GREEN CHANNEL

HYDERABAD METROPOLITAN DEVELOPMENT AUTHORITY

APPLICATION CUM SCRUTINY FORM FOR LAYOUT APPROVAL

(U/S 18, 19 & 20 of the HMDA ACT, 2008)

To
The Metropolitan Commissioner,
Hyderabad Metropolitan Development Authority,
Tarnaka, Hyderabad – 500 007

PART :: A ::
To be filled and certified by Architect

Sir / Madam, **Date:** dd.mm.yyyy

I / We_____ s/o _____ hereby submit the **application cum scrutiny form for approval of Layout to carryout development** i.e., plotted layout development in the Site as per the details given below in accordance with Section 18, 19 & 20 of the Hyderabad Metropolitan Development Authority Act, 2008. The necessary enclosures pertaining to the ownership of the site and layout plans drawn to the scale etc. are submitted herewith. We are aware of the guidelines of the Green Channel and abide by the said provisions and request the HMDA to approve under Green Channel.

[1.Use CAPITAL LETTERS only 2. Fill in relevant information 3. Incomplete application will be rejected]

I	**DETAILS OF APPLICANT**[for correspondence]											
1	Name in full											
2	Whether the Applicant is Land Owner / Developer (Tick the applicable one)	Land Owner										
		Developer										
3	If the Applicant is Developer whether the copy of the Agreement of Land Owner and Developer is enclosed	YES										
		NO										
		NOT APPLICABLE										
4	S/o / W/o											
5	Door No./Flat No.											
6	Road/Street											
7	Village	Mandal										
8	City/ Town			PIN								
9	District											
10	Phone / Mobile No.											
11	e-mail											

II	DETAILS OF DEVELOPER / DOCUMENT AUDITOR / LICENCED ARCHITECT			
Sl. No.	**Name**	**License No.**	**Address with mobile No. & email**	**Signature**
1	Land Owner			
2	Developer			
3	Document Auditor			
4	Licensed Architect			

III	DETAILS OF THE LAND PROPOSED FOR LAYOUT APPROVAL				
1	Site Area	.....Hectares [.....Acs.....guntas]			
		.....Sq. M [.....sq.yds]			
2	Survey Nos.				
3	Village				
4	Mandal				
5	District				
6	Zone				
7	Locality / Nearest Land Mark				
8	Details of Permission (if any) sanctioned earlier **for the site u/r** and status on ground				
9	Details of Permission (if any) sanctioned earlier **neighboring to the site** and status on ground				

IV	CLASSIFICATION OF LAYOUT:		
1	Type of layout proposed [tick the appropriate one]	Open Layout	
		Gated Layout (with compound wall)	
2	Whether peripheral road provided in case of Gated Layout with compound wall. The Peripheral Road is mandatory in case the lands in the vicinity and rear side are not having independent access. If the peripheral road is not provided, justification for not providing the peripheral road shall be furnished duly showing the topographical plan to that extent. Please show the detailed Plan showing the existing and Master plan roads in the site and in the vicinity duly marking the alignment of the peripheral road.		

V	MASTER PLAN DETAILS: LAND USE & ZONING REGULATION INFORMATION:		
1	Site u/r falls in the Notified Master Plan [tick the applicable one]	CDA area	
		Erstwhile HUDA area	
		HADA	
		MDP-2031	
		ORR Growth Corridor	
2	Land use as per Notified Master Plan		
3	Land use of the Proposed Layout		
4	Whether proposed activity is permissible as per Zoning Regulations	YES	NO
5	Whether any Master Plan roads are passing through or abutting to the site	YES	NO
6	If yes, the width of the existing roads and the roads proposed in Master Plan shall be mentioned duly showing the alignment of them in the Layout Plan.	YES	NO
7	Whether the Master Plan roads have been incorporated in the layout proposals	YES	NO
8	Whether the Undertaking is given to handover the Master Pan roads free of cost to the HMDA/Local Body	YES	NO

