



# HYDERABAD METROPOLITAN DEVELOPMENT AUTHORITY

## Application for Open Plotted Layout/Layout with Houses/ Row Housing/ Group Housing/ Gated Community / Cluster Housing U/s. 20 of the HMDA Act, 2008

**Application No.**

ABCDEF123

1. Name of the Owner/Developer :
2. **Site Details** :
  - Survey Number :
  - Village :
  - Mandal :
  - District :
  - Extent : Acres/Sq. mtrs/Sq. yards
3. Type of application :
  - a) New / Revised / Extension
  - b) Open Plotted Layout / Layout with Houses/Row Housing/Cluster Housing

### **I. TECHNICAL ASPECTS (MANDATORY)**

1. Land Use issued by HMDA/downloaded from HMDA website. : YES/NO
2. Photographs of the site and approach road : YES/NO
3. Agriculture to Non-Agriculture Conversion Certificate issued by the Revenue Authority (RDO) : YES/NO
4. Location Plan drawn to appropriate scale showing Site / Plot and surrounding physical features, adjoining neighbouring developments with premises numbers / Sy. No's abutting road width, other existing road network, water supply, sewerage disposal lines, electricity lines HTL/LTL and other physical features within the site / plot. : YES/NO
5. Layout plan showing plotted area, Open Space area, Circulation Pattern, EWS/LIG plots/units etc., to the scale of 1:600 (1 Cloth + 5 Ammonia Prints). : YES/NO
6. In case of Layout with Houses / Row Housing / Cluster Housing, Proposed Building Plans with detailed Floor Plans, Elevation & Section to the scale of 1:100 clearly indicating all dimensions, use of each area / room wall thickness, columns & beams thickness / dimensions giving statements of all area, utility areas, general specifications of material used (1 Cloth + 5 Ammonia Prints). : YES/NO
7. Softcopy of the above 5 & 6 in DWG / DXF format. : YES/NO

II. **OPTIONAL**

8. If the site is an undulating terrain, Contour Plan with regular intervals. YES/NO/NA
9. Copy of Previously approved Plan & Proceedings if any YES/NO/NA
10. If the height of the building is more than 10 Mtrs YES/NO/NA
- a) Report of Soil Test / Geo-technical Investigation  
Report issued by Institution / Consultant empanelled with / licensed by the local authority.
- b) Water Analysis Report
- c) 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.
- d) Undertaking in terms of G.O.Ms.No. 541, dt. 17.11.2000
- e) Risk Insurance Policy for the construction period
11. Latest Market Value Certificate per Sq. yard issued by the concerned SRO. YES/NO/NA
12. If the site is part Sy.No, Revenue Sketch showing the location of site under reference with Sy.No's issued by the Revenue Authority / Survey & Land Records. YES/NO/NA

III. **LOCATION SPECIFIC (OPTIONAL)**

13. In case the site is located near any water body, NOC along with FTL Sketch issued by the irrigation department not below the rank of Executive Engineer and NOC from concerned revenue authority not below the rank of Joint Collector showing the respective site with distance from the FTL boundary with tank position to the site location YES/NO/NA
14. If the site is falling within the vicinity of Oil / Gas pipeline, NOC from the competent authority. YES/NO/NA
15. If the site is falling within 500 Mtrs from the Defense Areas/1000 Mtrs from Military Airport, NOC from Defense Authority YES/NO/NA
16. If case site is falling within 30 Mrts from, the Railway Property Boundary, NOC from Railway Authority YES/NO/NA
17. If case the site is falling within the vicinity of Heritage Sites, NOC from Heritage Conservation Committee. YES/NO/NA
18. Environment Clearance from SEIAA, in case the extent of built up area is more than 20000Sq.mtrs or site area is more than 50 Hectors. YES/NO/NA
19. If the site is abutting to the Forest boundary, NOC from Forest Department. YES/NO/NA

20. If the site is falling within the vicinity of pipe line of Krishna, Godavari, Osman Sagar & Manjeera Water, NOC from concerned Authority. YES/NO/NA

-3-

**IV. OWNERSHIP TO BE ESTABLISHED (MANDATORY):**

21. (i) Copy of registered sale deed YES/NO  
(ii) Encumbrance Certificate of last 13 years. YES/NO  
(iii) Latest Pahani YES/NO
22. If land is inherited.  
(i) Copy of mutation proceeding OR extract of mutation register. YES/NO/NA  
(ii) Pattadar Pass Book & TD. YES/NO/NA  
(iii) Pahani with mutation latest. YES/NO/NA  
(iv) Encumbrance Certificate of last 13 years. YES/NO/NA
23. Government Land/Ceiling, Surplus land allotted:  
(i) NOC from Dist. Collector YES/NO/NA  
(ii) TSIIC Lands - Conveyance deed executed by the TSIIC. YES/NO/NA

**V. Initial processing Charges as per Proceeding No. 2419/P8/P1g/HMDA/2012, dated 23.11.2012**

**a) Layout with Open Plots:**

1. 10 Acres to 20 Acres : Rs. 1,00,000/-
2. 20 Acres to 30 Acres : Rs. 1,50,000/-
3. 30 Acres to 50 Acres : Rs. 3,00,000/-
4. 50 Acres to 75 Acres : Rs. 5,00,000/-
5. 75 Acres to 100 Acres : Rs. 7,50,000/-
6. Above 100 Acres : Rs. 10,00,000/-

**b) Layout with Houses/Villas/Gated Community:**

1. 1 Acre to 5 Acres : Rs. 1,00,000/-
2. 5 Acres to 10 Acres : Rs. 3,00,000/-
3. 10 Acres to 20 Acres : Rs. 5,00,000/-
4. 20 Acres to 30 Acres : Rs. 7,00,000/-
5. 30 Acres to 50 Acres : Rs. 9,00,000/-
6. 50 Acres to 75 Acres : Rs. 12,00,000/-
7. 75 Acres to 100 Acres : Rs. 15,00,000/-
8. Above 100 Acres : Rs. 20,00,000/-

**DECLARATION BY THE ARCHITECT & OWNER**

I am, herewith submitting the application duly filled by me and the Registered Architect/Engineer vide Registration/License No.\_\_\_\_\_ and I request that application may be approved. Further, I will be held responsible for any incorrect information filed by me. I will not claim the processing charges paid by me in case the information furnished by me is incomplete or incorrect and the application is rejected.

Signature of Registered  
Architect / Engineer

Signature of the  
Owner/Developer

Date:

Name of the Architect \_\_\_\_\_

Name of the Owner\_\_\_\_\_

Complete Mailing Address \_\_\_\_\_

Complete Mailing Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone No.: \_\_\_\_\_

Phone No.: \_\_\_\_\_

Mobile No.: \_\_\_\_\_

Mobile No.: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

**NOTE:**

- Application should be filled in complete shape in bold letters.
- Incomplete Application will be rejected.
- All the plans shall be signed by the Owner & Architect/Engineer.
- All the documents shall be attested by the Gazetted Officer.