



HYDERABAD METROPOLITAN DEVELOPMENT AUTHORITY
APPLICATION FOR BUILDING PERMISSION / ADDITIONS &
ALTERATIONS / EXTENSIONS TO BUILDING / GROUP
DEVELOPMENT / MULTISTORIED BUILDINGS U/S 20 OF THE HMDA
ACT, 2008
(To be submitted in Duplicate)

To
The Metropolitan Commissioner,
Hyderabad Metropolitan Development Authority
Green Lands Guest House, Begumpet,
Hyderabad – 500 016.

Sir / Madam,

1. We / I hereby submit application for Building Permission / Additions & Alterations / Extensions to Building / Group Development / Multistoried Buildings permission to carryout development works in the site measuring _____Ac./Sq.mt. covered by Sy.No. _____ of _____ Village, _____ Mandal, District _____ in accordance with section 20 of the Hyderabad Metropolitan Development Authority Act, 2008.

The proposal is for.

- a) Individual building permission with height of _____ mtrs.
- b) Group development with _____ No. of blocks with height of _____ mtrs.
- c) Multistoried Buildings (_____ Blocks) with height of _____ mtrs.

The application is submitted with the following documents.

PART – A.

Technical Aspects

Documents submitted

- | | |
|---|---|
| 1. Land Use Certificate issued by HMDA, if the location of the site is covered by notified Master Plans. | <input type="checkbox"/> Y <input type="checkbox"/> N |
| 2. Layout copy in case the site is part of approved layout. | <input type="checkbox"/> Y <input type="checkbox"/> N |
| 3. Revenue sketch issued by the revenue authority, in case Site is not a part of approved layout / gram panchyat layout | <input type="checkbox"/> Y <input type="checkbox"/> N |
| 4. Agriculture to non Agriculture conversion certificate issued by the revenue authority. | <input type="checkbox"/> Y <input type="checkbox"/> N |
| 5. In case site is located near any water body, Sketch to be submitted issued by the irrigation department showing the respective distance from the FTL boundary. | <input type="checkbox"/> Y <input type="checkbox"/> N |
| 6. Photographs of the site and established BT approach road. | <input type="checkbox"/> Y <input type="checkbox"/> N |

7. NOC from the National Airport Authority of India (NAAI) for Building height 18 m mtrs and above.

Y	N
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8. Fire clearance of the proposal for building exceeding 15 mtr In height for commercial use and 18 mt, height for Residential Use and above and for all public assembly buildings.

Y	N
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9. NOC from the Competent Authority, in case site is located in the vicinity of Gas pipe line.

Y	N
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10. NOC from the Defence Institutions in case the site is located within 500m Defence institution / military establishment. / 1000 mtrs in case of Multistoried Buildings.

Y	N
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11. Latest market value certificate from the concerned MRO in case the site is not the part of approved layout of DTCP or HMDA

Y	N
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12. Location Plan drawn to appropriate scale showing site / plot to be built upon / land be developed and surrounding physical features, adjoining neighboring developments with premises Numbers / Sy.Nos. abutting road width, other existing road network, water supply, supply & sewerage disposal lines, electricity lines HTL / LTL and other physical features within the site / plot (original + 5 prints).

Y	N
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13. Contour Plan in regular intervals in case the site is of uneven surface

Y	N
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14. Site plan showing setbacks, tot-lot and outer measurements of blocks.

Y	N
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15. Proposal showing plan, section, elevation, of all floors, Of all blocks drawn to appropriate scale in metric system Clearly indicating all dimensions, use of each area / room, Wall thickness, columns & beams thickness / dimensions Giving statements of all areas, utility areas, general specifications Of materials to be used.

Y	N
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16. Plans & Section if required of proposed sewerage disposal System water supply system of proposed building / blocks to Suitable scale and as per ISI Code & Standards (original + 5prints), STP in case of proposals having more than 50 residential units

Y	N
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- Applicant may also in addition to the above submit soft copy in DWG /DXF format.

Y	N
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17. Structural stability certificate from structural engineer.

Y	N
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18. Soil testing report certificate.

Y	N
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19. Ground water analysis certificate.

Y	N
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20. Copy of Previously approved building plan (if any).

Y	N
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Ownership aspects.