9	The extent of the area affected in the Master Plan Roads (in sq. m)					
10	Whether the site is affected by / close to any restricted area: (tick the applicable one)					
	a	Water Bodies				
	b	Railways				
	c	Electrical Lines				
	d	Airport				
	e	Defense Establishments				
	f	Oil / Gas Pipelines				
	g	Heritage Structures				
	h	Environmental Clearance				
	i	ORR Buffer Zone				
a	Water Bodies: Unless and otherwise stated, the area and the Full Tank Level (FTL) of a Lake / Kunta shall be reckoned as measured and as certified by the Irrigation Department and Revenue Department. **Hence the FTL and the actual extent of the water body shall be marked on the ground with the help of Revenue and Irrigation departments and the same shall be shown in the Layout plan.** i. Unless and otherwise stated, the area and the Full Tank Level (FTL) of a Lake / Kunta shall be reckoned as measured and as certified by the Irrigation Department and Revenue Department. ii. The above water bodies and courses shall be maintained as Recreational/Green Buffer Zone and no building activity shall be carried out within: 1. 100m from the boundary of the River outside the Municipal Corporation / Municipality / Nagara Panchayat limits and 50m with in the Municipal Corporation / Municipality / Nagara Panchayat limits. The boundary of the river shall be as fixed and certified by the Irrigation Department and Revenue Department. 2. 30m from the FTL boundary of Lakes / Tanks / Kuntas of area 10Ha and above. 3. 9m from the FTL boundary of Lakes / Tanks / Kuntas of area less than 10Ha / shikam lands; 4. 9m from the defined boundary of Canal, Vagu, Nala, Storm Water Drain of width more than 10m. 5. 2m from the defined boundary of Canal, Vagu, Nala, Storm Water Drain of width up to 10m.	Nature of Water Body: (tick the applicable one)	River				
			Tank			
			Lake			
			Kunta			
			Canal			
			Vagu			
			Nala			
			Storm water drain			
		Buffer Zone to be left as per Rule (in m)				
		Buffer Zone left in the Layout Plan (in m)				
		Whether the Layout plans are satisfying the rules as required for Water Bodies?		YES	NO	
		Whether the NOC from the department of Revenue not below the rank of Joint Collector has been obtained?		YES	NO	
		Whether the NOC from the Irrigation Department not below the rank of Executive Engineer has been obtained?		YES	NO	

	(iii) Unless and otherwise specified in the Master Plan / Zonal Development Plan. (1) In case of (ii) (1) & (2) above, the buffer zone may be utilised for road of minimum 12m width, wherever feasible. (2) In case of (ii) (2) above, in addition to development of recreational / green belt along the foreshores, a ring road or promenade of minimum 12m may be developed, wherever feasible. (3) The above buffer zone to be left may be reckoned as part of tot lot or organized open space and not for setback requirements. (iv) In case of Protection of Catchment area of Osmansagar and Himayatsagar lakes covered under the G.O.Ms.No.111 MA dated 08.03.1996, the restrictions on building and development activity imposed there in shall be applicable in Hyderabad Metropolitan Development Authority (HMDA) area.			
b	Railways The distance between the Railway Property Boundary and the edge of the building shall be 30m as per Indian Railways Works Manual or as per No Objection Certificate (NOC) given by the Railway Authorities. { Buffer zone may be proposed for the distance to be maintained }	Whether the site is abutting to railway property?	YES	NO
		If Yes, whether the required **30m** buffer zone has been left in the layout plan?	YES	NO
		If No, whether any NOC from Railway Authorities has been obtained?	YES	NO
		If Yes, the distance between the Railway Property Boundary and the boundary of the Plot as per NOC. (in m)		
		If Yes, the distance between the Railway Property Boundary and the boundary of the Plot shown in the Layout Plan. (in m)		
		Whether the distance (buffer zone for railway property) shown in the proposed Layout Plan is satisfying the rule?	YES	NO
c	Electrical Lines (i) In case of HT Electricity Tower lines, the land all along below the tower line shall be developed as green belt to an	Whether there is any HT Electric Tower Lines passing through the site.	YES	NO

