

**CHENNAI METROPOLITAN DEVELOPMENT  
AUTHORITY, CHENNAI – 600 008.  
(ADMINISTRATRATION DIVISION)**

**Office Order No. 09/2018**

**Dated : 29.05.2018**

Sub : CMDA – Area Plans Unit – Simplification of processing of  
Reclassification proposals - Ordered.

Read : 1. Minutes of the Senior Officers Meeting held on  
09.05.2018.

2. Office Order No. 9/2011, dated 24.06.2011.

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The meeting of the Senior Officers was convened by the Principal Secretary - Member Secretary on 09.05.2018 for discussing on various issues relating to speeding up of processing of the Reclassification proposals and simplification of processing of Reclassification proposals. In order to reduce the time taken for processing of the reclassification proposals it is ordered that the following procedure shall be adopted with immediate effect:

- (a) The Reclassification proposals may also be admitted directly in CMDA along with all enclosures as per the checklist, in addition of admitting in the Local Bodies concerned. Upon introduction of online admission for Reclassification proposals, the applications shall be made only by online admission.
- (b) Presently the scrutiny of the Registered Documents is carried out to find out unauthorised subdivision and OSR requirement. The detailed scrutiny of Registered Documents is time consuming. Instead of detailed scrutiny at reclassification level, it can be taken up at the development stage. Patta and legal opinion of Government Pleader will be sufficient for processing the reclassification file.
- (c) In the variation notification, a disclaimer clause that 'the land use variation approval is not confirming the ownership right of the applicant over the property under reference and any claim on right or title over the property shall have to be proved before the appropriate / Competent Court to decide on the ownership' may be included.

- (d) Obtaining of NOC from PWD on inundation aspect or for crossing of channels by construction of culverts shall be dispensed with. The specific remarks of PWD on the above aspects shall be insisted while taking up of development in such sites. The remarks will be insisted if there is PWD lake abutting the site or active channel is passing through the site.
- (e) As per the Office Order No. 9/2011, dated 24.06.2011 2<sup>nd</sup> cited, all the Reclassification applications require inspection of site at Deputy Planner level. In partial modification of the above said Office Order, the delegation henceforth be modified as follows:

Deputy Planner (or) Assistant Planner	:	All the Reclassification cases.
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Deputy Planner and Senior Planner may decide about the inspection as per the extent of the site and other developments adjacent to the site.

This order takes immediate effect.

Sd/- xxxx  
**RAJESH LAKHONI**  
**PRINCIPAL SECRETARY /**  
**MEMBER-SECRETARY**

To

1. All Chief Planners
2. All Senior Planners
3. All Deputy Planners in Area Plans Unit
4. All Assistant Planners in Area Plans Unit
5. Executive Authority of all Local Bodies in CMA

Copy to

PC to Vice Chairman (i/c)

PC to Principal Secretary/Member Secretary

PC to CEO

The System Analyst (with a request to upload in the CMDA's Website)

Stock file

:: TRUE COPY :: FORWARDED :: BY ORDER ::

*S. Dasgupta*  
6/6/2018  
**ADMINISTRATIVE OFFICER (i/c)**

*7/6/18*