

MUNICIPALITY

PLANNING PERMISSION

**APPLICATION UNDER SECTION 49 OF THE TAMIL NADU TOWN AND COUNTRY
PLANNING ACT 1971 FOR OBTAINING PERMISSION FOR DEVELOPMENT OF LANDS
BUILDING**

From

Name of the owner or the applicant

Address.

To

The ----- Planning Authority,

Planning area.

Date:

Sir,

I/We intend to develop land and/or to construct/reconstruct/make alternations or addition to a building in Town/Revenue Survey No. Door No. Extent Street or road name in the ward or Division and in accordance with the provisions under section 49 of Tamil Nadu Town and Country Planning Act 1971. I forward herewith in Triplicate—

a. A layout plan or site plan or site plan of the land, proposed to be developed and/or on which the building is to be constructed/ reconstructed/ altered or added showing the following particulars:-

i. The correct boundaries of the lands for which the layout is prepared;

ii. The position and dimensions of the individual building sites with their extent;

iii. The extent, survey numbers and the position of the lands in relation to neighboring streets and lanes with information as to their respective names or numbers and widths and whether they are public or private;

iv. The principle and secondary means or access from the existing streets to the site or sites for building construction which I/We intend to provide;

v. The direction intended level and width of such street access and lane with sections;

vi. The proposed street alignment and building lines for the existing and new streets to be formed;

vii. The width of carriage way and street margins intended to be left and the arrangement to be made for leveling, paving, metalling, flagging, channeling, sewerage, drawing, lighting, the street and lanes and the period within which the works will be executed;

viii. The purpose of which each sites to be used; and

ix. The reservation proposed for common amenities and facilities.

a. A plan or plans of the building showing a ground plan, plan of each floor and elevations and drawn to a scale of 1 centimetre to one metre (or any other scale of permitted by appropriate planning authority) and the character of utilization of the building, whether pucca buildings or huts residential buildings, or shops, business premises, warehouses, theatres, religious buildings, factories, public buildings or any other buildings meant for particular uses.

b. A key plan indicating the site in question in relation to surrounding area.

I/We request that the development proposed may be approved and that permission may be accorded.

SIGNATURE OF THE OWNER OF THE LAND & BUILDING OR THE APPLICANT

Signature of the Licensed builders,

Chartered Surveyor, Architect or Engineer.

CONDITIONS

1. I/We agree not to proceed with the development of my site/ building until permission is issued by the appropriate Planning Authority.
2. I/We agree not to do any work otherwise than in accordance with the plan which have been approved by the appropriate Planning Authority.
3. I/We agree to furnish any further information which has not already been given whenever the appropriate Planning Authority, require and provide such particulars it that there are no objections that may lawfully be taken for the grant of permission.
4. I/We agree to keep one of the approved plans at the site of the development at all times when the work is in progress and also agree to see that such plans are available at all times for the inspection of the appropriate Planning Authority or any Officer authorized by him in that behalf.
5. I/We agree not to start execution or work unless / I/ we have obtained permit for laying out roads or building permit under the Corporation/ Tamil Nadu District Municipalities Act, 1920/Tamil Nadu Panchayat Act 1958 or any other Act regulating such

SIGNATURE OT THE OWNER OF THE LAND AND BUILDING OR THE APPLICANT

Sl.No.	Cost of Form Rs.2
MUNICIPALITY	
APPLICATION FORM FOR RENEWAL OF BUILDING LICENCE	
From	
Thiru -----	
No -----Street,	
Ward No -----	
To	

The Commissioner,

----- Municipality.

Sir,

Sub: Building ----- Municipality – Sanction of building licence for the construction of building at S.Fno. ----- St. -----
----- renewal of licence requested – regarding.

Ref: Proceedings of the Commissioner, -----
Municipality B.A.No -----dt -----

With reference to the building licence issued by the Commissioner in the reference cited, the construction work, owned to me/us has not yet been commenced/completed. The work is executed upto Foundation/Lintel/Roof level ----- floor level.

Hence I/We request you to kindly renew the building licence for a further period of one year from ----- to ----- The copy of buildings licence is enclosed. I shall arrange to pay the relevant licence fees for the same.