	extent of the width of tower base and on either side of green belt there shall be a minimum of 10m wide roads or as defined in the Master Plan.	If Yes, whether the required land all along below the tower line is proposed as green belt to an extent of the width of tower base and on either side of green belt a minimum of 10m wide roads or as defined in the Master Plan is shown in the Proposed Layout Plan? If so, give the detailed report.		
	(ii) In case of the other Electric Lines if passing through the site whether it is proposed to relay them all along the proposed layout roads or to be retained as existing on ground.	Whether there are any other Electricity lines passing through the site?	YES	NO
		If yes, in case the same are required to be realigned all along the proposed layout roads, whether any undertaking is submitted to this extent?	YES	NO
d	Airport **Building Restrictions** (1) For building activity within the Restricted Zone / Air Funnel Zone near the airport, necessary clearance from the concerned Airport Authority shall be obtained. (2) The building heights and other parameters shall be regulated as per the stipulations of the Airport Authority of India as notified in Gazette of India Extraordinary (S.O.1589) dated 30-06-2008 and as amended from time to time by Ministry of Civil Aviation, Government of India. (3) Irrespective of their distance from the aerodrome, even beyond 22km limit from the Aerodrome Reference Point, no radio masts or similar installation exceeding 152m in height shall be erected except with the prior clearance from Civil Aviation Authorities. (4) In respect of any land located within 1000m from the boundary of Military Airport no building is allowed except with prior clearance from the concerned airport authority with regard to building height permissible and safe distance to be maintained between the building and boundary of the aerodrome.	Whether the site is abutting or in the vicinity of Airport?	YES	NO
		If yes, whether it is a Civil airport or Military Airport?	Civil Airport	Military Airport
		If so, whether the NOC from the concerned Authorities have been obtained and submitted?	YES	NO
		Give the details of the orders issued by the authorities. ……		
e	Defense Establishments In case of Sites within 500m distance from the boundary of Defense Areas / Military Establishments prior clearance of Defense Authority shall be obtained.	Whether the site is abutting to the defense establishments within a distance of 500m from the site.	YES	NO
		If yes, the distance from the boundary of Defense Areas / Military Establishments to the boundary of the site. (in m) [This shall be marked on		

		the layout plan]			
		The details of the NOC issued by the Defense Authority may be given below: ……			
f	Oil / Gas Pipelines In case of Sites in the vicinity of Oil / Gas pipelines, clearance distance and other stipulations of the Respective Authority shall be complied with.	Whether the site is in the vicinity of Oil/ Gas pipelines?	YES	NO	
		If yes, whether the NOC from the concerned Authority has been obtained?	YES	NO	
		If Yes, give the details of the conditions given in the NOC. And also show the same on the proposed Layout Plan. ……			
		Specific Remarks if any.			
g	Heritage Structures (i) In case of Sites located within the distance up to 100m from protected monuments as notified under Archeological Monuments and Ancient Sites and Remains Act 1955 and as amended no construction is allowed. (ii) For the Sites located within distance of above 100m and up to 200m from the protected monuments, the construction is allowed only after obtaining prior permission from the National Monument Authority. (iii) For the Sites located within the vicinity of any Heritage Structure notified as per the respective law, the prior clearance from the concerned authority shall be obtained. (iv) For the development / redevelopment of any notified Heritage Structure the stipulations as prescribed by the respective authority shall be followed.	Whether the site is located in the vicinity of any heritage structure?	YES	NO	
		If yes, any NOC is obtained from the concerned authority?	YES	NO	
		And the details of the NOC and to state whether the conditions are followed in the proposed Layout Plan. ……			
		Specific Remarks if any. ……			
h	Environmental Clearance If the site area is 50Hectares and above, the Prior clearance from the State Environmental Impact Assessment Authority (SEIAA) is required.	Site Area	……. Hectares		
			……sq. m		
		If the site area is 50hecatres and above whether the prior clearance from the State Environmental	YES	NO	NOT APPLICABLE

		Impact Assessment Authority (SEIAA) is obtained?			
		If yes, give the details of the conditions and to state whether the same has been shown in the Proposed Layout Plan. ……			
		Specific Remarks, if any. ……			
i	ORR Buffer Zone All properties abutting ORR mandatorily will have an open Buffer of 15m from the ROW outer edge. Access will not be allowed on to the service roads of the ORR directly.	Open Buffer of 15m from the ROW outer edge is provided	YES	NO	
11	Any other important features close to the site				
12	Whether the Proposed Layout Plan is prepared keeping all the details pertaining to the mandatory restrictions. Give details.				

