

CHECK LIST FOR SUBMISSION OF BUILDING PLANS

TOWN PLANNING DEPARTMENT

1.	<u>Required drawings:</u> i) The Site Plan indicating the width and status of the road, buildings set backs (distance from boundary to building, block to block distance) and parking areas as per G.O.Ms.No.67, PR & RD (PTS-IV), Dt.20-02-2002 / G.O.Ms.No.119, MA, dt.28-03-2017 (setbacks i.e., minimum is 3.0m, parking, tot-lot, buffer etc.) with schedules as the case may be, 1:4000 or 1:8000. Detailed Building Plans 1:1000. ii) Copy of Survey Sketch / Copy of village plan / Copy of Field Measurement Book of concerned survey No. duly showing the proposed site under reference. iii) Extract of Master plan / Indicative Land Use Plan duly showing the proposed site under reference. iv) A Topo detailed plan showing the existing features such as Residential colonies / Educational / Medical / Religious institutions with a radius of 300 Mts. of the site under reference.
2.	<u>Access Road:</u> i) The Local Authority (Commissioner / Panchayat Secretary) shall certify the existing width and nature / status of access road (the minimum width of access road shall be as per G.O.Ms.No.119, MA, dt.28-03-2017 (for urban areas) and G.O.Ms.No.67 PR&RD (PTS.IV), Dt.26-02-2002. (for rural areas) ii) In case, if the access road is not indicated in village map or schedule of boundaries, a certificate shall be issued by the Tahsildar concerned stating that the site under reference is getting access through existing road.
3.	A certificate from the concerned authority stating that the proposed building is not within the close proximity of i) Water Bodies as per G.O.Ms.No.67 PR&RD (PTS.IV), Dt.26-02-2002 and G.O.Ms.No.119, MA, dt.28-03-2017 Master Plan Zoning Regulations.
4.	Registered Ownership documents for the site under reference duly attested by the Gazetted Officer. Statement showing the Registered Documents No., Dt., Name of the Vendee / Vendor, Survey No., Extent and Schedule of Boundaries.
5.	Particulars of payment to Town Planning Department for inspection and technical scrutiny charges Rs.5000/- for Rural Areas and Rs.10,000/- for Urban Areas as per G.O.Ms.No.125 MA, Dt.22-03-2014 in the form of Challan.
6.	Proposed Installation capacity – HP details (for industrial applications).
7.	Total Project cost of Plant and Machinery (for industrial applications).
8.	The applicant shall obtain and submit Land Conversion Certificate issued by Revenue Authority.
9.	The applicant shall obtain / submit NOC / License from Fire and Emergency Services Department (wherever required).
10.	The applicant shall obtain / submit NOC from the A.P. Pollution Control Board if required.
11.	The applicant shall obtain / submit NOC from the Irrigation Department and Revenue Department (Wherever necessary).
12.	The applicant shall obtain submit NOC from the AP Forest Department if the site under reference abutting to forest.

Director of Town and Country Planning