

ENDORSEMENT.

Copy of Government Memo 144473A/M2/67-2 dated 4.3.68 with this form (ie. Details to accompany Building Appeals preferred to Government), is communicated to Town Planning Officer, Assistant Town Planning Officer, Building Inspectors and Town Planning Surveyors for information and guidance.

[Signature]
FOR COMMISSIONER.

M. 21.6.a.

Town Planning Officer, Building Inspectors, Assistant Town Planning Officer and Town Planning Surveyors.
Copy to Building Clerks for Stock File.
Copy to G1 for Stock File.

Copy of Govt. Memo 144473A/M2/67-2 dated 4th March 1968 of Rural Development and Local Administration Department.

Sub: BUILDINGS - Municipal Councils - Violation of Building Rules and Scheme clauses.

The Government are receiving a number of petitions requesting for relaxation of scheme clauses or building rules violated after the appeals have been disposed of by the Director of Town Planning. In most of the cases it is observed that the relevant particulars are not clearly furnished by the Town Planning Offices of the municipality. In order to avoid unnecessary cross references, the Commissioners of municipalities are requested to furnish the details in the form appended to this memorandum. In petitions to Government, the Municipal Office file need not be forwarded to Government.

A. MADHAVAN NAIR,
Deputy Secretary to Government.

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DETAILS TO ACCOMPANY BUILDING APPEALS PREFERRED TO GOVERNMENT.

1. Place. S.No. D.No.
2. Town Planning Scheme Area (Nature of the Scheme whether sanctioned or Draft).
3. Non-Town Planning Scheme Area.
4. Nature of construction (with details to be given)
 - (a) New construction.
 - (b) Reconstruction.
 - (c) Additional construction.
 - (d) Alteration of building.
 - (e) Area of the site.
 - (f) Total open space available.
5. Stage of construction.

9. Violations in respect of -

(a) Ground floor.

(b) First floor etc.

Building rules offended.

(State with reference to each rule offended the relative parts of the building).

Rule.	According to the rules the construction should be.	Actual position.

Width of streets abutting.

Relaxation of Town Planning Schemes clauses.

(a) Name of the Town Planning Scheme.

(b) Stage of the scheme.

(c) The clauses of the Town Planning Scheme offended.

(State with reference to each clause offended and the relative parts of the building and the extent of violation).

(d) Recommendation of the Commissioner.

(e) Recommendation of the Council.

10. Buildings Plan showing in red pencil violations.

(a) Whether the petitioner applied for permit before commencing the unauthorised work and if so the date of application and date of unauthorised construction commencement.

(b) If the unauthorised construction is a deviation to approved plan, whether petitioner applied for permit to the deviation before actually carrying out the deviation and if so the date of application and date of unauthorised deviation commenced.

(c) What was the response of the petitioner to notice to stop construction if any issued? (With details of date of issue and nature of notice and reply or response from petitioner).

(d) Has the party been prosecuted for the offence of unauthorised construction? If so details with date of present and result of the case.

(e) Suggestions if any for remodelling to be done to consider relaxation of Building Rules or scheme clauses.

11. Remarks of the Director of Town Planning:

(a) Whether relaxation is recommended or not.

(b) If recommended subject to condition or remodelling by petitioner conditions to be specified.