

USER MANUAL
FOR
CHANGE OF LAND
USE

DEPARTMENT OF INDUSTRIES

GOVERNMENT OF ANDHRA PRADESH

1. Enter <http://www.apindustries.gov.in/> in your browser

2. Click on Apply for Approvals as shown below.

The screenshot displays the official website of the Department of Industries, Government of Andhra Pradesh. The header includes the department's logo, name, and contact information. A navigation menu is located below the header. The main content area features a large banner with the slogan "Our business is to make yours easy." and a list of services on the right. The "Apply for Approvals" button is highlighted with a red box.

DEPARTMENT OF INDUSTRIES
GOVERNMENT OF ANDHRA PRADESH

Select Language Select Language

Google Custom Search

INVESTOR HELP DESK (10:30 AM TO 5 PM IST)
(Monday To Friday) PHONE - 0866 2530665
singledesk-inds@ap.gov.in

HOME ABOUT ANDHRA PRADESH WHY INVEST IN AP FOCUS SECTORS INVESTOR SERVICES DEPARTMENT EODB INFORMATION CONTACT

day From 10:30 AM - 11:30 AM, Venue : Conference Hall, Commissioner of Industries, I Floor, Regional Printing Press, Mutyalampadu, Vijayawada Business Reform Action Plan-2019 Implementation Guide

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- Information wizard
- Apply for Approvals**
- Apply for Industrial Incentives
- Apply for Allotment of Raw Materials
- SDP PERFORMANCE REPORT

3. Enter SDP User ID and Password.



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HOME ABOUT ANDHRA PRADESH WHY INVEST IN AP FOCUS SECTORS INVESTOR SERVICES DEPARTMENT EODB INFORMATION CONTACT

Entrepreneur Login

Username

Password

PDcuxm 

Capcha letters are case sensitive

LOG IN

Forgot Password? [Click here](#)
New User? [Click Here to Register](#)

4. Click on 'Proceed' link

HOME GRIEVANCES GOVT.OF INDIA APPROVALS LOGOUT

ENTREPRENEUR DASHBOARD

Sl.No	Organisation Name	Location	Sector	Line of Activity	Total No. of Applications				--
					Applied	Approved	Rejected	Pending with Department	
1	Proceed
2	Proceed
3	Proceed
4	Proceed
5	Proceed

[Add New Organisation](#)

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5. Select “Approval for Change of Land Use “in the table

Sl.No.	Clearance Name	Application Filing Date	Courier Received Date by the Dept	Approval / Rejected Date	Status	File ID
1	Sanction of Estimate/Issuance of Service Connection for Power Supply for 11KV or 33KV	24-MAY-2018	-	-	Yet to Apply	
2	Factory Plan Approval	24-MAY-2018	-	-	Yet to Apply	
3	Building /Site Permission /Approval from Municipality	24-MAY-2018	-	-	Yet to Apply	AutoDCR file details
4	Permission to dig new wells	24-MAY-2018	-	-	Yet to Apply	

List of Pre-establishment clearances requiring Department specific application along with Common Application Form (CAF-I):
Click on the pdf image to download the Common Application Form

Sl.No.	Clearance Name	Application Filing Date	Courier Received Date by the Dept	Approval / Rejected Date	Status	File ID
5	Fire-No Objection Certificate 	-	-	-	Yet to Apply	
6	Registration for VAT, CST 	-	-	-	Yet to Apply	
7	Consent for Establishment Orange Category 	-	-	-	Yet to Apply	
8	Approval for Change of Land Use 	24-MAY-2018	-	-	Yet to Apply	

6. Application will open, and applicant must fill the required details for CLU

CHANGE OF LAND USE (CLU) APPLICATION AND SCRUTINY FORM

ADDRESS OF APPLICANT

Name* : Door No./Flat No.* :

Road/Street* : District* :

Mandal* : City/Town* :

Phone/Mobile* : E-mail* :

Pincode* : Village* :

LOCATION OF THE PROPOSED SITE

Plot NOs.* : Sanctioned Layout No/LRS No.* :

Survey No. & Village* : Premises / Door No* :

Road/Street* : Ward No./Block No.* :

Locality* : Circle/Division* :

DETAILS OF LICENSED TECHNICAL PERSONNEL

Sl. No.	Name	Address	License No.	Validity	
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Delete

[Add Personnel](#)

LAND OWNERSHIP INFORMATION

S.No	Document		Name of the Vendor	Name of the Vendee	SY. Nos.	Extent	Schedule of Boundaries	
	No.	Date						
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Delete

[Add Ownership Details](#)

DETAILS OF SITE AREA (M2)

Sl. No.	As per Documents	As per Submitted Plan	Road Widening Area	Net Area	
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Delete

[Add Site Area Details](#)

