

CMDA – Individual Flat User Manual



GOVERNMENT OF TAMIL NADU HOUSING AND URBAN DEVELOPMENT DEPARTMENT BUILDING REGULARISATION SCHEME - 2017 (UNDER SECTION 113-C OF TAMIL NADU TOWN & COUNTRY PLANNING ACT, 1971)

[HOME](#)[ELIGIBILITY CRITERIA](#)[TRANSITORY PROVISIONS](#)[TERMS & CONDITIONS](#)[OPERATIONAL GUIDELINES](#)[FAQ](#)[CONTACT](#)

G.O.(Ms).No.110 HUD, Dated 22.06.2017 - Rules

Last Date for Submission of Application is **21-12-2017**

G.O.(Ms).No.111 HUD, Dated 22.06.2017 - Guidelines

Online Payment facility provided for eligible Application

Download Formats

List of documents to be uploaded along with the Application

Form A
Appendix
Architect Certificate
Legal Opinion
Undertaking
Structural Stability Certificate
Structural Design Basic Reports

For Application In CMDA Area

Entire Building

Individual Flats

User Registration

User Login

Official Login

For Application In DTCP Area

Entire Building

Individual Flats

User Registration

User Login

Official Login

Download Formats

List of documents to be uploaded along with the Application

Form A
Appendix
Architect Certificate
Legal Opinion
Undertaking
Structural Stability Certificate
Structural Design Basic Reports

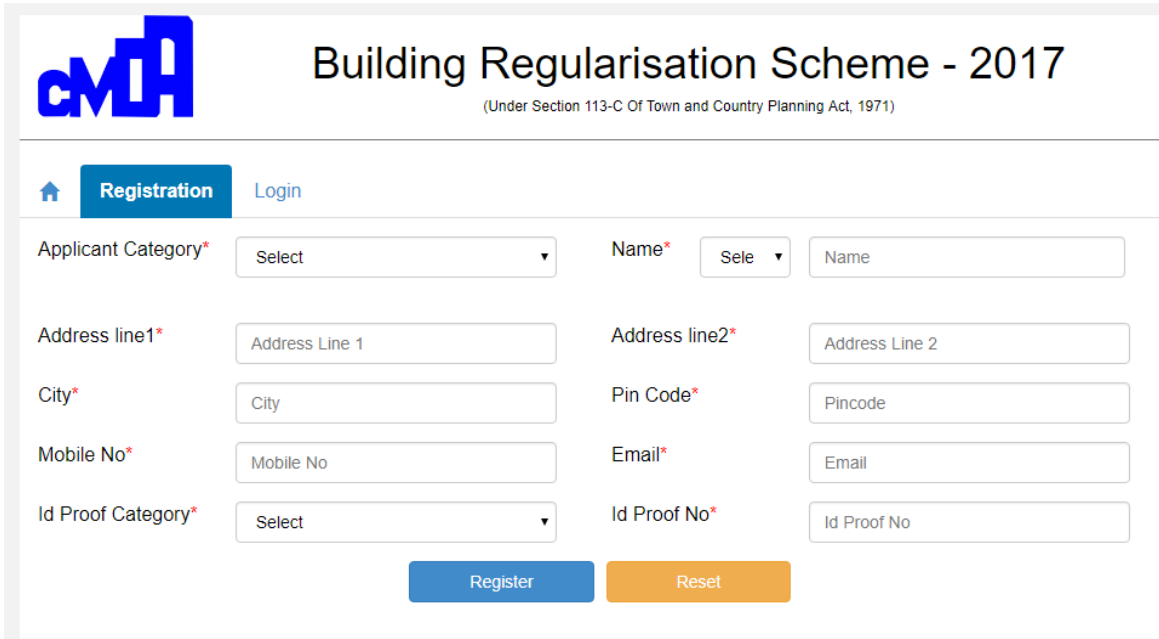
Important Information

The applicant shall assess the violation in the building, workout the applicable regularisation fees as prescribed in Annexure-II and submit the same online for the full assessed amount. If any under assessment in the self assessment, is detected at any stage, the regularization application shall be rejected, the amount shall be forfeited and enforcement action against the violation shall be taken.

Consequences of Non-Regularisation - Where no regularisation is ordered under these guidelines for an unauthorised / deviated building; then –
(a) no electricity, water supply, drainage and sewerage connections shall be extended to such unauthorised / deviated building.
(b) such unauthorised / deviated building shall not be registered under the Registration Act, 1908 (Central Act 9 of 1908) by the Registration Department.

