Office of the Commissioner of
Town and Country Planning,
807, Anna Salai, Chennai – 600 002.

Roc. No.342/2016-LA1 Dated: 11.1.2017

Circular

Sub: Approval and release of layout plan accepting Bank Guarantee before actually forming roads and other facilities – Regarding.

Ref: Extract of the Minutes of the 35th Empowered Committee meeting held on 9.12.2016.

When a specific subject of layout approval in rural area after accepting Bank Guarantee but before the actual roads and other facilities at site are provided was discussed in the 35th Empowered Committee meeting held on 9.12.2016 as subject No.17, the committee decided as follows:

"The applicant has to submit Bank Guarantee obtained from a nationalized bank valid for a period of not less than one year for the cost estimate amount to be obtained from the Director of Rural Development Department. The cost estimate shall be made for the works involving tar road formation, provision of street lights, drains, water supply and other amenities to be provided upto the appropriate standards prescribed for those works.

Approval for the layout may be accorded after the applicant hands over the spaces allocated for roads and other non-saleable public open space reservation to the local body through gift deed, after receiving the bank guarantee and after receiving an undertaking from the applicant that the works would be completed within 6 months.

If extension of time of further six months is sought by the applicant, then the same can be considered by the Commissioner of Town and Country Planning and the time extension can be granted at his level itself based on the work progress.

If further extension of time beyond one year is required, then such cases shall be decided by the Empowered Committee.

General:

The procedure as detailed above may be made applicable in general for all similar cases of layout proposals, whenever the respective applicants opt for such method of production of bank guarantee. In such cases, the Commissioner of Town and Country Planning is authorized to grant permission in his level itself duly following the procedure as set out above.

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Another point to be taken care is that in case of layout proposal in urban a cost estimate of development works shall be obtained from the respective head of departments viz., the Commissioner of Municipal Administration or Director of Town Panchayats, as the case may be, against which the bank guarantee should be produced by the applicant".

As per the above said Empowered Committee's decision, the above said procedure may be adopted as applicable in general for all similar cases of layout proposals however, to be considered with prior permission of the Commissioner of Town and Country Planning.

(sd/-) .....
Principal Secretary/ Commissioner of
Town and Country Planning(i/c)

To
1) All Regional Deputy Directors and Regional Assistant Directors.
2) All Member Secretaries of Local Planning Authorities and New Town Development Authorities.

Copy to:
1) Accounts Officer
2) Assistant Directors
3) Research Officer
4) Planning Assistants and Supervisors of head office.

/forwarded/by order/

7/4/17
Assistant Director

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