I. Ownership documents (Main in favour of applicant)

- (1) Copy of registered sale deed.

Y	N
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- (2) Development Agreement of sale cum General Power of Attorney

Y	N
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- (3) Pattadar Pass Book / Title deed issued by Revenue authorities

Y	N
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- (4) Pahanies issued by Mandal Revenue Officer.

Y	N
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II. Link documents (in support of Main documents)

- (1) If the sale transaction by way of purchase registered sale deed.

Y	N
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- (2) Proceedings of the Tahsildar / RDO concerned in regard to Mutation.

Y	N
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- (3) Pattadar pass book / title deed by Revenue Authorities.

Y	N
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- (4) Pahanies issued by Mandal Revenue Officer

Y	N
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III. Other documents:

- (1) Encumbrance certificate last of 13 years. \ (Searching EC, covering all transactions with in last 13 years.

Y	N
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- (2) ORC issued by the RDO in case of Inam lands.

Y	N
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- (3) NOC issued by the Collector for alienation of land in respect of assignment to freedom fighters / Defence persons.

Y	N
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- (4) No objection certificate from MRO / Collector if the land under reference is recorded as Government land as per records available in HMDA.

Y	N
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IV. Land Ceiling Aspect:

- (1) Notarized affidavit the core / peripheral area duly signed by the applicant.

Y	N
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- (2) No objection certificate from SO, ULC if necessary.

Y	N
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- (3) No objection certificate from the RDO concerned under AP Agriculture Land Ceiling Act, if the subject land is more than 25-00 acres of agriculture land.

Y	N
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All the documents to be attested by the Gazetted Officer:

- I. All the above plans are duly signed by the Registered Architect / Engineer _____ Registration No. _____

Y	N
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- II. I am herewith submitting the Application duly filled by me and the Registered Architect / Engineer and I request that application may be approved. Further I will be held responsible for any incorrect information filed by me.

Y	N
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- III. I will not claim the processing charges paid by me in case the information furnished by me are incomplete and incorrect and the application is rejected.

Y	N
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Signature of Regd.
Architect / Engineer.

Date:

Name of Architect _____
Complete Mailing Address _____

Name of Owner(s) & _____
Complete Mailing Address _____

Phone No. _____

Phone No. _____

Notes :-

- Application should be filled in complete shape in bold letters.
- The unrelated items to be striked out.
- Incomplete application will be rejected.

**ON RS.20/- NON-JUDICIAL STAMP PAPER DULY NOTARIZED
(AFFIDAVIT – PERIPHERAL AREA)**

I / we _____ S/o. _____

Age _____ Years, Occupation _____

R/o _____

do hereby solemnly affirm and state on oath as follows:

1. I / We hereby affirm / declared that I / We are the Owner / authorised persons of the property / site to be built up / developed.
2. I / We hereby affirm / declared that the site / plot / property boundaries and dimensions mentioned in the site plan / building drawing are correct and true.
3. I / We have not availed any exemption under G.O.Ms.No.733, Revenue Department, Dt.31.10.1988 and G.O.Ms.No.289 MA dt:1-6-1989 in any other site previously within HMDA limits.
4. And that the application for which CLU / Layout / Building Permission is sought for to an extent of _____ Acs / Sq.Mtrs in Sy.Nos / Pr.No. _____ Village _____ Mandal _____ District is within the ULC exemption in terms of G.O.Ms.No.733 Rev.of 1988 and the total land held does not exceed the ceiling limit held by the applicant or spouse and unmarried children.
5. I/We have not sold any other land nor has made any other application for such an exemption under the said G.O.
6. I/We hereby affirm / declare that the site / plot property applied for is not declared surplus under the provisions of U.L.C. Act, 1976.
7. I/We shall pay the necessary fees and charges leviable by HMDA under the HMDA Act, 2008.
8. I/We understand / are aware that condition may be imposed to while approving building permission / layout u/s 19 of Hyderabad Metropolitan Development Authority Act, 2008 and we assure to comply with the same.
9. I/We affirm / declare the we would undertake development / construction activity as per the approved building plan and shall not violate the same.

Signature of the Deponent

Solemnly affirm and signed

in my presence this _____

Day of _____ 20

Signature of the Notary & Seal with
Register No.& Date