



HYDERABAD METROPOLITAN DEVELOPMENT AUTHORITY
APPLICATION FOR LAYOUT / LAYOUT WITH HOUSES/ GATED
COMMUNITY APPROVAL 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 Layout / Layout with houses / gated community 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) Plotted layout development;
- b) Residential layout with Housing type design.
- c) Gated Community.

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. | <table border="1"><tr><td>Y</td><td>N</td></tr></table> | Y | N |
| Y | N | | |
| 2. Agriculture to non Agriculture conversion certificate issued by the revenue authority. | <table border="1"><tr><td>Y</td><td>N</td></tr></table> | Y | N |
| Y | N | | |
| 3. Revenue Sketch issued by the revenue authority, if the site is Part of Sy.Nos. | <table border="1"><tr><td>Y</td><td>N</td></tr></table> | Y | N |
| Y | N | | |
| 4. 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. | <table border="1"><tr><td>Y</td><td>N</td></tr></table> | Y | N |
| Y | N | | |
| 5. Photographs of the site and established BT approach road. | <table border="1"><tr><td>Y</td><td>N</td></tr></table> | Y | N |
| Y | N | | |

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

Y	N
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7. NOC from the Defense Institutions in case the site is located within 500m of Defence institution. (Military establishment / Defence Area).

Y	N
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8. Location Plan of site and surrounding developments / lands drawn to a metric scale 1:1000 showing surrounding roads, electricity lines HTL / LTL, existing, drainage, sewerage etc within 500 meters radius of the site.

Y	N
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9. A detailed topographical plan of proposed site for Layout / Layout with houses / gated community drawn to a metric scale of 1:600 showing all dimensions of the site and contours of the land at 5 meters intervals, showing nalas, drains, wells, trees, roads, electricity lines etc.

Y	N
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10. The proposed Layout / Layout with houses / gated community pattern drawn to a scale of 1:600 following the layout regulation and providing the mandatory open space (original in any durable medium like tracing cloth, film or reproduction tracing film & 5 sets or prints). Building drawings at scale 1:100 Showing the details as per building rules.

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

PART -B

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. \

Y	N
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(Searching EC, covering all transactions with in last 13 years.
- (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 _____

Phone No. _____

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

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 while approving building permission / layout u/s 20 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 layout plan / 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