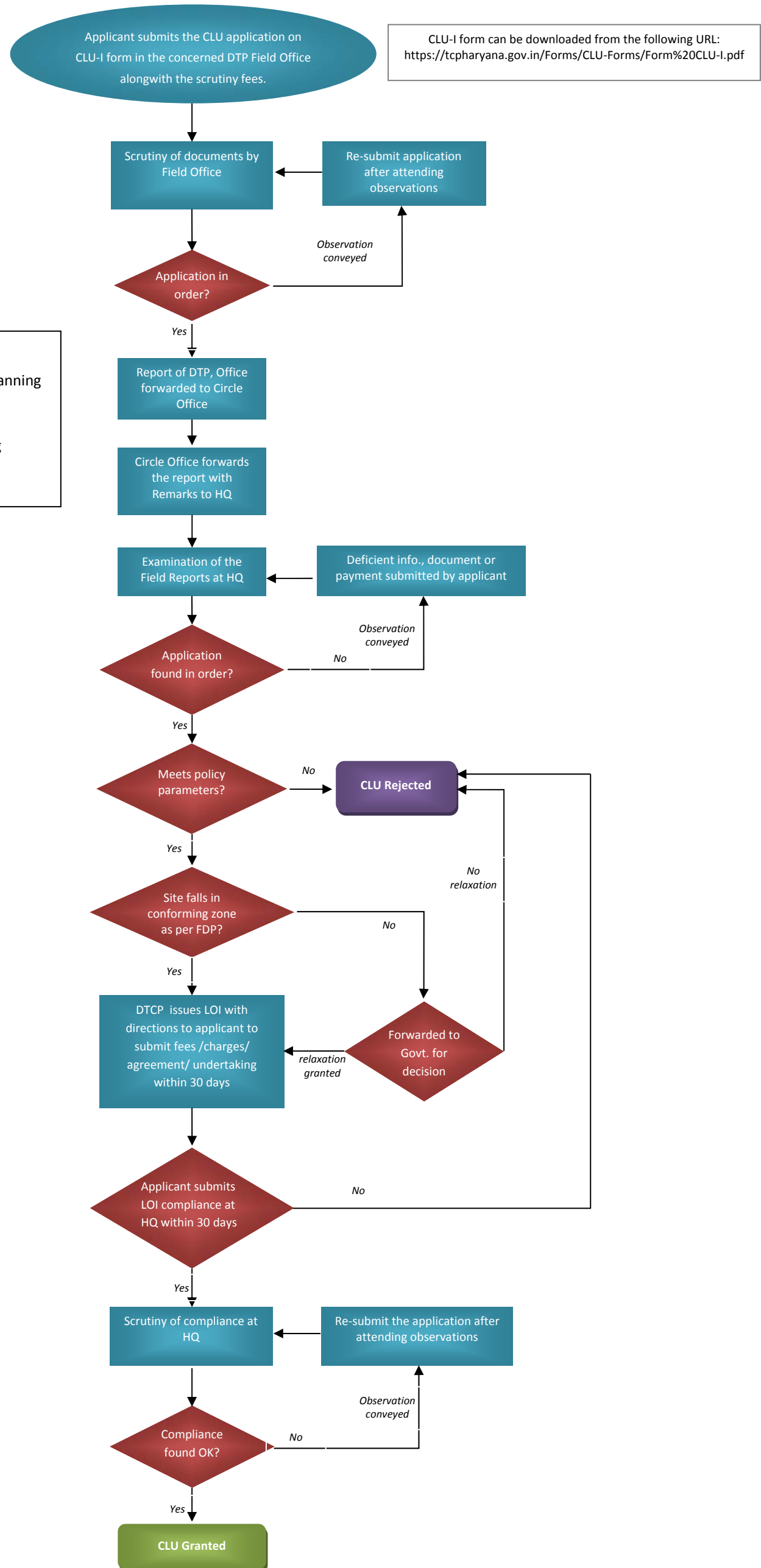


DEPARTMENT OF TOWN AND COUNTRY PLANNING, GOVT. OF HARYANA

APPLYING FOR CHANGE OF LANDUSE (CLU)

Please note that Department has already launched an e-Service for Online CLU application. All applicants are advised to submit applications using the Online service. The service can be accessed at <https://ofa.tcpharyana.gov.in/>.

Detailed user manual for applying Online CLU are also available on Department's Website.



- DTP - District Town Planner
- HQ - Head Quarter of Town & Country Planning
- FDP - Final Development Plan
- DTCP - Director Town and Country Planning
- LOI - Letter of Intent

CLU-I form can be downloaded from the following URL:
<https://tcpharyana.gov.in/Forms/CLU-Forms/Form%20CLU-I.pdf>

CHECKLIST

Sr. No.	Description
1	Prescribed Form CLU-I
2	Name of applicant
3	Address, Email, Aadhar
4	Memorandum and Article of Association in case of company
5	Board Resolution of company and authority letter in favour of authorized signatory.
6	Purpose for which CLU permission is sought
7	Ownership Documents :- a. Jamabandi b. Mutation c. Takseem Intkal d. Ex-shajra Plan issued by Halka Patwari
8	Area in Sqm/acres
9	Village
10	Controlled Area and date of notification
11	Development plan
12	Zone/Sector No.
13	Width of approach
14	Access permission, if site is situated on scheduled road / National Highway/ State Highway
15	Area falling within road widening, green/restricted belt, if any.
16	Scrutiny fee
17	Status of construction at site.
18	HT Line/Gas pipeline passing through the site, if any.
19	Any other issues involved e.g. Notification 07.05.1992 and PLPA
20	Distance from KMP Express Highway if any applicable
21	Status of NCZ area vis-à-vis SRP and RRP
22	Status w.r.t. land acquisition proceedings, if any.
23	Total estimated cost of the project.

24	Comments on the documents submitted in support of Means of finance
Industrial Purpose	
1	Registration of SSI or Medium or Large Industry
2	Whether polluted or not polluted
3	NOC from pollution
Institutional (School, College, Hospital or Religious)	
1	Genuineness certificate
2	Technical capacity to run the institution
3	Past experience etc
4	Recommendation of Health Department in case of Hospital with Collage
Petrol Pump	
1	LOI of Oil Company
2	Distance from existing road junction
3	Distance from existing Petrol Pump

Procedure & Checklist for grant of Change of Land Use (CLU) Permission. ([Click Here for Office Order](#))

In order to enable a transparent mechanism for submission and examination of cases pertaining to approval of building plans, the check list given above be followed. The proforma be reviewed and revised every six months to ensure that no important parameters get missed out.