

**DELHI DEVELOPMENT AUTHORITY****UTTIPEC: 2nd floor: Vikas Minar, New Delhi****STANDARD FORMAT FOR SUBMISSION OF PROPOSAL FOR UTTIPEC APPROVAL***(As approved in the 48<sup>th</sup> Governing Body Meeting including the modifications approved in the 62<sup>nd</sup> and 64<sup>th</sup> Governing Body Meeting)*

<b>Stages</b>	<b>Methodology</b>	<b>Details of Submission for both stages</b>
<b>Stage I+II: INCEPTION REPORT &amp; CONCEPTUAL DESIGN OPTIONS</b> (Core group / Working Group/ Governing Body)	<p>a) The project proponent agency to appoint a Senior Level Officer as the Nodal Officer to UTTIPEC. Such officer shall be the single point of contact for all correspondences related to UTTIPEC in that organisation.</p> <p>b) 3 options (conceptual) will be presented in Core Group/ Working Group (WG). As per the recommendations of Working Group, the proposal shall be uploaded on website for community feedback (15 days) [Mandate as per act]</p> <p>[Proposal made available on UTTIPEC Website for Community Feedback for 15 days]</p> <p>c) Feedback received will be sent to road owning agency for examination and corresponding modification in proposal.</p> <p>d) After addressing the comments of the WG and community feedback, the conceptual proposals will be discussed in Working Group and may be recommended for consideration of Governing Body (GB).</p> <p>e) After incorporating all the WG suggestions, the final drawings (requiring approval) shall be duly self-certified by the authorized signatory of road owning agency and submitted to UTTIPEC for placing in the Agenda for the Governing Body at least 5 working days before the meeting. The <i>self-certification</i> shall include a written assurance that the concerned road owning agency will subsequently prepare the detail drawings as per UTTIPEC Street Design Guidelines/ Standard Typical Crossing Design/ multi-modal integration (MMI) checklist/ FOB checklist/ approved TORs/ other</p>	<p>The final conceptual drawings submitted to UTTIPEC for placing with the Agenda of the GB meeting shall include the following:</p> <ol style="list-style-type: none"> <li>1. Traffic Impact Assessment/ Traffic Feasibility Report for the proposal.</li> <li>2. KML/ KMZ format for locating the proposal on Geographical Information System (GIS) based platforms.</li> <li>3. Context plans overlaid on ZDP, google/ eicher map of Delhi, identifying the road network, surrounding/ abutting uses, landmarks, metro stations, etc.</li> <li>4. Map/survey drawing identifying all existing conditions as relevant, including edge conditions, location of pavements &amp; crosswalks, Metro/ bus stations, etc. Photo-documentation of the area to be submitted.</li> <li>5. Existing and Proposed Circulation Plans showing vehicular, public transport, NMV and pedestrian movement. Street sections to be shown for all typical locations with space allocation for all modes.</li> <li>6. CAD drawings of the proposal with properly defined layers and dimensions for sharing the proposal with other concerned agencies for integration/ standardization in submission of the proposals.</li> <li>7. In case Metro stations exist within the study area, then Multi Modal Integration checklist to be followed for the street/ area planning.</li> </ol>

Stages	Methodology	Details of Submission for both stages
	<p>prevailing guidelines, provisions of Master Plan/ Zonal Development Plans, IRC and other statutory codes etc. notified from time to time.</p> <p>f) Governing Body will consider for approval of one of the best options, based on its merit.</p> <p>g) The approved conceptual drawing (as submitted with the GB Agenda) shall be issued along with the signed copy of the Minutes of Meeting by the UTTIPEC office.</p> <p>h) UTTIPEC approval will be given along with a 'Validity Date for UTTIPEC approval'. If the approved project is not implemented within the said period, revalidation of plans will be required with the updated requirement.</p>	<p>8. Typical junctions design and crossings design to be shown for any special conditions.</p> <p>9. Conceptual tree plantation plan may be shown if desired by the WG.</p> <p>10. Comparative evaluation table to be submitted for all options based on the following criteria:</p> <ul style="list-style-type: none"> <li>• Minimum disruption to existing population</li> <li>• Functional requirements</li> <li>• Ease of implementation</li> <li>• Cost (financial and social)</li> <li>• Aesthetics</li> </ul> <p>11. Simulation models to be prepared only if required by the GB/WG.</p>
<b>Stage- III: “Detail Design of Approved Proposal”</b>	To be taken up internally by the concerned Road Owning Agency.	<b>NA</b>

**NOTE:**

1. The Project Proponent Agency/ Road Owning Agency to submit monthly ATR to UTTIPEC in the first week of each month via e-mail.
2. The submitted project will be rejected, if it will not recommend by Core Group/ Working Group for placing before Governing Body after discussing the same three times.