

## CHECK LIST FOR CHANGE OF LAND USE (CLU)

| Sl. No.                           | Document details  |                   |                       |              |                        |                 |                   |                           |                       |              |                                   |  |  |
|-----------------------------------|---|-------------------|-----------------------|--------------|------------------------|-----------------|-------------------|---------------------------|-----------------------|--------------|-----------------------------------|--|--|
| 1                                 | <b>CLU Application</b> signed by the Owner & Licenced Technical Personnel.  |                   |                       |              |                        |                 |                   |                           |                       |              |                                   |  |  |
| 2                                 | <b>Site Plans</b> 5 Ammonia Prints [with CD soft copy] drawn to a suitable scale preferably 1:200 duly showing <ol style="list-style-type: none"> <li>a North Point</li> <li>b Site Boundary Measurements</li> <li>c Schedule of Boundaries (Indicate Sy.Nos and Names)</li> <li>d Indicate type of road giving access to the site (i.e. National Highway/ State Highway/ M.D.R/ Z.P/ G.P/ Village etc.)</li> <li>e Existing width of access road / roads.</li> <li>f Proposed width of the access roads as per Master Plan.</li> <li>g Affected portion with dimensions and area.</li> <li>h Area Statement like Total Area, Road Affected Area &amp; Net Area.</li> <li>i HT/ LT/ Electric Lines if passing through the site.</li> <li>j Existing Drainage and Sewarage etc.,</li> <li>k Signed by Owner &amp; Licenced Technical Personnel.</li> </ol>   |                   |                       |              |                        |                 |                   |                           |                       |              |                                   |  |  |
| 3                                 | <b>Topo Plan</b> 5 Ammonia Prints [with CD soft copy] to be drawn to a suitable scale preferably 1:800 duly showing, <ol style="list-style-type: none"> <li>a Existing physical features with in the radius of 500m from the centre of site duly showing the Land Use in colours as given below:               <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td style="width: 33%;">Site Boundary-Red</td> <td style="width: 33%;">Existing roads-Yellow</td> <td style="width: 33%;">Proposed-Red</td> </tr> <tr> <td>Residential use-Orange</td> <td>Commercial-Blue</td> <td>Industrial-Violet</td> </tr> <tr> <td>Parks &amp; Playgrounds-Green</td> <td>Water Bodies-Sky Blue</td> <td>Drains-Brown</td> </tr> <tr> <td colspan="3">Affected Portion-Hatched with Red</td> </tr> </table> </li> <li>b Distance from FTL of the Water Body/ Revenue boundary to the site</li> <li>c Boundary and Extent of such Water Bodies shall also be indicated</li> <li>d Distance from Railway Boundary/ Property shall be clearly indicated</li> <li>e Distance from Heritage/ Religious premises shall be clearly indicated</li> <li>f Distance from Reserve Forest Boundary shall be clearly indicated</li> <li>g Distance from Defence area, if any</li> <li>h Distance from Oil/ Gas Pipeline</li> <li>i Distance from Wet lands</li> </ol> | Site Boundary-Red | Existing roads-Yellow | Proposed-Red | Residential use-Orange | Commercial-Blue | Industrial-Violet | Parks & Playgrounds-Green | Water Bodies-Sky Blue | Drains-Brown | Affected Portion-Hatched with Red |  |  |
| Site Boundary-Red                 | Existing roads-Yellow   | Proposed-Red      |                       |              |                        |                 |                   |                           |                       |              |                                   |  |  |
| Residential use-Orange            | Commercial-Blue   | Industrial-Violet |                       |              |                        |                 |                   |                           |                       |              |                                   |  |  |
| Parks & Playgrounds-Green         | Water Bodies-Sky Blue   | Drains-Brown      |                       |              |                        |                 |                   |                           |                       |              |                                   |  |  |
| Affected Portion-Hatched with Red |   |                   |                       |              |                        |                 |                   |                           |                       |              |                                   |  |  |
| 4                                 | Ownership Documents (a or b) (Attested by Gazetted Officer) <ol style="list-style-type: none"> <li>a Copy of Registered Sale Deed</li> <li>b Pattadar Pass Book / Title deed issued by Revenue Authorities</li> <li>c Pahanies issued by Tahasildar</li> <li>d Development Agreement of Sale cum General Power of Attorney</li> <li>e Clearance from Competent Authority in case surplus land.</li> </ol>   |                   |                       |              |                        |                 |                   |                           |                       |              |                                   |  |  |
| 5                                 | Link documents (Attested by Gazetted Officer)   |                   |                       |              |                        |                 |                   |                           |                       |              |                                   |  |  |
| 6                                 | Latest Encumbrance Certificate issued by Registration Department  |                   |                       |              |                        |                 |                   |                           |                       |              |                                   |  |  |
| 7                                 | Latest Photographs (4) showing four sides of the site (compulsory)  |                   |                       |              |                        |                 |                   |                           |                       |              |                                   |  |  |
| 8                                 | F.M.B.Sketch / Tounch map duly showing the site U/r duly signed by the Town Surveyor / Tahasildar   |                   |                       |              |                        |                 |                   |                           |                       |              |                                   |  |  |
| 9                                 | Extract of Master Plan / Village map duly showing the site under reference  |                   |                       |              |                        |                 |                   |                           |                       |              |                                   |  |  |
| 10                                | Previous Sanctioned Plan Copy (if the existing building was sanctioned)   |                   |                       |              |                        |                 |                   |                           |                       |              |                                   |  |  |
| 11                                | Approved Layout copy if the site falls in Approved Layout.  |                   |                       |              |                        |                 |                   |                           |                       |              |                                   |  |  |
| 12                                | Whether any CLU was approved by the Govt. in the above survey numbers or adjoining survey numbers. If so copy of G.O., issued to be enclosed.   |                   |                       |              |                        |                 |                   |                           |                       |              |                                   |  |  |
| 13                                | <ol style="list-style-type: none"> <li>a NOC from Irrigation Department, if there are water bodies within / adjacent to the site duly certifying skech plan showing the respective distance from the FTL Boundrary.</li> <li>b NOC from Revenue Department, if there are water bodies within / adjacent to the site duly certifying skech plan showing the respective distance from the FTL Boundrary.</li> </ol>   |                   |                       |              |                        |                 |                   |                           |                       |              |                                   |  |  |
| 14                                | NOC from Railway Aauthorities if the site is falling within 30m from the Railway Boundary / Property.   |                   |                       |              |                        |                 |                   |                           |                       |              |                                   |  |  |
| 15                                | NOC from Oil/ Gas Pipeline company, in case of the site is located in the vicinity of Oil/ Gas Pipeline.  |                   |                       |              |                        |                 |                   |                           |                       |              |                                   |  |  |
| 16                                | NOC from the Defence institutions, in case the site is located within 500 mts of Military /Defence institutions.  |                   |                       |              |                        |                 |                   |                           |                       |              |                                   |  |  |
| 17                                | Extract of Google Map duly showing the site under reference.  |                   |                       |              |                        |                 |                   |                           |                       |              |                                   |  |  |
| 18                                | Licence copy of the Technical Personnel issued by Concerned Authority.  |                   |                       |              |                        |                 |                   |                           |                       |              |                                   |  |  |