



ಕರ್ನಾಟಕ ರಾಜ್ಯಪತ್ರ

ಅಧಿಕೃತವಾಗಿ ಪ್ರಕಟಿಸಲಾದುದು

ವಿಶೇಷ ರಾಜ್ಯ ಪತ್ರ

ಭಾಗ-IVA	ಬೆಂಗಳೂರು, ಗುರುವಾರ, ಜುಲೈ ೬, ೨೦೧೭ (ಅಷಾಢ ೧೫, ಶಕ ವರ್ಷ ೧೯೩೯)	ನಂ. ೬೫೪
Part-IVA	Bengaluru, Thursday, July 6, 2017 (Ashada 15, Shaka Varsha 1939)	No. 654

URBAN DEVELOPMENT SECRETARIAT NOTIFICATION

No. UDD 25 TTP 2016, Bengaluru, Dated: 06.07.2017

The draft of the Karnataka Town and Country Planning (Approval of Plot) rules, 2017, which the Government of Karnataka proposes to make in exercise of the powers conferred by section 17 read with section 74 of the Karnataka Town and Country Planning Act, 1961 (Karnataka Act 11 of 1963) is hereby, published as required by sub-section (1) of section 74 of the said Act, for the information of the persons likely to be affected thereby and notice is hereby given that the said draft will be taken into consideration after thirty days from the date of its publication in the official Gazette.

Any objection or suggestion, which may be received by the State Government from any person with respect to said draft before the expiry of the period specified above will be considered by the State Government. Objections and suggestions may be addressed to the Secretary to Government, Urban Development Department, Vikasa Soudha, Bangalore-560001.

DRAFT RULES

1. Title, Commencement and application- (1) These rules may be called the Karnataka Town and Country Planning (Approval of Plot) rules, 2017.

(2) They shall come into force on the date of their publication in the official Gazette.

(3) These rules shall be applicable for sanction of development of all lands falling within the Local Planning Area of the respective Authority.

2. Definitions- (1) In these rules, unless the context otherwise requires,-

- 'Act' means, the Karnataka Town and Country Planning Act, 1961 (Karnataka Act 11 of 1963);
- 'Appendix' means a appendix appended to these rules;
- 'Applicant' means any person who applies to the Authority for approval of plot as per these rules. The Applicant shall be the owner of the property or his authorised representative or a promoter authorised by the owner;
- 'Application' means an application made to the authority in such form appended to these rules;
- 'Amalgamation' means clubbing of two or more properties as a single property;
- 'Architect/Professional on record'- means an architect registered under Architects Act, 1972 or registered professional who is brought on record to represent his client for preparing the required drawings to apply for approval of plot or /and to supervise the works at site in case of formation of layout. He shall be registered with the Local Authority for the cause;
- 'As Built Plan' means the layout plan drawn to scale, depicting the roads/streets, sites, park and open spaces, civic amenity sites and public utilities and infrastructure drawings, as constructed on ground;
- 'Authority' means the Planning Authority as defined under sub-section (7) of section 2 of the Act;
- 'Bifurcation of Plot' means division of a plot into two;

- (j) **'Bifurcated plot'** means the building sites formed from bifurcation of a plot;
- (k) **'Building Site'** means a plot held for building purposes, approved as per these rules;
- (l) **"CEO"** means **the Chief Executive Officer** for the purpose of these rules,- Member Secretary in case of Planning Authority constituted under section 2(7) (a)(ii) and 2(7) (b) of the Act and 'Commissioner' in case of Bengaluru Development Authority constituted under Bengaluru Development Authority Act, 1976, Urban Development Authority constituted under Karnataka Urban Development Authorities Act, 1987 and Hampi World Heritage Area Management Authority constituted under the Hampi World Heritage Area Management Authority Act, 2002;
- (m) **'Civic Amenity Site'** means a site earmarked for Civic amenity in a layout approved by the Planning Authority as per these rules;
- (n) **'Defect liability period'** means a period of 5 years from the date of sanctioning final layout plan, during which period, the applicant shall maintain all the Infrastructure, including roads;
- (o) **'DR/TDR'** means Development Rights or Transfer of Development Rights available for plots as prescribed under Section 14-B of Act and rules made there under;
- (p) **'Empanelled Professional'** means professionals such as Architects, Engineers, Structural consultants, MEP consultants, Environment consultants etc., who are empanelled by the Local Authority under the provisions of Building Bye-laws as authorised persons to inspect the plots before, during and after development, as the case may be, to certify the particulars of the plot as submitted by the Applicant and the developments made as per the provisions of the approved Provisional layout plan and report to the Authority;
- (q) **'EWS and LIG sites'** means sites reserved for Economically weaker section and Lower Income Group category, which shall be of the area or size as notified by the State Government from time to time;
- (r) **'Form'** means a form appended to these rules;
- (s) **'Frontage'** means the width of the site/land abutting the access/public road;
- (t) **'Government'** means, the Government of Karnataka;
- (u) **'Group Housing'** means building(s) proposed on a building site where one or more blocks with one or more floors, each containing two or more dwelling units, with a total of four or more dwelling units in all such buildings;
- (v) **'Hierarchy of Roads/streets'** means the designation of roads based on the characteristics or functions of the roads such as trip distance, access control, traffic separation, traffic volume, type of vehicle movement etc.;
- (w) **'Hilly Areas'** means such of the Local Planning Areas as may be notified by the Government from time to time;
- (x) **'Integrated Township'** means a layout with a minimum extent and additional standards or conditions as prescribed in these rules;
- (y) **'Land use'** includes the purpose to which the site or part of the site of the building or part of the building is in use or permitted to be used by the Authority. Land use includes zoning of land use as stipulated in the Master plan and the Zonal Regulations; and
- (z) **'Layout'** means sub division of one or more plots, held in one ownership or joint holders, by laying out roads for the formation of building sites and earmarking area for park and open spaces, civic amenity sites and public utilities.
- (aa) **'Layout Plan'** means a plan of the layout drawn to scale, showing individual building sites, either residential, nonresidential or industrial, as the case maybe, along with roads, park and open spaces, civic amenity sites, public utilities, parking etc;
- (ab) **'Market Value'** means the guideline value of the land notified under section 45B of the Karnataka Stamp Act, 1957;
- (ac) **'Original plot'** means a plot having the same extent that was existing at the time of commencement of these rules;
- (ad) **'Parking Space'** means an area enclosed or unenclosed, covered or open, sufficient in size to park vehicles together with a driveway connecting the parking space with a public street or any public area and permitting the ingress and egress of the vehicles;
- (ae) **'Park and Open Space'** means the area reserved in an approved plot for leisure and recreational uses;
- (af) **'Person'** includes any company an undivided family, an association of persons or a body of individuals, whether incorporated or not under law and includes local authorities, Karnataka Housing Board, Karnataka Industrial Area Development Board, any other Boards and Corporations constituted under respective statutes owned and controlled by state or central government and any other state or central government departments.

- (ag) **Plot or Site** means a continuous portion of land held in one ownership;
- (ah) **Promoter** as defined in the Real Estate (Regulation and Development) Act, 2016. This is synonymous to Developer;
- (ai) **Provisional Layout plan** means a Layout plan approved by the Chief Executive Officer or Authority, as the case may be, under Section Sub-section (2A) of Section 17 of the Act;
- (aj) **Public Utility** means the basic essential services to the public such as water supply, sewerage, power supply, fuel stations, gas supply system, telecommunication, public transportation etc;
- (ak) **Road or Street** means any street, road, square, Court, alley, passage or riding path over which the public have a right of way and includes-
 - (i) The roadway over any public bridge or causeway;
 - (ii) The footway attached to any such street, public bridge or causeway; and
 - (iii) The drains attached to any such street, public bridge or causeway and the land, whether covered or not by any pavement verandah or other structure which lies on either side of the roadway up to the boundaries of the adjacent property, whether that property is private property or property belonging to the Government or the Authority or Local Authority.
- (al) **Section** means a Section of the Act;
- (am) **Site plan** means a plan of the plot proposed for Approval of plot;
- (an) **Sub division of plot** means bifurcation of a plot or formation of layout or Integrated township by sub dividing one or more Plots;
- (ao) **Town Planning Officer** means for the purpose of these rules, an officer from the Department of Town and Country Planning discharging the duties as-
 - (i) **Member Secretary** in case of Planning Authority constituted under section 4C of the Act;
 - (ii) **Town Planner Member** in case of the Bengaluru Development Authority constituted under the Bengaluru Development Authority Act, 1976 and the Urban Development Authority constituted under the Karnataka Urban Development Authorities Act, 1987;
 - (iii) **Planning Officer** in case of Hampi World Heritage Area Management Authority as constituted under the Hampi World Heritage Area Management Authority Act, 2002;
 - (iv) **Officer** of the Department of Town and Country planning in the respective District or Subdivision in case of Planning Authority constituted under clause (b) of sub-section (7) of section 2 for the Municipal limits; and
- (ap) **Zonal Regulations** means the regulations of the Master Plan governing land use and developments prepared under the Act.

(2) The words and expressions, which are not defined in these rules, shall have the same meaning as assigned to them in the Karnataka Town and Country planning Act, 1961;

3. Approval of plot- Initially approval of a plot shall be obtained under these rules specifying the development potential and the conditions applicable for development of the plot. Sanction for development of a plot shall be accorded only after approval of the plot is obtained as under the provisions of these rules.

4. Types of Approval of plot- (1) The following types of approval of plot are sanctioned under these rules, namely: -

- (a) Approval of single plot;
- (b) Approval of development plan;
- (c) Approval for bifurcation of plot; and
- (d) Approval of layout;

(2) **Approval of single site-** Approval of single site shall be accorded for any extent of plot, under these rules;

(3) **Approval of single site for building development-** If one or more buildings, to be owned by a single person or jointly by the family, are proposed to be developed in a plot without bifurcating the plot or without forming a layout, then building licence shall be accorded as per the provisions of building Bye-laws, and zoning regulations if single site approval has been obtained under these rules;

(4) Area to be surrendered to the authority-For single site approval of plots other than original plots, 30% of the total extent of plot shall be surrendered to the authority free of cost without claiming compensation in any form, including the portion of the plot surrendered for widening the approach road, if applicable:

Provided that in such cases, the floor area ratio of the plot shall be considered for the full extent of plot excluding the area surrendered to the authority, as mentioned above.

