

**ANNEXURE - A**  
**TIRUPATI URBAN DEVELOPMENT AUTHORITY - TIRUPATI**  
**Form of application under Section 13 & 14 of A.P.Urban Areas (Development)**  
**Act, 1975 seeking permission to develop the land**

To  
Vice-Chairman,  
Tirupati Urban Development Authority,  
TIRUPATI - 517 501.

Sir,

I/We hereby apply for permission to carryout the development Viz., \_\_\_\_\_  
\_\_\_\_\_ (type of development to be  
stated) in the land in Survey No. \_\_\_\_\_ of \_\_\_\_\_  
Village \_\_\_\_\_ Panthayat of \_\_\_\_\_ Mandal in  
accordance with section -13 & 14 of the A.P.U.A. Act, 1975. The total area of the  
site is \_\_\_\_\_ Acs. Hectares ( \_\_\_\_\_ Sq.mts). I/We enclose herewith  
following for considering the approval of my/our Layout.

1. Key plan (4 copies) drawn to a scale of not less than 1:1000 showing the site in relation to the surroundings and super imposed on a village map, showing the details of existing roads, sanctioned layouts and their road network, built up areas, streams channels etc., within a radius of 100 metres.  
**The site proposed for development is shown in red.**
2. The detailed plan (4 copies) of the proposed site for development (drawn not less than the scale of 1:5000) super imposed on the revenue field sketches incorporating the existing features like approach road to the site, electrical, telephone lines, wells, drains/channels etc., duly signed by me/us and Licensed Town Planner/Engineer, showing the following details.
  - a) Boundaries of the site with measurements & field Nos.
  - b) Proposed road pattern and blocks with measurements
  - c) Community/open space with measurements.
  - d) Alignment of existing and proposed roads as per Master/Zonal Development Plan.
  - e) Statement showing area of the layout, area under plots, area under roads & open space and percentage to the total area.
3. A true copy of the ownership title deeds of the proposed site for Layout duely attested by the Gazetted Officer.
4. A non encumbrance certificate (for 13 years) for the lands under reference.

5. a) Scrutiny fees of Rs \_\_\_\_\_ at **Rs.5/- per 10 sq.mts.** is paid vide Challan No. \_\_\_\_\_, dated \_\_\_\_\_ of \_\_\_\_\_ Bank in favour of Vice-Chairman, Tirupati Urban Development Authority, Tirupati.
- b) Development charges at **Rs./10/-per sq.mt.** for an area of \_\_\_\_\_ sq.mts. and the total amount of is Rs. \_\_\_\_\_ paid vide Challan No. \_\_\_\_\_ of bank \_\_\_\_\_ dated \_\_\_\_\_ in favour of Vice-Chairman, T.U.D.A. is enclosed.
- c) An agreement on Rs.100/- non-judicial stamp paper in respect of Developmental works to be taken up within the time schedule and as per specifications.
- I. I/We (jointly and severally) agree to develop the infrastructural facilities to the required standard and as per specifications prescribed by T.U.D.A.
- II. I/We hereby undertake not to utilise/sell/lease dispose of any plot until all amenities are provided as indicated in the conditions of layout, and develop all the amenities prescribed in the layout rules as per specifications.
- III I/We undertake to hand over to the concerned local body by way of gift deed all the private streets or roads after development to the prescribed standards along with lands set apart for parks and play grounds.
- IV I/We am/are prepared to mortgage 25% the in favour of the T.U.D.A. within 7 days from the date of receipt of communication from TUDA.
- V. I/We hereby bind myself/ourselves to fulfill all the conditions prescribed by T.U.D.A. within one year from the date of sanction of tentative layout, failing which T.U.D.A. will be empowered to revoke the mortgaged property.
- VI I/We request that the proposed layout may be approved to execute the works.
- VII I/We here with submit the layout plan and location plan in **Auto Cadd** format in a **C.D**

**Signature of the owner(s)**

**Name of owner(s) :**

**Address:**

**Signature of the Licensed  
Architect/Engineer/Town  
Planner**

**Name:**

**Address:**

**Date**  
**Place:**

**Date:**  
**Place:**

**CHECK LIST**  
**(Please furnish the following along with the Layout Application)**

- |     |   |        |
|-----|---|--------|
| 1.  | Application duly signed by the Applicant & Licensed Technical Person                          | Yes/No |
| 2.  | '4' copies of Layout Plans  | Yes/No |
| 3.  | True Copy of Title deeds of the land under reference (attested by a Gazetted Officer)         | Yes/No |
| 4.  | Encumbrance Certificate for the preceding 13 years  | Yes/No |
| 5.  | No objection Certificate from the Revenue Department (R.D.O./M.R.O./IDT)                      | Yes/No |
| 6.  | Individual FMB Sketches indicating the layout sub-divisions                                   | Yes/No |
| 7.  | Combined FMB Sketch duly showing the total layout boundary                                    | Yes/No |
| 8.  | Challan No. _____, dated _____ of _____ Bank/TUDA Treasury for Rs. _____ towards scrutiny fee | Yes/No |
| 9.  | Challan No. _____, dated _____ of _____ Bank for Rs. _____ towards development charges        | Yes/No |
| 10. | Challan./B.G.No. _____, dated _____ of _____ bank for Rs. _____ towards security deposit      | Yes/No |
| 11. | Layout in AUTOCAD format superimposed on FMBs   | Yes/No |
| 12. | An agreement for taking up developmental works  | Yes/No |

**Station :**

**Date :**

**Signature of the applicant**

**(Note: Strike out which is not applicable)**