

**CLARIFICATIONS FOR PROCESSING OF LRS APPLICATIONS AS PER GO MS
NO:251 MA DT: 14-10-2019, GO MS NO:261 MA DT: 29-10-2019 & GO MS NO:265
MA DT: 08-11-2019**

S. NO	<u>Clarity Sought</u>	<u>Clarification</u>
I. GENERAL		
1	What is meant by unapproved and illegal layout?	<p>a) Land which is sub-divided into plots without permission from Competent Authority.</p> <p>b) Sub-division of land and sale of plots without approval from the Municipal Corporations, Municipalities and as the case maybe.</p> <p>c) Un-authorized illegal layouts would also include tentative layouts approved by Municipal Corporation/ Municipalities where plots have been sold without Obtaining final layout approval.</p> <p>d) Gram Panchayat layouts (covered in UDA/Master Plan) without prior approval from Director of Town and Country Planning.</p> <p>e) Gram Panchayat layouts signed by Sarpanches / Panchayat Secretaries.</p>
2	What are the advantages of regulating an unapproved layout?	<p>a) Regulation of unapproved layouts will entitle the applicant to get building permission from the Competent Authority.</p> <p>b) Civic amenities like roads, water supply, drainage, streetlights will be provided subject to total payment of all required charges by all plot owners.</p> <p>c) The unapproved layout areas will be brought in to the fold of planned development of the Towns/Cities.</p>
3	What are the consequences if one does not apply for regulation of unapproved layout?	<p>a) Information will be sent to Registration Department to enter the land into Prohibitory Register of lands and no sale / disposal or transactions shall be allowed in such sites.</p> <p>b) Other enforcement action including demolition of the building if any on such plot/plots shall be initiated.</p>
4	Whether the layout regulation scheme is applicable to all Gram Panchayat areas also?	No. However this scheme is applicable to only Gram Panchayat areas falling within Urban Development Authority limits/covered in sanctioned Master Plans.
5	Whether a layout approved by a Gram Panchayat (covered in Master Plan limits) without technical approval of Director of Town & Country Planning is a valid layout?	No.

6	If I have purchased a plot in unapproved layout, can my plot be regularized under this Scheme?	Yes, It can be regularized subject to submission of application along with sale deed executed prior to the cutoff date i.e., on or before 30-03-2018, notification of the Rules and payment of prescribed fees and charges.
7	Can I purchase a plot in an unapproved layout after the date of notification and come forward for regularization payment of all fees and charges?	No. This scheme is applicable only for plot owners who have registered sale deed executed on or before cutoff date i.e 30-03-2018 and also see clarification issued at Sl.No.14 .
8	I have a plot in a layout approved by Gram Panchayath falling in DTCP limits without getting technical clearance from DTCP. Do I need to apply for regulation under this scheme?	Yes, Gram Panchyat has no power to approve the layout technically. It is DTCP which has to give technical approval. You have to apply for regularisation.
9	I have a plot in a layout approved by Gram Panchayat without getting technical approval from the DT&CP but covered by the sanctioned Master Plan. Do I need to apply for regulation under this scheme?	Yes, also read clarification issued at Sl.No.8.
10	Whether charges for regulation of unapproved layouts can be paid in installments?	Yes, intial payment to be made is Rs.10,000/- and balance to be paid as final payment.
11	I have constructed a building in an unapproved plot. Can I apply for regulation of my plot and building?	Yes. You can apply for regularisation of plot only but not the building under this scheme.
12	Is layout copy valid if there is no gram panchayath stamp on it?	Yes, if the plot is subdivided and has plot number.
13	The neighbouring land owner has blocked a road by showing the end of the road as plot and constructed a building. Can this plot blocking the road be regularized?	No.
II. Title Related		
14	Sale deed (before cutoff date), rectification deed after cutoff date i.e. 30-03-2018, such case is considered for LRS or not?	a) The plots can be regularized based on the sale deed executed before the cutoff date, for the rectification deed. If the owner is same then it can be agreed. b) Subsequent transactions can also considered if the first sale deed is registered before cut off date i.e. 30-03-2018
		(As per Government Lr.No. 5160/M1/2017, dt. 27-5-2017 by levying open space contribution charges as per the latest document). The said link document sharing the registration done prior to 30-03-2018 shall be uploaded by the applicant.

