



**BANGALORE DEVELOPMENT AUTHORITY**

**ಬೆಂಗಳೂರು ಅಭಿವೃದ್ಧಿ ಪ್ರಾಧಿಕಾರ**



# USER MANUAL

**Change of Land Use**  
Town Planning Section

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## 1. INTRODUCTION

Bangalore Development Authority is established under the Bangalore Development Authority Act in 1976. The Authority functions as a Planning Authority declared under Section 4-A of the Karnataka Town & Country Planning (KTCP) Act, 1961. As per the KTCP Act, Master Plan for the Local Planning area of Bangalore is prepared once in ten years. Till now, four Master Plans have been prepared and presently Revised Master Plan (RMP -2015) is in force by the Authority. Any changes in the land use of the Master Plan are carried out under the provisions of Section 14-A of the KTCP Act. The Town Planning section of BDA is responsible for this service.

## 2. INFORMATION FOR APPLICATION FORM

Link of Application Form (English):

<https://bdabangalore.org/uploads/files/EoDB/TPM/ApplicationFormChangeOfLandUse.docx>

Application Form is to be submitted to Commissioner, Bangalore Development Authority.

The following information is required in Application Form for change of land use proposal:

### 1. Applicant Details

- i. Name of applicant /firm
- ii. Name of GPA holder if applicable
- iii. Aadhar number of the authorised signatory
- iv. Address for correspondence
- v. Email Id
- vi. Mobile Number
- vii. Phone Number

### 2. Land Details

- i. Property ID Number
- ii. Site Number
- iii. Survey Number
- iv. Layout / extension
- v. Village / Town / City
- vi. Taluk
- vii. District
- viii. Extent

### 3. Boundary Details

- i. East
- ii. West
- iii. North
- iv. South

### 4. Land use as per proposed Master Plan (Link of Master Plan is available at [ಪರಿಷ್ಕೃತ ಮಹಾಯೋಜನೆ-2015 \(bdabangalore.org\)](https://bdabangalore.org))

- i. Residential
- ii. Commercial
- iii. Industrial
- iv. Any other use to be specified

### 5. Purpose to which proposed change of land use is sought whether

- i. Residential

- ii. Commercial
- iii. Industrial
- iv. Any other use

Proposed change of land use category (*If the change of land use is sought for commercial, specify the category of commercial land use*)

**6. Details of approach road connecting the land (Tick whichever is applicable and specify the road width in metres)**

- i. National Highway
- ii. State Highway
- iii. Major District Road
- iv. Other District Road
- v. Village Road
- vi. Layout Road
- vii. Others

**7. Is the site part of any developed / approved layout**

- i. If yes, name of the approving authority

**8. Details of the topography of the land (Tick whichever is applicable)**

- i. Flat
- ii. Elevated
- iii. Low-lying
- iv. Rocky
- v. Marshy land
- vi. Sloping terrain

**9. Existing features in the site (Tick whichever is applicable)**

- i. Existing Well:
- ii. Electric Line:
- iii. Nala/Channel:
- iv. Existing Building:
- v. Railway Line nearby:
- vi. Lake/Tank:
- vii. Archaeological Site
- viii. Water Supply Lines
- ix. UGD Trunk Line
- x. Gas Pipeline
- xi. Quarry
- xii. Reserved Forest/Restricted Area
- xiii. Any Other Feature/Observation

**10. If the change of land use proposed is in public interest. Specify reasons**

### 3. DOCUMENTS CHECKLIST

Following documents is required to be submitted with application form for change of land use.

1. Copy of Aadhar card of the authorised signatory
2. Location Map
3. Site Plan with Google Map showing the existing developments in the surrounding area of the proposed land
4. Copy of approved layout by competent authority if applicable
5. Registered documents that establish ownership (Sale Deed / Gift Deed / Partition Deed / Release Deed as applicable)
6. Mutation Copy
7. R.T.C
8. Survey Sketch /Atlas / Tippani from Dept of Land Records
9. Akarbandh
10. Khata Certificate (if applicable)
11. Encumbrance Certificate in Form No.15 / 16 (Updated)
12. Village Map
13. Recent Tax paid receipts

*(Applicant will be notified in case of any additional documents/ information through Notice/Letter, applicant must re-submit the said documents at the earliest)*

Declaration that the information provided in the application is correct.

### 4. FEE STRUCTURE AND CALCULATION MATRIX

- **Scrutiny fee**  
One Rupee per square metre of total land area is to be remitted by the applicant along with the Application Form. This fee is non-refundable. Following are the details for remittance of Scrutiny Fee.
  - Name: 'Commissioner, BDA, Bangalore'
  - Account No. 2828201002001
  - CANARA BANK
  - IFSC Code CNRB0002828Receipt of the payment made to BDA needs to be attached with the Application Form.
- **Fee for paper publication:**  
Rs. 50,000/- for paper publication (In two newspapers)  
*(Applicant will be notified via Notice/Letter, applicant has to pay the fees for the paper publication as prescribed in the notice through remittance challan and receipt needs to be submitted to Town Planning Section)*
- **Betterment fee**  
Betterment fee is prescribed based on land use and market value of land determined under Karnataka Stamps Act, 1957 per sq. m of non-agricultural land vide Notification No. UDD 23 TTP 2020(E) dated 21-06-2021.

