Layout Application - Final Approval Letter

Roc No: 1/2026-2027

Date: 5/22/26 11:57 AM

From:

Village Panchayat

Elathur

To :

Mr. pandaram and Annamalai

Online Application Number: A1BTH4EQ

Sir/ Madam,

Sub :

land approval

Ref :

1) Applicant Thiru. Pandaram and Tmt. Annamalai, Online application No A1BTH4EQ/2026 Dated: 02.02.2026
2) District Town and Country Planning Office, Tenkasi District Letter No. A1BTH4EQ/ TENKASI/2026/TCP (Road pattern
issued on dated: 07.03.2026).
3) Joint Director, Agricultural Department, Tenkasi letter No. Ni4/1167/2025 Dated: 24.02.2026
4) Applicant Thiru. Pandaram and Tmt.Annamalai Gift deed document No.612/2026 Date11.03.2026).
5) Circular from the Director of Town and Country Planning, Roc.No 19799 / 2020, Dated 24.12.2020
6) G.O.138, Housing and Urban Development Department, Dated: 04.06.2004
7) G.O.79, Housing and Urban Development Department, Dated: 04.05.2017.
8) G.O.18, Department of Municipal Administration and Water Supply,Dated:04.02.2019 and G.O.16 Department of
Municipal Administration and Water Supply, dated: 31.01.2020.
9) G.O.141, Housing and Urban Development Department, Dated: 23.09.2020
10) G.O.181, Housing and Urban Development Department, Dated: 09.12.2020
11) Government Letter No.19113 / Nov 4 (3) / 2017-1, Housing and Urban Development

Department, Dated: 30.08.2017.
12) Circular from the Commissioner of Town and Country Planning, letter no.13686/2017/LA1, Dated: 08.09.2017.
13) Circular from the Director of Town and Country Planning, Roc No.320/2022/TCP3, Dated:07.01.2022
14) Circular from the Director of Town and Country Planning, Roc No. 4367/2019/TCP2, Dated: 14.10.2019
15) Demand payment Request Letter, Dated 07.03.2026 and 17.03.2026
16) Applicant Thiru. Pandaram and Tmt. Annamalai (Payment of Centage Fee, Dated:24.03.2026
Ref :
With reference to the 1st Cited letter, applicant has requested for the approval of residential layout in Tenkasi District
,Shenkottai taluk Elathur Panchayat /Village – S.F.Nos 646/1A, 646/2, 646/ 4A, 646/5A, 646/6A extent of 8812.00 sqm (
2.17 Acres)
In the continuation, with reference to the 2nd cited letter, road pattern for residential layout has been issued by the
Assistant Director on 07.03.2026. Further the applicant Thiru. Pandaram and Tmt. Annamalai, have executed a gift deed
and the road (including splay),and Public purpose has been handed over to the local body through Gift deed doc No.
612/2026,Date 11.03.2026. Hence, this residential layout has been approved with below conditions.
1. As per the condition, the layout has been approved and approved number issued as L.P/TDTCP No.SWP/26/2026 and
enclosed with 2 set of original maps and gift deeded documents has been forwarded with it for further action
2. Further, when the final approval is given by the local body, it is requested to send a copy of the conditions to this
office immediately as per Condition no.9 (b).
3. After the approval of the local body. It is requested to send the approved residential layout map to the concerned
registration department office and land survey department for information and appropriate action
4. It is requested to send acknowledgment of receipt of receiving Maps and Proceeding orders
5.As per circular cited in 13th, it is requested to send the proceeding orders and maps to the concerned Tahsildar
to update in Tamilnilam website Special Conditions.
Special Conditions
1. a) With reference to the 8th cited and 10th cited letter,if the located site lies in the Municipal/ Corporation areas: Collecting the necessary fees including the charges for providing amenities like roads, storm
water drains and street lights from the applicants After collecting the necessary fees the final layout sketch, permit of planning authority along with approval of Local Body shall be issued to the applicant(s) directly.
b) Other than Municipal/ Corporation areas: Shall collect the necessary fees and issue the final layout sketch, permit of planning authority along with the permit of local body to the applicant (s) directly, only after ensuring that the applicant lays tar roads, provide other amenities like storm water drains, water supply facilities by constructing required OHT, provide necessary street lights etc., as per the standards specified
by the local body
2. With reference to the 11th cited and 12th cited letter, the concern local body must issue the final approval After
transfer of earmarked road, park areas S.F.No sub- division in favour concern local body.
3. The Tamil Nadu Government in G.O.Ms.No.112, Housing and Urban Development Department, dated 22.06.2017
have approved the Tamil Nadu Real Estate (Regulation & Development) Act 2016, The promoter has to advertise,
Market, book sell or offer for sale or invite persons to purchase in any plot, apartment or building, as the case may be,
in any Real Estate Project or part of it only after registering the Real Estate Project with the

