

**FORM-I**  
(See Rule 11)

In Yellow Colour

**APPLICATION FOR REGULARISATION OF UN-UNAUTHORISED DEVELOPMENT**

(Under Section 76-FF of the Karnataka Town and Country Planning Act, Section 321-A of Karnataka Municipal Corporations Act and Section 187-A of Karnataka Municipalities Act)

Name of the applicant with address & telephone number for correspondence

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.....  
.....

Affix photograph  
of the applicant

To

.....  
.....  
.....

**PART - I**

**REGULARISATION OF PLOT IN AN UN-AUTHORISED SUB-DIVIDED LAND / LAYOUT**

Rule No.....

Sir / Madam,

I hereby apply for regularization of site in unapproved layout (name).....Sy.No.....of..... Village.....Hobli.....Taluk.....District..... plot no..... measuring....., bearing Khata number / assessment number.....

1. Property Boundaries : East -----  
: West -----  
: North -----  
: South -----

2. Existing Road width in front of the plot .....meters  
3. Accessibility to nearest ..... public road (Name of the road)

4. Photo of the land property.

5. List of Enclosures:

- (i) Sketch of the plot / site with details of abutting road & other surrounding development details.
- (ii) Copy of the ownership document
- (iii) Copy of the approved layout plan if available or copy of unauthorised layout showing the location of the site
- (iv) NOC from KSPCB in case the land is in 'RED' category.
- (v) D.D. favouring competent Authority towards scrutiny fee:  
: Amount in Rs.....

: D.D. No..... Date.....

: Bank:.....

Note: Scrutiny fee shall be collected at the rate of Rs.1.00 per square meter of total plot area in case of plot in an unauthorised layout and Rs.2.00 per square meter of total floor area of buildings.

- (vi) D.D. favouring competent Authority towards regularisation fee  
: Amount:.....

: D.D. No.....Date.....

: Bank.....

- (vii) D.D favouring competent Authority towards an amount equal to (\*) of sital area as per market value of land if parks/open spaces/civic amenities are not provided.

: Amount:.....

: D.D. No.....Date.....

: Bank.....

- (viii) D.D favouring competent Authority towards regular fees to be levied for sanctioned under KTCP Act

: Amount:.....

: D.D. No.....Date.....

: Bank.....

Signature of Applicant

(\*) Refer Rule 16(4)

**PART - II**

**In Pink Colour**

**REGULARISATION OF BUILDINGS WITH LAND USE VIOLATIONS:**

**Rule No 5**

Sir / Madam,

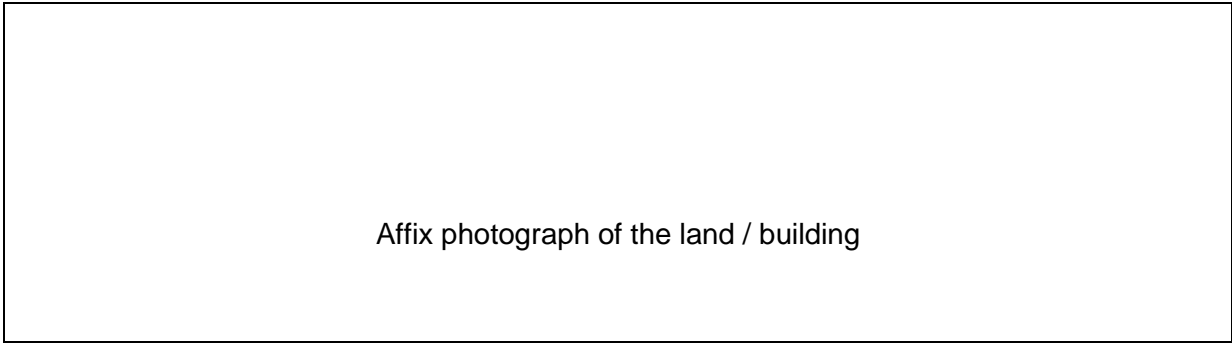
I hereby apply for regularization of buildings with land use violations in  
.....layout

(name).....Sy.No.....of.....