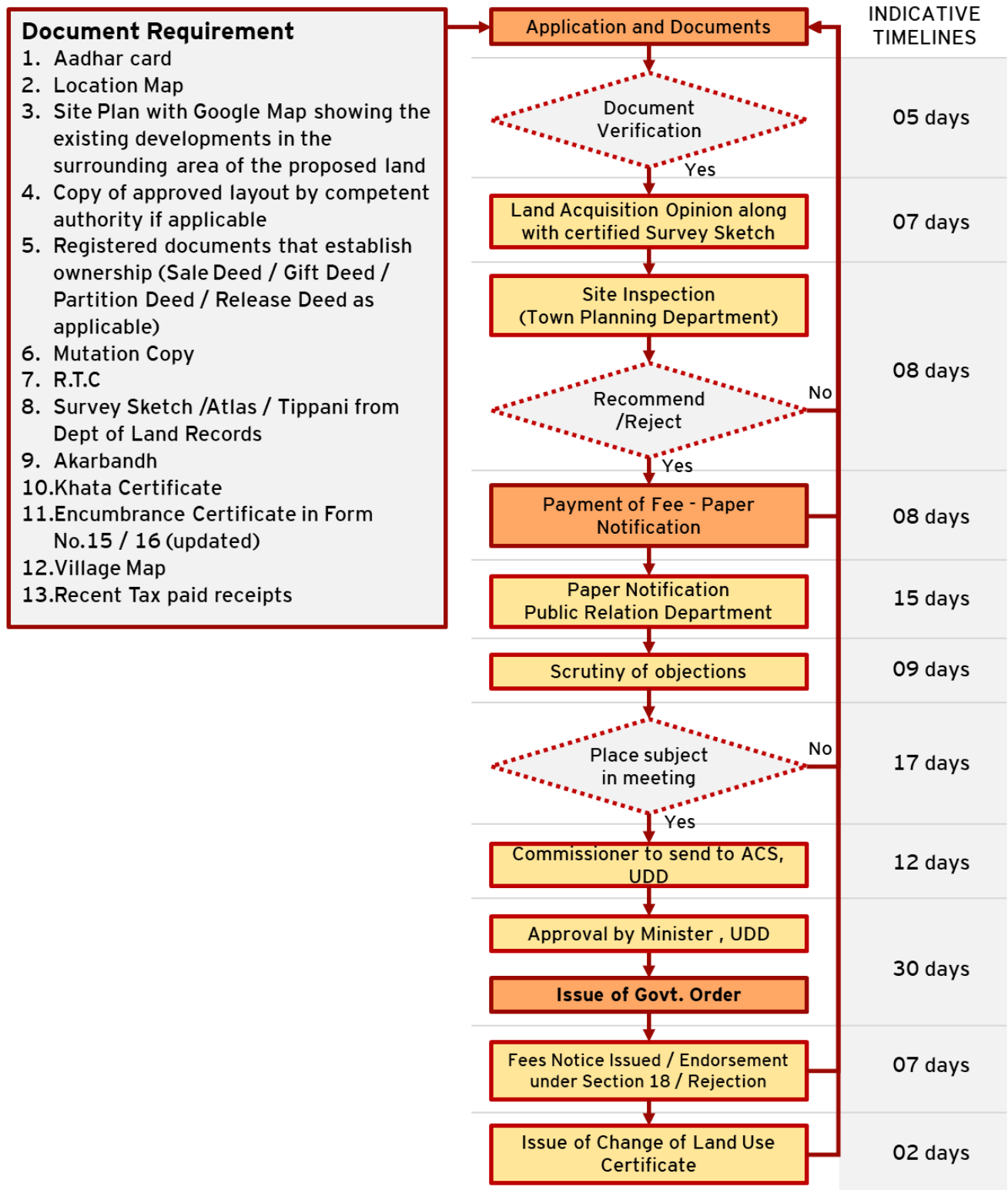
<b>Percentage of market value per sq. m of non-agricultural land</b>			
<b>Residential</b>	<b>Commercial</b>	<b>Industrial</b>	<b>Others</b>
0.2% subject to a minimum of Rs. 40/m <sup>2</sup>	0.3% subject to a minimum of Rs. 60/m <sup>2</sup>	0.50% subject to a minimum of Rs. 100/m <sup>2</sup>	0.2% subject to a minimum of Rs. 40/m <sup>2</sup>

*(Once Change of Land Use is approved by the Government, Applicant will be notified via Notice/Letter by BDA, the applicant will have to pay the Betterment fee prescribed in the notice through remittance challan and the receipt needs to be submitted to Town Planning Section)*