15	Two sale deeds are uploaded for different plots in (single application),site plan made in one drawing as the plots are adjacent to each other ,such case is considered for lrs or not ?	Yes can be considered, since the plots are adjacent.
16	Gramakantam limits (sale deed registered) No Sy.No., No.Plot.No such case is considered for lrs or not ?	LRS not required.
17	Sale deed registered for two plots but applicant applied lrs for single plot, such case is considered for lrs or not?	Yes. LRS will be considered for the single plot wise.
18	A.case (a): Applicant applied for lrs & sold it to some other person ,this case is applicable for lrs ?	Yes, Declaration /N.O.C to be obtained from the Purchaser.
	B.case (b): No lrs has been applied earlier & plot has been sold, is it possible to apply for lrs using old sale deed(i.e., date of registration is on (or) before 30-03-2018), while the new registration is after cutoff date.	-No (prior to the following two Govt. Memos) 1. Earlier it was not possible but as per the clarification issued by the Government in Memo No. 5160/M1/2017, dt. 27-5-2017, the subsequent transactions taken place after 30-03-2018 shall also be considered for regularization under LRS by levying open space contribution charges on the latest document value. The same can be made applicable for transactions done after 30-03-2018 in the present scheme.
	C. Sale deed(before cutoff date),supplementary deed after cutoff date ,such case is considered for lrs or not ?	Yes can be considered, if the site is registered plot before the cutoff date, and rectification/corrections are only done.
19	If Applicant name is not matching with Name on sale deed and all the other details of the applied plot are matching, whether to shortfall or recommend the application?	Technical Scrutiny officer to correct the name as per Sale / Title Deed. Additionally, the applicant may be informed to submit written consent requesting name change for official records. Short-fall need not be intimated for this reason alone. Sale deed shall not be taken a fresh under any circumstances, only uploaded sale deed applicant should be considered and decision will be taken.
20	There are lot of applications instead of sale deed	
	a. Agreement of Sale cum General Power of Attorney	NO
	b.Agreement of Sale cum General Power of Attorney(with possession)	Government clarity is sought vide Lr.No. 251/IT Cell / HMDA/2016, dt. 30-1-2017 and reply received vide Government Lr.No. 1519/M1/2017, dt. 10-4-2017 as per which AGPA with possession is to be considered if the same is executed on or before 30-03-2018.
	c.Development Agreement cum General Power of Attorney	NO
	d.Partition deed and Gift Deed	Yes – if it is registered before 30-03-2018.
	e.Release deed -	<u>Yes, if it is registered.</u>