- Click **User Registration** to enter the Applicant Details.

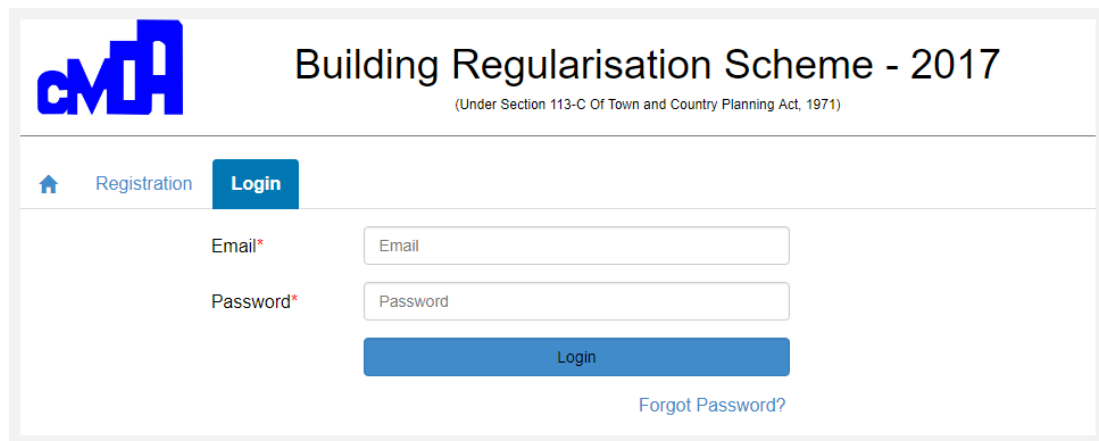
Step 1: User Registration



The screenshot shows the registration interface for the Building Regularisation Scheme - 2017. At the top left is the CMA logo. The title 'Building Regularisation Scheme - 2017' is centered, with the subtitle '(Under Section 113-C Of Town and Country Planning Act, 1971)' below it. A navigation bar contains a home icon, a 'Registration' button (highlighted in blue), and a 'Login' link. The registration form consists of several fields: 'Applicant Category*' (dropdown menu), 'Name*' (dropdown menu and text input), 'Address line1*' (text input), 'Address line2*' (text input), 'City*' (text input), 'Pin Code*' (text input), 'Mobile No*' (text input), 'Email*' (text input), 'Id Proof Category*' (dropdown menu), and 'Id Proof No*' (text input). At the bottom are two buttons: 'Register' (blue) and 'Reset' (orange).

- Enter the Applicant details (Applicant Category, Name, Address, Mobile No, Email and ID Proof).
- After entering the Applicant details, click **Register** button.
- After registration you will receive the activation link in your Email (Inbox/Spam).
- Click the activation link for receiving OTP to the registered mobile no.
- After validating the OTP, you will receive User ID (Email ID) and Password to the registered mobile no.

Step 2: User Login



CMA Building Regularisation Scheme - 2017
(Under Section 113-C Of Town and Country Planning Act, 1971)

Registration **Login**

Email*

Password*

Login

[Forgot Password?](#)

- Enter User ID (Email ID) and Password received in the registered mobile.
- If you forgotten/deleted the password unknowingly you can regenerate the password by clicking the **Forget Password?** option.
- After entering User ID (Email ID) and Password, click **Login** button.

Step 3: Manage Applications

Building Regularisation Scheme - 2017
(Under Section 113-C of Town and Country Planning Act, 1971)

Logout
Hi, K Subramaneean

New Application

- Entire Building Entry
- Individual Flats Entry

Applications List

- Entire Buildings List
- Individual Flats List

User Profile

- View Profile
- Change Password

Applications For Buildings

S.No	Application Reference No	Building Address	District/Village/Taluk	Competent Authority	Status
------	--------------------------	------------------	------------------------	---------------------	--------

1 2 3 4 5

- Applicant should confirm whether he/she is applying for Entire Building/Individual Flat.
- If he/she is applying for Individual Flat, click **Individual Flat Entry** option.

