

**CHENNAI METROPOLITAN DEVELOPMENT
AUTHORITY, CHENNAI -600 008
(ADMINISTRATION DIVISION)**

Office Order No.3/2009

Dated 15-4-2009

Sub: CMDA – Area Plans Unit – Green Channel – Issue of Planning Permission for certain categories of proposed developments – Orders – issued.

Ref: 1. Office Order No.8/1999 dated 23.04.1999
2. Office Order No.10/2001 dated 02.04.2001
3. Office Order No.4/2003 dated 02.03.2003
4. Office Order No.2/2008 dated 30.01.2008

In supercession of the office orders issued in the subject matter above, relating to Green Channel for Planning Permission Applications, the following revised guide lines are issued.

1. Developments eligible for consideration under Green Channel:

(A)Category of Buildings:

- i. Ordinary Residential and Commercial Buildings as defined in Development Regulations(DR)
- ii. Special Building and Group Development not exceeding 50 Dwelling Units or 1500 sq.mt. in commercial floor area.

(B)Site Requirement:

- i. The site shall be
 - (a)an approved one i.e. a plot lying in an approved lay out or in an approved sub division or it has a plan approved by CMDA/local bodies earlier(evidenced by a copy of the same duly attested by a competent officer of the office that approved it earlier)
 - (b) an amalgamation of two or more approved sites(evidenced by a copy of the approved plan duly attested by a competent officer the of office that approved it earlier)
 - (c) in existence as such prior to 5.8.1975 (with documentary evidences duly attested by a notary public).
- ii. The site shall be vacant one or would become vacant when proposed demolitions of all the structures are carried out. In cases of stand alone existing buildings (i.e. the existing buildings which could physically remain even after construction of the proposed building),

the building shall be demolished before the issue of Planning Permission. Where the proposed construction cannot take place without demolishing the existing buildings, demolition plan and a demolition deed in the prescribed format shall be furnished. In this case, the Local Bodies shall be requested by CMDA to ensure the sanction of demolition plan before issuing the Building License/Permit.

- iii. The site shall abut on a Public Road maintained by the Local Body concerned or Highways Department. Further it shall have the width satisfying Development Regulation requirements
- iv. The site shall not be within a distance of
 - a. 20 mts from the declared Burial / Burial ground in municipal and panchayat areas
 - b. 500 mts from an existing live quarry
 - c. 500 mts from an existing stone crusher
 - d. 960 mts. from the run way end in the areas around Air Port and Aerodromes
 - e. 100 mts from IAF boundary
 - f. 30 mts from the Railway boundary
 - g. 50 mts from Metro Rail alignment
- v. The site shall be free from passage of any over head HT/LT electric lines through the site or it shall not be in close proximity of the same.
- vi. Shall be free from inundation, unless it is an approved site.

(C) Zoning:

- i. The site shall not lie in CRZ area or Aquifer Recharge Area.
- ii. The site shall not lie in the area notified for acquisition under any of the Land Acquisition Acts proposed for acquisition by the Government/Government agencies /departments as per records available in CMDA.
- iii. The Site shall be free from any street alignment/road widening/link roads proposed in Master Plan or Detailed Development Plans or where it is required to be provided considering the road net works around, since it involves gifting of the same through a registered gift deed.

Others:

- i. If the site is not an approved one and only a pre 5-08-1975 existed site, then the proposed development shall not fall in the special sanction category under the Land Use Zoning in which the site lies, since permissibility under special sanction requires site inspection.
- ii. Proposed development shall not involve receipt of premium FSI or TDR in the site.
- iii. Proposed development shall not involve gifting of communal and recreational spaces, road widening and link road space.
- iv. It shall fully conform to Land use and DR and shall not involve any relaxation of rules.

(2) Additional details /documents to be furnished:

- i. Certificate of the applicant who has right over the property to make developments proposed(in the prescribed format)
- ii. Certificate of the qualified Architect/Engineer who shall also be a Class-I Licensed Surveyor in the prescribed format.
- iii. Plans and applications duly signed by both the applicant and the Architect/Engineer stated above.
- iv. Even in the case of ordinary buildings, latest Patta with FMB sketch / PLR extract duly attested by Revenue Official not below the rank of Deputy Tahsildar in favour of the present owner(s) for the site shall be furnished. However, old or earlier dated Patta in favour of the present owner is acceptable (where no transactions had occurred subsequently as evidenced by Encumbrance Certificate / Notarized Affidavit).