	f.Sale certificate –	<u>Yes, if it is registered.</u>
	Hence These type of LRS Applications can we Recommend.	<u>Yes, it is given by Bank/Government, financial institutes.</u>
	If there are (10) Sy.nos in the sale deed one Sy no falls in Govt/ ULC whether that case can be considered under LRS	First clear 9 Survey Numbers which do not fall in Government / ULC lands. Regarding other Survey Numbers ask for NOC / clearance from Revenue Department.
	So many Sy nos shown as court cases in POB register whether it can be considered for LRS.	The court cases in which HMDA is not a party and there are no orders prohibiting DTCP to consider LRS approvals can be examined for consideration of LRS by imposing a condition that the LRS proposal is considered subject to outcome of court orders if any
	In the sale deed House no mentioned Sy no not specified how to verify in POB lands	Call for shortfall
	The applicants submitting the pahani/ Pattedar Pass Book as a title for LRS can be considered?	Yes. Can be considered if it is upto One Acre and satisfies other conditions.
21	LRS applicant on whose name the application is submitted is “deceased” (no more), on whose name such LRS application proceeding to be issued?	LRS proceeding may be issued on “Legal heir” by obtaining death certificate from Municipality / Gram Panchayat and legal heir certificate from Civil Court / Revenue authorities.
III. Technical Scrutiny		
22	Agricultural land of X sq.yds.< 1ACRE, but without layout is it applicable for LRS ?	If the proposed site of LRS is upto than 4000 Sqmts the LRS proposal can be considered and for the sites which are more than 4000 Sqmts extent cannot be considered and they may be asked to apply for the regular layout approval.
23	Signature on indemnity and site location plan is not matching, what is to be done in this issue?	Indemnity bond with corrected signatures shall be obtained and the signature shall be tallied with the signature in sale deed and site plan. It can be done at the time of DC payment
24	Road effected area is not shown in the site location plan, in case of road widths less than 30.Such plans which does not show internal road effected area can be entertained or not for LRS ?	Applicant shall be informed to submit the site plan showing internal road widths and road affected area in order to maintain minimum road width of 30 feet.
25	Farm site number instead of plot numbers are given in sale deed such case is considered for lrs or not ?	If the proposed site of LRS is upto 4000 Sq mtrs the LRS proposal can be considered and for the sites which are more than 4000 Sqmts extent cannot be considered and they may be asked to apply for the regular layout approval.
26	Whether to process OPEN PLOT applications?	if these plots are not in open spaces as per the freezed layout. Inspections to be done in every case and to certify that the plot does not fall under open space category in any approved layout/ draft approval/ unapproved layout.
27	Whether to process subdivided plots under ONE VENTURE/LAYOUT, if submitted as SINGLE online application & fully OR partially unsold?	If layout is more than One Acre, let them apply for a fresh layout.

28	In case of rejection, will the amount be refunded?	There is no provision under GO 251 for refund of LRS amounts. Hence cannot be refunded initial amount of Rs.10,000/- or less.
29	Is Indemnity bond valid if it is not printed on Rs .100/- bond paper?	Intimate shortfall to applicant to submit indemnity bond again online and process the application on compliance.(Database to be maintained)
30	If only layout copy is not submitted by applicant and all the other documents are submitted, can the application be recommended with a condition "subjected to submission of layout copy"?	-Yes-
31	If there is no either first party or witness/witnesses signatures on Indemnity bond and all other documents are submitted, can the application be recommended with a condition "subjected to submission of indemnity bond"?	Yes, Process
32	If there is no owner and/or architect signatures on site location plan, can the application be recommended? & if architect license no. is not visible/ not provided , is site location plan valid?	Yes. Recommend but obtain these documents (Plan duly signed by the Architect and owner)at the time of Payment of Fee.
33	If Market value certificate is not submitted by applicant and all the other documents are submitted, can the application be recommended "considering the market value & date of issue of market value from other applications of same survey no."?	Check http://registration.telangana.gov.in website for current market value and process accordingly. Data is available at revenue Department site. Do not raise Shortfall.
34	If a particular applicant has filed for multiple (Applications) for single sale deed consisting of all the applied plots , whether to recommend or shortfall or reject the applications? & If two or more plots are applied under single application with applied plots in single sale deed , whether to recommend or reject the application?	Single sale deed of multiple plots: when multiple applications are submitted, the amount to be transferred to SINGLE APPLICATION and the same will be processed. Intimate the applicant to submit representation for transfer of amounts from all the submitted applications to ONE application for processing. Case by Case to be processed by seeking advice of Director where needed. Seeking clarification on case to case. Submit within 15 days or calculate as per cutoff date.
35	If the registered sale deed is in acres/guntas, whether to shortfall the application to submit the sale deed with applied plot no. or reject the application???	If the proposed site of LRS is upto 4000 Sq mts the LRS proposal can be considered and for the sites which are more than 4000 Sq mts extent cannot be considered and they may be asked to apply for the regular layout approval.
36	Land value is not mentioned separately and as per sale deed consideration the land and building estimated value is given together whereas only land value is required for calculating 14% of open space charges (G.O.MS.No. 251).	Intimate SHORTFALL to applicant to get land value from Sub-Registrar as on date of registration.

