

Town and Country Planning Department(Planning Permission)

56 A, Govt Hospital Road, Villupuram



ROC No. 63OESCZV/2025/TCP

Date : 31/10/2025

From:

Joint Director / Deputy Director / Assistant Director
56 A, Govt Hospital Road, Villupuram

To :

The Panchayat President ,
Melpakkam Panchayat ,
Olakkur Panchayat Union,
Tindivanam Taluk,
Villupuram District.

Sir/ Madam,

Sub : Residential Layout - Office of the Assistant Director of Town and Country Planning - Viluppuram District- Tindivanam Taluk - Olakkur Panchayat Union – Melpakkam Panchayat & village S.F.Nos: 172/3A3B - Extent 1.59 Acre (6450 Sq.m) – Technical clearance issued- forwarded for further action – Reg.

Ref : 1) Applicant Thiru. S.Syed Razail, The layout proposal received through online vide reference No: 63OESCZV, Dated: 14.10.2025.
2) District Town and country planning Office, Villupuram District Letter No. 63OESCZV /2025/TCP. (Road pattern issued date:17.10.2025)
3) Joint Director, Agriculture Department Dry land NOC Letter No.C2/11456 /2025, Dated:16.10.2025.
4) Circular from the Director of Town and Country Planning, Roc.No: 19799 / 2020, Dated: 24.12.2020.
5) Applicant Thiru. S.Syed Razail, Gift deed (Local Body) Document No.4958/2025,Dated: 24.10.2025.
6) G.O(Ms) No:138, Housing and Urban Development Department, Dated: 04.06.2004
7) G.O(Ms) No:79, Housing and Urban Development Department, Dated: 04.05.2017.
8) G.O(Ms) No:18, Department of Municipal Administration and Water Supply, Dated:04.02.2019 and G.O (Ms) No: 16, Department of Municipal Administration and Water Supply, dated: 31.01.2020.
9) G.O (Ms) No:141, Housing and Urban Development Department, Dated: 23.09.2020
10) G.O (Ms) No: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) Applicant Thiru. S.Syed Razail, OSR Charges Dated :30.10.2025,Centage Charges & Developement Charges , Dated: 29.10.2025.
15) Circular from the Director of Town and Country Planning, Roc No. 4367/2019/TCP2, Dated: 14.10.2019.

With reference to the 1st letter cited, Applicant has requested for the approval of Residential layout in Viluppuram District, Tindivanam Taluk, Olakkur Panchayat Union, Melpakkam Panchayat & village S.F.No: 172/3A3B to an extent of 1.59 Acre or 6450 Sq.m. The layout proposal received in this for concurrence.
In continuation, with reference to the 2nd letter cited, Road pattern for Residential layout has been issued by the Villupuram District office on 17.10.2025. Further the Applicant Thiru. S.Syed Razail, has gifted the road, road splay & Public No.4958/2025,

Dated: 24.10.2025. Hence, this

Residential layout has been approved with the following conditions.

1) As per the condition, the layout has been approved and approved number issued as L.P/A.D.T.C.P (VD) No:250/2025. And enclosed with 5

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.1(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 acknowledgement 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 Tahsildhar to update in Tamilnilam website.

Special Conditions

1) a) With reference to the 09th cited and 10th Government order, 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

Applicants(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 Applicants (s) directly, only after ensuring that the Applicants 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 order after transfer of earmarked road areas S.F.No sub-division in favour of 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 manner 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 Applicants has requested to follow the protocols as per instruction given by TNRERA.

4) As per G.O.(Ms)No: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 /Spl. cell 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 Applicants

entitlement to development is verified in the documents submitted with the Applicants application (lease deed, sale deed, gift deed, etc, any

person wishing to purchase the property must individually assert ownership of the property to the Applicants. 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:

Copy to:

1) Thiru. S.Syed Razali,
No.6, VI P Nagar,
Sowbarnika Garden,
Ariyankuppam,
Puducherry - 605 007.

2) Tahsildar,
Tindivanam Taluk,
Villupuram.

3) Tamil Nadu Real Estate Regulatory Authority (TNRERA),
No.1A, 1st Floor,
Gandhi Irwin Bridge Road,
Egmore, Chennai - 600 008.

4) Assistant Director,
Survey & Land Records,
Villupuram District.



S.No	Description of Charges	Amount	Receipt No and Date
1	Scrutiny fee	9675	14/10/2025
2	OSR Fee		
3	Centage Charges	12600.00	29/10/2025
4	Development Charges	12900.00	29/10/2025
5	Display Board Charges		
6	Satellite town charge		
7	Sub Division Charge	16800.00	29/10/2025



Joint Director/Deputy Director/Assistant
Director(i/c)
District Town and Country Planning,

Vilupuram District.

Enclosure

1.Layout original map and Condition – 2 set

Signature valid

Signed by: Assistant Director
Location: Vilupuram
Date: 2025.10.31 13:50:00