(5)Fees for single site approval- Fees payable for approval of single site shall be as specified in **Appendix-I**;

(6)Approval of development plan for building development-If one or more buildings, including group housing to be owned by multiple persons, jointly or severally, are proposed to be developed in a plot without bifurcating the plot or without forming a layout, then building licence shall be accorded as per the provisions of building Bye-laws, and zoning regulations if development plan approval has been obtained as per these rules;

(7)Maximum Extent for development Plan-Approval of a development plan shall be accorded as per these rules, if the extent of the plot is upto 2.5 Hectare multiple development plans shall be accorded for plots having extent over 2.5 Hectare where each development plan is upto 2.5 Hectare and separated through an internal road of minimum 12m width and maximum width as specified in **Appendix-IIA**, passing through the plot;

(8)Floor area ratio of plot-The FAR of the plot in case of development plan approval shall be considered for the full extent of plot excluding that reserved for civic amenities;

(9)FAR of plot providing for Group Housing/community facilities- In case of group housing, where 3% of the total floor area of the building is proposed to be developed as community facilities for the common use of the occupants, the applicant shall be permitted to utilize the FAR of the area reserved for civic amenities, in the building/s. In such cases the area reserved for civic amenities shall be considered as additional area for park and open space;

(10)Fees for development plan approval-Fees payable for approval of development plan shall be as specified in **Appendix-I**;

(11)Approval for bifurcation of plot- Approval for bifurcation of plot shall be accorded for any extent of plot, as per these rules; and

(12)Conditions for bifurcation of plot-No plot shall be permitted to be bifurcated under the provisions of these rules unless following conditions are fulfilled, namely: -

- (a) the plot is abutting a road having existing width of 9m. In case of Hilly areas, the plot shall abut a road having existing width of 6m;
- (b) both the bifurcated plots shall about the same road which was abutting the plot before bifurcation;
- (c) bifurcation of plot shall not be permitted wherein a bifurcated plot is abutting a road formed within the plot that was bifurcated, even if such road is relinquished to the authority or local authority;
- (d) a plot may be permitted to be bifurcated any number of times as long as the bifurcated plots are having an extent upto 4000Sq.m;
- (e) any plot having an extent less than 4000Sq.m shall be permitted to be bifurcated only once. if the plot is proposed to be bifurcated more than once, then 30% of the bifurcated plots proposed for development or change of ownership shall be surrendered to the authority free of cost without claiming any form of compensation;
- (f) any bifurcated plot shall not be less than 54Sq.m.; and
- (g) any bifurcated plot shall have a frontage of 6m.

(13) Approval for bifurcation of plot for building development-If building development is proposed in a bifurcated plot, approval for bifurcation of plot, shall be obtained as per these rules along with single site approval or development plan approval, as the case may be, before building licence is accorded under the provisions of building Bye-laws;

(14) Fees for bifurcated plot approval-Fees payable for approval for bifurcation of Plot shall be as specified in **Appendix-I**;

(15) Approval of layout-Approval of layout shall be accorded for any extent of plot, under these rules. layout proposed in plot/s having extent over 25 Hectare shall be considered as integrated township and shall be developed incorporating the additional standards or conditions prescribed in these rules;

(16) Approval of layout for building development-If one or more buildings to be owned by single or multiple persons, jointly or severally, are proposed to be developed in a building site of an

approved Layout, then building licence shall be accorded as per the provisions of building Bye-laws without any other plot approval; and

(17) Standards/conditions applicable for approval of layout- The following standards or conditions shall be incorporated while preparing and sanctioning layout plans namely: -

- (a) **Standards for roads-** The standards for hierarchy, width, vertical alignment etc. of roads proposed in the layout shall be as specified in **Appendix-IIA**;
- (b) **Standards for street lighting and power supply lines-** Lux levels for the illumination of roads from streetlights shall be as specified by the competent authority. Underground cable or overhead cable shall be provided in the layout as specified by competent authority;
- (c) **Standards for storm water drains-** The cross section of storm water drains, both road side drains as well as main drains in the layout, shall be as specified in **Appendix-IIB**;
- (d) **Standards for building sites-** The standards for minimum size, minimum frontage, etc. of building sites for residential, commercial, other non-residential and industrial use, as the case may be, shall be as specified in **Appendix-IIC**;
- (e) **Standards for public utilities-** The space to be provided for various public utilities shall be as specified in **Appendix-IID**;

Provided that in cases where public utility land use of the master plan is falling within the layout, the same shall be earmarked for that purpose only and shall be considered towards any public utilities proposed in the layout.

- (f) **Standards for buffers for HT line-** The corridor for HT lines (High Tension Electric lines) (including buffer for HT lines) shall be as provided in the Zonal Regulations;
- (g) **Standards for buffers for natural storm water drains and other water bodies-** The buffer for natural storm water drains and other water bodies shall be provided as notified by the Government; and
- (h) **Standards for buffers/No development zone in case of archaeological and other monuments-** The buffer/no development zone in case of archaeological monuments shall be as prescribed in the Zonal Regulations of the Master Plan for the respective local planning area or as prescribed by the Archaeological survey of India (ASI);

(18) Additional standards or conditions for integrated townships- Additional standards/conditions shall be adopted for the development of integrated townships as specified in **Appendix-IIIE**;

(19) Guidelines for preparing layout plan and infrastructure plans- The layout plan and infrastructure plans shall be prepared as per the Guidelines notified by the government.

(20) Contents of drawings for different types of plot approvals- The drawings to be submitted for the different types of approval of plot shall contain the following details-

- (a) **Site plan for single site approval-** The site plan submitted for single site approval shall be prepared containing the details specified in **Appendix-IIIA**;
- (b) **Site plan for development plan approval-** The site plan submitted for development plan approval shall be prepared containing the details specified in **Appendix-IIIB**;
- (c) **Site plan for approval of bifurcation of plot-** The site plan submitted for approval of bifurcation of plot shall be prepared containing the details specified in **Appendix-IIIC**;
- (d) **Site plan for approval of layout:** The site plan submitted for approval of layout shall be prepared containing the details specified in **Appendix-IIID**;
- (e) **Key plan for approval of layout-** The key plan submitted for approval of layout shall be prepared containing the details specified in **Appendix-V**;
- (f) **Layout plan for approval of layout-** The layout plan submitted for approval of layout shall be prepared containing the details specified in **Appendix-V**; and
- (g) **Infrastructure plans for approval of layout-** The following infrastructure plans shall be submitted for approval of layout containing the details specified in the respective appendix, namely: -

- (i) **Ground levels of the layout-** The drawing showing the ground levels of the layout shall be prepared containing the details specified in **Appendix-VIA**;
- (ii) **Road network-** The drawing showing the road network in the layout shall be prepared containing the details specified in **Appendix-VIB**;
- (iii) **Water supply network-** The drawing showing the water supply network in the layout shall be prepared containing the details specified in **Appendix-VIC**;
- (iv) **Sewerage network-** The drawing showing the sewerage network in the layout shall be prepared containing the details specified in **Appendix-VID**;

- (v) **Power supply network including renewable energy-** The drawing showing the power supply network including renewable energy, in the layout shall be prepared containing the details specified in **Appendix-VIE**;
- (vi) **Storm water drain network-** The drawing showing the storm water drain network in the layout shall be prepared containing the details specified in **Appendix-VIF**;
- (vii) **Solid waste management system-** The drawing showing the solid waste management system in the layout shall be prepared containing the details specified in **Appendix-VIG**; and
- (viii) **Tree plantation and Landscape scheme-** The drawing showing the tree plantation and landscape scheme in the layout shall be prepared containing the details specified in **Appendix-VIH**.

5. Relinquishment of areas reserved for parks and open space and civic amenities- The Owner/developer shall execute a relinquishment deed in favour of the authority, for the areas reserved for roads, park and open spaces and civic amenities in the prescribed format, and the authority shall hand over the roads and park and open spaces to the local authority, after the defect liability period, in the prescribed format.

6. Procedure for obtaining approval of Plot- The following procedure shall be adopted for obtaining approval of Plot, namely: -

- (1) **Application for NOCs and approval of plot-** Common application for NOCs from relevant departments and plot approval from the authority shall be made by the applicant in the format prescribed in **Form-I** along with site plan (along with key plan, layout plan, infrastructure plan and cost of developing infrastructure derived based on the prevailing schedule of rates, in case of layout), copies of the documents specified in **Appendix-VII**, Affidavit or undertaking from owner or promoter and professionals on record in the prescribed format, drawings and documents required for NOCs from the relevant departments, scrutiny fee specified in **Appendix-I** and the applicable fees payable for obtaining NOCs from the relevant departments;
- (2) **Verification of documents submitted-** The CEO shall verify the documents submitted along with the application and if found in order, will accept the application. In case of any discrepancy, the CEO shall issue an endorsement in **Form-II** to the applicant stating the discrepancy and the applicant may rectify the same and resubmit to the authority; and
- (3) **Evaluation of Site Plan submitted-** If the application is accepted after finding that the documents submitted along with the application are in order, the TPO shall evaluate the site plan along with Key Plan submitted by the applicant, for compliance with the provisions of these rules:
 Provided that in case of any discrepancy, the CEO shall issue endorsement in **Form-III** to the applicant stating the discrepancy and the professional on record who has prepared the drawing may rectify the same and resubmit to the authority.
- (4) **Submission of Site Inspection Report-** If the site plan is accepted by the TPO, the CEO shall get the site inspection done from the empanelled professional (empanelled by the respective local authority which has the jurisdiction of the plot and selected based on the pre-determined logic and competence specified in the Building Bye-laws) or the designated officer notified by the Government and the empanelled professional or the designated officer, as the case may be, shall inspect the site and prepare site inspection report (as detailed in **Appendix-VIII**), in **Form-IV**;
- (5) **Action in case of discrepancy in site inspection report-** If the Site Inspection Report contradicts to the details submitted by the applicant, the CEO shall issue an endorsement to the applicant stating the discrepancy and the professional on record who has prepared the drawing may rectify the same and resubmit to the Authority;
- (6) **Sanction and issue of plot approval-** Sanction and issuing of various types of Plot Approvals shall be done by the Authority as follows, namely: -
 - (a) **Single site, development plan and bifurcation of plot-**
 - (i) If the TPO accepts the drawing submitted for plot approval and the site inspection report being consistent with the details submitted by the applicant, the TPO shall recommend to the CEO of the Authority for sanction of the Single Site or Development Plan or Bifurcation of plot, as the case may be, and the CEO shall sanction such plot approval within the timelines specified in **Appendix-IX**;

- (ii) The Authority shall intimate the Applicant to pay the required fees (as specified in **Appendix-I**) for issuing the respective plot approval and to execute the Relinquishment Deed for the areas reserved for roads, park and open spaces and civic amenities, as the case may be, in favour of the authority; and
- (iii) The Authority shall issue the respective plot approval in **Form-V** after receiving the required fees from the applicant along with copy of the Relinquishment Deed.
- (b) **Layout plan-** Sanction and issuing of plot approval in case of layout is done in two stages, i.e., provisional layout approval and final layout approval, after following the additional process as under **rule 6. (6) (c)**
- (c) **Additional process involved in Layout approval-** The following additional process are involved for approval of layout, namely: -
 - (i) **Scrutiny of Layout Plan submitted-** If the site inspection report is consistent with the site plan submitted, the TPO shall scrutinize the layout plan submitted by the applicant, for compliance with the conditions/ standards prescribed in the various appendices of these rules and the guidelines notified by the government
 - (ii) **Scrutiny of Infrastructure Plans submitted-** If the layout plan is accepted empanelled professionals or the designated officers as notified by the Government, shall scrutinize the various infrastructure plans with reference to the conditions/standards prescribed in the various Appendices of these rules and the guidelines notified by the government; and
 - (iii) **Correction of deviation in Layout Plan or Infrastructure Plan-** (a) During the scrutiny of layout plan, if the TPO is of the opinion that the layout plan submitted is in deviation/violation of the conditions or standards prescribed in the respective Appendix of these rules or is not in accordance with the guidelines notified by the government, he shall submit his opinion to the CEO.
 - (b) Similarly, during the scrutiny of infrastructure plans, if the empanelled professionals or the designated officers as notified by the Government, is of the opinion that the Infrastructure plans submitted are in deviation or violation of the conditions or standards prescribed in the respective appendix of these rules or is not in accordance with the guidelines notified by the government, they shall submit their opinion to the CEO;
 - (c) If the CEO is satisfied with the opinion of TPO or the empanelled professionals or designated officers as notified by the Government, as the case may be, the CEO shall issue an endorsement to the applicant stating the reasons for corrections required and the professional on record who has prepared the respective drawings which requires corrections, may modify the same to rectify the deviations or violations stated by the TPO or the empanelled professionals or designated officers as notified by the Government, as the case may be and resubmit to the authority; and
 - (d) If the applicant has objections to the corrections required by the CEO, he shall appeal as under **rule-11**
 - (iv) **Sanction of Provisional Layout-** (a) if the layout plan as well as all the infrastructure plans submitted (with or without corrections) along with application are in order, the TPO shall recommend to the CEO for issuing provisional layout plan;
 - (b) the CEO or the authority shall sanction the provisional layout plan in **Form-VI** along with the layout plan and all other Infrastructure Plans, accordingly, within the timelines specified in **Appendix-IX**;
 - (c) CEO shall sanction the provisional layout plan for plots having extent upto ten acres and the authority shall sanction the provisional layout plan for plots having extent above ten acres;
 - (d) the authority shall intimate the applicant to pay the required fees (as specified in **Appendix-I**) for issuing provisional layout plan; and
 - (e) the CEO shall issue the Provisional Layout Plan after receiving the required fees from the applicant.
 - (v) **Application for revised Provisional Layout Plan-** If the applicant intends to obtain a revised provisional layout plan due to any issues arising while setting out the details provided in the provisional layout plan or due to any other reason, he shall apply for the

