

Layout Approvals:

1. Service Procedure:

Service Procedure Details	
Service Name	Approval of Draft Layout plans under sec u/s 17 (1) (2) & (2-A) of KTCP Act 1961
Sub-Service Name	Approval of Single plot/Development Plan or Multiple Sites for Residential/Non-Residential Draft Layout Plan
Whom to approach for this service (Designated Officer)?	Commissioner of the Urban Development Authority.
Procedure involved to get this services	<ul style="list-style-type: none"> • Applicant has to submit 01 set of certified copies of all the Land ownership records, Conversion Order copies, Consolidated Survey Sketch and other NOC's etc.,
Who are eligible to get this service	Land owner or Person authorized on behalf of land owner through registered GPA (and JDA if applicable).
Documents to be enclosed with the request	<ul style="list-style-type: none"> • Sale / Partition Deeds. • RTC. • Conversion Orders. • Encumbrance in Form 15 & 16. • Mutation Certificate. • NOC's from the concerned local bodies assuring the supply of water to the layout. • Consent for establishment (CFE) from KSPCB (If the application for the layout is above 10 Acres in extent). • Survey sketch/ joint Survey sketch issued by the ADLR showing boundary, extent, approach road width, kharab and other details. • Village map identifying the property certified by ADLR. • GPA, if applicable. • Notarized Affidavit by the applicant abiding the Layout approval Terms and conditions in accordance with law in the prescribed format. (Copy of the format enclosed). • Total Station map of the land superimposing on the consolidated survey sketch prepared to a scale. • Draft Layout Plan satisfying the Zonal regulation requirements.

Fee/Charges to be paid to get the service

- Scrutiny Fee @ the rate of Rs.1,000/Ac of the land.
- Web Charges @ the rate of Rs.2,000/- upto 2 Acres and Rs.5,000/- for more than 2 Acres of the land.
- Betterment levy to be paid before giving the approval to the layout plan as per State Govt Notification No. UDD.3.TTP2015, dated: 25/02/2020.

Sl No	Local Planning Area and Population	Percentage of Market value per Square meter of non-agricultural land.			
		Residential	Industrial	Commercial	Others
1.	Local Planning Areas within Bangalore Metropolitan Region irrespective of population	0.5% subject to a minimum of Rs.25/m ²	1% subject to a minimum of Rs.37.5/m ²	1.5% subject to a minimum of Rs.62.5/m ²	0.5% subject to a minimum of Rs.25/m ²

- Additional fee u/s 18 (1-A) for rejuvenation of lakes or tanks

Sl No	Local Planning Area and Population	Fee per sq. mt of land / plot (Rs.)
1.	Local Planning Areas within Bangalore Metropolitan Region irrespective of population –	25/-

- Levy and collection of cess & surcharge u/s 37-C.

Sl No	Local Planning Area within BMR region	Percentage of Market value per Square meter of non-agricultural land. (in percentage)
1.	A cess for the purpose of carrying out any water supply scheme	0.2
2.	A surcharge for the purpose of formation of ring road	0.2
3.	A cess for the purpose of improving slums	0.1
4.	A surcharge for the purpose of establishing Mass Rapid Transport System	0.5

Required number of days to get the service delivered (Maximum no. of days)	90 days (applicable under sakala service)
Whom to be approached as a appeal (Competent Officer), if the service is not delivered in time or rejected by officer	Commissioner of the Urban Development Authority.
Maximum number of days to wait to get the decision of the Competent Officer	15 days (applicable under sakala service)
Whom to approach as 2nd appeal (Appellate Authority), if the decision of the Competent officer is not acceptable or not implemented?	Metropolitan Commissioner, BMRDA.
Maximum no. of days to wait to get the decision of Appellate Authority	15 days (applicable under sakala service)
Other information	--
Website (if online)	--
Reference Document	<ul style="list-style-type: none"> Section 17 (1) (2) & (2-A) of Karnataka Town & Country Planning Act 1961.

Service Name	Release of Sites/Approval of Final Layout plan [under sec u/s 17 (2-B) of KTCP Act 1961]
Sub-Service Name	Approval of multiple sites Residential or non-residential Final Layout Plan
Whom to approach for this service (Designated Officer)?	Commissioner of the Urban Development Authority.
Procedure involved to get this services	<ul style="list-style-type: none"> • Applicant has to submit 01 set of NOC's from the concerned Authority/ Agency / Departments having completed all the development works as per the draft layout in accordance with the KTCP.
Who are eligible to get this service	Land owner or Person authorized on behalf of land owner through registered GPA (and JDA if applicable).
Documents to be enclosed with the request	<p>Completion Certificate / NOC's required to be submitted for:</p> <ul style="list-style-type: none"> • Road works:- In case of Urban areas: from Urban local bodies. In case of outside Urban limits: from Panchayat Raj Engineering Department. • Water supply /Underground drainage works :- In case of Urban areas: from KUWS & DB. In case of outside Urban limits: from Rural water supply department. • Electrical works:- from BESCOM. • Park & Open spaces:- from Horticulture Department. • Consent for operation of STP:- from KSPCB, (in case if the land area is above 10 Acres in extent). • Concerned local authority:- • Photographs of the layout showing the complete development works.
Required number of days to get the service delivered (Maximum no. of days)	60 days (applicable under sakala service)
Whom to be approached as a appeal (Competent Officer), if the service is not delivered in time or rejected by officer	Commissioner of the Urban Development Authority.

Maximum number of days to wait to get the decision of the Competent Officer	15 days (applicable under sakala service)
Whom to approach as 2nd appeal (Appellate Authority), if the decision of the Competent officer is not acceptable or not implemented?	Metropolitan Commissioner, BMRDA.
Maximum no. of days to wait to get the decision of Appellate Authority	15 days (applicable under sakala service)
Other information	--
Website (if online)	--
Reference Document	<ul style="list-style-type: none"> Section 17 (2-B) of Karnataka Town & Country Planning Act 1961.