	House number (dismantled house) instead of plot numbers are given in sale deed such case is considered for lrs or not ?	Yes, it can be considered for LRS if it is registered house. Market value (to be considered)
	Hence in view of the above to calculate the 14% open space charges it is requested for order whether to a. Insist for rectification of sale deed mentioning land value separately. (or) b. Calculate charges on market value as on the date of registration by asking for market value certificate on that date. (or) Calculate charges on market value certificate as on cut-off date i.e., 30-03-2018.	
37	It is requested for clarification whether LRS application applied for complete layout to an extent of Area in Ac. Gts. can be regularized.	No, ask the applicant to apply for full layout as fresh layout application (as regular layout)
38	Plot boundaries (road widths) are not mentioned in the sale deed document. Instead of road width just given as Layout Road / Road. Please clarify It can be Recommended or call for shortfall with rectification deed.	Intimate SHORTFALL TO applicant for rectification deed.
39	In single Application Applicant Applied for Multiple plots	
	a. With connectivity of plots	Yes, can be recommended
	b. Without connectivity of plots	All the plots of the same owner need not be connected if a plot has approach road. It is enough to consider for regularisation.
40	If the Plot u/r is falling in the bed of water bodied like River / NALA / FTL of any Lake / Pond / Kunta shall the same may be considered for regularisation ?	No, the plots falling in the bed of water bodied like River / NALA / FTL of any Lake / Pond / Kunta as per the Notified Master Plan cannot be considered for regularisation.
	If the Plot u/r is falling within 100m distance / the vicinity of water body / lake / pond / Kunta / Shikam lands shall the same may be considered for regularisation ?	N.O.C required from Irrigation & Revenue departments.
	If the plot is abutting a NALA / Vagu can the plot be regularised ?	N.O.C required from Irrigation & Revenue departments.
41	If the plot u/r is abutting Gas / Oil / HMWSSB water pipeline, whether to insist the NOC from the concerned authorities?	YES.

42	What is the minimum width of the plot for regularization	Minimum width 20 Feet (6.0 m) and depth 27 Feet (8.2m).
43	As per sale deed the applicant is having Ac.5.00 of land title. He applied for so many plots with approval of Grama panchayat layout for LRS can it be considered?	Ask the applicant to apply for new layout.
44	The applicant is submitting the Market Value certificate for residential use received from SRO but the plots falls in non- residential zone. In such cases which market value is to be considered	Consider the Market value received from concerned Registration authority.
45	Amount to be calculated for Net area or total area in case of road affected (in case of internal Road and Incase of Master plan road)	For Internal Road: To maintain the minimum road width of 9 m in the layout, the applicant shall surrender the road affected area and pay the penalization charge for the total plot area. For Master plan Road Affected area: if the plot is affected by proposed Master plan road or existing road widening as proposed in master plan. The plot area will be considered only after deducting road affected area.
46	Name on Application is same as name on Sale Deed. However, Name on EC as on 30.03.2018 not matching with Name on Sale Deed. <u>Revenue loss to ULBs, if processed considering the market value of sale deed is the key component for fee computation of „Open Space available‘</u>	Compute as per the latest market value prevailing on 30.03.2018.
47	EC Verification on Registration Department is not required	Required, online verification. no Shortfalls to be raised for EC by the officers.
48		Officers to check for the Government Prohibited, ULC Lands etc. in offline data as furnished by the Revenue Department. - If found in ULC or Government Prohibited Lands, Forest lands, these applications may be put into shortfall state (15 days). Ref. 58, 59 etc. GOs - If the applicants do not submit any evidences, NOCs, Orders within 15 days, these applications may be REJECTED.
49	Name on online application' (eg. Nalla Malla Reddy) not same as „Name on Sale Deed/Title Deed“ (eg. Harsha Estates represented by Nalla Malla Reddy -	Process such applications. These need not be rejected. Proceeding to be issued in the name of person as per sale deed.
50	Sons / Daughters Name on online application & Fathers / Mothers Name on Sale/Title Deed	Process such applications if all the signatures, documents are in the name as per sale / title deed and corrected in the site plan and application also but LRS is to be approved only in the name of registered person only.
51	Wife's name on online application & Husbands name on Sale/Title Deed & Vice-a-versa	Process such applications. Consider sale deed as valid one. In no case fresh sale deed shall be obtained. LRS in the name of registered person only.