Step 4: Site Details

Building Regularisation Scheme - 2017

(Under Section 113-C of Town and Country Planning Act, 1971)

Logout Hi, Mughilan(test)

New Application

Basic Violation Details Charges Payment Details Reports

Site Details Eligibility Architect / LS Details

Whether Building Completed on or before 01-07-2007 Yes No Attachment Type Attachment Test PDF.pdf PDF files only

Door No Plot No

Site Address Line1 Site Address Line2

District Taluk

Local Body Type Local Body

Pin Code

The following villages are not eligible to this scheme :
alamadi ,alathur ,arakkambakkam ,attanthangal ,kadavur ,kalapakkam ,kilakondaiyur ,melapakkam ,mittanamallee ,morai ,mukthapudupattu ,pakkam ,palavedu ,palaya erumaivettipalayam ,pammadukulam ,pandeswaram ,pothur ,pullikutti ,tenambakkam ,vellacheri ,vellanur ,viayanallur ,kovilpadagai

Village	Survey No Type	Survey No	Sub Division	Block No
<input type="text" value="Egmore"/>	<input type="text" value="S No"/>	<input type="text" value="453"/>	<input type="text" value="1A"/>	<input type="text" value="5B"/>

Note : All Survey No should be entered separately and Sub Divisions added in the same field. (eg : S.No should be entered like : 121/1A,1b,2b)

Plot Extent (in Sq.M)

(i) As per Patta (ii) As per Document (iii) As per Site

Upload Permanent Land Reg(PLR) or Patta & FMB Test PDF.pdf PDF files only Upload Ownership Details (Legal opinion Notary Public) Test PDF.pdf

Land Use Land Use LUIS Link [Master Plan Land Use Map](#)
(Refer the Luis Link/Master Plan Land Use Map)

Continious Building Area (CBA) Yes No

- Applicant should enter the site details and upload mandatory attachments.

- All attachments should be in .pdf format not exceeding 2 MB.

Step 5: Eligibility

Building Regularisation Scheme - 2017
Logout

(Under Section 113-C of Town and Country Planning Act, 1971) H, K Subramanian

> Update Application

Type Of Building: Special (Residential) Building in Non CBA City Ground +2

Basic
Violation Details
Charges
Reports

Site Details
Eligibility
Mandatory Documents
Architect / LS Details

Building Usage Details

Building Usage		Residential	
Whether any Planning Permission Obtained?	* Yes <input type="radio"/> No <input type="radio"/>	Upload Building Approval Details	17_D05_Test PDF.pdf Remove
Planning Permission No	964	Date	12/06/2007
Letter No	B2/1245/2007		
Whether the Building Lies in Approved Layout/Plot?	* Yes <input type="radio"/> No <input type="radio"/>	Upload Plot Approval Details	17_D06_Test PDF.pdf Remove
Approved FSI Area (for entire building) In Sq M	2000	Approved FSI (for entire building)	1.5
Total No. of Dwellings (Flats) as per Approved Plan	7	Total No. of Dwellings (Flats) Constructed as on Site	8
No. of unauthorized Flats (a)	1		
Total No. of Floors as per Approved Plan	3	Total No. of Floors Constructed as on Site	4
No. of unauthorized Floors (b)	1		
Whether your flat is unauthorized (a)	* Yes <input type="radio"/> No <input type="radio"/>		
Whether your flat lies in unauthorized floor (b)	* Yes <input type="radio"/> No <input type="radio"/>		
Approved Individual Flat Area (for which Regularisation to be applied) In Sq M	120	Flat Area Constructed In Sq M	150
Deviated Flat Area field (Flat Area Constructed - Approved Individual Flat Area)	30.00	Enter the floor name at which the flat/comm. is located	3rd Floor
If Higher FSI approved by the Government, Please upload the copy of Government Order			17_D07_Test PDF.pdf Remove
Upload Building Photos (showing number of floors & covering all sides) in combined single PDF file			17_D08_Test PDF.pdf Remove

Building Parameters

No of Blocks:

Basement Floor
 Ground Floor
 Still Floor
 Mezzanine Floor
 GF + 2 Floors
Other Floors in (Nos)

No Of Dwelling Units	
0 - 25 Sq M	<input type="text"/>
Above 25 - Upto 50 Sq M	5
Above 50 - Upto 75 Sq M	<input type="text"/>
Above 75 - Upto 150 Sq M	3
Total No Of Dwelling Units	8

+ Add Dwelling Units
Delete Dwelling Units

Height of the Building in Metres:
(In case of Group Development, Please enter maximum height of the block)

Abutting Road Width (Mtrs): Road Status:

Update Eligibility Details

- Enter earlier approved details.