Real Estate Authority. The
applicant has requested to follow the protocols as per instruction given by TNRERA
4. As per G.O.79 Housing and Urban Development Department, dated: 04.05.2017, in-case of non-planned area rule 3
it has been requested to collect Rs.1000 as scrutiny fee for each plots. And under rule 9 concerned local body should
collect the 3% Market Land Value as Land conversation charges, before issuing the final approval
Head of Account:
0217 Urban Development - 60 other Urban Development Schemes -800 other Receipts - AS Receipts under Land Use
Conversion Charges-27 Non Taxation fees - 09 Collections (DPC: 0217-60-800-AS 22709)
5. According to the Circular No. 12544/14 / CB dated: 04.07.2014 stating that,The Directorate of Town and Country
Planning Department has not legally certified the title to the ownership by granting technical clearance and planning
permission. Only the applicant's entitlement to development is verified in the documents submitted with the applicant's
application (lease deed, sale deed, gift deed, etc)Any person wishing to purchase the property must individually assert
ownership of the property to the applicant. Also, if anyone else dispute arises individual rights over it, they can settle it
before the appropriate competent court. The Directorate of Town and Country Planning Department is not the right
organization to decide this.
6. As per TNCDBR-2019 the following fee and charges are collected as follows:
Centage Fee : Rs.17100.00
Development Charges : Rs.17624.00
SubDivision Charges : Rs.22800.00
OSR Charges : Rs.83117.00
LAYOUT CONDITIONS
1. Alteration of plot sizes, road pattern, sizes, dimensions of public reservations and further subdivision of the plot
contrary to the Layout Plan approved by the Town and Country Planning department shall not be done without the prior
approval of the District Town and Country Planning department.
2. The corners of the plots located at the junction of two roads should be laid with the splay as shown on the
approved Layout Plan.
3. No plot shall be sold, leased or transferred in any other means or to build to build any construction on any plot
before conforms to the above two conditions.
4. The plots shown in approved Layout plan should be used only for the construction of residential houses other than
the plots selected for public purposes. Also, only in those places where the change is plot land use is requested those
developments mentioned in Residential use zone as per TNCDBR - 2019 should be allowed by the local body only after
obtaining the prior concurrence of the town and country department.
5. If a low tension / high tension powerline / telegraph line is present through the plots, the line should be shifted to
the edge of the road or as shown on the approved Layout Plan.
6. The low laying part of the layout area should be raised to street level
7. On all streets exceeding 7.2 meters in width, shading type trees shall be planted in symmetrical type within 1.00
meters from boundary and not more than 9.00 meters in length, of the road.
8. The applicant must obtain final approval regarding the plots/ Layout from the concerned Local Body. Also, before
constructing any buildings in the plots, the applicant should be obtained necessary permission from the Town and
Country Planning dept or the Local Body Office concerned.
9. a) As only planning permission / concurrence has been given to the said plot by the District Town and Country
Planning Office. If any problem arises regarding the ownership of land for the plot, it should be considered and decided
by the local body.
b) When the said plots are approved by the Local Body, a copy of the approval should be sent to this office, along with a

copy of certificate / Acknowledgement (gift deed document) of handover of the public open spaces to the local body
concerned
10. Once the applicant receives the approval of the layout plan from the district Town and country planning office, the
approved layout plan shall be permanently displayed at the entrance of the layout without any change / and compete
details for public view through a 60 x 120cm permanent display board along with the details of resolution number and
date of the layout.
11. The Land ownership is considered as per the land ownership documents submitted by the applicant. Therefore, it is
also submitted that no right can be asserted on the ground that layout has been approved where there is no actual title
to the land.
12. If the Documents provided for the land ownership and others documents submitted for consideration are found to
be incorrect or if there is a situation where the Planning Permission / Concurrence approval for the plot might be
affected, the planning permission/ concurrence granted to the layout will be cancelled by the District Town and Country
Planning department without any prior notice.
13. A copy of the plan approved by the District Town and Country Planning Department along with a copy of this order
shall be compulsorily provided to the purchasers while the plots are sold.
14. The Local Body may issue the final order only after conferring that the applicant applied for bulk sub - division.

Body:

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15. the approval given by the following condition

you must construct the road and draiange as your self and put a street light in your road mentioned your site and oht tank for your area also build by you only

the above works are done by your self only
the panchyath not alloted any fund for this purpose and panchayath not collected any amoutn for this work

Village

Signature Not Verified
Signed by: Village Panchayat President
Location:Tenkasi
Date:2026.05.22 11:57:22