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sanction of a revised Provisional Layout Plan, along with the revised layout plan and/or the infrastructure plan along with payment of the required scrutiny fee;

- (vi) Sanction of revised Provisional Layout Plan-** (a) the TPO shall verify the details submitted in the revised plans with reference to the Interim Master Plan or the Master Plan, as the case may be, and the Zonal Regulations in force, the conditions or standards specified in these rules and the guidelines notified by the Government;
- (b) if the revised layout plan as well as all the infrastructure plans submitted along with application for sanction of revised layout plan is in order, the TPO shall recommend to the CEO of the authority for issuing revised provisional layout plan;
- (c) the CEO of the authority, or the authority, as the case may be, shall sanction the revised provisional layout plan in **Form-VI** along with the layout plan and all other infrastructure plans, accordingly, within the timelines specified in **Appendix-IX**;
- (d) the CEO shall intimate the applicant to pay the required fees (as specified in **Appendix-I**) for issuing revised provisional layout plan; and
- (e) the CEO shall issue the revised Provisional Layout Plan after receiving the required fees from the applicant.
- (vii) Pledging Building sites in favour of the Authority-** (a) the required number of building sites equivalent to the cost of developing infrastructure in the layout shall be earmarked in the provisional layout plan for pledging in favour of the Authority; and
- (b) the applicant, on intimation of the sanctioning of provisional layout plan or the revised provisional layout plan, as the case may be, by the CEO, shall execute a Deed of Pledge in the prescribed format for pledging the required building sites in the layout plan, as intimated by the CEO, in favour of the authority. The CEO shall issue the sanctioned provisional layout plan or the revised provisional layout plan only after the applicant submits the deed of pledging to the authority.
- (viii) Relinquishment of reserved areas-** The applicant shall execute the Relinquishment Deed in favour of the authority for relinquishing the areas reserved for roads, park and open space and civic amenities, marked in the approved provisional layout plan or revised provisional layout plan, as the case may be;
- (ix) Commencement Certificate for Layouts.-** The applicant shall apply for Commencement Certificate, along with the certified copy of the registered Relinquishment Deed, copy of the registered tripartite agreement between the applicant, the contractor/s who is/are undertaking the development works of the Layout, and the CEO of the authority, in the prescribed format, for maintaining the various Infrastructure provided in the layout, for the entire defect liability period and copy of the affidavit from the contractor in the prescribed stating that he shall maintain the infrastructure in good condition during the defect liability period. The authority, after verifying the application and the Relinquishment deed, shall issue Commencement Certificate in **Form-VII** permitting execution of works at site as per the provisional layout plan;
- (x) Execution of Development works at site for Layout and Maintenance contract during defect liability period.-** The applicant shall execute all the development works of the layout on site, including demarcating the sites for residential use, commercial use, non-residential use or industrial use, as the case may be and the areas earmarked for park and open space, civic amenities, public utilities, off street parking, etc., with required earth cutting and earth filling, retaining walls, as applicable and all the required infrastructure or public utilities as specified in the provisional or revised provisional layout plan, as the case may be, through the contractor who has executed the tripartite agreement and affidavit to maintain the infrastructure in good condition during the defect liability period;
- (xi) Completion Certificate for the Development Works-** The professionals on record to supervise the execution of development works of the layout on site, shall issue a Completion Certificate to the authority stating that the development works of

the layout have been executed under the approved provisional layout plan (layout plan and infrastructure plans);

(xii) Certification of Development Works- On execution of all development works at site as per the provisional layout plan, the applicant shall intimate the authority regarding the same, along with the Completion Certificate issued by the professional on record. On receiving intimation from the applicant, the CEO shall get the development works executed at site, certified by the agencies notified by the government after inspection of site and the agencies shall submit the site inspection report and certification of development works (as detailed in **Appendix-X**), to the authority in **Form- VIII**;

(xiii) Action in case of discrepancy in site inspection report.- (a) if the site inspection report submitted by the agencies notified by the government, contradicts the Completion Certificates issued by the professionals on record, the CEO shall issue an endorsement to the applicant stating the discrepancy and the applicant and the professional on record for supervising the execution of development works, shall make necessary rectifications in the development works at site, as required in the endorsement and intimate the authority; and

(b) on receipt of intimation from the applicant, the CEO shall get the site inspection done from the selected empanelled professional or the designated officers as notified by the Government, to verify whether the development works have been rectified at site as intimated in the endorsement and submit site inspection report to the authority, in **Form-IX**.

(c) if the site inspection report states that the rectification works done are not as intimated in the endorsement, the CEO shall repeat the process stated in (a) and (b) above. If the site inspection report states that the rectification works are done as intimated in the endorsement, the CEO shall intimate the applicant to submit the drawing of the layout plan and all infrastructure plans as executed on site.

(xiv) Submission of as-Built Plan- (a) on execution of all development works on site including the rectification works done as per the endorsement of the authority;

(b) the applicant shall submit As-built-drawing of the layout plan and all infrastructure plans as executed on site, along with Application for issuing final layout plan in **Form- X**;

(c) the affidavit submitted along with the application shall also state that the applicant shall be responsible to maintain all the infrastructure including roads in good condition (by undertaking periodic maintenance) for the defect liability period of five years; and

(d) the index for the As-built drawings shall be in the format prescribed in **Appendix-XI A**

(xv) Final Layout Plan- (a) the TPO shall verify the details submitted in the As-built drawing with reference to the Approved Provisional or Revised Provisional Layout Plan and the inspection report submitted by the empanelled professional or the designated officers as notified by the Government and if the As-built drawing is as per the Provisional or Revised Provisional Layout Plan, as the case may be, the TPO shall recommend to the CEO of the Authority for issuing final layout plan;

(b) the CEO of the Authority or the Authority, as the case may be, shall sanction the Final layout plan accordingly and execute a release deed for releasing the pledged building sites, within the timelines specified in **Appendix-IX**;

(c) the CEO shall intimate the Applicant to pay the required fees (as specified in **Appendix-I**) for issuing Final Layout Plan; and

(d) the CEO shall issue the Final Layout Plan in **Form- XI** after receiving the required fees from the Applicant.

7. Monitoring during defect liability period- (1) the CEO shall monitor the quality standards of the entire infrastructure provided by the Developer in the layout during the defect liability period. For this purpose, the CEO shall get periodic site inspection (at least once a year) done from the selected Empanelled Professional or the designated officers as notified by the Government, who shall

submit inspection report which shall be recorded in a register in the prescribed format;

- (2) in the event of any sub-standard quality or defects observed in any of the infrastructure, during inspection, the CEO shall issue endorsement to the Owner or Promoter (specifying the details of defect or sub-standard quality) to rectify such defects within fifteen days of receiving the notice;
- (3) if the Owner or Promoter does not rectify the defects within the stipulated period, the CEO shall initiate legal action against the Owner or Promoter as specified in the affidavit submitted by the Owner or Promoter; and
- (4) the CEO shall also conduct site inspection and initiate action as mentioned above, based on any complaints received from the purchasers of sites in the layout or from the Local Authority regarding the sub-standard quality/defects in any of the Infrastructure provided by the Owner or Promoter in the layout.

8. Validity of Sanction of Provisional Layout Plan- (1) The Provisional Layout plan sanctioned shall be valid for a period of Two Years, within which period the Applicant has to complete the works on site and apply for Final Layout Plan in **Form- X**. If the Applicant is not able to complete the works in two years from the date of sanction of Provisional Layout Plan, the Applicant may apply for extending the validity of the sanctioned Provisional Layout Plan, in **Form- XII** for a further period of two years by paying the required fees specified in **Appendix-I**;

- (2) If the works on site does not commence within the initial validity period of two years, the validity of the sanctioned Provisional Layout plan shall not be extended and the Applicant shall apply for new sanction of layout plan as per the prevailing rules at that time; and
- (3) The CEO shall ascertain the commencement of works on site before extending the validity of the sanctioned Provisional Layout Plan.

9. Execution of Infrastructure works by the Authority- If the applicant fails to develop the infrastructure in the layout within the permitted timelines as specified in **rule-8**, the authority shall develop the same from the funds generated by selling the mortgaged building sites, through public auction. The sale proceeds received from the sale of such plots shall be maintained in the escrow account and the excess amount, if any, available after developing the infrastructure, shall be paid back to the applicant;

10. Action in case of violation of sanctioned plot approval

- (1) **CEO to serve notice-** If any person does any work in contravention of the sanctioned plot approval, or undertakes any works without obtaining plot approval, the CEO shall serve a notice in writing, upon the person concerned calling upon him to show cause why he should not be directed-
 - (a) to remove or pull down the work or;
 - (b) to restore the land to its original condition; and
 - (c) The notice shall specify a date not earlier than seven days from the date of its service for hearing the case.

(2) **Enquiry to be held by the CEO-** Any representations which may be made by or on behalf of the person served with the notice on the date as specified under **rule-10(1)** which may be received on or before such date, shall be considered. Minutes shall be kept of the inquiry so held and the decisions arrived at in such enquiry shall be reduced to writing together with the reasons for the same;

(3) **Action to be taken by the Authority-** Based on the enquiry conducted, the Authority shall take suitable action as prescribed in the rules framed under Section 76 F and Section 76 FFF of the Act; and

(4) **Expenses incurred by the Authority-** Any expenses incurred by the Authority to act as per **rule 10(3)** shall be recovered from the person in default as if they were arrears of land revenue.

11. Appeal against the decision of the CEO- (1) **Appeal to first Appellate Authority-** Any person aggrieved by the decision taken by the CEO under rule 6(2) or 6(3) or 6(4) or 6(5) or 6(6)(c)(iii)(c) or 6(6)(c)(xiii)(a) he may appeal to the first Appellate Authority mentioned in Table below within one month of receiving the orders of the CEO;

Table

Sl. No.	First Appellate authority	Jurisdiction
1	The Metropolitan Commissioner, Bengaluru Metropolitan Region Development Authority	Development Authorities and Planning Authorities within the Bengaluru Metropolitan Region
2	The Additional Director of Town and Country Planning, Zonal Office, Dharwad	Urban Development Authorities of Dharwad and Gulbarga Division and other Planning Authorities and Municipal Planning Authorities in Dharwad division
3	The Additional Director of Town and Country Planning, the Karnataka State Town Planning Board	Urban Development Authorities of Bengaluru and Mysuru Division
4	Joint Director of Town and Country Planning, of the respective Divisional offices of the Department of Town and Country Planning	Planning Authorities and Municipal Planning Authorities in the respective division

(2) **Orders to be passed by the First Appellate Authority-** the First Appellate Authority, as specified above, may after giving a reasonable opportunity of being heard, to the appellant and the CEO of the Authority, pass such order as it deems fit, within sixty (60) days from the date of receipt of such appeal; and

(3) **Appeal to second Appellate Authority-**(a) any person aggrieved by the decision made by the First Appellate Authority, may within thirty days from the date of such decision, appeal to the second Appellate Authority, the Director of Town and Country Planning appointed under section 3 of the Act; and

(b) the second Appellate Authority, as specified above, may after giving a reasonable opportunity of being heard, pass such order as it deems fit, within sixty days from the date of receipt of the such appeal.