Village.....Hobli.....Taluk.....District.....plot no.....

measuring....., bearing khata number / assessment number.....

1. Property Boundaries : East -----  
: West -----  
: North -----  
: South -----
2. Existing Road width in front of the plot.....metres.
3. Accessibility to nearest ..... public road (Name of the road)
4. Designated land use as per Master Plan----- (Residential / Commercial / Industrial / Others)
5. Actual usage of land /building: ----- (Residential / Commercial / Industrial / Others)
6. Photograph of land / building :



Affix photograph of the land / building

7. D.D. favouring competent Authority towards regular fees for change of land use under KTCP Act.

: Amount:.....  
: D.D. No.-----Date-----  
: Bank:.....

8. D.D. favouring competent Authority towards scrutiny fee

: Amount:.....  
: D.D. No.-----Date-----  
: Bank:.....

**Note:** Scrutiny fee shall be collected at the rate of Rs. 1.00 per square meter of total plot area in case of plot in an unauthorised layout and Rs.2.00 per square meter of total floor area of buildings.

9. D.D. favouring competent Authority towards regularisation fee five times the fees prescribed under section 18 of the KTCP Act and Rule 37 (A) KPA Rules .

: Amount:.....  
: D.D. No.-----Date-----  
: Bank:.....

Signature of the Applicant

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**PART – III**

**REGULARISATION OF UNAPPROVED AND NON-VIOLATED DEVELOPMENT /  
UNAPPROVED AND VIOLATED DEVELOPMENT / APPROVED AND VIOLATED  
DEVELOPMENT**

Sir / Madam,

I hereby apply for regularization of unapproved development and non residential development / un approved and violated development / approved and violated development in layout (name) .....  
.....Sy.No..... of.....village,  
plotNo.....measuring....., bearing door number / assessment number..... I belong to SC / ST / General:

- 1. Property Boundaries : East -----  
: West -----  
  
: North -----  
  
: South -----

- 2. Existing Road width in front of the plot in metres -----
- 3. Accessibility to nearest ..... public road (Name of the road)
- 4. Existing building details with as built plan: (Refer instructions)

| Sl. No | Parameters                          | As per Existing Building | As per Zoning Regularisations |
|--------|-------------------------------------|--------------------------|-------------------------------|
| 1      | Setback – Front<br><br>(in meters ) |                          |                               |
|        | – Rear                              |                          |                               |
|        | – Left                              |                          |                               |
|        | – Right                             |                          |                               |
| 2      | FAR                                 |                          |                               |

|    |                                |  |  |
|----|--------------------------------|--|--|
| 3  | Coverage                       |  |  |
| 4  | Height of the building         |  |  |
| 5  | Number of floors               |  |  |
| 6. | Total floor area of all floors |  |  |
| 7. | No. of Parking provided        |  |  |

5. I enclose herewith the following documents:

- (i) Certified sketch of the plot / site with building along with details of abutting road.
- (ii) Certified sketch of actual built up area showing the violation of setback and the number of floors.
- (iii) Copy of ownership documents
- (iv) NOC from KSPCB in case the land is in 'RED' zone.
- (v) Copy of NOC from KPTCL for clearance from high tension lines if applicable.
- (vi) Copy of certificate from Karnataka Fire Department in case of high-rise buildings.
- (vii) Copy of structural engineer's certificate in case the building is more than two floors high.
- (viii) Copy of the resolution made by all the owners or their association (For apartments and group housing)
- (ix) Calculation sheets of setback and FAR violations.
- (x) Copy of the sanctioned plan.

6. Photograph of building

|                              |
|------------------------------|
| Affix photograph of building |
|------------------------------|

7. Certificate from a structural engineer for the buildings ( above ground plus one floor)

8. D.D favouring competent Authority towards regularisation fee

: Amount:.....

: D.D. No.....Date.....

: Bank,.....