3. Processing in CMDA and time limit for communicating decision:

- i. Site inspection by an official of CMDA prior to issue of planning permission shall be dispensed with and the planning permission application shall be processed based on the certificates of Architect/Licensed Surveyor on road status, road width, site dimensions etc, and a decision shall be taken
- ii. The decision shall be communicated within 21 days from the date of admittance of Planning Permission Application in Green Channel. If the applicant does not receive the decision in his/her Planning Permission Application within 21 days he/she shall represent to Senior Planner concerned or Member Secretary, CMDA .On receipt of the representation, the stage of Planning Permission Application shall be brought to the notice of Member Secretary, CMDA by submission of file and appropriate further action taken.
- iii. Every effort shall be taken to dispose of the Planning Permission Applications under the Green Channel, latest within 30 days from the date of its admittance.

- iv. On receipt of Development Charge and other charges, the approved plan shall be forwarded to Local Body within a week and a copy of the approved plan shall be forwarded to Enforcement Cell concerned to take follow up action to check correctness of the certificates/compliance of undertaking given in the Green Channel and take necessary further action.
- v. No officer or staff in CMDA shall retain Planning Permission Application applied under Green Channel with him/her during the processing period, for more than 2 days. If the Officer or staff concerned is absent or on leave, then the junior officer/staff shall record the leave /absence of the officer or staff concerned and send it to the next officer or staff in the hierarchy for further processing /decision.
- vi. The Deputy Planner concerned shall be the monitoring officer who shall submit a weekly report on the account of pendency including the stage of processing every week on Mondays to the Senior Planner concerned. A consolidated report on compliance of the time limit shall be submitted to Member Secretary every month by the Senior Planner concerned
- vii. CMDA reserves the right to convert a an Application receive in Green Channel in to a normal application, for reasons recorded in writing with the approval of Member Secretary, CMDA and it shall be communicated to the applicant with in 3 days from the date of obtaining orders form the Member Secretary.

4. Conditions to be complied by the concerned Local Body:

- i. The local body shall ensure sanction of demolition plan in cases where it is a pre condition to be complied with before issuance of Building License/Permit
- ii. It shall also confirm the road width, its status and its conformity to the DR before issuance of Building License/Permit.

5. Verification by Enforcement Cell and action to be taken on deviated constructions and on misrepresentation of facts by the Registered Architect/Class I Licensed Surveyor

- i. Within 30 days from the date of issuance of Green Channel planning Permission, the site shall be inspected and the certification by Registered Architect / Engineer who shall also be a Class I Licensed Surveyor verified and report shall be submitted to Member Secretary, by the Deputy Planner (EC) concerned. If it is found that the Planning Permission has been obtained on misrepresentation of facts knowingly or unknowingly, action shall be initiated to revoke the Planning Permission accorded. Action shall also be initiated against the Registered Architect / Class I Licensed Surveyor concerned as per law for cancellation of the registration /License.

- ii. EC shall monitor the developments periodically to ensure compliance of the approved plan and take necessary enforcement actions where required as per delegations of powers vested with the officials of EC.
- iii. Senior Planner, EC shall send a report on the follow up actions taken on the Green Channel approved cases to Member-Secretary every month in a format to be prescribed.

This order takes effect from 15.04.2009.

Sd/- VIKRAM KAPUR,
MEMBER-SECRETARY

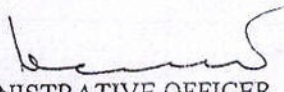
To

1. The Chief Planner (APU)
2. The Chief Planner (EC)
3. The Senior Planner (APU)
4. The Senior Planner(EC)
5. All Deputy Planners in APU & EC
6. All Assistant Planners in APU & EC
7. All PA I s and PA IIs in APU & EC

Copy to

1. P.S. to Vice Chairman
2. P.S. to Member Secretary
3. P.C. to Chief Executive Officer
4. Member and Chief Planner(Reg. Unit)
5. The Chief Planner (MPU)
6. The Chief Planner (ADU)
7. The Senior planner (RT)
8. the Senior Planner(ADU)
9. The Senior planner(Road and Rail)
10. The Senior Planner(MPU)

/True Copy / Forwarded By Order/


ADMINISTRATIVE OFFICER


17/4/09.

Certificate of Undertaking by the Applicant for Green Channel Applications

To

The Member Secretary,
Chennai Metropolitan
Development Authority,
No.1, Gandhi Irwin Road,
Egmore, Chennai-600 008.

Sub: CMDA – Proposed construction of at
..... S.No....., Block
No..... village
(D.No..... St. Name, Locality)
..... City/Municipality/Town
Panchayat/Village Panchayat

I ----- (Full name) certify that Planning Permission Application along with detailed plans submitted for approval by me for the above said proposed construction satisfies the Development Regulations and information given in the application are factually correct to the best of my knowledge and understanding.

2. The shape and dimensions of the site over which I have right for making development is clearly shown in the plan, clearly distinguishing the same as per the site condition and as per patta read with FMB sketch.

3. I have read and understood the certificate of the Architect/Licensed surveyor who has been associated in Planning and design and supervision of above said proposed development.