12. Manner of recovery of sum due to the authority- The sum due to the authority under section 17 of the Act, may be recovered from the person/s in default, as if they were arrears of land revenue.

13. Areas to be relinquished to the Authority-

(1) **Area to be relinquished for approval of Development Plan and Layout-** Portions of the plot shall be reserved for roads, park and open spaces and civic amenities as follows for sanctioning of development plan approval and layout approval which shall be relinquished to the authority free of cost without claiming any form of compensation (including DR), -

- area for roads- Roads of the required width specified in **Appendix-IIA** shall be provided in case of Development plan and Layouts;
- area for park and open space - 15% of the total extent of plot (excluding the portion surrendered for widening the approach road to the plot). The minimum extent of area reserved for park and open space in one block shall not be less than 450Sq.m or 15% of the total extent of the plot, whichever is less;
- area for Civic Amenities (or Area for public parking, as decided by the Authority, in case of non-residential Layout or Integrated Township or Development Plan)- 5% of the total extent of plot (excluding the portion surrendered for widening the approach road to the plot). The minimum extent of area reserved for Park and Civic Amenities in one block shall not be less than 225Sq.m or 5% of the total extent of the plot, whichever is less;

- (d) area for Master Plan roads – 5% of the total extent of plot (excluding the portion surrendered for widening the approach road to the plot) for land bank for compensation to the land owners who have lost land for roads earmarked in the Master Plan.
- (e) park and open space of the Master Plan, falling within the plot shall be earmarked for that purpose only and shall be considered towards the minimum extent to be earmarked for park and open spaces for approval of plot;
- (f) public and semi-public land use of the Master Plan is falling within the plot shall be earmarked for that purpose only and shall be considered towards the minimum extent to be earmarked for civic amenity for approval of plot; and
- (g) space for public utilities provided in a Layout shall also be considered towards the minimum extent to be earmarked for civic amenity for approval of plot.

(2) **Relaxation in areas to be reserved for Park and Open Spaces and Civic Amenities-** If 50% of the total area of the layout is not yielded as building sites, due to the incorporation of the Master Plan roads in the layout (other than the portion of the plot surrendered for widening of the approach road to the layout), then relaxation may be given in the area reserved for Park and Open Spaces and Civic Amenities, to achieve upto 50% of the total area as building sites.

(3) **Extent of layout permitted for Building Sites-** After providing roads of the required width, the extent of areas required for park and open space, civic amenities and the area for Master Plan roads, as prescribed in these rules, the remaining extent of the layout shall be permitted to be used as building sites in the layout.

(4) **Stage of relinquishment of areas reserved for roads, park and open spaces and civic amenities etc., to the Authority-** In case of approval of Single Site, bifurcation of plot and development plan, the applicant shall execute the Relinquishment Deed of the portion of plot to be surrendered, wherever applicable as per these rules, in favour of the authority, on intimation from the authority regarding sanction of plot approval. The authority shall issue the sanctioned plot approval to the applicant, in such cases, only after the applicant submits the certified copy of the Relinquishment Deed to the authority:

Provided that in case of approval of Layout, the applicant shall execute the Relinquishment Deed in favour of the Authority, after the Authority issues provisional layout plan or revised provisional layout plan, as the case may be, but before commencing the execution of development works at site.

(5) **Leasing of relinquished areas to owners' association-** The areas relinquished to the authority for park and open spaces and civic amenities in a development plan shall be leased to the owners' association of the building/s, free of cost, for developing and maintaining the park and civic amenities, in case of group housing and the area relinquished for park and open spaces shall be leased to the owner's association in case of other developments:

Provided that if such areas leased to the owner's association are used for any purpose other than the designated uses, the authority shall demolish such uses/developments and take back the possession of the area by cancelling the lease.

14. General conditions for Approval of plot- The following general conditions shall be followed while applying and sanctioning plot approval, namely:-

(1) **Access to plot and surrendering portion of plot required for widening of approach road-**

- (a) the plot proposed for developing layout shall have an access from an existing public road or street of not less than 9.0 m in width and in case of Hilly areas, the proposed width of the road abutting the plot shall be 9.0 m; and
- (b) the portion of the plot required for widening such approach road (as proposed in the Master Plan or as proposed by the local authority) shall be surrendered to the authority free of cost without claiming any compensation (including DR).

(2) **Land Use of Approved plot-** The land use permitted for different types of approved plots shall be as follows,-

- (a) The land use of the approved Single Site or Development Plan shall be in conformity with the proposals of the Interim Master Plan or Master Plan and Zonal Regulations, in force;

(b) The land use of an approved bifurcated plot shall be same as the land use of the original plot before bifurcation; and

(c) The land use of the Building sites in a layout shall be the land use specified in the approved layout.

(3) **Bifurcation of plot by road of Master Plan.**-If the plot gets bifurcated by virtue of providing the road or natural features of the Master Plan or village map, then approval of plot shall be accorded for the full extent of the plot considering the bifurcated portions as part of the same plot and development shall be permitted in both the bifurcated portions, considering the total extent of plot, but the front setback shall be provided from the road, which has bifurcated the plot, in addition to the front setback from any other road proposed in the plot or abutting the plot.

(4) **Amalgamation of plots**-(a) sanction for development of amalgamated plots/sites shall be given considering the amalgamated sites as a single plot or site, with reference to the new dimension and area of the amalgamated plot or site;

(b) the owners of all the plots proposed to be amalgamated to form a single plot, shall enter into a Memorandum of Understanding in the prescribed format which shall be submitted to the Authority for obtaining approval of plot (for the amalgamated plots); and

(c) The fees payable for amalgamation of plots shall be as specified in **Appendix-I**.

(5) **Before approval of plot.-**

(a) Any number of plots having absolute ownership may be amalgamated as a single plot;

(b) Plots having different land uses may be amalgamated into single plot. However, if park and open spaces, roads, public and semi-public or agricultural zones outside the conurbation area are part of the amalgamated plot, then the uses permitted in these zones only shall be developed in such portions of the plot by actual measurement, with respect to Master Plan drawings;

(c) if any portion of the amalgamated plots has been relinquished free of cost for road widening (without claiming monetary compensation or DR), then the regulations applicable for the land use of the plot abutting the road shall be applicable for the entire amalgamated plot (except for the land uses for the portions falling under agricultural zone outside the conurbation area, park and open spaces, roads, public and semi-public) and in other cases of amalgamation, the regulations applicable for the lower land use among the amalgamated plots shall only be permitted; and

(d) Amalgamation shall not be considered where Residential, Commercial and Industrial sites are owned by private individuals who are under lease agreement allotted by the statutory bodies.

(6) **For building sites in approved layout.**-Any two approved building sites may be amalgamated as a single plot for developing buildings except building sites reserved for EWS category.

(7) **Sub division of approved plot**-(a) after obtaining Approval of plot, if the owner of the plot desires to further sub divide the plot (for bifurcation or formation of layout), he shall obtain necessary approval as per these rules; and

(b) if the required portion of the plot is relinquished for park and open space and civic amenities at the time of obtaining approval of plot, then additional area need not be reserved for the same while sub-dividing the plot thereafter.

(8) **No Objection Certificate (NOC) from other Departments**-(a) wherever applicable, NOCs from different agencies and departments under respective statutes, rules, regulations and notifications shall be obtained by the Authority, before approval of plot is accorded; and

(b) The Applicant shall submit a common application to the Authority for obtaining the required NOCs and Approval of Plot, along with all relevant documents necessary for obtaining the NOCs.

(9) **Usage of Buffer Areas**-areas to be earmarked as buffers as specified in these rules shall be incorporated in the drawings prepared for approval of Plot. Such buffer areas shall be reckoned as areas under park and open spaces, wherever area has to be reserved for park and open space;

the standards for buffer areas to be provided in various cases such as buffers for HT lines, (High Tension Electric lines) natural storm water drains and other water bodies, Archaeological and other Monuments, etc., falling within the plot proposed for approval of plot shall be as prescribed by the Government from time to time.

- (10) **Use of Kharab Land**-In case of any Kharab land falling within the plot for which approval of plot is sought, the applicant shall obtain the required order from Revenue Department for grant of A-Kharab land in his favour, or else, the same shall be vested with the Government. B-Kharab land is Government Land and shall vest with the Government only.
- (11) **Provision for Affordable Housing**-The Land area or Floor Area, as the case may be, to be reserved for affordable housing including EWS housing, while approving layouts or Development Plans as per these rules, shall be provided as prescribed in the respective regulations notified by the Government.
- (12) **Provision for deemed approval**-(a) If the CEO of the Authority or the Authority, as the case may be, fails to accord approval for plot as per these rules, within the timelines specified in **Appendix-IX**;
 (b) the applicant shall inform the CEO or the Authority, as the case may be, in writing, stating that the approval has not been issued as per the timelines specified in **Appendix-IX**;
 (c) on receiving such intimation from the applicant, if the CEO or the authority, as the case may be, fails to accord the concerned approval of plot, or take necessary action as per these rules, within seven days, such approval of plot (provisional layout plan or final layout plan, as the case may be) shall be deemed to have been accorded, subject to the applicant adhering to all the standards or conditions prescribed in these rules; and
 (d) in such an event, the applicant shall submit an affidavit to the authority stating that drawings and details submitted by him/her for obtaining approval (for which approval is deemed to have been approved), are prepared as per the provisions of these rules, Zonal Regulations and all other applicable laws and he/she would execute the works as per such laws and he/she shall be responsible for any violations or deviations.
- (13) **Approval of plot having existing buildings.**- In case of additional developments or alterations proposed in plots having existing buildings, plot approval as per these rules have to be obtained. If such developments are proposed on the existing buildings only, areas need not be reserved for park and open spaces and civic amenities.
- (14) **Registration of Stake Holders**-(a) The owner or promoter proposing to apply for Approval of plot and the professionals on record for preparing the various drawings for approval of plot, professionals on record to supervise the execution of works at site, in case of layouts, shall register themselves with the Local Authority (having jurisdiction of the plot) as prescribed in the Building Bye-laws; and
 (b) only such registered persons shall be permitted to apply as well as undertake the various activities specified in these rules, for approval of plot.
- (15) **Omission of Rules of Karnataka Planning Authority Rules 1965-**
 (1) Rule-36 of Karnataka Planning Authority Rules, 1965 shall be omitted.
 (2) Rule-37A(2) of Karnataka Planning Authority Rules, 1965 shall be omitted.
 (3) Form-VIII present under Rule 37 A(2) of Karnataka Planning Authority Rule, 1965 shall be omitted.

By Order and in the name of the Governor of Karnataka,

NAGARAJ

Under Secretary to Government,
Urban Development Department.

