	<a href="#">Attach</a>
9	11	Owner ✓	Residential	52.56	52.56	<a href="#">Attach</a>
10	12	Owner ✓	Residential	34.00	34.00	<a href="#">Attach</a>
11	13	Owner ✓	Residential	53.56	53.56	<a href="#">Attach</a>
12	15	Owner ✓	Residential	35.92	35.92	<a href="#">Attach</a>
13	16	Owner ✓	Residential	33.55	33.55	<a href="#">Attach</a>
14	17	Owner ✓	Residential	38.95	38.95	<a href="#">Attach</a>
15	18	Owner ✓	Residential	74.30	74.30	<a href="#">Attach</a>
16	19	Owner ✓	Residential	52.56	52.56	<a href="#">Attach</a>
17	20	Owner ✓	Residential	21.04	27.87	<a href="#">Attach</a>

## 4. Filling Tenement Specifics

The system will generate a data table with the number of rows corresponding to the quantities entered in the previous step.

- **Required Data:** For each row in the table, enter the following details:
  - **Owner Name.**
  - **Type of Occupier:** Select either Owner or Tenant.
  - **Tenement Use:** Select Residential or Non-residential.
  - **Carpet Area:** Enter the existing tenement carpet area.
- **Automatic Calculation:** The **Rehabilitation Area** is calculated automatically according to UDCPR clauses 7.6.1 & 7.6.2.

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Application Summary ✓

**Application Details** ✓

Owner Details ✓

Drawings ✓

Plot Details ✓

Building Details/Floor(s) ✓

Area Details ✓

GIS Plot Case Information **Tenement Details**

Number Tenement in Existing building (Residential)

Number Tenement in Existing building (Non - Residential)

**Note: Please ensure necessary documents are attached before proceeding with tenements.**

SrNo	Owner Name	Type Of Occupier	Tenement Use	Carpet Area	Rehabilitation Area (Sq.Mt)	Attachment
1	1	Owner ✓	Residential	21.29	27.87	<a href="#">Attach</a>
2	2	Owner ✓	Residential	21.31	27.87	<a href="#">Attach</a>
3	3	Owner ✓	Residential	53.96	53.96	<a href="#">Attach</a>
4	4	Owner ✓	Residential	52.56	52.56	<a href="#">Attach</a>
5	5	Owner ✓	Residential	52.50	52.50	<a href="#">Attach</a>
6	6	Owner ✓	Residential	49.56	49.56	<a href="#">Attach</a>
7	7	Owner ✓	Residential	83.67	83.67	<a href="#">Attach</a>
8	10	Owner ✓	Residential	20.80	27.87	<a href="#">Attach</a>
9	11	Owner ✓	Residential	52.56	52.56	<a href="#">Attach</a>
10	12	Owner ✓	Residential	34.00	34.00	<a href="#">Attach</a>
11	13	Owner ✓	Residential	53.56	53.56	<a href="#">Attach</a>
12	15	Owner ✓	Residential	35.92	35.92	<a href="#">Attach</a>
13	16	Owner ✓	Residential	33.55	33.55	<a href="#">Attach</a>
14	17	Owner ✓	Residential	38.95	38.95	<a href="#">Attach</a>
15	18	Owner ✓	Residential	74.30	74.30	<a href="#">Attach</a>
16	19	Owner ✓	Residential	52.56	52.56	<a href="#">Attach</a>
17	20	Owner ✓	Residential	21.04	27.87	<a href="#">Attach</a>

Total Carpet Area : 2028.2599999999999 Sq.M, Total Rehabilitation Area : 2082.3399999999999 Sq.M

## 5. Document Attachments

You must attach the necessary proofs for existing tenements.

- **Open Checklist:** Click the '**Attach**' button (blue link) located at the end of each tenement row.

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Application Summary ✓

**Application Details** ✓

Owner Details ✓

Drawings ✓

Plot Details ✓

Building Details/Floor(s) ✓

Area Details ✓

GIS Plot Case Information **Tenement Details**

Number Tenement in Existing building (Residential)  Number Tenement in Existing building (Non - Residential)

**Note: Please ensure necessary documents are attached before proceeding with tenements.**

SrNo	Owner Name	Type Of Occupier	Tenement Use	Carpet Area	Rehabilitation Area (Sq.Mt)	Attachment
1	1	Owner ✓	Residential	21.29	27.87	<a href="#">Attach</a>
2	2	Owner ✓	Residential	21.31	27.87	<a href="#">Attach</a>
3	3	Owner ✓	Residential	53.96	53.96	<a href="#">Attach</a>
4	4	Owner ✓	Residential	52.56	52.56	<a href="#">Attach</a>
5	5	Owner ✓	Residential	52.50	52.50	<a href="#">Attach</a>
6	6	Owner ✓	Residential	49.56	49.56	<a href="#">Attach</a>
7	7	Owner ✓	Residential	83.67	83.67	<a href="#">Attach</a>
8	10	Owner ✓	Residential	20.80	27.87	<a href="#">Attach</a>
9	11	Owner ✓	Residential	52.56	52.56	<a href="#">Attach</a>
10	12	Owner ✓	Residential	34.00	34.00	<a href="#">Attach</a>
11	13	Owner ✓	Residential	53.56	53.56	<a href="#">Attach</a>
12	15	Owner ✓	Residential	35.92	35.92	<a href="#">Attach</a>
13	16	Owner ✓	Residential	33.55	33.55	<a href="#">Attach</a>
14	17	Owner ✓	Residential	38.95	38.95	<a href="#">Attach</a>
15	18	Owner ✓	Residential	74.30	74.30	<a href="#">Attach</a>
16	19	Owner ✓	Residential	52.56	52.56	<a href="#">Attach</a>
17	20	Owner ✓	Residential	21.04	27.87	<a href="#">Attach</a>