VI	**SITE INSPECTION REPORT**		
1	Site inspected by (name of the Empanelled Architect)		
2	a. Whether the site is getting access from a minimum 9m wide public road as Approach road? b. In case ORRGC minimum width of the access road shall be 12m.	YES	NO
	c. Whether Photograph showing the approach road is enclosed?	YES	NO
3	Type of approach road	Established	Kucha
4	Give the detailed remarks regarding access and approach road to the site		

5	Physical Features within the site: (tick the appropriate one)	*(All the existing Physical Features within the site shall also be shown in the Proposed Layout Plan)*		
a	i. Give the detailed remarks on the existing water bodies in the site and in the vicinity. (The natural course of these water bodies shall not be disturbed in the proposed development. Hence the proposed Layout plan shall incorporate these existing developments as per the ground position)			
	ii. Whether the buffer zone is provided for the water bodies as per rules & natural water bodies are preserved?	YES	NO	
		Give details:		
b	Electrical lines (The existing electricity lines may be realigned with the prior permission of the concerned authorities, for which a separate permission is required from them. Before issuing the final layout the approval of the concerned authorities shall be submitted)	Whether there is any HT Electric Tower Lines passing through the site.	YES	NO
		If Yes, whether the required land all along below the tower line is proposed as green belt to an extent of the width of tower base and on either side of green belt a minimum of 10m wide roads or as defined in the Master Plan is shown in the Proposed Layout Plan? If so, give the detailed report. ……		
		Whether there is any other Electricity lines passing through the site?	YES	NO
		If yes, in case the same are required to be realigned all along the proposed layout roads, whether any undertaking is submitted to this extent?	YES	NO
c	Water supply lines i. What is the source of water supply?			
	ii. If the ground water is proposed as a source of water supply, whether the report from the competent			

	authorities has been obtained?	
	iii. Whether any existing pipe lines are available for supplying water? If so give details.	
d	Oil / Gas Pipelines (The existing alignment of them shall be marked and the prior NOC from the concerned authorities shall be obtained and the conditions as stipulated by the said authorities shall be followed and the Layout plan also show the alignment and the buffer as stipulated by the authorities)	
e	Roads Details existing and proposed roads in the Master plan and Layout plans may be explained.	
f	Other physical features if any	
6	Surrounding developments: If any layout is developed adjacent to the site, the same shall be furnished duly stating the details of approval given by HMDA / DTCP / Gram panchayat etc., & to enclose a copy of the layout plan. This shall also be incorporated in the topo plan.	North: South: East : West:
7	Other information if any	

VII	**TECHNICAL REMARKS :**					
S. No.	Description	As per Rule		As per Plan		Remarks
1	Site Area	Min. 4.0 Hectors (40000sq.m)				
2	Approach Road width	Minimum 9m Minimum 12m (in case of ORRGC areas)				
3	Internal Road widths in the proposed Layout [Residential] *[in case of ORRGC the minimum width of all internal road shall be	Road length as per Rule	Width of the Road	Road length as per Plan	Width of the Road as per Plan	Other Requirements
		*Up to 300m	9m			Utilities and services to be underground and located preferably under the footpaths and not under the main carriage way
		Above 300m	12m			

	12m for plots other than EWS & LIG]	and up to 500m				
		Above 500m and less than 1000m	18m			Utilities and services to be underground and located preferably under the footpaths and not under the main carriage way. Mountable divider essential
		1000m and above	36m			Utilities and services to be underground and located preferably under the footpaths and not under the main carriage way. Median and service road development essential.
4	Open space [Parks, Play grounds] & Social infrastructure area to be provided (To be handed over to Local Body through registered Gift Deed)					
	a. Site area for Parks, Play grounds etc. (*This area shall be compact and shall be preferably in the center of the layout area or in the center of a block of plots, which means that the park area is useful for the entire colony)*	10% (in case the site falls in……)		……%		
		7.5% (in case the site falls in……)		……%		
		……sq. m		……sq. m		
	b. Social infrastructure	2.5% (in case of		……%		
		……sq. m		……sq. m		
5	Provision for services for Septic Tank / STP, Sump, OHT & Electrical transformer etc.	To be provided over and above the 10% of the open space area		……% ……sq. m		
6	Provision of EWS/LIG (This shall be marked on the proposed Layout Plan also)	a) Providing within the site				
		i. EWS – 5%				
		ii. LIG – 5%				
		b) Providing outside the site within 5km radius				
7	Area to be	a) 5% of the				

	handed over to HADA free of cost for Capitalization towards Master Plan facilities.	developable area **(or)**		
		b) To pay 1.5 times the basic value per sq. yd of such land to HMDA in lieu of such land to be given to HMDA. (In case the applicant is willing to pay the amount, he shall pay the same along with the application duly enclosing the latest Basic Value statement obtained from the Registration Department)		
8	Area to be mortgaged in favour of HMDA **(The area to be mortgaged shall be demarcated on the proposed Layout Plan and the draft mortgage document shall also be submitted along with the application. The area of mortgage shall be the plots abutting to main roads and shall be a contiguous area)**	15% of the saleable area		