APPENDIX - I

[See rule 4(5), 4(10), 4(14), 6(1), 6(6)(a)(ii), 6(6)(c)(vi)(d), 6(6)(c)(xv)(c), 8(1) 14(4)(c)]

Different fees payable for the various types of approval of plot

The following fees applicable for the various types of plot approval shall be prescribed by the Authority or the Government time to time

- (a) Scrutiny fees to be paid along with the application for the various types of plot approval (single site, development plan, bifurcation of plot, layout);
- (b) Fees for amalgamation of plot;
- (c) Fees for approval of plot (single site, development plan, bifurcation of plot, provisional layout plan, revised provisional layout plan, final layout plan);
- (d) Fees for extension of validity of provisional layout plan;
- (e) Fees payable under Section 18; and
- (f) Any other fees or cess as notified by the Government.

APPENDIX-II A

[See rule 4 (7) , 4(17)(a),13(1)(a)]

Standards or Conditions for roads in Layout

- (1) The roads in the layout shall be classified based on the hierarchy as detailed in the standards for Integrated Township;
- (2) The road width for different lengths of roads in the Layout shall be as per the table below;

Sl. No.	Type of road	Width of road (m)	Maximum length of road (in metres)	
			Plains	Hilly Areas
1.	Cul-de-sac	6.0	Upto 50.0	Upto 75.0
		7.5	Upto 75.0	Upto 100.0
		9.0	Upto 100.0	Upto 150.0
2.	Residential roads	6.0	Upto 30.0	Upto 50.0
		7.5	30.0 to 100.0	50.0 to 150.0
		9.0	100.0 to 250.0	150.0 to 350.0
		12.0	250.0 to 400.0	350.0 to 500.0
		15.0	400.0 to 600.0	500.0 to 750.0
		12.0	Upto 250.0	Upto 350.0
3.	Commercial roads	15.0	250.0 to 500.0	350.0 to 600.0
		18.0	500.0 to 750.0	600.0 to 1000.0
		24.0	750.0 to 1250.0	1000.0 to 1500.0
		30.0	Above 1250.0	Above 1500.0
		15.0	Upto 300.0	Upto 500.0
		18.0	300.0 to 500.0	500.0 to 750.0
4.	Industrial roads	24.0	500.0 to 750.0	750.0 to 1000.0
		30.0	Above 750.0	Above 1000.0

- (3) Residential roads are those where the abutting plots are of residential use;
- (4) Commercial roads are those where the abutting plots are predominantly of commercial or other non-residential use;
- (5) Cul-de-sac shall be permitted only for residential roads, provided that such roads are straight roads and the end of cul-de-sac is at a higher level than the level at the starting point of the dead-end road;
- (6) Turning radius of preferably 9m, but not less than 7.5m shall be provided at the cul-de-sac end;
- (7) The existing road width and proposed road width in the layout shall be considered as same for the application of Zonal Regulations;
- (8) Roads having width of 18.0m and above shall be considered as commercial roads, even in a Residential layout;
- (9) For intersection of roads meeting at right angles as well as other than right angles, minimum rounding off treatment of driveway shall be done as approved by the authority of DTCP;

- (10) The cross-section of roads of various widths shall be as approved by the authority of DTCP;
- (11) The Vertical alignment of the roads in plains shall not be steeper than 1 in 30 and in hilly areas, not steeper than 1 in 15. Due to the difference in ground level of plots, if the plots cannot be approached from the abutting road proposed in the slope mentioned above, the slope of roads in plains can be permitted upto 1 in 15 and in hilly areas, upto 1 in 8;
- (12) The specifications of the various components of the roads shall be as per specified in the applicable SR published by PWD; and
- (13) The layout plan submitted shall establish proper connectivity of the roads of the layout, to the road network in the circulation map, due to the following situations.
 - (i) Possibility of connecting a road in the layout to any other existing road abutting or in close proximity of the layout. In such cases, the width of the road in the layout shall be as per the hierarchy derived for the road when it gets connected to the neighbourhood road;
 - (ii) Possibility of a road in the layout continuing through the adjoining properties to connect to any of the roads in the circulation map; and
 - (iii) Requirement of connecting any landlocked properties abutting the proposed layout, through the road/s in the layout.

APPENDIX-II B **[See rule 4(17)(c)]**

Standards or Conditions for Cross-section of storm water drains in Layout

The following standards and conditions shall be adopted while designing and executing Storm Water Drains;

- (1) Finalise the formed ground levels of entire layout including the levels of the roads;
- (2) Locate the positions of the storm water drains, both for road side drains and main drains, for achieving proper draining of water within the layout and to connect to the main drains outside the layout;
- (3) The cross-section of each segment of the drain (road side drain and main drain) shall be calculated based on the following criteria;
 - (a) The rainfall of the region;
 - (b) Soil porosity (percolation of water into ground);
 - (c) the extent of catchment area of each segment of the drain for surface runoff;
 - (d) the quantity of water flowing from the upstream of the segment; and
 - (e) The longitudinal slope of the drain.
- (4) Typical cross section of the road side drain (without adjacent services duct) shall be approved by the authority of DTCP; and
- (5) Typical cross section of the road side drain (with adjacent services duct) shall be as approved by the authority of DTCP;

APPENDIX-II C **[See rule 4 (17)(d)]**

Standards or Conditions for Building Sites in Layout

The following standards and conditions shall be adopted while laying out Building Sites in a layout;

1. All Building sites have to be of regular size and shape, except the sites abutting the existing outer boundary of the Layout. Exemption shall be provided in hilly areas due to the undulating terrain of the layout, if any.
2. Minimum size of a residential Building site shall be of 54.00Sq.m, except for EWS housing.
3. The frontage of a residential Building site shall be of 6.0 m, except for EWS housing.
4. Minimum size of a non-residential Building site shall be of 108.00Sq.m.
5. The frontage of a non-residential Building site shall be of 9.0 m.
6. Minimum size of a commercial Building site shall be of 216.00Sq.m.
7. The frontage of a commercial Building site shall be of 12.0 m.
8. 3% to 5% of the total extent of plot proposed for Layout approval shall be permitted to be allotted as building sites for commercial use

APPENDIX-II D
[See rule 4 (17)(e)]

Standards or Conditions for Space requirements for public utilities in Layout

Provisions for the following Public Utilities have to be made in the Layout after assessing the required capacity of each of such Public Utility as specified in the respective Appendix of Infrastructure drawings or as prescribed by the Competent Authority;

1. Water supply system;
 - a) OHT, GLSR and Pump house;
 - b) Fresh water filtration plant (if required); and
 - c) Rain water harvesting system
2. Sewerage system;
 - a) STP, storage tanks and Pump house (if required);
3. Power supply system;
 - a) Transformer yard and Sub Station; and
 - b) Generator

APPENDIX-II E
[See rule 4(18)]

Additional Standards or Conditions for Integrated Township

The following additional standards / conditions shall be applicable for the development of Integrated Township, over and above those provided in Appendix II A;

1. The minimum extent of property for the development of Integrated Township is 25 Ha. Multiple land parcels, each not less than 10 Ha. of contiguous lands, interconnected by existing or proposed roads, bridges, ROB/RUB etc. can be part of a single Integrated Township if the total extent of such land parcels is 25 Ha. If the roads, bridges, ROB/RUB etc. are proposed to interconnect the different land parcels, the development of such roads, bridges, ROB/RUB etc. shall be undertaken as part of the Integrated Township and approval shall be given accordingly.
2. The minimum proposed width of the approach road to an Integrated Township shall be 18m with an existing width of 12m.
3. Integrated Township shall be permitted for all lands irrespective of the land use prescribed in the Master Plan. However, if any Park and Open Space, Public and Semi-public area designated in the Master Plan falls within the proposed area of the Integrated Township, the same extent of land has to be maintained as park and open space and public and semi-public area in the proposed Integrated Township and such extent shall be reckoned as part of the areas to be reserved for park and open space and civic amenities for the Integrated Township as per these rules.
4. Maximum non-residential use permitted shall be only upto 50% of the area available for building sites. In case of Industrial Township, Industrial and other non-residential uses shall be permitted upto 70% of the area available for building sites subject to fulfilling all the requirements of the Competent Authority.
5. Collective fencing of groups of residential plots along with the approach roads to such plots (other than the Arterial and Collector roads in the Township) and park and open spaces (proportionate to the areas of such group of residential plots in the Township) to form gated communities shall be permitted within Integrated Township.
6. If the infrastructure of the Township, including roads are permanently maintained by the Township Owners Association or any other legal entity, the areas relinquished to the Authority for roads, park & open spaces and civic amenities in the Integrated Township shall be leased to the Owners Association or the Legal Entity maintaining the infrastructure of the Township, free of cost for developing and maintaining the park and civic amenities in the Township, if the Authority or the Government do not have any specific requirement of developing any civic amenities in such reserved areas of the Township.
 If such areas leased to the Owners Association or the legal entity maintaining the infrastructure of the Township are used for any other purpose other than the designated uses, the Authority shall demolish such uses/developments and take back the possession of the area by cancelling the lease.
7. NOCs of Karnataka Pollution Control Board and MOEF has to be obtained for the Township as applicable. In case of High-rise buildings, in a Township, NOCs from the concerned departments have to be obtained as specified in the Zonal Regulations.

8. FAR and Ground coverage shall be calculated for individual building sites or calculated for the total extent of the Township excluding the area reserved for roads and civic amenities.
9. If the FAR and ground coverage is calculated for the total extent of the Township, excluding the areas reserved for roads and civic amenities, the FAR may be distributed across the building sites in the township. In such cases, approval of Development Plan of the Township showing the following details have to be obtained.
 - a. Circulation Map – A map showing Road Hierarchy (along with the calculations for deriving the road hierarchy), intersection details and road width (based on the road hierarchy or as per Appendix II A, whichever is higher).
 - b. Land Use Analysis – A plan showing roads, park and open spaces (including buffers) and other land uses. The plan shall also show the green
 - c. Building footprint plan – A plan showing the coverage of buildings and setbacks, schematic section of all the buildings showing the no. of floors including the basement floors and height of the buildings with reference to the ground level contiguous to the building or the road level, as the case may be. The plan shall also show the green cover in the Township, which has to be a minimum of 33% (including the areas reserved for park and open spaces).
 - d. Summary statement of floor area and construction area of the buildings and areas required for calculating the two-wheeler and four-wheeler parking requirements for all the buildings and the details of parking requirements.
10. Licence and Occupation Certificate shall be issued for individual buildings, if the FAR consumed and parking provisions are made for such buildings as mentioned in the Development Plan. If there is any deviation, revised Development Plan has to be obtained from the Authority before issuing Licence or Occupation Certificate, as the case may be.
11. Park and Open spaces and all services to the buildings shall be developed proportionate to the building and other developments made in the Township, before issuing Occupation Certificate to the buildings.
12. If additional land has to be added to the Integrated Township for which permission has already been obtained, revised approval of Integrated Township along with Development Plan, including the portion of land to be added, has to be obtained from the Authority.
13. The Authority may acquire any land required for development as part of Integrated Township, upto 15% of the total extent proposed for the Township development, if the authority is convinced that the acquisition of such lands is necessary for the proper development of the Township. The Authority shall put sincere efforts to mediate between the owners of such lands and the promoter of Integrated Township to include the land in the township project by entering into Joint Development Agreement between the Land Owners and the Promoter, as per the terms and conditions prevailing in the market and only if such efforts fail, shall the Authority proceed with the Acquisition process of such lands. The Authority shall provide such acquired lands for the development of the Township by participating in the development as owner of such lands, in public interest, after negotiation with the Promoter of the Township and entering into Joint Development Agreement.