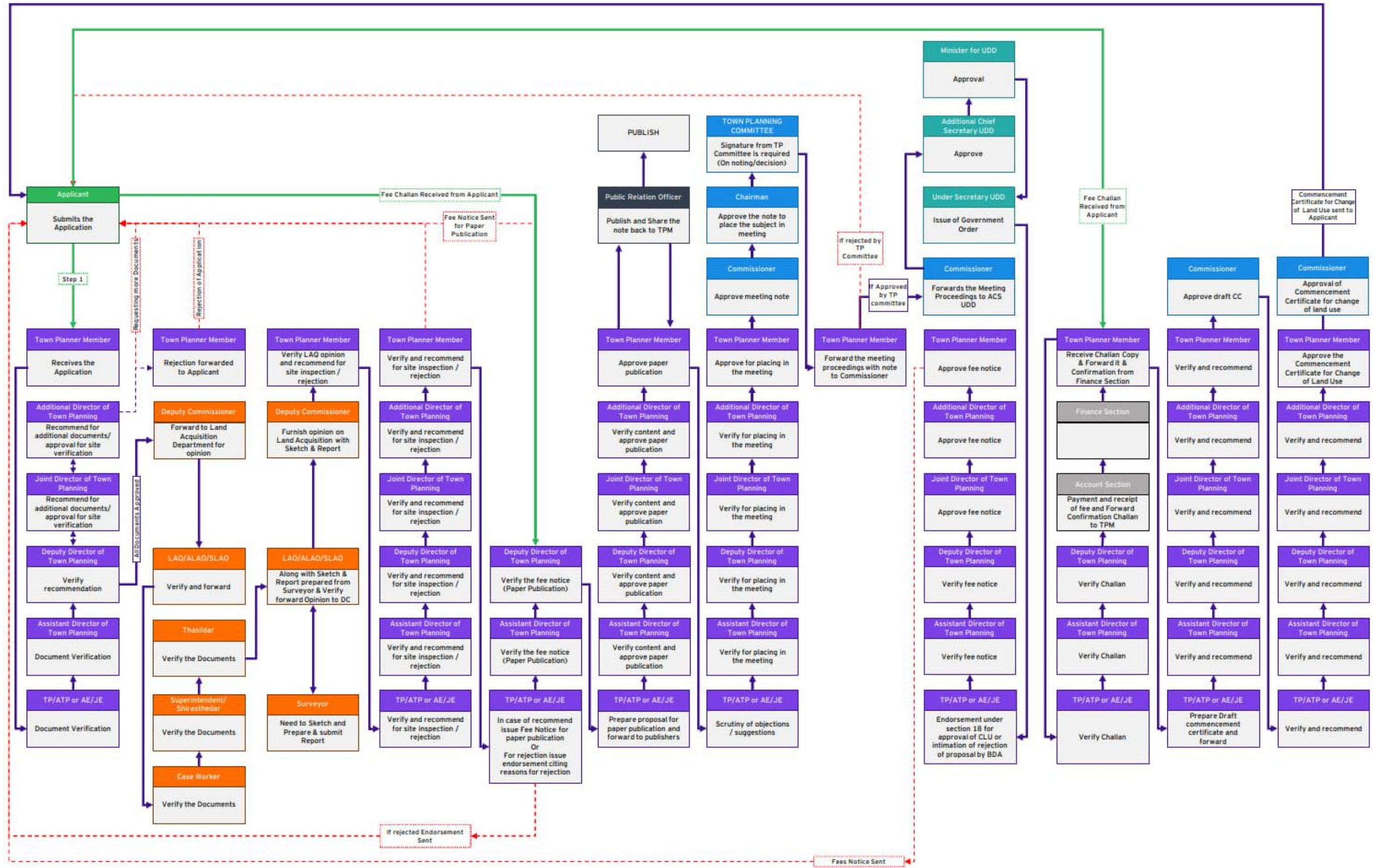


## 5. PROCEDURE (PROCESS FLOW)

### User End



# Department End





## 6. TIMELINE FOR SERVICE

The time limit for the service notified under Sakala: **120** working days  
Designated Officer: Town Planner Member, BDA

*Note: Approval of layout is subject to the decision of the Town Planning Committee.*

## 7. GRIEVANCE MECHANISM

**Designated Officer: Town Planner Member**  
Phone No: 080 2344 3206/2336 8615 (Extn. 289)  
Email id: [tpm@bdabangalore.org](mailto:tpm@bdabangalore.org)

**Competent Officer: Commissioner**  
Phone No: 080 23360843  
Email id: [commissioner-bda@ka.gov.in](mailto:commissioner-bda@ka.gov.in)

**Appellate Authority: Additional Chief Secretary, Urban Development Department**  
Phone No: 080 22035075  
Email id: [acsuddoffice@gmail.com](mailto:acsuddoffice@gmail.com)

Official Website: [ಬೆಂಗಳೂರು ಅಭಿವೃದ್ಧಿ ಪ್ರಾಧಿಕಾರ \(bdabangalore.org\)](http://ಬೆಂಗಳೂರು ಅಭಿವೃದ್ಧಿ ಪ್ರಾಧಿಕಾರ (bdabangalore.org))

**BANGALORE DEVELOPMENT AUTHORITY**

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<https://eng.bdabangalore.org/>