

**FORM - I**

**SCHEDULE APPLICATION FORM FOR DEVELOPMENT PERMISSION  
(Under Section 46 of the West Bengal Town and Country (Planning & Development)  
Act., 1979)**

**To,  
The Chief Executive Officer,  
Burdwan Development Authority,  
New Administrative Building (5<sup>th</sup> floor),  
Collectorate, Burdwan,  
P.O. & Dist. - Burdwan,  
Pin- 713101.**

Sir,

I intend to develop/institute/change the use of land /buildings as per details furnished in the statement below for which permission is required under this Act. I hereby request that you will be pleased to declare the liability of land and/or building for the levy of development charge and to determine the development charges payable and communicate the same to me.

Yours faithfully

1. a) Name of the Owner/occupier :
- b) Full Postal Address:
- c) Name of Applicant:
- d) Date of application for permission:
2. Description of land/land schedule or building for which development charge has to be assessed:
3. Land
  - i) Total area of land in sq. mtr. :
  - ii) Present use (to be filled in by the office) :
  - iii) Use proposed - Residential  
/Industrial/Commercial/Agricultural/others(specify):

4. Building

- i) Plinth area of building & cubic mtr. of the content of such building or works:
- ii) Present use - Residential /Industrial/Commercial/Agricultural/others(specify)  
(to be filled in by the office):

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iii) Use proposed :

iv) Total floor area use wise:

5. Any other particulars supporting the application :

Date:

Place:

**SIGNATURE OF THE APPLICANT**

N.B.: In case of change of use the application shall accompany

- i) Documents showing ownership right / ROR (Porcha) over the land property
- ii) Site plan (scale 1:1000)
- iii) Key plan(scale 1:2000)
- iv) All drawings shall have to be drawn, certified and signed by a competent Surveyor.
- v) Architectural drawings if required to be certified and signed by registered Architect.
- vi) Other documents related to the project.