

DOCUMENT CHECKLIST FOR DEVELOPMENT PERMISSIONS FOR BUILDINGS AND LAYOUT APPROVALS

Documents Mandatory in Technical Aspects

- 1 Photographs of the site and approach road.
- 2 Auto CAD Drawing in Pre DCR Format
- 3 Location Plan drawn showing site and surrounding physical features
(Only one copy required)
- 4 Structural stability certificate from structural engineer.
- 5 Building Plan shall be invariably signed by the owner of the property, builder if any, the Architect and the Structural Engineer who designed the structure. They shall give their present and permanent addresses and to submit license copy.
- 6 Geo Coordinates of the site under reference.

Documents Conditional Mandatory in Technical Aspects

- 1 Layout copy in case the site is part of approved Layout/LRS Proceedings.
- 2 Latest market value certificate per Sq.Yrd issued by the concerned sub-registrar office, in case the site is not part of approved layout.
- 3 Contour Plan in '5Mts' interval in case the site is of uneven surface.
- 4 Plans & Sections required (viz. in case of Group Housing Scheme/Group Development Schemes etc.,) of the proposed sewerage disposal system and water supply system of proposed building/blocks to suitable scale and as per ISI Code & Standards, STP in case of proposals having more than 10,000 Sqm of built up area. Applicant may also, in addition to the above, submit softcopy in Pre-DCR Auto CAD format.
- 5 Copy of Previously approved building plan (if any)

- 6 In case site is located adjoining any water body, below 200 mtrs - NOC to be submitted from the Irrigation Department not below the rank of Executive Engineer and also NOC from concerned Revenue Authority not below the rank of Joint Collector showing the respective distance from FTL boundary (Duly certified).In respect of finally notified lakes by HMDA lakes division, the NOC from irrigation and revenue departments
- 7 NOC from State Environmental Impact Assessment Authority if, the built up area is more than 20,000 Sq.mtrs.
- 8 Fire NOC of the proposal for building
 - Commercial/Office use Buildings above 15 Mtrs. Height.
 - Residential Buildings above 18 Mtrs height.
 - All Institutional/Public Congregation buildings/Assembly Halls above 6 Mtrs or Site are more than 500 Sqm.
- 9 NOC from the Competent Authority, in case site is located within 30m vicinity of Gas pipe line.
- 10 NOC from Competent Authority shall be obtained in case site is falling within the 30m vicinity of Raw water channel/pipe line of Krishna, Godavari, Osman Sagar & Manjeera Water from the HMWS & SB.
- 11 NOC from Archaeological Survey of India (In case of development site nearer to ancient Monuments)
- 12 NOC from the District Collector, if the site is in the vicinity of Heritage Buildings/ Heritages Precincts In case of development nearer Heritage Buildings/ Heritages precincts)
- 13 NOC from Airports Authority of India
 - Presently, the HMDA is not insisting for NOC from Airports Authority of India while issuing Building permissions as per the Colour Coded Zoning Maps prepared by the Airports Authority.

- But as per the Colour Coded Zoning Maps certain areas are marked in pink color where NOC is mandatory, accordingly in such areas NOC is insisted from the Airport Authority (For High rise buildings within the restricted zone (Pink Zone) as demarcated in the Colour Coded Zoning Maps prepared by the Airport Authority)
- 14 Revenue sketch issued by the revenue authority, in case site is part of survey number/unauthorised layout.
 - 15 Report of Soil Test for all buildings above 10 mtrs issued after personal inspection by Institution / Consultant empanelled with / licensed by the local authority
 - 16 Structural designs and drawings prepared duly taking the soil bearing capacity into consideration and certified by qualified Structural Engineer / Consultant Firm empanelled with / licensed by the local authority. The Structural Engineer / Consultant Firm are held responsible for defect in the design. (10 Mtrs above buildings as per GO.541)
 - 17 Contractor / Builders / Developer / Owner shall submit All Risks Insurance Policy for the Building construction period. (10 mtrs above all buildings)

Documents Mandatory in Ownership Aspects

- 1 Copy of Registered Sale Deed.
- 2 Registered Development Agreement of sale cum General Power of Attorney/ Registered lease deed.
- 3 Pattadar Pass Book/ Title Deed issued by Revenue Authorities in case of no Sale Deed.
- 4 Encumbrance certificate from 1st Jan 2000 till to date. (Searching EC, covering all transactions within last 13 years in respect of applied survey numbers).

- 5 Non Agricultural Land Assessment Certificate (NALA) from Competent Authority (R.D.O. of Concerned Area)

Documents Conditional Mandatory in Ownership Aspects

- 1 NOC issued by the Collector for Alienation of land in respect of assignment to freedom fighters/Defence persons/ Ownership disputes.
- 2 No Objection Certificate from SO & CA/ULC if necessary.
- 3 In case of Inam lands and non -production of pattedar pass books and title deeds required ORC issued by the RDO in case of Inam lands.