4. I am fully aware that in the event of finding by the CMDA that planning permission had been obtained by me on mis-representation of facts, the planning permission issued by CMDA would be cancelled/revoked, any developments made by me would become unauthorised and liable for penal actions against it including demolition; further Security Deposit if any paid by me would be forfeited

5. I will not proceed with the construction until I get Planning Permission from CMDA and Building Licence/Permit from the Local Body concerned.

6. In the event of disassociation with the Architect/Engineer who has signed, in the application at any stage of construction, I will not proceed further until associating a new Architect/Engineer and informing to CMDA about the change in the association of Architect/Engineer in the execution of development. Further, I will also send a revised undertaking relating to the development duly signed by the newly appointed Architect/Engineer in the prescribed format.

7. As the proposed building is a Special Building/Group Development, I undertake to obtain the Completion Certificate from CMDA before occupying a part or whole of the building or putting a part or whole of the building to use / as the proposed building is an ordinary building, I will inform the completion of the same before occupation and putting to use a part or whole of the building.

Name and Address

Signature of the Applicant

Certificate of Undertaking by Architect/Engineer

To
The Member Secretary,
Chennai Metropolitan
Development Authority,
No.1, Gandhi Irwin Road,
Egmore, Chennai-600 008.

Sub: CMDA – Proposed construction of at
..... S.No....., Block No.....
..... village (D.No..... St. Name
Locality) City/Municipality/Town
Panchayat/Village Panchayat

Ref CMDA's O/O NO.----- dated-----

I am an Architect (holding adegree of). registered with the Council of Architects (Registration No.....) and eligible to do professional practice/ I am an Engineer (holding adegree of). registered as an Class I Licensed Surveyor with (Local Body's name and Registration No.....) and eligible to do professional practice.

2. I am fully conversant with provisions of Development Regulations (DR) for Chennai Metropolitan Area.

3. I am appointed as the Architect/Engineer to prepare the plans for the above said developments by the applicant to do and I have prepared the plans satisfying all the requirements of DR and signed the same. The execution of the Project will be carried out with my association and under my supervision as per the approved plans.

4. I undertake to inform CMDA in the event of disassociation with the applicant at any stage of construction.

5. I undertake to inform CMDA if any construction in deviation to the approved plans at the site under reference is made immediately.

6. I certify the following:

(i) the proposed building falls in the category of eligible for consideration under Green Channel as per the O/O cited.

(ii) The site under reference applied for proposing the construction is an approved one/ 5-3-75 existed one as detailed in 1(B) (i) of Office Order cited (duly attested evidence furnished) and the proposal does not fall in the special sanction category of development under the land use classification in which the site lies.

(iii) The site under reference is a vacant one/would become vacant as detailed in 1(B) (ii) of the O/O cited.

(iv) The site abuts a public road maintained by Local Body namely-----/
Highways Dept./TNHB.

(v) the width of the abutting road is -----mt at site and it confirms to the minimum road width requirement as per DR No-----and a sketch drawn to scale

showing the compliance of road width to the distance stated in the DR duly certified by me is annexed with the details of road width at all crucial points and junctions

(vi) The site under reference does not lie within a distance of

- a. 30 mts from the declared Burial/burning grounds in municipal and panchayat areas
- b. 500 mts from an existing live quarry
- c. 500 mts from an existing stone crusher
- d. 960 mts. from the run way end in the areas around Air Port and Aerodromes
- e. 100 mts from IAF boundary
- f. 30 mts from the Railway boundary
- g. 50 mts from Metro Rail alignment

(vii) No HT/LT electric line passes through or in close proximity of the site under reference (no such a line is within a distance specified in DR).

(viii) The site is free from inundation.

(ix) The site does not lie in CRZ area or Aquifer Recharge Area.

(x) The site does not lie in the area notified for acquisition under any of the Land Acquisition Acts proposed for acquisition by the Government/Government agencies /departments as per records available in CMDA.

(xi) The Site is not affected by any street alignment/road widening/link roads proposed in Master Plan or Detailed Development Plans or where it is required to be provided considering the road net works around.

(xii) Proposed development does not involve receipt of Premium FSI and Transfer of Development Rights.

(xiii) Proposed development does not involve gifting of communal and recreational space.

(xiv) Proposed development conforms to all the requirements of DR in respect of land use and planning parameters.

7. All the details, documents and required plans have been submitted along with the Planning Permission Application form.

8. I am aware of Special conditions of Green Channel including the condition that action against me will be taken in case of obtaining planning permission by misrepresentation of fact/contrary to truth knowingly or unknowingly.

9. The above specific Certificates/Undertaking is in addition to the normal Certificates/Undertaking given at the time of obtaining planning permission.

Name & Address

Signature of Architect/Engineer