MASTER PLAN (GTPS) DETAILS

Site under reference falls in the Master Plan of	<input type="text"/> Town.		
Status of Master Plan	Sanctioned	G.O.Ms.No.	<input type="text"/> Date <input type="text"/>
	Draft (Formally) Approved	G.O.Ms.No.	<input type="text"/> Date <input type="text"/>
Land use as per Draft / Sanctioned Master Plan (Enclose Land Use Certificate, if available)	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/> <small>Note: Please upload the Relevant Document(10 MB)</small>		
Extract of Master Plan enclosed	<input type="radio"/> Yes <input type="radio"/> No		
Land use Proposed for Change by the applicant	<input type="text"/>		
Purpose for Change of Land Use requested (Use & type of the proposed Building)	<input type="text"/>		
Whether the use and type of the building is permissible as per the ZR/BR in the proposed Land use requested by the applicant	<input type="radio"/> Yes <input type="radio"/> No		



Click on **Save & Continue** to move to next page

ACCESS (IN M)

S.No	Direction	Min. Required Road Width	Existing Road Width	Proposed Road Width as per MP/NH/R&B/ZP/PR	Affected In Road Widening		Remarks
					Depth (m)	Area (Sq. m)	
1	North	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	South	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	East	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4	West	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Road Widening Portion	Site gets affected in the proposed road widening as per	<input type="radio"/> Yes <input type="radio"/> No
	affected Land already handed over free of cost	<input type="radio"/> Yes <input type="radio"/> No
	affected Land not yet handed over	<input type="radio"/> Yes <input type="radio"/> No
	Applicant is willing to hand over the affected land free of cost, if CLU is Considered	<input type="radio"/> Yes <input type="radio"/> No

GROUND POSITION

1	Site falls in	<input type="radio"/> Approved Layout <input type="radio"/> Regularized Layout/Plot <input type="radio"/> Unapproved Layout <input type="radio"/> Others(Specify)
2	Site falls in	<input type="radio"/> Congested Area/Abadi <input type="radio"/> Developed Area <input type="radio"/> To be developed area <input type="radio"/> Others(Specify)
3	Site Condition	<input type="radio"/> Plain Land <input type="radio"/> Undulated <input type="radio"/> Elevated from Road level <input type="radio"/> Below the Road level <input type="radio"/> Others(Specify)
4	Site enclosed with	<input type="radio"/> Fence <input type="radio"/> Compound Wall <input type="radio"/> No Compound Wall <input type="radio"/> Boundary Stones <input type="radio"/> Others(Specify)
Site surrounded by (Physical Features) (Photographs shall be enclosed)		
	North	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/> <small>Note: Please upload the Relevant Document(10 MB)</small>

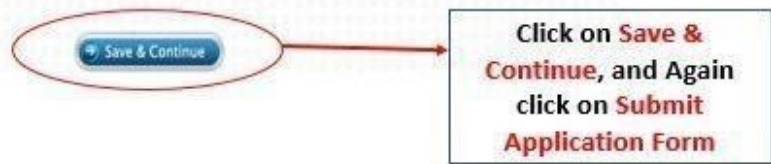
RESTRICTION OF BUILDING ACTIVITY IN THE SITE & VICINITY AREA

(VIDE RULE (2) OF A.P. BUILDING RULES-2012)

Whether the site falls in the area where there are restrictions of building activity as per the A.P. Building Rules-2012.	<input type="radio"/> Yes <input type="radio"/> No
	If yes, give the details and specify the action to be taken: <input type="text"/>

DECLARATION

1.	I / We , We certify that the above particulars submitted are correct.
2.	I / We , shall pay the necessary fees and charges leviable by MDA/UDA/LB under the HMDA Act,2008/ APUA/DI Act,1975/ APTP Act,1920.
3.	I / We , are aware that certain conditions may be imposed while considering the Change of Land use under the above said statutory provisions and I/We assure that I/We comply with the same.
4.	I / We , affirm/declare that I/We would I/We declare that I/We would undertake development/Construction activity only after Change of Land Use orders are issued by the Government and after approval of Building Plan from the competent Authority and shall not violate the same.
<input type="checkbox"/>	I / We agree to the above terms and conditions.



7. After submitting an Application form, **Online Enclosures page will open**, and Applicant must upload Enclosures for approval of CLU clearance.

Online Enclosures

To Apply for Approval for Change of Land Use Clearance, The following enclosures need to be uploaded online. Please select the enclosure and then choose file to upload

Sl No.	Select	Enclosure Name	Attachment
1	<input type="checkbox"/>	Quantity of water.	
2	<input type="checkbox"/>	Source of water and its location (River/Public Tank).	
3	<input type="checkbox"/>	Attested copies of Site plan, TOPO Plan, FMB Sketch.	
4	<input type="checkbox"/>	Attested copies of EC, Extract of M.P/ Base Map.	
5	<input type="checkbox"/>	Attested copies of Ownership document and Link Documents.	

No file chosen
Please upload .pdf/.jpg/.jpeg/.png file with size less than 10 MB.

NOTE: Please click on Sent to Dept button after successful completion of Payment and Online/Offline Enclosures.

