Town and Country Planning Department(Planning Permission)

F block, 4th floor, District Collectorate, Ranipet-632401

ROC No. RPT/3D3O3WB8/54623/2025/TCP Date : 19/11/2025

From:

Joint Director / Deputy Director / Assistant Director

F block, 4th floor, District Collectorate, Ranipet-632401

To :

The Panchayat President,
Melpakkam Village/Panchayat,
Arakkonam Panchayat Union,
Arakkonam Taluk,
Ranipet District – 631002.

Sir/ Madam,

Sub : Residential Layout in Non-Planning Area (Village Panchayat) - District Town and Country Planning Office, Ranipet District – Arakkonam Taluk – Arakkonam Panchayat Union – Melpakkam Village/Panchayat - Survey Number: 41/1 - Site Extent: 1650.00 Sq.m or 0.41 Acres – Planning Permission issued - forwarded for further action – Regarding.

Ref : 1. On 24.09.2025, Applicant's Mrs. M. Jayachandira, Mrs. M. Kaviya and Mr. Naveen Kumar Online Application Form were received through Online Application
Number: 3D3O3WB8.
2. The Assistant Director, District Town and Country Planning Office, Ranipet had issued Road pattern vide Letter No: RPT/3D3O3WB8/54623/2025/TCP on 11.11.2025.
3. The Joint Director, Agricultural Department, Ranipet District had issued Dry Land NOC through Letter No. A2/5689/2025 on 13.10.2025
4. Circular from the Director, Directorate of Town and Country Planning Office, Chennai Roc. No 19799/2020, Dated: 24.12.2020.
5. Applicant's Mrs. M. Jayachandira, Mrs. M. Kaviya and Mr. Naveen Kumar Gift deed (Local Body) document no: 10748/2025, Dated: 15.11.2025.
6. G.O. (Ms). No.138, Housing and Urban Development Department, Dated: 04.06.2004.
7. 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.
8. G.O. (Ms). No.141, Housing and Urban Development Department, Dated: 23.09.2020.
9. G.O. (Ms). No.181, Housing and Urban Development Department, Dated: 09.12.2020.
10. Government Letter No.19113/Nov 4(3)/2017-1, Housing and Urban Development Department, Dated: 30.08.2017.
11. Circular from the Commissioner, the Directorate of Town and Country Planning Office, Chennai, Roc. No. 13686/2017/LA1, dated: 08.09.2017.
12. Circular from the Director, the Directorate of Town and Country Planning Office, Chennai, Roc No. 320/2022/TCP3, Dated: 07.01.2022.
13. Applicant's Mrs. M. Jayachandira, Mrs. M. Kaviya and Mr. Naveen Kumar Scrutiny Fee Receipt, Dated: 24.09.2025.
14. Applicant's Mrs. M. Jayachandira, Mrs. M. Kaviya and Mr. Naveen Kumar OSR and Demand Payment Request Letter from DTCP, dated: 11.11.2025 and 18.11.2025.
15. Applicant's Mrs. M. Jayachandira, Mrs. M. Kaviya and Mr. Naveen Kumar OSR Fee, Centage Fee, Development Charge & Display Board Payment Receipt, dated:
17.11.2025 and 18.11.2025.
16. Circular from the Director, the Directorate of Town and Country Planning Office, Chennai, Roc. No: 4367/2019-BA2, Dated: 13.03.2019, 14.10.2019, 05.02.2020 and
14.08.2021.
17. Circular from the Director, the Directorate of Town and Country Planning Office, Chennai, Roc. No:

7963/2022/TCP2, Dated: 11.04.2023.
18. Circular from the Director, Directorate of Town and Country Planning Office, Chennai, Roc. No: 9611/2023-TCP5, dated: 25.04.2023.
19. Circular from the Director, the Directorate of Town and Country Planning Office, Chennai, Roc. No: 4367/2019-BA2, Dated: 05.02.2020.
20. G.O. (Ms). No. 53, Housing and Urban Development [UD4(1)] Department, dated: 28.02.2024.
21. G.O. (Ms). No. 58, Housing and Urban Development [UD4(1)] Department, dated: 05.03.2024.

With reference to the 1st Cited letter, applicants have requested for the approval of layout in the Ranipet District, Arakkonam Taluk, Arakkonam Panchayat Union,
Melpakkam Village/Panchayat comprised in Survey Number: 41/1 with a Site Extent of 1650.00 Sq.m or 0.41 Acres.
In the continuation, with reference to the 2nd cited letter, road pattern for residential layout have been issued by the Assistant Director of District Town and Country
Planning Office, Ranipet on 11.11.2025. Further the Applicant's Mrs. M. Jayachandira, Mrs. M. Kaviya and Mr. Naveen Kumar have gift deed the road, road splay, Public
Purpose & TANGEDCO Purpose areas has been handed over to The Panchayat President, Melpakkam Panchayat on 15.11.2025 vide gift document no. 10748/2025.
Hence, this layout has been approved with below conditions.