9. D.D. favouring competent Authority towards scrutiny fee

: Amount:.....

: D.D. No.,..... Date.....

: Bank,.....

**Note:** Scrutiny fee shall be collected at the rate of Rs. 1.00 per square meter of total plot area in case of plot in an unauthorised layout and Rs.2.00 per square meter of total floor area of buildings.

10.D.D favouring competent Authority towards regular fees for sanctioned of plan as per Karnataka Town and Country Planning Act, 1961, Karnataka Municipal Corporations Act, 1976, Karnataka Municipalities Act, 1964

: Amount:.....

: D.D. No.....Date.....

: Bank.....

**Signature of the Applicant**

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**PART – IV**

**ACKNOWLEDGEMENT**

Received application for regularization of unauthorized sub-division/lay out/buildings with land use violations / anauthorised buildings / sanctioned / violated from the ..... name ..... In plot number .....S.no.....Villages.....Hobli ..... village.....Taluk..... measuring .....bearing door no. / assessment no.....

- a. Application no. and date....
- b. D.D. No.and date for scrutiny fee
- c. D.D. No. and date for Regularisation Fee
- d. D.D. No. and date for Regular fee
- e. Any other fee

Authorised Signatory

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**PART – IV**

**ACKNOWLEDGEMENT**

Received application for regularization of unauthorized sub-division/lay out/buildings with land use violations / anauthorised buildings / sanctioned / violated from the ..... name ..... In plot number .....S.no.....Villages.....Hobli ..... village.....Taluk..... measuring .....bearing door no. / assessment no.....

- a. Application no. and date....
- b. D.D. No. and date for scrutiny fee
- c. D.D. No. and date for Regularisation Fee
- d. D.D. No. and date for Regular fee
- e. Any other fee

Authorised Signatory

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**FORM-II**

[See Rule 14(4)]

Name of the Applicant,-----

Application No & Date,-----

**PROVISIONAL ORDER**

It is hereby inform that the unauthorised sub-divided land or layout / building with land use violation / unlawful building situated in layout -----(Name), Sy.no.----- of ----- --village, plot No.-----measuring, -----bearing door number / assesment number -----is being considered for regularised under the provisions of Section 76FF of the Karnataka Town and Country Planning Act 1961 / Section 321-A of the Karnataka Municipal Act 1976 / the Karnataka Municipalities Act, 1964

Therefore, you are hereby required to pay a sum of rupees..... towards regularisation on or before ninety days from the date of receipt of this order.

Date:

Seal of the Institution

Place:

**Note:** Strike out whichever is not applicable

(Competent Authority)

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**FORM-III**

[See Rule 14(11)]

Name of the Applicant,-----

Application No & Date,-----

**REGULARISATION CERTIFICATE**

It is certified that the unauthorised sub-divided land or layout / building with land use violation / unlawful building situated in layout -----(Name), Sy.no.----- of ----- village, plot No.-----measuring ,-----bearing door number / assesment number -----is hereby regularised under the provissiona of Section 76FF of the Karnataka Town and Country Planning Act 1961 / Section 321-A of the Karnataka Municipal Act 1976 / the Karnataka Municipalities Act, 1964

Date:

Seal of the Institution

Place:

**Note:** Strike out whichever is not applicable

(Competent Authority)

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To

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**FORM-IV**

[See Rule 14(9)]

**Rejection of Regularisation**

Name of the Applicant,-----

Application No & Date,-----

**REJECTION OF APPLICATION FOR REGULARIZATION OF UNAUTHORISED DEVELOPMENT**

On the scrutiny of your application as submitted for regularization, It is hereby brought to your notice, your application for regularization is rejected due to the following reasons.

1. Violation exceeding the permissible percentage prescribed as per Act and Rule.
2. As per reasons mentioned in the Rule No. 4.
3. Application not complete in all respects.
4. Violation after submission of application.
5. Fee not paid
6. Other reasons.
  - a) .....
  - b) .....

Date:

Seal of the Institution

Place:

To

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