

ENDORSEMENT.

A copy of the circular No.8551/60 d/- 31-5-60 of the Director Town Planning, Madras is communicated to the T.P.O's, Building Inspectors, clerks, Town Planning Draftsman(S), Draftsman, H1 and H15 for information and guidance. Copy is communicated to each of the Licensed Building Surveyor of the Municipality for information and strict adherence.

(Sd) L.C.Richard,  
Commissioner.

True Copy/Forwarded/ By Order/

*[Signature]*  
11/7/60  
Town Planning Officer.

Copy to T.P.O's Table.  
vln/11/7-a.

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Copy of Director of Town Planning Madras, letter No.8551/60 d/- 31-5-60 the Executive Authorities of Local ~~Boards~~ Bodies.

CIRCULAR INTIMATION.

Subs- Town Planning- Layout plans sent for approval- instructions issued.

It is observed that the layout applications for interim development in Detailed Town Planning Schemes areas being sent by Executive Authorities do not indicate clearly the topography and existing or sanctioned developments adjoining the site in question. This necessitates reference to the Executive Authorities again resulting the unnecessary work and also causes delay in their disposal. The Executive Authorities of Local Bodies are therefore requested to furnish without exception the following particulars along with every application for the approval of the layouts:-

1. The area for which the layout is required to be prepared should be clearly indicated within red borders.
2. Full topo details within 100 yards radius of the area in question should be furnished marking therein particularly the following viz., buildings, roads, lanes, streams, wells, pits etc., in yellow. The plan should indicate specifically the usage of these buildings and sites.
3. All layouts approved by the Department or by the Council falling within the 100 yards range, should be shown and invariably the approved map No. (T.P.No.) should be furnished.
4. All proposals formulated in the notified or sanctioned Detailed Town Planning Scheme falling within the 100 yards range should be shown clearly indicating the reservations and the roads with their width indicated. The approved Map number of the scheme should be furnished.
5. The lie of the land i.e. the direction in which the ground is sloping and the nature of the soil viz. sand, gravel, rock, clay etc., should be indicated.

Invariably an extract from the relevant Detailed Town Planning scheme map showing therein the boundary of land for which the layout is required should also be furnished.

(SD) X X X X X X X  
for DIRECTOR OF TOWN PLANNING.

To The Executive Authorities of Local Bodies.

/True Copy/

vln/11/7-a.