- Enter existing building usage details and other building parameter details.
- All attachments should be in .pdf format not exceeding 2 MB.

Step 6: Mandatory Documents

Building Regularisation Scheme - 2017

Logout

(Under Section 113-C of Town and Country Planning Act, 1971)

Hi, K Subramaneean

> Update Application

Type Of Building : Special (Residential) Building in CBA City Ground +2

Basic

Violation Details
Charges
Reports

Site Details
Eligibility
Mandatory Documents
Architect / LS Details

If you paid any Regulations fees in 113-A (or) 113-B scheme :
 Yes No

Regulations fee (R.F.Fees)

Receipt

Choose File

No file chosen

📄
PDF files only

Upload Structural Stability Certificate

Choose File

No file chosen

📄
PDF files only

Update Mandatory Documents

- If you have paid any Regularisation fees in 113-A (or) 113-B scheme, enter **Regularisation fees in Rs.** and upload **Payment Receipt** in .pdf format not exceeding 2 MB.
- Upload mandatory documents/Structural Stability Certificate/NOCs (if applicable) in .pdf format not exceeding 2 MB.

Step 7: Architect Details

Building Regularisation Scheme - 2017
(Under Section 113-C of Town and Country Planning Act, 1971)Logout

> Update Application

Type Of Building : Special (Residential) Building in CBA City Ground +2

Basic

Violation Details Charges Reports

Site Details

Eligibility Mandatory Documents **Architect / LS Details**

Architect / Licensed Surveyor Details

Architect / Licensed Surveyor	<input type="text"/>	Name	<input type="text"/>
Registration No	<input type="text"/>	Address Line 1	<input type="text"/>
Address Line 2	<input type="text"/>	Pin Code	<input type="text"/>
Mobile No	<input type="text"/>	Email ID	<input type="text"/>
Architect Certificate	<input type="button" value="Choose File"/> No file chosen <small>PDF files only</small>		

Update Architect Details

- Enter the Architect/Licensed Surveyor Details.
- Upload Architect/Licensed Surveyor Certificate in .pdf format not exceeding 2 MB (Architect / Licensed Surveyor Certificate format is available in Home Page of www.tnbuildingreg.in as **Architect / Licensed Surveyor Certificate** under “Download Formats”).

Step 8: FSI Violation

Building Regularisation Scheme - 2017
Logout

(Under Section 113-C of Town and Country Planning Act, 1971)
Hi, K Subramaneean

> Update Application

Type Of Building : Special (Residential) Building in CBA City Ground +2

Basic
Violation Details
Charges
Reports

FSI Violation

Setback Violation
Roadwidth Violation
Parking Violation

Floor	Residential (Enter values in Sq.Mtrs)								Total floor area	
	FSI				NoN FSI			Parking		
	Residential	Commercial	Industrial	Institutional	5%	10%	100%			
Group	84					30			114	✘
Fir 1	84				10				94	✘
Fir 2	84				10				94	✘
Total	252	0	0	0	20	30	0	0	302	

Add Floor Details

All the floor area details furnished under the head of FSI Violation shall also be shown in the AutoCAD drawing as Legend in the right hand side of the sheet

Additional Area in SqM
(Sump, OHT, Compound Wall etc.)

Upload Key Plan, Site Plan, Floor Plan, Section and Elevation Plan in .DWG format with proper Title, Site Address, Revenue details of site and name of Local Body

Choose File Test.dwg
DWG files only

Permissible FSI as per Reg. Scheme (1)	Approved FSI (or) FSI as per DR Whichever is higher (2)	Achieved FSI (3)	FSI Violation (4) = [(3)-(2)]
3	1.5	1.80	0.30
Area in Sq.M	210.00	252.00	42.00

Update

- Enter the floor areas (FSI, Non FSI [5%, 10%, 100%], Parking).
- For eg: If you have given Ground + 2 Floors in the **Eligibility** tab, you have to enter the Ground floor built up area, 1st floor built up area and 2nd floor built up area in the above **FSI Violation** tab.
- Select **Floor** dropdown option for entering the floor areas.
- Upload drawing file in .dwg format not exceeding 25 MB.
- After entering the floor area, the Permissible FSI, Approved FSI (or) FSI as per DR whichever is higher, Achieved FSI and FSI Violation (If occurs) will be calculated automatically.