APPENDIX- III A

[See rule 4(20)(a)]

Details to be contained in Site Plan for Single Site Approval

The Site Plan submitted for Single Site Approval shall be prepared in a legible scale, preferably of 1:200 or 1:500 with plan oriented in North-South direction. The drawing shall contain the following details, namely:-

- (a) All site boundaries with dimensions, by superimposing the survey sketch issued by Revenue Department and the survey sketch prepared by conducting physical survey of plot using Total Intelligent Station. Atleast 3 boundary points of both the sketches should match when superimposed. The innermost boundaries of the plot derived by superimposing both the sketches shall be considered as the boundary of the plot and the area of the plot within such boundary shall be considered as the extent of the plot as existing at site;
- (b) Extent of plot, which shall be lesser of the extent as per document or as existing at site (as derived from clause 'a' above);
- (c) All roads abutting the plot with existing width, proposed width and center line of the road. The road widening line and building line, if any, shall be marked on the plot, if applicable, showing the portion of the plot required for road widening;
- (d) Portion of Plot to be reserved for Park and Open Spaces and Civic Amenities, if required, as per these rules;

- (e) Land use as per Master Plan and the permitted land use as per Zonal Regulations;
- (f) Contours of the plot at 1m. intervals along with the levels of the adjoining plots and of the abutting roads;
- (g) Location with dimensions and extent of Kharab lands within the plot;
- (h) Location of roads of the Master Plan passing through the plot, if any;
- (i) Location of all natural features such as trees, water bodies (including wells, ponds, storm water drains, etc.) quarries including buffer area, etc;
- (j) Location of city level sewerage and H.T. lines passing through the plot including buffer area;
- (k) Railway lines within 30m of the boundary;
- (l) Ground coverage, number of floors, floor area, occupancy and car parking details of existing buildings, if any;
- (m) Eligible FAR (both permissible and premium) of the plot;
- (n) Eligibility for relaxation of setbacks as Irregular Plot; and
- (o) Index of drawing as specified in **Appendix-XIB**.

APPENDIX-III B **[See rule 4(20)b)]**

Details to be contained in Site Plan for Development Plan Approval

The Site Plan submitted for Development Plan Approval shall be prepared in a legible scale, preferably of 1:200 or 1:500 with plan oriented in North-South direction. The drawing shall contain the details to be contained in the site plan for single site approval specified in **Appendix-III A**; Index of drawing as specified in **Appendix-XIC**- The following additional details shall be contained in the Site Plan for Development Plan, namely:-

- (a) Land use analysis – details of extent of plot reserved for road widening, park and open space, civic amenities and other land uses along with percentage of extent (net extent after deducting the portion for road widening) for each of them;
- (b) Building particulars – details of ground coverage of building/s, setbacks provided, schematic section of building/s showing the number of floors including basement floors and height of building/s, ground levels contiguous to the building/s and the alignment and width of the internal means of access, if any; and
- (c) Summary statement – statement showing details of number of floors, height of building, ground coverage, FAR and Floor Area and vehicular parking of each building along with the total. Statement shall show the required or allowed limits as per Zonal Regulations and the details provided.

APPENDIX-III C **[See rule 4(20)(c)]**

Details to be contained in Site Plan for Approval of Bifurcation of Plot

The Site Plan submitted for Approval of Bifurcation of Plot shall be prepared in a legible scale, preferably of 1:200 or 1:500 with plan oriented in North-South direction. The drawing shall contain the details to be contained in the site plan for single site approval specified in **Appendix-III A**; Index of drawing as specified in **Appendix-XID**- The following additional details shall be contained in the Site Plan for Development Plan, namely:-

Details of the bifurcated plot/s, which is/are proposed for change of ownership or development.

APPENDIX-III D **[See rule 4(20)(d)]**

Details to be contained in Site Plan for Approval of Layout

The Site Plan submitted for Approval of Layout shall be prepared in a legible scale, preferably of 1:200 or 1:500 with plan oriented in North-South direction. The drawing shall contain the details to be contained in the site plan for single site approval specified in **Appendix-III A**; Index of drawing as specified in **Appendix-XIE**1

APPENDIX-IV
[See rule 4(20)(e)]

Details to be contained in Key Plan for Approval of Layout

Key plan submitted for layout approval shall be prepared in a legible scale showing the location of the plot in the Master Plan containing the following features within 1 Km around the plot, namely: -

- (a) Location of all existing and proposed roads of the Master Plan mentioning the existing and proposed width and hierarchy of roads;
- (b) Location of all existing Storm Water Drains and other water bodies;
- (c) Location / Alignment of overhead or underground HT power supply lines(High Tension Electric lines);
- (d) Location / Alignment of sewerage system of ULB; and
- (e) Index of drawing as specified in **Appendix-XIE2**.

APPENDIX-V
[See rule 4(20)(f)]

Details to be contained in Layout Plan for Approval of Layout

A layout plan submitted for approval shall be prepared in a legible scale, preferably in 1:200 to 1:500, but not less than 1:1000 scale. The layout plan shall contain the following details, namely;

- (1) Approach road/s to the plot with its existing and proposed width and hierarchy;
- (2) Laying of roads within the layout, including the roads of the Master Plan, if any, with road numbering, length of the road, width of the road and hierarchy;
- (3) Area reserved for Park and Open Spaces;
- (4) Sites earmarked for Civic Amenities;
- (5) Building Sites earmarked for residential use, commercial use, other nonresidential use and industrial use, as the case may be;
- (6) On-street or off-street parking details, if any;
- (7) Location of Public Utilities provided, if any; and
- (8) Index of drawing as specified in **Appendix-XIE3**

Note: Dimension of the boundaries of all types of sites and the area earmarked for Park and Open Spaces, Civic Amenities, Public Utilities, Street parking and any other areas in the layout shall be mentioned.

APPENDIX - VI A
[See rule 4(20)(g)(i)]

Details to be contained in Drawing showing ground levels of Layout

- (i) Layout plan superimposed on existing contour map of the plot proposed to be developed as a layout;
- (ii) Formed ground levels of the roads (levels to be mentioned at all intersections and at a minimum of two intervals between the intersections or at 100m intervals, whichever is less) and that of all sites including the area reserved for park and open spaces, civic amenities and public utilities (levels to be mentioned at all corners of sites);
- (iii) Required number of cross sections of the layout (not more than 25m intervals, if the natural ground level difference of the total plot is more than 20m, not more than 50m intervals, if the natural ground level difference of the total plot is more than 10m, not more than 100m intervals, if the natural ground level difference of the total plot is more than 5m and not more than 250m intervals, if the natural ground level difference of the total plot is less than 5m) showing the details of earth cut and fill and details of retaining wall proposed to be constructed;
- (iv) Details of retaining walls (section showing all details) proposed to be constructed at various places across the layout (locations of various types of retaining walls to be marked on the plan; and
- (v) Index of drawing as specified in **Appendix-XIF1**.

APPENDIX – VI B
[See rule 4(20)(g)(ii)]

Details to be contained in Drawing showing road network of Layout

The following details to be contained in drawing showing network of layout, namely:-

- (i) Carriageway, median, walkways, cycle tracks etc;
- (ii) Pedestrian facilities;
- (iii) Storm water drains;
- (iv) Intersection details including angle of intersection, lane width at intersection of free left lanes, signaling, roundabout, kerb radius etc;
- (v) Any other streetscape;
- (vi) Street lighting;
- (vii) Bus bays and bus shelters;
- (viii) Cross sections of ROW of roads of different widths, showing the existing ground level and the formed road level;
- (ix) Longitudinal sections of roads showing the levels of abutting sites on both sides, showing the existing ground level and the formed road level, if the vertical slope of the road is steeper than 1:15; and
- (x) Index of drawing as specified in **Appendix-XIF2**.

APPENDIX – VI C
[See rule 4(20)(g)(iii)]

Details to be contained in Drawing showing water supply network of Layout

The details to be contained in drawing showing water supply network of layout, namely:

- (i) Pipeline network across the layout including high-side connectivity to all sites;
- (ii) Treatment plant, overhead tank (OHT), ground level storage reservoir (GLSR); and
- (iii) Index of drawing as specified in **Appendix-XIF3**;

APPENDIX – VI D
[See rule 4(20)(g)(iv)]

Details to be contained in Drawing showing Sewerage network of Layout

The details to be contained in drawing showing sewerage network of layout, namely:-

- (i) Pipeline network across the layout including high-side connectivity to all sites;
- (ii) Wet wells, Sewerage treatment plant (STP); and
- (iii) Index of drawing as specified in **Appendix-XIF4**.

APPENDIX – VI E
[See rule 4(20)(g)(v)]

Details to be contained in Drawing showing Power Supply network of Layout

The details to be contained in drawing showing power supply network of layout, namely:-

- (i) Overhead lines or UG cables across the layout including high-side connectivity to all sites;
- (ii) Transformers, sub-stations, generators etc;
- (iii) Street lights, traffic signals;
- (iv) Renewable energy sources and details; and
- (v) Index of drawing as specified in **Appendix-XIF5**.

APPENDIX – VI F
[See rule 4(20)(g)(vi)]

Details to be contained in Drawing showing Storm Water network of Layout

The details to be contained in drawing showing storm water network of layout, namely:-

- (i) Storm water drain network (both road side drains and main drains) showing the catchment area for different segments of the drains (each segment not more than 100m) to analyse the required cross section of the drain as per **Appendix-IIB**;

- (ii) Road side drains with primary and secondary silt chambers (with ground water recharging facility);
- (iii) Main storm water drains (natural or formed) with cross sections and longitudinal sections with ground water recharging facility;
- (iv) Drain connectivity from individual sites with silt chamber (with ground water recharging facility); and
- (v) Index of drawing as specified in **Appendix-XIF6**.

APPENDIX - VI G
[See rule 4(20)(g)(vii)]

Details to be contained in Drawing showing Solid Waste Management network of Layout

The details to be contained in drawing showing solid waste management network of layout, namely:-

- (i) Locations of collection bins (if provided) for different types of wastes.
- (ii) Decentralised treatment plants for wet waste, dry waste and sanitary waste (waste to manure or/and waste to energy)
- (iii) Collection Centre for different types of dry waste and e-waste.
- (iv) Collection and disposal method/system of hazardous or medical waste.
- (v) Index of drawing as specified in **Appendix-XIF7**

APPENDIX - VI H
[See rule 4(20)(g)(viii)]

Details to be contained in Drawing showing tree Plantation and Landscape scheme of Layout

The details to be contained in drawing showing tree plantation and landscape scheme of layout namely:-

- (i) Plan showing location of landscape and tree plantations within the sites and roadsides, other than the area earmarked for Park and Open Spaces.
- (ii) Index of drawing as specified in **Appendix-XIF8**
Note: Some of the Infrastructure Plans may be combined in one drawing, but the detail provided should be legible.

APPENDIX - VII
[See rule 6(1)]

Documents to be submitted along with the application for Approval of plot

The following documents shall be submitted along with the application, namely:-

- (a) RTC as per date of application;
- (b) Extract of Mutation Register;
- (c) Copy of the Title document such as Sale Deed, etc;
- (d) Copy of the registered document of GPA, if applicable;
- (e) Joint development Agreement or MOU and affidavit of all the owners of plots amalgamated for approval of plot;
- (f) Latest Encumbrance Certificate;
- (g) Survey sketch issued by Revenue Department for conversion purpose;
- (h) Conversion Order;
- (i) LAQ NOC;
- (j) All applicable NOCs from other departments;
- (k) Photographs of the site (minimum 4 nos., each from north, south, east and west) showing the natural and built developments within the site and also the abutting roads;
- (l) Photo and other identity proof of the applicant; and
- (m) Any other documents notified by the Government;

APPENDIX – VIII**[See rule 6(4)]****Procedure for site inspection and submission of Site Inspection Report**

The following procedure shall be followed for Site inspection and submission of Site Inspection report.