Yours Sincerely,

Encl: Copy of original licence

(Signature of the applicant)

Place

Date:

THE TAMIL NADU DISTRICT MUNICIPALITIES BUILDING, 1972

FORM – A

[See rule 3(1)]

MUNICIPALITY

Application under sections (197, 204, 208, 213 or 215 as the case may be), of the Tamil Nadu District Municipalities Act, 1920 (Tamil nadu Act V of 1920)

[Rule 3(1) of the Tamil Nadu District Municipalities Building Rules 1966]

From

Name of the owner of the Applicant,

Address

Sir,

I intend to construct/reconstruct/make alternations or addition to a building other than a hut in the site or plot of land Town or Revenue Survey No ----- Street or road name in the ward of division and in accordance with the provisions of section.

Sections 197, 204, 213 or 215 as the case may be and rule 3(1) of the Tamil Nadu District Municipalities Building Rules 1972, I forward herewith in triplicate.

- a. A site plan of the land on which the building is to be constructed/reconstructed/alterd or added (complying with the requirements of Appendix B of the rules).
- b. A plan or plans of the building showing a ground plan of each floor, elevations and (complying with requirements of Appendix C of the rules); and
- c. A specification of the work (complying with the requirements of Appendix D of the rules).

I intend to use the building only as a dwelling house/not as dwelling house but for the purpose of.

I request that the site may be approved and that permission may be accorded to execute the work.

SIGNATURE OF THE OWNER OF THE LAND AND BUILDING OR THE APPLICANT.

Signature of the licensed builder.

Surveyor, architect or Engineer.

CONDITIONS

(I) I agree not to proceed with the execution of the work until approval is signified by the Executive Authority under section 200 of the Tamil Nadu District Municipalities Act 1920 or permission is granted by the said authority under section 201 or section 210, as he may be or by the Municipal Council under section 202 or section 211 of the said Act.

(ii) I agree no to do any work otherwise than in accordance with the site and building plans and specifications which have been approved or in contravention of any of the provisions of the Tamil Nadu District Municipalities Act, 1920 or any rule, bye-law, order or other declaration

made there under or of any direction or requisition lawfully given or made under the said Act, rules or bye-laws

(iii) I agree to make any alternations which may be required by any notice issued or by any notice issued or by any other confirmed by the Executive Authority under section 206 or section 216 of the Tamil Nadu District Municipalities Act, 1920 as the case may be.

(iv) I agree to keep one of the approved site plan and one set of copies of the sanctioned plans of the buildings at the site of the building at all times when the work is in progress and also agree to see that such plans are available and the building is open at all time for the inspection of the Executive Authority or any officer authorized by him in that behalf.

(v) I agree to give notice to the Executive Authority in accordance with section 89 of the Tamil Nadu District Municipalities Act, 1920 and furnish a set of completion plans within fifteen days from the date of completion or occupation of the building, whichever is earlier.

(vi) I also agree not to occupy the building that will be constructed or reconstructed by me, or cause of permit it to be occupied until I have obtained a certificate from an officer of the Public Health Department of the Municipality as required by section 26 and 33 of the Tamil Nadu Public Health Act, 1939.

SIGNATURE OF THE OWNER OF THE LAND AND BUILDING OR THE APPLICANT.

FORM A -1

(See rule 4 (I))

**Application for permission to construct/ reconstruct or
alter or Add to a hut.**

**(Under section 2087 of the Tamil Nadu District
Municipalities Act 1920**

(Tamil Nadu Act V of 1920)

To
Executive Authority
Municipality

Sir,

I beg to give notice that I intend to construct/ reconstruct may be alternations or additions to a hug or huts in Survey No. ----- street ----- ward No. ----- No. ----- and in ----- accordance with the provisions of section 208 of the Tamilnadu District Municipalities Act 1920. Information as to the purpose for which the hut is proposed to be constructed, reconstructed, altered or added to is furnished.

I forward herewith in triplicate a site plan of the land on which the hut is to be constructed, reconstructed, altered or added to complying with the requirements of Appendix B of the rules, as for as may be necessary.

I request that the site may be approved and that permission may be accorded in execute the said work.

Signature of the owner of the land and hut.

Address:

Date:

CONDITIONS

(i) I agree not to proceed with the execution of the work until permission is granted by the Executive Authority or by the Municipal Council under section 210 or section 211 of the Tamil Nadu District Municipalities Act 1920.

(ii) I agree not do any work otherwise than in accordance with the permission of the Executive Authority or in contravention of any of the permissions of the Tamil Nadu District Municipalities Act, 1920 bye-laws.

(iii) I agree to make any alternations which may be required by any notice issued or by any order, confirmed by the Executive Authority under section 216 of the Tamil Nadu District Municipalities Act, 1920.