1. As per the condition, the layout has been approved and approved number issued as L.P. / D.T.C.P. (RPT) No. 84/2025 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.10 (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 for appropriate action.
4. It is requested to send acknowledgment of receipt of receiving Maps and Proceeding orders to this office.
5. As per circular cited in 12th, it is requested to send the proceeding orders and maps to the concerned Tahsildar to update in Tamilnilam website Special Conditions.
6. As per Tamil Nadu Combined Development Building Rules – 2019 Rule No.68 (2). – In granting of building permit for any development the Executive Authority may
wherever it is appropriate, make adequate provision for the preservation or planting of trees, as may be specified. On all streets exceeding 7.2 meters in width, shade
trees shall be planted not more than 9.00 meters in succession and within 1.00 meters of the road boundary and the Land Owner developer should plant a tree for every
600 Sq. ft of the plot area which be monitored by the concern Local Body.
7. As per the G.O. (Ms). No. 18, the applicant's have paid the Open Space Reservation Fee in accordance with Rule 47(6) of the TNCDBR-2019 based on Guideline Value
instead of Land Allocation.

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 applicant. 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 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 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 concerned local body must issue the final approval after transfer of earmarked road areas survey number,
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 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 applicant has
requested to follow the protocols as per instruction given by TNRERA.
4. 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 entitlement to development is verified in the documents submitted with
the applicant 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.

5. With reference to the 7th and 8th cited Government orders, "The Owners / developers shall be allowed either to carry out infrastructure development works as per the
standards specified by the local body concerned or to pay the estimate cost to the local Page 3 of 4 body. Concerned local body shall prescribe the standards for the
provisions of basic infrastructure like roads, drains, water supply etc. for the layout, as per existing rules. Before taking over the infrastructure developed by the
owners/developers, the local bodies shall ensure the quality of the works done by the owners / developers. Reasonable period to be prescribed for up
keep/maintenance of the roads and drains by the owners / developers. Wherever layouts develop at a slow pace, the maintenance period shall be extended till 60% of
the plots developed in the layout or 5 years whichever is later".

6. 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 plot. 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).

7. With reference to the 10th and 11th cited letter, the concern local body must issue the final approval After transfer of earmarked road, park, public purpose areas with
Survey Number sub-division in revenue records in Favor of concern local body.

8. As per TNCDBR-2019 the following fee and charges are collected as follows:
Scrutiny Fee - Rs. 2475.00, Dated: 24.09.2025.
(Receipt Number: 2025092454623, Transaction ID: 7331125159017).
Centage Fee - Rs. 4200.00, Dated: 18.11.2025.
(Challan Number: 20251118035786, Challan Date: 18-Nov-2025 and Payment Date: 18-Nov-2025).
Display Board Charges – Rs. 10000.00, Dated: 18.11.2025.
(Receipt Number: 2025092454623, Transaction ID: 4282000081857).
Development Charges – Rs. 3600.00, Dated: 18.11.2025.
(Receipt Number: 2025092454623, Transaction ID: 4282000081857).
OSR Charges - Rs. 135000.00, Dated: 17.11.2025.
(Challan Number: 20251117041883, Challan Date: 17-Nov-2025 and Payment Date: 17-Nov-2025).

Conditions:

1. The permission granted by the competent authority shall not mean responsibility or clearance as per TNCDBR 2019, Rule No.11 of the following aspects:
a) Title or ownership of the site or building,
b) Easement Rights,
c) The Registered Architect/Register Engineer/Structural Engineer shall be responsible for defects in the design of Structural Reports, Structural Drawing and Structural
aspects,
d) Workmanship, soundness of structure and materials use,
e) Quality of building services and amenities the construction of building and
f) Other requirements or licenses or clearance required for the site or premises or activity under various other laws.

2. Alteration of plot sizes, layouts of roads, dimensions, common allotment sizes and further subdivision of plots contrary to the map approved by the Town and
country Planning Department shall not be done without the prior approval of the Town and Country Planning Department.

3. Corners of plot located at the junction of two roads should be laid with the splay shown on the approved map.

4. No plot shall be sold, leased or transferred in any other manner or any building shall be constructed on any plot before the fulfilment of the above two conditions.