1. CEO shall intimate the selected Empaneled Professional or the designated officer, as the case may be, to inspect the site and submit Site inspection report within the timelines prescribed in **Appendix-IX**.
2. CEO shall forward copies of the relevant documents and drawings submitted by the Applicant, to the selected empaneled professional or designated officer, which are required to be verified at site.
3. The empaneled professional or designated officer, as the case may be, shall intimate the Applicant and the Profession on record for drawings, tentative time and date (three options) for Site Inspection on the same day of receiving intimation from CEO and to be present at the site on the agreed date & time either in person or through his authorised representative along with the person who has conducted survey using total intelligent station.
4. The applicant and the professional on record, in mutual consent, shall select any one of the three options provided by the empaneled professional or designated officer, for site inspection and intimate the same to the Empaneled professional or designated officer. If the Applicant / professional on record does not intimate the Empaneled Professional or designated officer regarding the preferred date & time for site inspection, the empaneled professional or designated officer shall fix the site inspection at his convenient date and time (from the three options given by him) and intimate the applicant and the professional on record regarding the same.
5. The Empaneled professional or the Designated officer shall inspect the site at the time and date jointly agreed by the Applicant and the professional on record for drawings or on the date fixed by the empaneled professional or the designated officer.
6. During the site inspection on the date and time fixed as mentioned in (5) above, in the presence of the applicant and professional on record or in their absence, as the case may be, the empaneled professional on record or the designated officer shall verify the site conditions for the following details submitted by the applicant.
 - (a) Photographs of the plot (by taking photographs from all four sides of the plot).
 - (b) Sketch of the plot prepared using total intelligent station, by cross checking the data collected during the initial survey (all site boundaries and dimensions, levels within the plot, road levels and levels of the neighbouring plots).
 - (c) Existing width of all roads abutting the plot
 - (d) Location of all natural features in the plot
 - (e) Location of city level sewer lines and HT lines passing through the plot.
 - (f) Railway lines within 30m from the boundary.
7. The empaneled professional or designated officer shall mention any missing items (from the list mentioned in (6) above) or deviations (between the details submitted by the applicant and site conditions), in the site inspection report.
8. If the Applicant and professional on record are present during the site inspection, the empaneled professional or the designated officer shall note the acceptance or objections, as the case may be, of the observations made by the empaneled professional or the designated officer in the site inspection report, regarding the missing items or deviations.
9. The empaneled professionals or designated officer shall send the site inspection report in the prescribed format, to the Authority, within the timelines specified in **Appendix-IX**.

APPENDIX-IX

[See rule 6(6)(a), 6(6)(c)(iv)(b), 6(6)(c)(vi)(c), 6(6)(c)(xv)(b), 14(12)(a), 14(12)(b)]

Time lines for Approval of plot

Sl. No.	Description of Standard Activities	Description of Additional Activities	Time lines	
			days	Cum.
	Activities for all types of Approval of Plot			
1.	The CEO to verify the documents submitted along with the application.		3	3
2.		Issuing endorsement in case of discrepancy	---	3
3.		Applicant to rectify the defects and resubmit the documents and acceptance of the same by the designated officer	---	---
4.	Evaluation of the Site Plan and acceptance of the same by TPO of the Authority, if the documents submitted are accepted by the CEO.		2	5
5.		Issuing endorsement by TPO, in case of discrepancy in the Site Plan submitted	---	5
6.		Applicant to rectify the defects and resubmit the Site Plan and acceptance of the same by the TPO	---	---
7.	CEO to intimate the empanelled professional or designated officer, as the case may be to inspect the site for verifying the site plan submitted and submit inspection report, if the document submitted are accepted.		1	6
8.	Site inspection & Inspection report by empanelled professional or the designated officer, with or without noting of discrepancy.		2	8
9.	Approval of Site Inspection Report by the CEO, with or without accepting the noting of discrepancy in the inspection report.		1	9
10.		Issuing endorsement in case of discrepancy in the Site Inspection Report accepted by CEO	---	9
11.		Applicant to rectify the defects and resubmit the Site Plan and acceptance of the same by the TPO	---	---
12.	Sanction of Plot Approval (Single Site, Bifurcation of plot and Development Plan), forwarding of challan for payment of fees & draft of the relinquishment deed for surrendering of portion of plot for roads, park & open spaces and civic amenities, by designated officer		1	10
13.	Payment of Fees by land owner / promoter		---	---
14.	Execution of Relinquishment Deed for the areas surrendered for Roads, Park & Open Spaces and Civic Amenities, by the land owner and submitting the details of registration of the same.		---	---
15.	The CEO to verify the registered relinquishment deed and issue sanctioned Plot Approval (Single Site, Bifurcation of Plot & Development Plan)		2	12
	Additional activities for Approval of Layout (after Sl. No.11)			
16.	TPO to Scrutinise Layout Plan and accept the same (Sl.no 10+16)		3	12
17.	TPO to suggest changes in Layout Plan, if required and forward the same for approval of CEO, with or without changes.		---	12
18.	CEO to approve layout plan with or without changes suggested by TPO in Layout Plan.		1	13

19.		Issuing endorsement in case of changes required in layout plan	---	13
20.		Appointed professional to make necessary changes in the layout plan and resubmit the layout Plan and acceptance of the same by the TPO	---	---
21.	Empanelled professional or designated officer to scrutinise the infrastructure plans submitted, if layout plan is accepted and accept the same. (after Sl. No. 18)		6	19
22.	Empanelled professional or designated officer to suggest changes in Infrastructure Plans, if required and forward the same for approval of CEO, with or without changes.		---	19
23.	CEO to approve Infrastructure Plans with or without changes suggested by the Empanelled professional or designated officer in the Infrastructure Plans.		1	20
24.		Issuing endorsement in case of changes required in infrastructure plans	---	20
25.		Appointed professional to make necessary changes in the infrastructure plans and resubmit the infrastructure plans and acceptance of the same by the Empanelled professional or designated officer.	---	---
26.	Sanction of provisional layout plan, if layout plan and infrastructure plan submitted are accepted, intimate the same to the applicant along with draft of the Deed of pledge and challan for payment of fees, by the designated officer.		1	21
27.		Applicant to execute the Deed of pledge for the required building sites, submit the details of registration of the same and pay the required fees	---	---
28.	The CEO to verify the registered Deed of pledge and issue Provisional layout plan along with the draft of Relinquishment Deed for surrendering the portion of plot for roads, park & open spaces and civic amenities and draft of tripartite agreement with the contractor for maintaining the development works executed, for 5 years		1	22
29.	Execution of Relinquishment Deed for the areas surrendered for Roads, Park & Open Spaces and Civic Amenities, and execution of Tripartite agreement with the contractor, by the land owner and submitting the details of registration of the relinquishment deed and tripartite agreement, to the Authority.		---	---
30.	The CEO to verify the registered relinquishment deed & tripartite agreement and issue Commencement Certificate.		2	24
	Additional activities for issuing the Final Layout plan			
31.	Execution of Development works at site for layout and issuing of completion certificate by professional on record for supervising the development works.		---	---
32.	The CEO to intimate the agencies notified by the Government to inspect site and certify the development works and approve as built drawings submitted, after submission of Completion Certificate and as built drawing by the		1	1
33.	Certification of Development works by agencies notified by the Government by submitting site inspection report, stating defects in the works executed, if any or changes required to be made in the as built drawing submitted.		2	3
34.	CEO to approve the development works executed at site and as built drawings, with or without changes suggested		1	4

	by the agencies notified by the Government and forward to the designated officer.			
35.		Issuing endorsement in case of rectifications to be made in the development works executed at site or changes required in as built drawing	---	4
36.		Appointed professional for supervising the works shall get the works rectified and the professional for preparing plans shall make necessary changes in the as built plans, as required in the endorsement and resubmit the as built drawings.	---	---
37.		The CEO to inform empaneled professional or the designated officer to inspect the site and verify the rectifications made	---	---
38.		The empanelled professional or the designated officer to inspect the site and verify the rectifications made and accept the as-built drawings	---	---
39.	Submission of as built drawing and application for approval of final layout plan, by the applicant and appointed professional for supervising the works		---	---
40.	TPO to verify the as built drawings with reference to the provisional layout plan approved and the certification of work done by the agencies notified by the Government (including the site inspection report submitted by empanelled professional or designated officer, if applicable), accept the same and forward to CEO.		2	6
41.	CEO to approve the as built drawings and issue Final Layout Plan.		1	7

Note:

1. “*” The total no. of days mentioned above are with the assumption that no changes are required in the details submitted by the applicant (without issuing endorsement); and
2. “**” When endorsement is sent to the applicant, the file moves out of FIFO (first in first out) and when the applicant replies to the endorsement, the file immediately returns to FIFO.

APPENDIX - X
[See rule 6(6)(c)(xii)]

Details of Inspection Report for Certification of Works at site

The following procedure shall be followed for Site inspection and submission of report for certification of works at site.

1. CEO shall intimate the agencies notified by the Government, to inspect the site and submit report on certification of works at site, within the timelines prescribed in **Appendix-IX**.
2. CEO shall forward copies of the approved provisional or revised provisional layout plan, as the case may be, and the related infrastructure plans to the respective agencies, which are required to be verified at site.
3. Each of the respective agencies notified by the Government, shall intimate the Applicant and the Profession on record for supervision of works, tentative time and date (three options) for Site Inspection on the same day of receiving intimation from CEO and to be present at the site on the agreed date & time either in person or through his authorised representative along with the contractor who has executed the respective work.
4. The applicant and the professional on record, in mutual consent, shall select any one of the three options provided by the agencies notified by the Government, for site inspection and intimate the same to the agencies notified by the Government. If the Applicant / professional on record does not intimate the agencies notified by the Government regarding the preferred date & time for site inspection, the respective agency shall fix the

site inspection at its convenient date and time (from the three options given by it) and intimate the applicant and the professional on record regarding the same.

5. The respective agency notified by the Government, shall inspect the site at the time and date jointly agreed by the Applicant and the professional on record for supervision of works or on the date fixed by the respective agency.
6. During the site inspection on the date and time fixed as mentioned in (5) above, in the presence of the applicant and professional on record or in their absence, as the case may be, the respective agency shall verify the site conditions for the following works executed at site.
 - (a) Layout Plan
 - (i) width of roads in the layout
 - (ii) width and depth of the building sites and the areas reserved for Park & Open Space and Civic Amenities.
 - (iii) Levels of building sites and roads
 - (b) Infrastructure works

The quality and quantity of the following infrastructure works executed in the layout shall be checked with respect to the details provided in the respective drawings as well as the standards prescribed by the competent authorities / respective statutes.

 - (i) Road network (details specified in **Appendix-VIB**)
 - (ii) Illumination of street lights in the layout
 - (iii) Water supply system in the layout (details specified in **Appendix-VIC**)
 - (iv) Sewerage network in the layout (details specified in **Appendix-VID**)
 - (v) Power supply system in the layout (details specified in **Appendix-VIE**)
 - (vi) Storm water network in the layout (details specified in **Appendix-VIF**)
 - (vii) Solid waste management system in layout (details specified in **Appendix-VIG**)
 - (viii) Tree plantation, development of Parks and landscape scheme in layout (details specified in **Appendix-VIH**)
7. The respective agency shall mention any missing items (from the list mentioned in (6) above) or deviations (between the details submitted by the applicant and site conditions) or defects in the works executed, in the site inspection report.
8. If the Applicant and professional on record are present during the site inspection, the respective agency shall note the acceptance or objections, as the case may be, of the observations made by the respective agency in the site inspection report, regarding the missing items or deviations or defective works.
9. The respective agency shall send the site inspection report in the prescribed format, to the Authority, within the timelines specified in **Appendix-IX**.