(iv) I agree to give notice to the Executive Authority in accordance with section 89 of the Tamil nadu District Municipalities Act of 1920 within fifteen days from the date of completion or occupation whichever is earlier.

(v) I also agree not to occupy the hut that will be constructed or cause of permit it to be occupied, until I have obtained a certificate from an officer of the Public Health Department as required by sections 26 and 33 of the Tamil Nadu Public Health act, 1939.

Signature of the owner of the hut

Address:

Date:

FORM 'B'

The site plan. (See rule 3(2) (I))

The site plan should comply with the following requirements:-

1. It should be drawn to scale of not less than 1 centimetre to 4 metres, provided that where circumstances are such as to make a smaller scale necessary or sufficient, the plan may with the consent of the Executive Authority be to a scale of one centimetre to 8 metres.
2. It should show the boundaries of the site or plot for building
3. It should give the survey number of the site or plot
4. It should show the street or streets with name or names, on which the site or plot abuts of those from which access to the site or plot is proposed to be obtained.
5. It should give accurately the dimensions of the site or plot.
6. It should give the width of the street or streets on which the site or plot abuts of those from which access is proposed to be obtained.
7. It should show whether the street or streets on which the site or plot abuts of those from which access is proposed to be obtained are public or private, and if the latter what the names of the owners of the land occupied by them are and whether they have been formed and metalled, the existing proposed or approved building lines on each side of the street or streets should also be shown.
8. It should show the location of the proposed building on the site or plot and also the location of latrines, urinals, stables, cowshed and other appurtenances of the buildings as well as the positions and dimensions of the open spaces including the country yards in the site or plot forming the courtilage or appurtenance to the building and the passage or means of access provided for scavenging purposes.
9. It should show the position of wells, tanks, water-course, if any in the site or plot and within a distance of twenty metres from it in any direction.
10. It should show the position and approximate height of all buildings within twelve metres of the site or plot.
11. It should incorporate the position and sections of trial pits within the site or plot describing so far as may be necessary and possible, the exact nature of soil and sub-soils met with.
12. It should, so far as may be necessary and possible, record the water-level in the well, if any, on the site or plot or in the adjoining wells, if any, with the date on which the observations were taken.
13. It should give the relative levels of the site or plot with reference to the crown of the street or streets on which the buildings abut on those from which access to the building is proposed to be obtained.
14. It should also show such other particulars required under any bye-laws made by the Municipal Council under section 308 of the Tamilnadu Municipalities Act, 1920.
15. The Executive Authority may require the owner to furnish him with any further information which has not already been given.
16. It shall not be necessary to comply with requirements 10 to 12 in the case of an application for the construction or reconstruction of a hut.
17. In the case of an application for a hut, only a ground plan and section of the proposed hut showing position and dimensions of the wells, rooms and roofs and the position and dimensions of windows or doorways need be furnished unless otherwise required by the Executive Authority.

FORM – C

Building plans.

(See rule 3 (2) (ii))

1. The ground plan, plan of each floor, elevation and sections of the proposed building should be neatly and accurately drawn to a scale of not less than one centimetre to one metre.
2. The plans and sections should show;
 - (i) The depth and width of the foundation and the nature of the soil on which the foundation is to rest.
 - (ii) The level of the lowest door of the building and the level of all courtyards and open space with reference to the level of the surface or the site or ground adjoining the building and where possible to the level of the crown of the abutting street or streets or those from which access to the building is proposed to be obtained.
 - (iii) The position form and dimensions of the walls, rooms, floors, roofs, chimneys and the several parts of the building and also the form and dimensions of any water closet, earth-closet, privy, ash pit or cess pool to be constructed in connection with the building.
 - (iv) The lines drainage of the building and the position and level of the outfall of the drains and the position of any sewer with which the drainage is intended to be connection.
3. If the construction or reconstruction of a building or any temporary or permanent additions thereto, will render any serial electricity supply line accessible to such building or structure such line shall be shown both in the plan and sections of the building or structures.
4. If it is intended to use the building or part thereof for any of the purpose specified in Schedule V of the Act or stable cattle-shed or cow-house, a slaughter-house, market or cart-stand, the information shall be shown in the plans.
5. The plan also show, the position and dimensions of windows, doorways and ventilators.
6. The Executive Authority may require the owner to furnish him any further information, so far as may be necessary to show whether the building complies with any of the provisions of the Act .