VIII	**LAND USE ANALYSIS OF THE PROPOSED LAYOUT:**			
S. No.	Particulars	Area in Sq. m	Percentage to total land	Remarks
1	Plotted area (Regular)			
2	Plotted area EWS			
3	Plotted area LIG			
4	Area earmarked for Amenities			
5	Area under roads			
6	a) Site area for Parks, Play grounds etc			
	b) Area proposed for Social infrastructure			

7	Utilities area (Septic tank / STP, OHT, Electrical installations etc.)			
8	Other purposes			
	Total			

IX	**PAYMENT OF FEES & CHARGES:**					
A	**Layout Processing Fee:**					
S. No	Description	Extent of the land (in sq. m)	Unit Rate (Rs.)	Total (Rs.)	Amount Paid (Rs.)	Balance (Rs.)
1	Layout Processing fee (@ Rs.10 per Sq. m on total extent)		10.00			
2	Rupees....					
	Challan No.			Date	dd	mm yyyy

B	**Fee & Charges including Development Charges:**					
S. No	Description	Extent of the land (in sq. m)	Unit Rate (Rs.)	Total (Rs.)	Amount Paid (Rs.)	Balance (Rs.)
1	Development Charges on total extent. (As per G.O. Ms. No. 439 MA dt. 13-06-2007 & G.O. Ms. No. 275 MA dt. 12-07-2012 in case of extended area)					
2	1.5 times to the basic value of 5% of developable land to be handed over to HMDA for Capitalization towards provision of Master Plan facilities (as per G.O. Ms. No. 526, 527, 528 dt. 31-07-2008 &G.O. Ms. No. 33 MA dt. 24-01-2013.					
3	External Betterment charges in case of HADA area (G.O. Ms. No. 287 MA dt. 03-04-2008)					
4	Publication Charges (inclusive of postage charges)		5,000.00	5,000.00		
5	Others					
6	**Total**					
7	Rupees.....					
	DD No. (crossed)			Date	dd	mm yyyy
	Bank Name					
	Branch					

X	CERTIFICATE BY ARCHITECT	
This is to certify that the site situated in Sy. Nos. _____ of _____ (V) _____ (M), _____District proposed for development has been personally inspected by me and found that the location, measurements, boundaries, extent, width of approach road and abutting road etc., are in accordance with plans furnished to HMDA. It is further certified that the proposals are scrutinized with reference to Master Plan proposals, relevant Government orders, Rules issued from time to time and proposals conform to rules as mentioned in detail in the checklist. The proposals are also scrutinized with reference to Restrictions of building activity in the vicinity of areas such as water bodies, railway properties, electric lines, airport, oil / gas pipe lines, heritage structures, religious structures etc and are found in order. The information furnished in the check list is true to the best of my knowledge. I am aware that I am liable for action in the event of non-conformity of any parameter to Master Plan proposals and provisions of relevant Government orders / rules issued from time to time.		
1	**Name of the Architect**	
	Address	
	License No. issued by HMDA:	
	Phone:	
	Signature of the Architect	
2	**Name of the Land Owner**	
	Address	
	Phone:	
	Signature of the Land Owner	
3	**Name of the Developer**	
	Address	
	License No. issued by HMDA:	

