FILE NUMBER ALLOTTED											
GC	_Z	LP	1	2	3	4	5	2	0	1	4

GREEN CHANNEL

HYDERABAD METROPOLITAN DEVELOPMENT AUTHORITY

GREEN CHANNEL FOR LAYOUT APPROVAL

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

CHECK LIST cum ACKNOWLEDGEMENT

[To filled by Citizen Facilitation Centre]

Sl. No.	DOCUMENT DETAILS	Required/ Not required	Submitted	Not submitted
	Part A **(Enclosures to be submitted along with Part A)**			
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			

FILE NUMBER ALLOTTED											
GC	_Z	LP	1	2	3	4	5	2	0	1	4

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.			

FILE NUMBER ALLOTTED											
GC	_Z	LP	1	2	3	4	5	2	0	1	4

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			

FILE NUMBER ALLOTTED											
GC	_Z	LP	1	2	3	4	5	2	0	1	4

	Part B **(Enclosures to be submitted along with Part A)**			
1	**Application for Layout Approval**			
2	Ownership Documents			
3	Pattadar Pass Book			
4	Title Deed issued by Revenue Authority			
5	Link Documents			
6	Pahanies issued by the Revenue Authority			
7	Latest Encumbrance Certificate issued by Registration Department covering last 13 years			
8	Registered Development Agreement of Sale cum General Power of Attorney			
9	NOC from the Competent Revenue Authority in case the land is declared as surplus.			
10	NOC from the District Collector wherever it is a Government Land allotted			
11	Licence copy of the Document Auditor issued by HMDA			
12	Certificate by the Document Auditor			

FILE NUMBER ALLOTTED											
GC	**_Z**	**LP**	**1**	**2**	**3**	**4**	**5**	**2**	**0**	**1**	**4**

ACKNOWLEDGEMENT

Received the *Application Form cum Scrutiny Form for Layout Approval* along with the Documents / Plans / NOCs / Undertakings as listed above.

The Applicant is informed that the application is forwarded to the concerned for examination and he is advised to collect the Intimation Letter of the HMDA on --/--/---- at --:--hours from the Citizen Facilitation Centre duly producing this Acknowledgement.

Signature
CFC

Date	**HMDA Letter No.**												**Signature of the Receiver**
	GC	**_Z**	**LP**	**1**	**2**	**3**	**4**	**5**	**2**	**0**	**1**	**4**	
	GC	**_Z**	**LP**	**1**	**2**	**3**	**4**	**5**	**2**	**0**	**1**	**4**	
	GC	**_Z**	**LP**	**1**	**2**	**3**	**4**	**5**	**2**	**0**	**1**	**4**	

FILE NUMBER ALLOTTED											
GC	_Z	LP	1	2	3	4	5	2	0	1	4