FORM – D
(See rule 3(2)(ii))
Specification

The following particulars should be incorporated in the specification:-

1. The materials and the methods of construction to be used on the various parts of the buildings.
2. The manner in which the room and house drainage and the surface drainage of the site are proposed to be disposed of.
3. The means of access that will be available for conservancy.
4. The use or uses for which the building is intended.
5. Whether there is within the building or site or within a reasonable distance there from a supply of wholesome water sufficient for the domestic purposes the means of ingress and egress in case of emergency proposed to be provided.
6. The correct extent of the site as a whole, the area occupied by the existing building or buildings if any and the total area that will be occupied by all buildings in the site, excluding the buildings, if any, exempted under these rules.
7. The above specification shall be required only in the case of a building other than a hut.
8. The Executive Authority may require the owner to furnish him with any further information as fast as may be necessary to know whether the building satisfies all the requirements of safety and ability.

FORM – E
(See rules 10(6)(7) and (8))
Dead load of constructional materials.

Serial number and description of material Weight in kilograms Per cubic metre.

1. Brick, in mud, lime or cement mortar 1,920
2. Coarsed rubble in lime or cement mortar 2,240
3. Later Ute in lime mortar 2,000
4. Concrete in lime or cement mortar a.1920(brick jelly hard broken)(stone)
5. Random rubble in lime or cement mortar 2,240
6. Lime-stone 2,400 to 2,640
7. Sand – stone 2,240 to 2400
8. Cuddapah slabs 2,720
9. Ashlar 2,400

TO BE FILLED UP BY THE OFFICE

Amount of fee remitted Rs..... (in words).....

Date of remittance of licence fee199.

Signature of the scroll Signature of subject clerk

Date of receive of application.....

Number and date of the receive issued.....

Municipal Office,

N.Roc.No.

Dated

Referred to the Sanitary Inspector I,II,III,IV,V Division for inspection report within 3 days.

Remarks of the S,I,II,III: For Commissioner:

PURPOSE FOR WHICH PREMISES MAY NOT BE USED WITHOUT A LICENCE UNDER SECTION 249.
(Sec Section 249)

- 1.(a) Washing soiled clothes or keeping soiled clothes for the Cross of washing them or keeping washed clothes.
 - a. Boiling Eddy or camphor
 - b. Melting tallow or sulphu
 - c. Storing or otherwise dealing with Manuel offal blood, bones, rags hides fish horns or skins
 - d. Washing or drying wool or hair;
2. (ee).....
 - e. Making fish-oil
 - f. Making soap dyeing boiling or pressing oil 3(burning) brick tiles pottery or lime
 - g. Manufacturing or distilling sago manufacturing artificial manure 4 manufacturing beedies or cigars)
 - h. Keeping a public halting-lace choultry or other rest-house
 - i. Maintained by the Government or local authority- a hotel, restaurant eating house boarding house or lodging house (other than a students hostel under public or recognized control)
 - j. Keeping a shaving or hair dressing saloon
 - k. Keeping together twenty or more sheep or goats or ten or more pigs or head of cattle.
 - l. Preparing flour or articles made of flour for human consumption or sweetmeats
 - m. Manufacturing ice or aerated waters
- 1 (mm)Brewing beer manufacturing arrack or other spirit containing alcohol whether denatured or not by distillation.
 - a. 3. Selling or storing timber firewood thatching materials hay grass straw fibre coal or charcoal.

9(o) Selling wholesale or retail or storing for wholesale or retail trade or for Crosses other than aviate or domestic use grain groundnut 3 (tamarind) chillies jaggery Clses flour bran oil-cakes or agricultural aoduce which is likely to attract rats)

b. 4 (manufacturing jaggery sugar candy or Syrup otherwise than as a cottage industry by tapers of the trees carried on in their own premises;

5. (q) storing any explosive or combustibile materials;

6. Provided that no licence shall be required for storing petroleum and its products in quantities exceeding those to which the operation of the Act is limited by the provisions of the Petroleum Act 1934, or the rules or notifications issued there under.

1.(q) Settling cotton wholesale or retail or storing cotton for wholesale or retail trade or for conversion into yarn)

(r) Manufacturing anything from which offensive or wholesome smells arise;

(s) Using for any industrial purpose any fuel or machinery n2 (other than such machinery as may be notification, be exempted by the 3 (state) Government from time to time); and

(t) In general, doing in the course of any industrial process anything which is likely to be dangerous to human life or health or property;