

Chief City Planner / City Planner

1. He is the technical head of the Town Planning Section.
2. He offers professional advice to the Corporation in planning the integrated development of the city.

Responsibilities:-

1. He shall undertake outdoor inspection daily for a period of 4 hours in the forenoon to supervise the work of all officers working in town planning section and to attend to the responsibilities entrusted to him.
2. He is responsible for the integrated and planned development of the city.
3. He has to ensure proper implementation of Building Rules, Zoning Regulations, Layout Rules, and other Rules of Town Planning.
4. He has to initiate action against all unauthorized constructions and land use changes, deviations to sanctioned plans, illegal layouts and sub-division of plots etc.
5. He has to ensure that all registers pertaining to town planning section are maintained properly.
6. He has to ensure that written permission is obtained in advance for erection of advertisements and hoardings wherever this subject is allotted to town planning section.
7. He has to ensure preparation and implementation of GTP Schemes where such schemes are planned;
8. He is responsible for preparation of plans for Road Development, Road-Junctions, Traffic Islands etc.,
9. He has to ensure that all the details of immovable properties of the Corporation are surveyed by the Surveyors and to get them recorded in Assets Register, provided all other wings of the Corporation supply the information on day to day developments,
10. He has to ensure protection of municipal lands and Government lands vested in the Corporation free from encroachment.

11. He has to initiate action for acquisition and alienation of lands.
12. He has to ensure numbering of buildings as required under GHMC Act 1955.
13. Administrative control of officers and staff working in town planning section and transfer of employees within the section with the approval of Commissioner.
14. Responsible to attend the Corporation meetings and preparation of agenda of Town Planning Section.
15. He is responsible for monitoring the Mortgage Register.
16. He has to ensure that entries are made in the Property Watch Register of the Registration department and obtain an acknowledgment from the Sub-Registrar in the duplicate register maintained by the Corporation.
17. All other matters relating to town planning as per the Acts, Rules and Government instructions on the subject.
18. Any other work assigned by the Commissioner.