

LAYOUT PERMISSIONS APPLICATIONS PROCESS

I) Mode of Payment of Payment of layout Fee, Charges and Security Deposit

a) Payment Mode Available in Mee-Seva Centres

AI) "Layout" means the laying out a parcel of land or lands into building plots with laying of roads/streets with formation, levelling, metalling or black topping or paving of the roads and footpaths, etc. and laying of the services such as water supply, drainage, street lighting, open spaces, avenue plantation. etc;

BI) Application shall be submitted online, and executive Authority of concerned will process and sanctioned as per rules

IV) Layout Applications will be forwarded to DTCP or UDA (if GP Falls their Jurisdiction)

RATES			
		(see rule 27)	Rate
Sl. No.	Details of the item	Gram Panchayats falling In UDA, Peripheral Gram Panchayats of Municipalities, Major Gram Panchayats, And declared potential areas	Minor Gram Panchayat
[1]	[2]	[3]	[4]
[1]	Layout fee	Rs.1.00 per M2 subject to Minimum of Rs.3,000.00	Rs.0.25 per M2 subject to minimum of Rs.1,000.00
[2]	Inspection & Technical Scrutiny fee of Town Planning Dept.,	Rs.100.00 per acre subject to Minimum of Rs.1,000.00	---
[3]	Security Deposit	Rs.2.00 per M2 subject to Minimum of Rs.10,000.00	Rs.1.00 per M2 subject to minimum of Rs.5,000.00
[5]	Renewal of lay out /building plan	20% of the total fees	10% of the total fee
[6]	Penalty for		
	(a) violation of rules	Rs.1,000.00	Rs.500.00
	(b) for continuing offence	Rs.10.00 per day	Rs.5.00 per day
[8]	True copies charges		
	(a) village map or I.L.U.P.	Rs.100.00 each	Rs.100.00 each
	(b) Approved Layout copy	Rs.50.00 each	Rs.50.00 each
	(c) Approved Building Plan	Rs.50.00 each	Rs.50.00 each

REQUIRED DOCUMENTS

1	Layout Application in Annexure-A (as per G.O.Ms.No.67, PR&RD, Dated 26.02.2002) duly signed by the Owner, Architect.
2	A site plan drawn to a scale of not less than 1:1000 showing all Physical details of the land, boundaries of the land, the surrounding existing layouts/ lands and existing approach road to the land where the layout is proposed
3	A Layout plan drawn to a scale of not less than 1:500 showing boundaries of land, proposed number of plots with dimensions and area of each plot, alignment and width of proposed streets/roads; dimensions and areas of open space provided.
4	Certificate of undertaking in prescribed form, jointly by owner and qualified surveyor/ engineer (appended at Annexure-I) for carrying out the development works as per standards
5	Ownership documents of the land.
6	Encumbrance certificate from the Registration Department
7	Certificate of demarcation of site by Assistant Director, Survey and Land Records Department
8	NALA Proceedings

- **Related GO'S/Proceedings**
- **G.O.Ms.No.67 PRRD (Pts.IV) dt.26.02.2002**
- **G.O.Ms.No. 50, TS-iPASS (Telangana State Industrial Project Approval and Self Certification System) Rules.**