52	Online application name & Name on Title Deed – Family members / siblings	Process such applications.
53	How to process the application if there is no date/day on sale deed?	Check http://registration.telangana.gov.in website with Sale / Title deed number to get the date and process further. If not available reject it.
54	For Sale Deed executed before 1983 the registration department have no data that can be considered under LRS	Yes.
55	The owner has sold away the open spaces in the approved layout by carving plots. Can these be regularized?	No.
56	If total area of the site is 3 acres and only 10 plots holders having plots of 250 sq. yards each apply for approval, whether the owners of 10 plots can get their plots regularized?	Yes. The plot holders who come forward for regularization of their plots will be considered for approval subject to conditions but layout patterns has to be frozen, If in compliance with G.O.Ms. no. 251.
57	A 100 ft Master Plan road is proposed through our colony layout. The alignment of the said 100ft road is passing through plot and in adjoining plots which have buildings. Can my plot and the said adjoining plots be regularized?	The plot will be regularized by showing the master plan effected area in the plan and deducting that portion from computation of Fee
58	If a particular survey no. has two or more land uses, how to process the application?	Check the land use for site under reference i.e. plot and process.
		In rarest of the rare case, use the internal surveyor for revenue sketch certification.
IV. Master Plan		
59	Applications falling in Bio-Conservation, Buffer Zone, Water Bodies, Forest, Transportation Zone.	Such applications to be REJECTED
60	If the plot is earmarked in the peri urban zone. The land conversion charges to be collected or not	Yes. As per peri urban zone, ground coverage should not exceed 25% for general construction. Conversion charges are needed and in special case if applicant requests for Peri urban, conversion charges shall not be collected.
61	What are the land uses to be converted under LRS	<ol style="list-style-type: none"> 1. As per GO Ms no: 251, rule 7, Authority shall have power to convert if the site is contrary to the land use stipulated in master plan except those items mentioned in rule 5 in the said GO 2. No LRS approvals shall be considered in the sites which are ear marked for <ol style="list-style-type: none"> (1) Industrial / manufacturing use zone (2) Recreational use zone (3) Water body zone (4) Open space use zone As per the Master Plan / Zonal Developmental plans

		<p>(5) Central Square (6) Transportation Zone 3. All other uses viz. Public and Semi Public use zone / Institutional Use Zone / Conservation use zone can be considered for regularization under LRS approval.</p>
V. Site Inspection		
62	In site inspection, if the applied plot is getting affected under high tension lines, whether to reject the application or recommend the application by cutting the affected area from the plot? If to recommend the plot, what should be the minimum percentage of area to be remained after cutting?	Process the applications by showing the HT line in the site plan with green belt all along the HT line as per the G.O Ms no7.
64	In site inspection, if the plot is not vacant and construction is in progress, whether to recommend or reject the application?	Ask the applicant to stop the construction first, then regularize after that only applicant to obtain Building Permission.
65	As per layout plot /sale deed, dimensions/ boundaries are not tallying with the ground at the time of site inspection. Please clarify at that case can we recommend the site inspection	Should not be recommended. A shortfall may be intimated once
66	Is Site Inspection to be done for each and every individual plot?	Yes
VIII. FEE CERTIFICATION		
67	What is the method for computation of the betterment Charges, Conversion charges and shortfall of open charges?	As per the methods adopted in Go MS No: 251 Dt: 14-10-2019.
68	Whether regularization charges paid in excess will be refunded?	Yes refunded after issue of the proceedings.
69	If the application is rejected, whether the regularization charges paid are returned?	There is no provision for refund of initial LRS fee of Rs.10,000/- or less.
70	If an applicant is having more than One Acre in different locations in an unauthorized layout, can it be processed.	Yes, it can be considered, in compliance with G.O.Ms.No. 251 MA&UD.

Director of Town & Country
Planning