Total Carpet Area : 2028.2599999999995 Sq.M , Total Rehabilitation Area : 2082.3399999999992 Sq.M

- **Document List:** A checklist will appear including items such as Bhade pavati, Ration card, Light bill, Aadhar card, Pan card, and Voter ID.
- **Action Required:**
  - **If applicable:** Select '**Yes**'; it is mandatory to attach the document.
  - **If not applicable:** Select '**NA**'; no attachment is required for that specific document

GADIYA V1.2

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Application Summary

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GIS Plot

Case Information

Tenement Details

Number Tenement in Existing building (Residential)

Number Tenement in Existing building (Non-Residential)

Tenements Document Checklist

Sr No	Select	Document Name	Action
1	<input type="radio"/> Yes <input checked="" type="radio"/> NA	Bhade pavati	Not Applicable
2	<input type="radio"/> Yes <input checked="" type="radio"/> NA	Reshan card	Not Applicable
3	<input type="radio"/> Yes <input checked="" type="radio"/> NA	Light bill	Not Applicable
4	<input type="radio"/> Yes <input checked="" type="radio"/> NA	Aadhar card	Not Applicable
5	<input type="radio"/> Yes <input checked="" type="radio"/> NA	Pan card	Not Applicable
6	<input type="radio"/> Yes <input checked="" type="radio"/> NA	Voter id	Not Applicable

Close

Total Carpet Area : 2028.2599999999999 Sq M , Total Rehabilitation Area : 2082.3399999999992 Sq M

## 6. Summary and Final Calculation

- Summary Table:** A 'Summary Existing Tenement/owner and tenant details' table is generated automatically based on the data filled in the previous steps.

GADIYA V1.2

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Submit Application

Application Summary

Application Details

Owner Details

Drawings

Plot Details

Building Details/Floor(s)

Area Details

GIS Plot

Case Information

Tenement Details

7	Owner	Residential	83.67	83.67	Attach
10	Owner	Residential	20.80	27.87	Attach
11	Owner	Residential	52.56	52.56	Attach
12	Owner	Residential	34.00	34.00	Attach
13	Owner	Residential	53.56	53.56	Attach
15	Owner	Residential	35.92	35.92	Attach
16	Owner	Residential	33.55	33.55	Attach
17	Owner	Residential	38.95	38.95	Attach
18	Owner	Residential	74.30	74.30	Attach
19	Owner	Residential	52.56	52.56	Attach
20	Owner	Residential	21.04	27.87	Attach

Total Carpet Area : 2028.2599999999999 Sq M , Total Rehabilitation Area : 2082.3399999999992 Sq M

Summary Existing Tenement/owner and tenant details

SrNo	Description	Total in SQ.M
1	Existing Tenement/Owner Carpet area (SQM) (Residential)	1073.93
2	Existing Tenement/Owner Carpet area (SQM) (Non-residential)	0
3	Existing Tenant Carpet Area (SQM) (Residential)	954.33
4	Existing Tenant Carpet Area (SQM) (Non Residential)	0
5	Rehabilitation Tenement/Owner area (SQM) (Residential)	1100.97
6	Rehabilitation Tenement/Owner area (SQM) (Non-residential)	0
7	Rehabilitation Tenant area (SQM) (Residential)	981.37
8	Rehabilitation Tenant area (SQM) (Non-residential)	0
9	Total Existing Built Up Area (SQM)	2028.26
10	Total Rehabilitation Area (SQM)	2082.34

Total Number of Documents : 10

**7. Incentive FSI:** This summary data is used to calculate the Incentive FSI.

**8. View Result:** The 'Additional Special Use FSI Area (Incentive FSI)' will be automatically calculated and displayed on the 'Plot Details' page.



PreApproval Application  
ADCR/3498/25

Submit Application

- Application Summary ☒
- Application Details ☒
- Owner Details ☒
- Drawings ☒
- Plot Details ☒
- Building Details/Floor(s) ☒
- Area Details ☒

Additions in net Plot Area

Additional Special FSI Remark

Additional Special FSI Factor

Additional Special Use FSI For

Additional Special Use FSI Type

\* Additional Special Use FSI Area (Incentive FSI)

\* Road widening

☐ Yes ☒ No

\* Amenity

☐ Yes ☒ No