Procedure for Change of Land Use from the one proposed in the Master Plan
(U/s 14-A of the Karnataka Town and Country Planning Act, 1961)
As per Govt. Guideline. No.....)

1. The owner or the legal entity of the land, who intends to develop his land for the purpose other than that earmarked in the approved Master Plan, has to make an application as per Karnataka Town and country Planning, 1961 sec 14(A) or Sec 69(3), along with relevant documents, to the concerned Planning Authority for consideration.
2. The authority shall, after verification as per the guidelines issued by the Government, if it finds that the changes sought are relevant to planning principles and are in public interest and are not in contravention to any other statute, publish the proposal in one or more daily newspapers, inviting objections from the public within a period of not less than fifteen days.
3. The Authority then reviews the Change of Land Use proposal with the public objections received if any and passes a resolution, recording reasons, regarding its consideration or non-consideration for change in Land use.
4. The CLU cases considered by the Authority are submitted to the Government for approval through Director of Town & Country Planning. The Government, with the technical opinion of the Department of Town and Country Planning passes order approving or rejecting the case, as it thinks fit. The Authority and the owner of the land shall abide by such Government order.
5. If the change in land use or development is from commercial or industrial to residential or from industrial to commercial and the stipulated fee is paid and the concerned Authority is informed prior to effecting the change, the permission for such change of land use or development shall be deemed to have been given as per provisions of Section 14A (3) of KTCP Act. 1961

List of Documents required for Change of Land Use

1. Sale deed / Partition deed, Latest EC form no-15 and 16
2. Latest copy of Records of Right (RTC), Copy of Mutation/ Khata certificate and Land Acquisition Details if any,
3. Copy of the up to date tax paid receipt,
4. Original Survey sketch (showing the all-round dimensions), Village Map, Akarband duly certified by competent Authority,

5. Site plan prepared using Total Station showing the dimensions of land, contours and surrounding details with in 100 mts. from the edge of the property.
6. Certification from concerned revenue authority regarding 79(a), (b) Case under Karnataka Land Reforms Act, 1964,
7. Google earth image showing land in question and surrounding developments upto 100mts. from the edge of the property
8. Approach road details (viz. classification of road, width of road etc.)
9. Approved Master plan extract showing the land in question,