

**APPLICATION FOR OBTAINING PRELIMINARY PLANNING CLEARANCE FOR
TOURISM RELATED PROJECTS**

<i>For Office Use Only</i>
File No.
Processing Fees Paid :
Receipt No. :
Date :

To :

**Chairman,
Urban Development Authority,**

I / We do hereby apply for the Preliminary Planning Clearance for the above development.

I / We forward herewith the following details and documents.

1. (a). Particulars of land owner :

Name :

Address :

Telephone No. :

(b). Particulars of Applicant / Occupant :

Name :

Address :

Telephone No. :

Fax No. / Email Address :

2. Particulars of Qualified Person :

Name :

ARB Registered No. :

(Architect Registration Board)

Telephone No. :

3. Nature of the Development :

New construction / Renovation / :

Change of Use of existing building

4. Present Use of the Land & Building

Location :
Assessment No. :
Local Authority :
Street :
Plot / Survey Plan No. :
Name of the Surveyor :
Date :

i. Land

Extent (Square Meters) :
Use (Give in detail the present use) :

ii. Building (Give details of every Building on the site) :

No. of Floors :
Gross floor area (Square Meters) :

5. Brief Description of the Proposed Project :

Total Floor Area :
Height :
No. of Rooms :
Seating capacity of Banquet Hall / Conference Hall :

6. Provisions to be made for Infrastructure Services :

6.1 Access Road (Specify width & building Line if any) :
Water Supply :
Sewerage :
Electricity :
6.2 Parking spaces provided :
Cars :
Others (specify) :

I/we certify that the above particulars are true and correct.

.....
Date

.....
Signature of Owner / Applicant

Documents to be submitted along with the duly completed application ;-

- a. A copy of the Survey Plan of the Land
- b. A copy of the
 - i. Concept Design Proposal (if a new development.)
 - ii. Approved Building Plan and certificate of Conformity (if the building is existing.)
- c. Location Map indicating all access roads, permanent landmarks etc., (enabling Urban Development Authority officer to visit the site.)
- d. A tentative cost estimate of the project certified by a qualified person.

Further, applicant / owner is required to make a payment of processing fees to the UDA to consider issue of Preliminary Planning Clearance which will be informed at the time of submission of application.

For Office use only

CCD Approval	
CEA Approval	
Approvals of other Relevant Authorities.	