	Phone:	
	Signature of the Developer	

XI	**MANDATORY ENCLOSURES** **To be submitted along with the Application cum Scrutiny Form for Layout Approval)**			
Sl. No.	DOCUMENT DETAILS	Required/ Not required	Submitted	Not submitted
1	**Application for Layout Approval signed by the Owner, Developer, Document Auditor, Architect.**			
2	Ownership Documents			
3	Pattadar Pass Book			
4	Title Deed issued by Revenue Authority *(Attested by Gazetted Officer)*			
5	Link Documents *(Attested by Gazetted Officer)*			
6	Pahanies issued by the Revenue Authority			
7	Latest Encumbrance Certificate issued by Registration Department			
8	Development Agreement of Sale cum General Power of Attorney			
9	Land use Certificate issued by HMDA			
10	Licence copy of Architect renewed by COA *(Attested by Gazetted Officer)*			
11	Licence copy of the Builder / Developer issued by ULB / HMDA *(Attested by Gazetted Officer)*			
14	Certificate by the Empanelled Architect			
15	Certificate by the Land Owner & Developer			
16	Latest Land Value Certificate issued by the Registration Department			
17	Payment of Layout Processing Fee			
	Rupees.....			
	Challan No. | | | | | | | | Dt | dd | mm | 2014			
18	Payment of Fee & Development Charges.			
	Rupees.....			
	DD No. | | | | | | | | Date | dd | mm | 2014			
	Bank Name:			
	Branch:			
19	Draft Mortgage Deed duly indicating the plots proposed for mortgage.			

20	Draft Gift deed copy for handing over the 5% of the Developable land to HMDA			

	PLANS			
1	Location Plan (scale 1:1000) of the site and surrounding developments / lands showing surrounding roads, electricity lines of HTL/LTL, Existing Drainage, Sewerage etc. within 500m radius of the site.			
2	Satellite Imagery for the site and the surrounding developments within 500m radius of the site.			
3	Detailed Topographical Plan (scale 1:600) of the Proposed Site showing all the dimensions of the Site and Contours of the Land at 5m interval showing Nalas, Drains, Wells, Trees, Roads, Electricity Lines etc.			
4	Proposed Layout Plans (scale 1:600) (1 Tracing Cloth/Film + 5 White /Ammonia Prints) duly signed by Land Owner, Developer, Architect			
5	Plan showing rainwater harvesting pits (scale 1:100) (as per G.O Ms.No.350 M.A dt.9.6.2000)			
6	Photographs (4) & Videography showing four sides of the site.			
7	Mortgage Plan (scale 1:100)			
8	Extract of Master Plan / ZDP			
9	Previous Development Permission Plan copy if issued previously.			
10	Revenue Sketch issued by Revenue authority, if the site is part of S. Nos.			
	NOCs			
1	NOC from the Revenue Department under the Andhra Pradesh Agricultural Land (Conversion for Non-Agricultural Purpose) Act, 2006			
2	NOC from Revenue Department in case of lands abut Water bodies, Water courses & nalas with sketch plan with measurements. (wherever required)			
3	NOC from Irrigation Department in case of lands abut water bodies, Water courses & nalas with sketch plan with measurements.(wherever required)			
4	NOC from Railways (wherever required)			
5	NOC from State Environmental impact Assessment Authority (wherever required)			
6	NOC from Defence Authority (wherever required)			
7	NOC from Oil / Gas Authority (wherever required)			
8	NOC from the Competent Revenue Authority in case the land is declared as surplus			

9	NOC from the District Collector wherever it is a Government Land allotted			
UNDERTAKINGS				
1	Declaration-Cum-Undertaking on Rs.100/- Non Judicial Stamp Paper from the Owner, Licensed Architect & Document Auditor			

XII	**C E R T I F I C A T E BY LAND OWNER & DEVELOPER**	
I hereby certify that the information furnished in the application is true to the best of my knowledge. It is to further state that for the purpose of obtaining clearance under green channel, I have engaged the services of Sri._____Empanelled Document Auditor and Sri._____Empanelled Architect. They have after due diligence, certified correctness of information and the same are enclosed and form part of this application. In this regard if any information is suppressed (or) misrepresented I am aware that I am liable for action. *I undertake that I will not change the Licensed Architect till the project is completed and if at all to change it will be done with mutual agreement and only on appointing another Licensed Architect who has been empanelled by HMDA and the change will be effected only after submission of the relevant agreements to HMDA and only after receipt of consent from HMDA.*		
1	**Name of the Land Owner**	
	Address	
	Phone:	
	Signature of the Land Owner	
2	**Name of the Developer**	
	Address	
	License No. issued by HMDA:	
	Phone:	
	Signature of the Developer	