

FORM – A
[See Guideline 3(1)]

Application for exemption of Buildings under section 113-C of the Tamil Nadu Town and Country Planning Act, 1971 (Tamil Nadu Act 35 of 1972)

From

To

The

Sir,

I hereby apply for exemption of Buildings under section 113-C of the Tamil Nadu Town and Country Planning Act, 1971 (Tamil Nadu Act 35 of 1972) and Planning permission for the following development:-

I have put up the building in land in S.No. -----, Block No. ----- of Revenue Division No. ----- for ----- purposes.

The site is in the ----- layout approved by/not in any approved layout. in No. _____

dated _____

I forward herewith the following particulars:

- (a) Five copies of plans showing the construction as per site conditions including its usage, duly signed by both the applicant who has the right over the land to develop and the Architect / Engineer / Licensed Surveyor and other professionals as prescribed by the local authority concerned in their Act / Building rules;
- (b) A copy of ownership document duly attested by a Notary Public;
- (c) A copy of the approved plan, duly attested by an Architect / Engineer / Licensed Surveyor and other professionals as prescribed by the local authority concerned in their Act / Building rules, if there is an earlier approval for existing developments within the plot;
- (d) A copy of patta with FMB sketch or permanent land register (PLR) extract duly attested by an officer not lower in the rank of the Deputy Tahsildar;
- (e) A copy of property tax work sheet indicating the number of floors and built-up area of the building which was in existence on or before 1st July, 2007 duly attested by the competent authority of the local authority;
- (f) A certificate from the local authority about adequacy of measures taken for lighting and ventilations;
- (g) A certificate issued by the Director of Fire safety and rescue services, about the adequacy of fire safety measures taken to the satisfaction of the Fire safety and rescue services department;
- (h) A certificate from a qualified structural engineer about whether the structure is sound and safe;
- (i) A clearance certificate from the Tamil Nadu Pollution Control Board in case of any industrial development including cottage industry;
- (j) A demand draft or Banker's cheque towards scrutiny fee at the rate of Rs.4.50 per square metre for total floor area of buildings within the

site drawn in favour of the Commissioner of Town and Country Planning, Chennai, payable at Chennai;

(k) A Declaration of violated road width, setback spaces and floor area category-wise and self assessment of the amount for exemption payable with detailed working sheets duly signed by both the applicant and an Architect / Engineer / Licensed Surveyor and other professionals as prescribed by the local authority concerned in their Act / Building rules;

(l) A demand draft or Banker's cheque as payment in advance towards self-assessed amount for exemption drawn in favour of the Commissioner of Town and Country Planning, Chennai, payable at Chennai.

(m) A notarised undertaking in a non-judicial stamp paper of value not less than Rs.20/- agreeing to remit the balance amount for exemption, if any, as assessed by the competent authority after adjusting the advance payment made, and also all other fees and charges normally leviable for planning and building permission, from time to time, by the competent authority;

I, the owner / legal representative of every part of the land to which the accompanying application relates request the Planning Permission for the development may be accorded.

Date :

Signature of the Owner of the land and building or Applicant.

* Strike out the portions which are not applicable.

ANNEXURE

To be Completed by the applicant:-

1. Applicant Name (in block capitals)

Address

Telephone No.

2. Particulars or proposal for which permission of approval is sought.

(a) Full address or location of the land to which this application relates and site area.

Door / Plot No.

Town Survey No. / Survey Field No.

Division or / Ward No.

Road or Street Name

Name of Local Authority

Site area

(b) Particulars of proposed development including the purposes for which the land and / or buildings are to be used.

(c) State whether applicant owns or controls any adjoining land and if so give its location and extent.

(d) State whether the proposal involves.

i) New building(s)

ii) Alteration, extension or addition

iii) Change of use

3. Particulars of present and previous use of buildings or land

(i) Present use of building / land

Extent in Sq. Mts.

(1) (2)

Building Land

(ii) If vacant, the last previous use **Extent in Square meters**

4. Information regarding the proposed use.

(a) Total floor area of all building to which the application relates

(b) Residential floor space

(c) Floor space for retail / wholesale trading

(d) Office floor space

(e) Industrial floor space

(f) Floor space for other use (to be specified)

5. What provisions have been made for parking, loading and unloading of vehicles with the contrilage of the site? (Please show the location of such provisions on the plans)

6. Does the proposed development involve the felling of any tree?

7. If yes, Indicate the position on plan.

8. Does the proposed development involve the Erection of any advertisement board?

9. If yes, indicate its position on plan and type of the advertisement board to be erected.

Signature of the Owner of the land and building or Applicant.

Signature of Licensed Surveyor.

Note : Those applying only to find out whether the type of development is permissible or not, may furnish information against 1, 2, 3 (i) only.

CONDITIONS

i) I agree not to proceed with the development until the planning permission is granted by the Authority under section 48 of the Tamil Nadu Town and Country Planning Act, 1971 (Tamil Nadu Act 35 of 1972) as amended in Act 22 of 1974.

- ii) I agree not to do any development otherwise than in accordance with the site and building plans which have been approved or contravention of any provisions of the Tamil Nadu Town and Country Planning Act, 1971 (Tamil Nadu Act 35 of 1972) as amended in Act 22 of 1974 or any rule, 'byelaws' order or other declaration made thereunder or of any direction or requisition lawfully given or made under the said act, rules or byelaws.
- iii) Under Section 54 of the Tamil Nadu Town and Country Planning Act, 1971 (Tamil Nadu Act 35 of 1972) as amended in Act 22 of 1974, I agree to make any modifications which may be required by any notice issued by any order confirmed by the Authority.
- iv) I agree to keep one of the approved site plan and one set of copies of the sanctioned plans of the building at the site of the building at all time when the development is in progress and also agree to see that such plans are available and the building is open at all reasonable times for the inspection of the Member - Secretary or any officer authorised by him in that behalf.
- v) I agree to furnish a set of completion plans within fifteen days from the date of completion of the development.
- Signature of the Owner of the land and building or Applicant.