APPENDIX - XI

[See rule 6(6)(c)(xiv)(d)]

A. Index of As-built drawing;

The details to be contained are same as that for Layout Plan and Infrastructure drawings

B. Index of Site Plan for Single Site Approval;

The details to be contained are as follows

1. Name and address of the Applicant and space for signature
2. Name and address of Professional on record for drawing and space for signature
3. Name and address of the Authority and space for signature of CEO
4. Title of drawing
6. Survey nos., village name, Taluk name and district name where the plot is situated.
7. Key Plan showing the location of the plot in the Master Plan
8. Existing and proposed width of roads abutting the plot
9. Extent of plot
 - (a) Total extent
 - (b) Extent to be surrendered for road widening
 - (c) Extent to be surrendered for P & OS and CA, if applicable.
 - (d) Net area for development
10. Land use analysis
 - (a) Land use of plot as per Master Plan
 - (b) Permitted land uses as per Zonal regulations
 - (c) Existing land use of areas in the plot (% of area for roads, Park & Open Space and Civic Amenities, if applicable, area for development).

11. FAR eligible for the plot
 - (a) Permissible FAR
 - (b) Premium FAR
 - (c) Total FAR
12. Eligibility of setback relaxation for irregular plot
13. Eligibility for other setback relaxations, if applicable.
14. Eligibility for Means of Access, if applicable.
15. Marking of North direction
16. Date of approval

C Index of Site Plan for Development Plan Approval;

The details to be contained, in addition to the details in Index of Site Plan for Single Site Approval, are as follows

1. Summary of area statement of buildings with floor wise area details and FAR (permitted and proposed including DR / TDR).
2. Ground coverage (permitted and proposed)
3. Setbacks (required and provided)
4. Parking space (required and provided)
5. Public Toilet for Commercial Buildings (required and provided)
6. % of floor area provided for community facilities, in case of Group housing.

D Index of Site Plan for Approval of bifurcation of plot;

The details to be contained, in addition to the details in Index of Site Plan for Single Site Approval, are as follows

1. Extent and land use of bifurcated plot proposed for change in ownership or development.

E 1 Index of Site Plan for Layout Approval;

The details to be contained as in the Index of Site Plan for Single Site Approval (excluding Sl. No.7, 11, 12,13 and 14)

E 2 Index of Key Plan for Layout Approval;

The details to be contained as in the Index of Site Plan for Single Site Approval (excluding Sl. No.7, 8, 9, 10, 11, 12,13 and 14)

E 3 Index of Layout Plan for Layout Approval;

The details to be contained, in addition to the details in Index of Site Plan for Single Site Approval (excluding Sl. No.7, 13 and 14), are as follows

1. Details of roads proposed in the layout
2. Details of areas reserved for Park & Open Space and Civic Amenities.
3. Details of building sites (plot nos., dimensions, extent, land use, eligible FAR and total no. of plots)

F1 Index of Drawing showing ground levels of Layout;

The details to be contained as in the Index of Site Plan for Single Site Approval (excluding Sl. No.7, 8, 9, 10, 11, 12,13 14 and 15)

F2 Index of Drawing showing road network of Layout:

The details to be contained in addition to the details in Index of Site Plan for Single Site Approval (excluding Sl. No.7, 8, 9, 10, 11, 12,13 14 and 15) are as follows

1. Details of Road network

F3 Index of Drawing showing water supply network of Layout;

The details to be contained in addition to the details in Index of Site Plan for Single Site Approval (excluding Sl. No.7, 8, 9, 10, 11, 12,13 14 and 15) are as follows

1. Details of water supply network

F4 Index of Drawing Showing Sewerage network of Layout;

The details to be contained in addition to the details in Index of Site Plan for Single Site Approval (excluding Sl. No.7, 8, 9, 10, 11, 12,13 14 and 15) are as follows

1. Details of Sewerage network

F5 Index of Drawing Showing Power Supply network of Layout;

The details to be contained in addition to the details in Index of Site Plan for Single Site Approval (excluding Sl. No.7, 8, 9, 10, 11, 12,13 14 and 15) are as follows

1. Details of Power Supply network

F6 Index of Drawing showing Storm Water network of Layout;

The details to be contained in addition to the details in Index of Site Plan for Single Site Approval (excluding Sl. No.7, 8, 9, 10, 11, 12,13 14 and 15) are as follows

1. Details of Storm water drain network

F7 Index of Drawing showing Solid Waste Management network of Layout;

The details to be contained in addition to the details in Index of Site Plan for Single Site Approval (excluding Sl. No.7, 8, 9, 10, 11, 12,13 14 and 15) are as follows

1. Details of Solid waste Management system

F8 Index of Drawing showing tree Plantation and Landscape scheme of Layout

The details to be contained in addition to the details in Index of Site Plan for Single Site Approval (excluding Sl. No.7, 8, 9, 10, 11, 12,13 14 and 15) are as follows

1. Details of Tree Plantation

FORM-I

(See rule 6(1))

Details to be contained in the Application Form for Approval of Plot

1. Name and address of the Applicant;
2. Identification proof of the Applicant;
3. Whether the Applicant is the owner of the plot or GPA holder or Promoter, representing the Owner;
4. Survey No., Village, Taluk and District of the plot;
5. Type of plot approval required (Single Site, Development Plan, Bifurcation of Plot, Layout);
6. Documents enclosed with the Application;
7. Drawings or Details enclosed with the Application;
8. Details of Professional on Record to prepare the drawings; and
9. Details of Professional on Record to supervise the works (in case of Layout)

FORM-II

(See rule 6(2))

Details to be contained in the endorsement issued by the Authority to the Applicant stating discrepancy in documents submitted

1. Name and address of the Applicant;
2. Document having discrepancy;
3. Details of discrepancy; and
4. Details of rectification proposed, if any

FORM-III

(See rule 6(3))

Details to be contained in the endorsement issued by the Authority to the Applicant stating discrepancy in the Site Plan and Key Plan submitted

1. Name and address of the Applicant;
2. Site Plan or Key Plan having discrepancy;
3. Details of discrepancy; and
4. Details of rectification proposed, if any

FORM-IV
(See rule 6(4))

Details to be contained in the Site Inspection Report

1. Name and address of the Applicant.
2. Name and address of the professional on record for drawings
3. Name and address of empanelled professional or designated officer
4. Name and address of the Authority
5. Particulars of the Plot
6. Noting of site inspection
7. Acknowledgement of applicant and professional on record
8. Date of inspection
9. Date of submission of report

FORM-V
(See rule 6(6)(a)(iii))

Details to be contained in the Sanctioned Plot approval for Single Site, Development Plan and Bifurcation of Plot

1. Name and address of the Applicant.
2. Name and address of the professional on record for drawings
3. Name and address of the Authority
4. Particulars of the Plot
5. Details of Extent of plot
6. Land use analysis
7. FAR eligible for the plot
8. Eligibility of any setback relaxation
9. Summary of area statement of buildings (in case of development plan)
10. Details of Public Toilets (in case of development plan)
11. Details of parking space (in case of development plan)
12. Details of bifurcated plot proposed for change in ownership or development (in case of bifurcation of plot)
12. Date of approval
13. Seal of the authority and signature of the CEO

FORM-VI
(See rule 6(6)(c)(iv)(b) and 6(6)(c)(vi)(c))

Details to be contained in provisional layout plan / revised provisional layout plan

1. Name and address of the Applicant.
2. Name and address of the professionals on record for drawings
3. Name and address of the professionals on record for supervision
4. Name and address of the Authority
5. Particulars of the Plot
6. Details of Extent of plot
7. Details of area to be relinquished for roads, Park & Open Space and Civic Amenities.
8. Details of building sites and building sites pledged
9. Date of approval / revised approval
10. Seal of the authority and signature of the CEO

FORM-VII
(See rule 6(6)(c)(ix))

Details to be contained in the Commencement Certificate

1. Name and address of the Applicant.
2. Name and address of the professionals on record for drawings
3. Name and address of the professionals on record for supervision
4. Name and address of contractor executing development works
5. Name and address of the Authority
6. Particulars of the Plot
7. Details of Extent of plot
8. Details of provisional / revised provisional layout plan approved
9. Details of tripartite agreement and affidavits
10. Details of building sites and building sites pledged
11. Date of approval
12. Seal of the authority and signature of the CEO

FORM-VIII
(See rule 6(6)(c)(xii))

Details to be contained in the Site Inspection Report for certification of works at site

1. Name and address of the Applicant.
2. Name and address of the professional on record for supervision
3. Name and address of contractor executing work
4. Name and address of agency notified by the Government
5. Name and address of the Authority
6. Particulars of the Plot
7. Noting of site inspection
8. Acknowledgement of applicant and professional on record
9. Date of inspection
10. Date of submission of report

FORM-IX
(See rule 6(6)(c)(xiii)(b))

Details to be contained in the Site Inspection report for verification of the rectifications done

1. Name and address of the Applicant.
2. Name and address of the professional on record for supervision
3. Name and address of contractor executing work
4. Name and address of empanelled professional or designated officer
5. Name and address of the Authority
6. Particulars of the Plot
7. Noting of site inspection
8. Acknowledgement of applicant and professional on record
9. Date of inspection
10. Date of submission of report

FORM-X
(See rule 6(6)(c)(xiv)(b) and 8(1))

Details to be contained in the Application for sanction of Final layout plan

1. Name and address of the Applicant;
2. Identification proof of the Applicant;
3. Whether the Applicant is the owner of the plot or GPA holder or Promoter, representing the Owner;
4. Survey No., Village, Taluk and District of the plot;
5. Details of Professional on Record to prepare the drawings;

6. Details of Professional on Record to supervise the works
7. Details of Contractor who has executed the development works
8. Details of tripartite agreement
9. Details of approved provisional / revised provisional layout plan
10. Details of certification of development works
11. Details of As-built drawings

FORM-XI

(See rule 6(6)(c)(xv)(d))

Details to be contained in the Sanctioned Final Layout Plan

1. Name and address of the Applicant.
2. Name and address of the professionals on record for drawings
3. Name and address of the professionals on record for supervision
4. Name and address of the contractor who has executed the development works
5. Name and address of the Authority
6. Particulars of the Plot
7. Details of Extent of plot
8. Details of area relinquished for roads, Park & Open Space and Civic Amenities.
9. Details of building sites
10. Details of approved provisional / revised provisional layout plan
10. Date of approval / revised approval
11. Seal of the authority and signature of the CEO

FORM-XII

(See rule 8(1))

Details to be contained in the Application for extending the validity of Provisional Layout Plan

The following details to be contained in the application for extending the validity of Provisional Layout Plan, namely:-

- (1) Name and address of the Applicant;
- (2) Details of registration of Applicant with the Authority;
- (3) Particulars of the Provisional Layout Plan issued by the Authority;
- (4) Status of works executed at site along with photographs of the site;
- (5) Reason for extending the validity of Provisional Layout Plan; and
- (6) Copy of the Provisional Layout Plan and Receipt of scrutiny fee to be attached to the Application

NAGARAJ

Under Secretary to Government,
Urban Development Department.