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O/o. Director of Town and
Country Planning,
Mangalagiri.

Note No.6333/19/P, dated 24-01-2020

Sub: O/o DT&CP., A.P, Guntur. – LRS, 2020 - online module for LRS applications–
Certain instructions – Regarding.

Ref: G.O.Ms.No.10 MA Dt.08.01.2020 of MA&UD Department.

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The Government of Andhra Pradesh have issued Rules for Regularization of unapproved layouts and plots vide G.O. cited to bring them into the planning fold and to provide basic facilities and for better quality of life for the citizens.

Only those unapproved layouts and sub-division of plots with registered sale deed/title deed as a plot prior to 31-08-2019 shall be considered for regularization under these rules. The applications shall be filed within 90 days from the date of notification of these rules.

- Individual plot owners in unapproved layouts having registered title deed executed prior to 31-08-2019 can file applications.
- Associations/Societies /Welfare Society/Colony developer representing the unapproved plot owners having registered sale deed prior to 31-08-2019 can also file applications.

The O/o. DTCP has developed the online portal for the LRS applications which can be accessed through the website of <http://dtcp.ap.gov.in/> for entire process i.e. from submission of application to proceedings of regularization.

- The Licensed Technical Persons (LTPs) shall upload the plans of all unauthorised layouts in LRS-website.
- The Town planning staff in the ULBs shall prepare layout pattern duly taking into consideration of surrounding road network and submit to the concerned competent authority for approval.
- The competent authority shall accord in-principle approval for layout pattern.
- The scrutiny of single plot regularization shall be done based on the layout pattern approved by the concerned competent authority.

After log-in into the LRS website, the applicant/LTP has to fill-up the following important fields for scrutiny purpose.

1. Aadhaar/Passport No of the applicant
2. Survey no of the plot/layout
3. Title deed prior to 31-08-2019
4. LCC/receipt of intimation of payment
5. Latest EC of 13 years
6. Extent of plot
7. Abutting road width
8. Basic value of registration department as on 01-08-2019
9. Land use as per Master Plan

- After filling of all the required fields, the site plan and layout plan shall be submitted through on-line along with payment of minimum 50% of penalization charges (in any case it shall not be less than Rs.10,000/-).
- The plans shall be assigned to the concerned Town planning staff for scrutiny.
- The TP staff shall scrutinize the proposal with reference to the in-principle layout pattern approved by the concerned competent authority.
- Shortfall notice will be generated if any additional documents are required.
- If the application is in full shape, intimation letter will be generated for payment of balance regularization charges.
- After payment of charges, the proceedings will be generated through on-line.
- Guidelines: (enclosed)
- FAQs: (enclosed)

✦ If any difficulty in uploading of layout plans or applications the same shall be brought to the notice of DT&CP (dtcp.ap@gmail.com) through mail

To

1. The President,
Welfare Association of LTPs of A.P.,Guntur
 2. The Chairman,
Indian Institute of Architects
- Copy to the President, CREDAI,Vijayawada
Copy to the Chairman,
Builders Association of India, Amaravathi.
Copy to the President, NAREDCO, vijayawada

Sd./xxxxxxxxx
Director of Town and
Country Planning,

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Deputy Director
O/o. Director of Town and
Country planning,
Mangalagiri