Step 9: Setback Violation

Building Regularisation Scheme - 2017

(Under Section 113-C of Town and Country Planning Act, 1971)

Logout
Hi, Mughilan(test)

> Update Application

Type Of Building : Special (Residential) Building in Non CBA City Gro

Basic
Violation Details
Charges
Reports

FSI Violation
Setback Violation
Roadwidth Violation
Parking Violation

Building Type	Eligible Setback	Available Setback (least)
Special Building	1.5 All round	1.6 All round

Update

- **If there is FSI Violation**, the applicant should enter **Available Setback (least)** All Round the Building for Regularisation Scheme 2017 eligibility.

(or)

Building Regularisation Scheme - 2017

(Under Section 113-C of Town and Country Planning Act, 1971)

Logout
Hi, Geeta

> Update Application

Type Of Building : Special (Residential) Building in Non CBA City Gro

Basic
Violation Details
Charges
Reports

FSI Violation
Setback Violation
Roadwidth Violation
Parking Violation

Building Type	Eligible Setback	Available Setback (least)
Special Building	1.5 All round	1.5 All round

	(a)Required Setback as per DR/Approved Plan <small>Click here to view Setback requirement as per DR</small>	(b)Available Setback (least)	Violation
FSB	3.5	2.5	1
SSB-1	2.5	2.5	-
SSB-2	2.5	2.5	-
RSB	2.5	1.5	1

Update

- **If there is no FSI Violation**, the applicant should enter the following:
 - **Available Setback (least)** All Round the Building for Regularisation Scheme 2017 eligibility.
 - **Required Setback (FSB, SSB-1, SSB-2, RSB) as per DR/Approved Plan and Available Setback (FSB, SSB-1, SSB-2, RSB)** for the building which you have applied.

- To know the Required Setback as per DR, click the link.
- FSB - Front Setback; SSB - Side Setback; RSB - Rear Setback; DR – Development Regulations;

Step 10: Road Width Violation

Building Regularisation Scheme - 2017

(Under Section 113-C of Town and Country Planning Act, 1971)

Logout
Hi, Mughilan(test)

> Update Application

Type Of Building : Special (Residential) Building in Non CBA City Gro

Basic
Violation Details
Charges
Reports

FSI Violation
Setback Violation
Roadwidth Violation
Parking Violation

Building Type	Eligible Roadwidth	Available Roadwidth (least)
Special Building	7	9

Update

- If there is FSI Violation and Setback Violation, **Eligible Roadwidth** and **Available Roadwidth (least)** will automatically appear.
- If **Available Roadwidth (least)** is less than the Eligible Roadwidth, the Application is not eligible for the Regularisation Scheme 2017.
- Click **Update** button.

(or)

Building Regularisation Scheme - 2017

(Under Section 113-C of Town and Country Planning Act, 1971)

Logout
Hi, Geeta

> Update Application

Type Of Building : Special (Residential) Building in Non CBA City Gro

Basic
Violation Details
Charges
Reports

FSI Violation
Setback Violation
Roadwidth Violation
Parking Violation

Building Type	Eligible Roadwidth	Available Roadwidth (least)
Special Building	7	7.2

Minimum Road Width requirement as Per DR <small>Click here to view required Road Width as per DR</small>	Available Road Width	Violation
9.000	7.2	1.800

Update

- If there is no FSI Violation and Setback Violation, the applicant should enter the **Minimum Road Width requirement as per DR** for the building.

- To know the Required Road Width as per DR, click the link.
- Click **Update** button.

Step 11: Parking Violation

Building Regularisation Scheme - 2017

(Under Section 113-C of Town and Country Planning Act, 1971)

Logout

 Hi, K Subramaneean

> Update Application

Type Of Building : Special (Residential) Building in Non CBA City Ground +2

Violation Details
Basic
Charges
Reports

FSI Violation
Setback Violation
Roadwidth Violation
Parking Violation

Description Click here to view Parking Commercial requirement as per DR	Required as per DR		Provided		Violation	
	Car	Two wheelerler	Car	Two Wheeler	Car	Two Wheeler
Residential	<input style="width: 40px;" type="text" value="1"/>	<input style="width: 40px;" type="text" value="0"/>	<input style="width: 40px;" type="text" value="1"/>	<input style="width: 40px;" type="text" value="0"/>	<input style="width: 40px;" type="text" value="0"/>	<input style="width: 40px;" type="text" value="0"/>
Commercial	<input style="width: 40px;" type="text" value="0"/>	<input style="width: 40px;" type="text" value="0"/>	<input style="width: 40px;" type="text" value="0"/>	<input style="width: 40px;" type="text" value="0"/>	<input style="width: 40px;" type="text" value="0"/>	<input style="width: 40px;" type="text" value="0"/>

