

**GOVERNMENT OF ANDHRA PRADESH**

Office of the  
Director of Town and Country  
Planning, West Annapurna Nagar,  
Gorantla, Guntur.

**Circular No.9464/2012/P**

**Dt. 09 .11.2018**

Sub:- O/o DT&CP, A.P., Guntur – Preparation of layout plan as per planning standards and layout rules -certain Instructions issued –regarding.

Ref:- T/O Lr.Rc.No.9464/2012/P dt: 07-03-2017 addressed to all ULBs in the state.



In the reference cited orders were issued to adopt the procedure for granting of layout permissions automatically through Online APDPMS system.

But on verification of Layout plans approved through online, the following observations are noticed in certain cases:

1. Road widths and circulation pattern is not properly designed.
2. Layout pattern is not being integrated with neighboring area.
3. The 10% public open space is proposing in small irregular bits which may not be useful for any purpose.”
4. Plots are proposing abutting to the Open space on all sides.
5. Standard notations are not being followed while preparing layout plans. In some ULBs the word TOT-LOT is indicating instead of “open space”.

In view of the above the following instructions are issued:

1. Proper road circulation pattern has to be followed integrating the layout with surrounding developments.
2. The area reserved for public open space shall be in a compact block with minimum width of 9.00 mts. The Open space shall be provided in maximum 2 locations in layouts up to 4 Hectares and if the area of the layout exceeds 4 Hectares, the public open space may be provided in more than two locations with minimum 2000 sq.mts at each location.
3. Any open space shall have roads at least on two sides as far as possible.
4. If the proposed layout is abutting to the Open space of the existing layout, in continuation to that, the proposed Open space shall be insisted.
5. The minimum width of the roads basing on the length of the roads, length of blocks, minimum size of plots have to be followed strictly as per layout rules.



6. In cases where the competent authority has considered the layout approval deviating any of these provisions he shall record the reasons for same in writing.
7. Awareness shall be created among LTPs and Developers on the above provisions.

The above instructions shall be followed scrupulously while approving layouts.

Director of Town  
and Country Planning

*R. Srinivasulu*  
9/11/18

*2/11/18*

To

The Commissioner, APCRDA, Vijayawada

The Metropolitan Commissioner, VMRDA, Visakhapatnam

The Vice Chairmen of all Urban Development Authorities

The Commissioners of all Urban Local Bodies

The Town Planning Section Heads in All Urban Local Bodies and All Urban Development Authorities including APCRDA and VMRDA

The RDDTPs/DTCPOs for necessary action in the matter

All officers and staff in Head office