

Office of the Director of
Town and Country Planning,
807, Anna Salai, Chennai - 600 002.

CIRCULAR

Roc. No.26376/10-LA2

Dated: 4.8.2015

Sub: Checklists prescribing the required details to be furnished while seeking permission for developments - Already issued - Partial modifications to certain items of the checklists - orders issued - Regarding.

Ref: This office circular of even number, dated: 25.6.2015.

In the circular issued vide reference cited above, checklists were also attached and sent specifying the list of details to be furnished while seeking permission for various developments. In partial modification to the said circular, the following corrections to certain items of the checklists are given effect, based on the outcome of the discussion made during the officers' meeting held at head office, Chennai on 9.7.2015:

- a. In the item No.5 of the checklist for "layout proposals including the proposals from areas falling within the purview of HACA, but other than the areas covered under Tamil Nadu District Municipalities (Hill Stations) Building Rules, 1973" the details required in proof of the "approach road" have been specified. The following shall also be added in this item:
"In cases of layout proposals from the areas of rural local bodies and abutting National Highways, State Highways and By-pass roads thereof, the concurrence of the Divisional Engineer (Highways Department) under whom the control of the roads is vested shall also be obtained."
- b. In all the checklists, invariably for all types of developments and in the item specifying the requirement for "approach road", the following shall also be added:
"Instead of the above certificate from the Local body, the FMB / Town Survey sketch and the corresponding Adangal and "A" Register extract (for rural areas) or Town Survey Land Records (TSLR) (for urban areas) duly attested by the competent officials of the concerned departments can be obtained."
- c. In all the checklists except for the checklist applicable for the "ordinary buildings", one of the items of requirements is to obtain NoC in original from Tahsildar specifying six certificates. In this item of all the checklists the following shall also be added:
"In case if the proposed site is one of the plots of an approved layout, where roads, parks, play spaces, open spaces have been handed over and maintained by local body, the above said NoC of the Tahsildar need not be obtained. However,

in case of proposals for construction of building for an industry or for any commercial activity or a building for educational institution or for a hospital in the approved plot which is in a rural area, then the Tahsildar NoC has to be obtained stating that the land is not covered under Land Reforms Act, 1961.

The above instructions come into force with immediate effect and shall be followed scrupulously. Receipt of the circular shall be acknowledged by return of post.

(sd/-) R.Kirlosh Kumar,
Director of Town and Country Planning

To

All the Regional Deputy Directors/Assistant Directors, All the Member Secretaries of Composite Local Planning Authorities/New Town Development Authorities.

Copy to: 1. All Assistant Directors of Head Office, Chennai-2.

2. All Architectural Assistant/Planning Assistants, Supervisors/Draughtsman Grade-II of Head Office, Chennai-2.

3. PC to Director.

4. Spare.

/forwarded/by order/


4/8/15
Assistant Director