Update

- Applicant/Architect should enter the **Required Car/Two Wheeler Parking as per DR** and **Available Parking for Car/Two Wheeler** as on site under “Provided”.
- To know the Required Parking as per DR, click the link.
- Click **Update** button.

Step 12: Penalty Charges

Building Regularisation Scheme - 2017

Logout

(Under Section 113-C of Town and Country Planning Act, 1971)

Hi, K Subramaneam

> Update Application

Type Of Building : Special (Residential) Building in Non CBA City Ground +2

Basic
Violation Details
Charges
Reports

Penalty Charges

Guideline Value per Sq.Ft

2000.00

Update

[Click to refer](#)

Premium FSI Charge		Penalty I&A Charge		Parking Penalty Charge	
Excess Premium FSI Area In Sq.Ft	Charges (Rs)	Residential (Rs)	Commercial (Rs)	Residential (Rs)	Commercial (Rs)
1076.4 <small>(150.00/1.5)*10.764</small>	2152800 <small>(1076.4*2000.00)</small>	112500 <small>(2*150.00*375)</small>	0 <small>(2*0*375)</small>	22500 <small>(2*10000)+(1*2500)</small>	0 <small>(0*100000)+(0*2500)</small>

Description	Charges (Rs)
Premium FSI Charge :	21,52,800
Penalty I&A Charges :	1,12,500
Parking Penalty Charges :	22,500
Scrutiny Charges :	3,229
A) Reg Penalty Total Charges :	22,91,029
B) Reg Penalty Charges as per GLV : <small>3 * GLV * 10.764 * TotalPlotExtent</small>	96,87,600
Amount taken whichever is less (A / B) :	22,91,029
Total Charges:	22,91,029

Pay

- Enter the **Guideline Value** (Refer the link given) and click **Update** button for calculation of charges.
- Premium FSI Charge, Penalty I&A Charge, Parking Penalty Charge and Scrutiny Charge will be calculated automatically.
- Click **Pay** button to proceed for Payment Gateway.

Step 13: Payment Gateway

☰

Building Regularisation Scheme - 2017
(Under Section 113-C of Town and Country Planning Act, 1971)

Logout

Hi, Mughilan(esi

PAYMENT GATEWAY

Amount: **838823.66**

Payment:

- IndusInd**
- BillDesk**
All your payments. Single location.

[Proceed](#) [Cancel](#)

- Select any one of the above mentioned Payment Gateway and click **Proceed** button.

Step 14: Acknowledgement

CHENNAI METROPOLITAN DEVELOPMENT AUTHORITY

Building Regularisation Scheme – 2017

(Under Section 113-C of Town & Country Planning Act, 1971)

ACKNOWLEDGEMENT

Receipt No: CMDA/Reg-113C/-----/2017

Date : -----

Applicant Name & Address : Ravi
Gandhi Irwin Road, Egmore
Chennai - 600008

Type of Building : Ordinary Building

Building usage : Residential

Site Address : Gandhi Irwin Road

Survey No. Details : 1, Egmore,
Chennai.

Enclosures :

- Id proof
- Site Drawing
- PLR/Patta and FMB

Mode of payment & Date : IndusInd

Reference ID : -----

Payment details

Premium FSI Charge : ----

Penalty I&A Charges :
• Residential : ----
• Commercial : ----
• Residential : ----
• Commercial : ----

Penalty Parking charges :
• Residential : ----
• Commercial : ----
• Residential : ----
• Commercial : ----

OSR Charge :

Total Charges :

Disclaimer

- Filing an application for exemption under these regulations will not in any way prevent the competent authority from taking action under any of the provisions of the Act, unless otherwise ordered so by the competent authority.
- If any under assessment in the self assessment, is detected at any stage, the regularization application shall be rejected, the amount shall be forfeited and enforcement action against the violation shall be taken.
- Development charges and other applicable charges normally leviable at current rates will be collected after scrutiny and ascertaining approvability.