



DEPARTMENT OF URBAN DEVELOPMENT

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No. DMA/ENGG/Repair-Permission/2025-26/F-34/1670 Dated 23/07/2025

CIRCULAR

Subject: Permission to the repairs of existing single dwelling unit/structure

In order to avoid any undue procedural delay in undertaking repairs work of single dwelling unit/structure for the purpose of ensuring safety of owner/ co-owner/occupants and to prevent any further damage to such structure, whenever any application is received from the applicant for carrying out repairs of such structure, the Commissioner of the Corporation of the City of Panaji and Chief Officer of Municipal Councils are hereby directed to issue permission for repairs of single dwelling unit/structure, provided that the structure for which repairs is sought is legal structure or is existing and registered for the purpose of house tax for last five years prior to the date of receipt of application for repairs. The applicant shall produce a sketch/plan of the existing structure along with its photographs, certificate from registered architect/structural engineer giving details of type of repair including estimated cost of repair.

Upon receipt of application for repairs of such single dwelling unit/structure, the Commissioner/ Chief Officer shall forthwith dispose of the application within a period of 3 (three) working days and in case the decision is taken to issue repair permission, the same shall be issued upon collecting necessary fees towards house repair permission fees. The copy of application format and repairs permission is enclosed herewith.

In the event, Commissioner/ Chief Officer fails to determine whether such permission should be given or not and communicate its decision to the applicant immediately after receipt of application or in any case within period of 3 (Three)

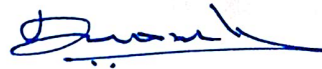
working days from the date of receipt of application, then such permission shall be deemed to have been granted and applicant may commence the repair work within scope of repairs, but not in contravention with any law in force.

This repairs permission shall not in any way construed to be a document confirming title to the property, towards the relevant existing structure/property.

This Circular is applicable only for repairs of single dwelling units/structures .

This Circular is issued with the approval of the Government.

By Order and in the name of
the Governor of Goa.



(Brijesh Manerkar)

Director and Ex- officio

Additional Secretary (Urban Development)

Place: - Panaji-Goa.

Dated: / /2025

To,

1. The Commissioner, Corporation of the City of Panaji.
2. The Chief Officer, _____Municipal Council.

Copy to:

1. The OSD to the Hon'ble Chief Minister, Secretariat, Porvorim-Goa.
2. The OSD to the Hon'ble Minister (UD), Secretariat- Porvorim- Goa.
3. The PA to Secretary (UD), Urban Development, Porvorim-Goa.
4. The Chief Officer....., Municipal Council.