8. STEPSTOUPLOAD ENCLOSURESFORAPPROVALFORCHANGEOFLANDUSECLEARANCE

Step - 1: Select an *Enclosure Name* from *Select* column.

Step - 2: Select *Choose File* option.

Step - 3: Select *Upload* option.

The screenshot shows the 'Online Enclosures' section of a web application. It contains a table with columns for 'Sl No.', 'Select', 'Enclosure Name', and 'Attachment'. Below the table is a 'Choose File' button, an 'Upload' button, and a 'Send to Dept' button. A 'Back' button is also present. Three red callouts with numbers 1, 2, and 3 point to the 'Select' column, the 'Choose File' button, and the 'Upload' button respectively.

Sl No.	Select	Enclosure Name	Attachment
1	<input type="checkbox"/>	Quantity of water.	
2	<input type="checkbox"/>	Source of water and its location (River/Public Tank).	
3	<input type="checkbox"/>	Attested copies of Site plan, TOPO Plan, FMB Sketch.	
4	<input type="checkbox"/>	Attested copies of EC, Extract of M.P/ Base Map.	
5	<input type="checkbox"/>	Attested copies of Ownership document and Link Documents.	

Choose File | No file chosen
Please upload .pdf/.jpg/.png/.img file with size less than 10 MB


Upload

NOTE: Please click on Sent to Dept button after successful completion of Payment and Online/Offline Enclosures.

Send to Dept

Back

This screenshot shows the same 'Online Enclosures' interface as above, but with the 'Attachment' column visible. A red circle highlights the 'Attachment' column header, which contains a document icon. The 'Choose File' button is now active, and the 'Upload' button is also visible. The 'Send to Dept' button is at the bottom.

Sl No.	Select	Enclosure Name	Attachment
1	<input type="checkbox"/>	Quantity of water.	
2	<input checked="" type="checkbox"/>	Source of water and its location (River/Public Tank).	
3	<input type="checkbox"/>	Attested copies of Site plan, TOPO Plan, FMB Sketch.	
4	<input type="checkbox"/>	Attested copies of EC, Extract of M.P/ Base Map.	
5	<input type="checkbox"/>	Attested copies of Ownership document and Link Documents.	

Choose File | No file chosen
Please upload .pdf/.jpg/.png/.img file with size less than 10 MB

Upload

NOTE: Please click on Sent to Dept button after successful completion of Payment and Online/Offline Enclosures.

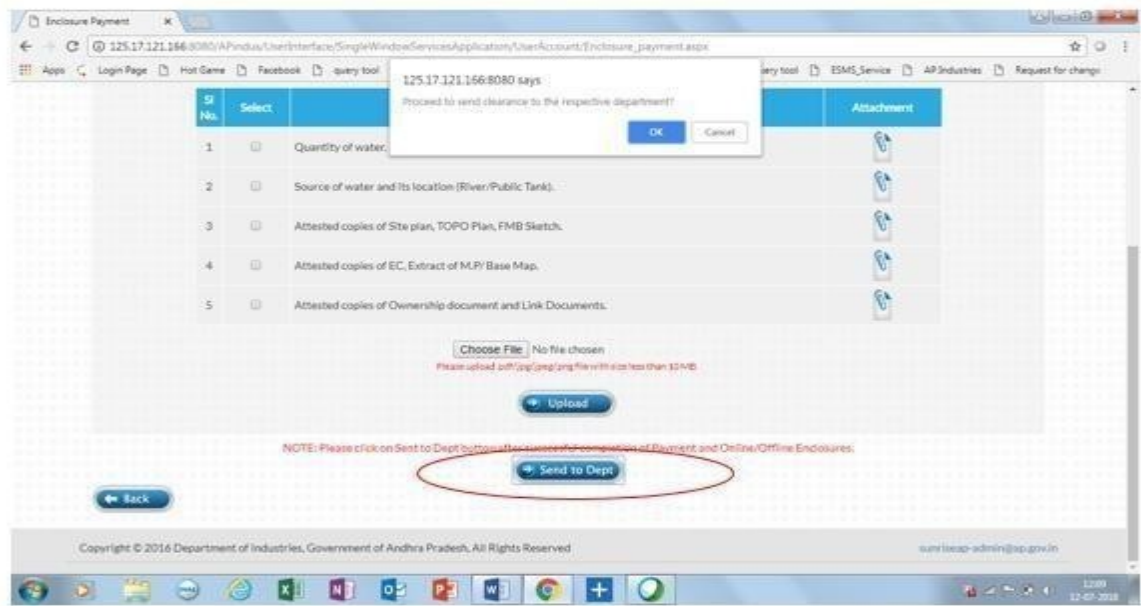
Send to Dept

Back

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9. Repeat the above steps to ALL ENCLOSURE NAMES i.e., (Select an Enclosure Name, Select Choose File option and Upload the document)

10. After Uploading all the Enclosures document, Click on **Sent to Department** option.



11. Pop – up will appear and File information sent to Municipality will be shown.