5. Any plot shown on the approved map shall be used only for the construction of residential houses other than plots selected for public purposes. Also, only where
the change of land use is requested, only those mentioned in the Residential Use mentioned in TNCDBR-2019 should be allowed by the local body only after obtaining
the prior approval of the Town and country Planning Department.
6. If a low voltage/high voltage power line/telegraph line is laid through the layout, the line should be shifted to the edge of the road or as shown on the approved
Layout plan.
7. The hollow portion of the layout should be raised to street level.
8. On all streets exceeding 7.2 meters in width, shade trees shall be planted within 1.00 meters of the road boundary not exceeding 9.00 meters in succession.
9. The buyer/owner should obtain approval from the local authority concerned for the layout. Before constructing any buildings on the land in the Layout, permission
for each building must be obtained from the Town and country Planning Department and the local body.
10. a) Since only Technical Sanction has been given to the said layout by the Town and country Planning Department, if there is any problem regarding the right of land
for the layout, the local body should consider and take a decision.
b) When the said layout is approved by the local authority, a copy of the approval authority's presence action should be sent to this authority. Evidence of handing over
of public spaces to the local body should also be attached.
11. Once permission is obtained from the petitioner Town and country Planning Department and approval of the layout plan from the local authority, the approved
layout plan shall be permanently published at the location where the layout has been approved without any change/omission through a permanent information board
at the entrance of the layout for public viewing and also clearly indicating the date and resolution number of the board of approval of the layout.
12. The land Ownership is considered as per the land title documents submitted by the petitioner. Therefore, it is also submitted that no right can be asserted on the
ground that a layout has been approved for a place where there is no actual land Ownership.
13. If the proofs given regarding the land license and the documents submitted for consideration are known to be incorrect or if there is a situation where the planning
permission/concurrence approval for the layout may be affected, Technical Sanction approval given to the layout will be cancelled by the Town and Country Planning
department without any prior notice.
14. A copy of the plan approved by the Town and Country Planning department along with a copy of this order shall be compulsorily supplied to the purchasers while
selling the plots for sale.
15. If any case is pending in the field numbers where the layout is situated, the approval given to the layout will be cancelled without any prior notice and action will be
taken.
16. If any false or malpractices in the Documents Submitted by the applicant are found, the technical concurrence of the Layout approval would be cancelled by the
Town and Country Planning department without prior intimation to the applicant.
17. If any part of the layout area is identified to be under Panjami land or condition patta in future at any cost, the technical concurrence will be cancelled by the Town
and Country Planning department without prior intimation.
18. If any feature is found affecting the water bodies due to the issued technical concurrence under any circumstances, the same will be cancelled by the department
without any intimation to the applicant.
19. Before giving final Planning Permission by local body, Concerned Local body should ensure the site is levelled to the Road Level.
20. Technical Concurrence given only on the basis of the documents produced by the applicant; any interest of ownership could not be done basis of the issue of
technical concurrence. If any false or malpractices in the certificate produced by the applicant are found leads to cancellation of Layout approval without prior intimation
to the applicant.
21. Conditions and Special conditions given in the Layout Plan must be followed by the applicant.
22. If the proposed site is located in the land acquisition area related to Railway Department Project, Highway Department Project, and Condition patta land, the
technical approval given by the Department shall be cancelled by the Department without any prior notice.

Remarks:
a) Local Bodies: Issue Planning Permission for 1) Building plan for residential use of total built-up area upto 10,000 Sq. ft and upto 8 dwelling units not exceeding 12

meters in height upto Stilt +3 Floors or Ground + 2 Floors and 2) For Commercial Buildings upto 2,000 Sq.ft.
b) Directorate of Town and Country Planning - Issue Planning Permission for 1) Residential Buildings above 10,000 Sq. ft and 2. Commercial Buildings above 2,000 Sq.ft.

Copy To:
Mrs. M. Jayachandira, Mrs. M. Kaviya and Mr. Naveen Kumar,
No 07/23, Lachiya iyanar street,
Ashok Nagar, Arakkonam Taluk,
Ranipet District-631 001.

S.No	Description of Charges	Amount	Receipt No and Date
1	Scrutiny fee	2475	24/09/2025
2	OSR Fee		
3	Centage Charges	4200.00	18/11/2025
4	Development Charges	3300.00	18/11/2025
5	Display Board Charges	10000.00	18/11/2025
6	Satellite town charge		
7	Sub Division Charge	5600.00	18/11/2025

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

Ranipet District.

Enclosure

1.Layout original map and Condition – 2 set

Validity unknownSignature valid

Signed by: Assistant Director
Location:Ranipet
Date:2025.11.19 11:35:33