

**Functions & Duties**

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The Town & Country Planning Department is primarily responsible to ensure planned & regulated development in the fast growing urban & rural growth centres coming up within the Planning Areas/ Special Areas which have been constituted under the provisions of H.P. Town & Country Planning Act, 1977. In order to regulate the construction activities in the fast growing urban & rural growth centres in a planned & regulated manner, the Department of Town & Country Planning prepare Development Plans, Sectoral Plans / Model Village Plans/ Schemes of the areas which have been declared as Planning / Special Areas in the State.

The Organizational Structure of the Department indicating Directorate and its field offices is as under:

**Head of Department**

<b>Director of Town &amp; Country Planning</b>
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<b>Project Planning</b>	<b>Administration</b>
State Town Planner Town & Country Planner (HQ) Assistant Town Planner Planning Officers Law Officer Tehsildar Research Officers	State Town Planner Superintendent Gd.I

**Field Offices**

<b>Divisional level offices</b>	<b>Sub-Divisional level offices</b>
Town & Country Planner Assistant Town Planner Planning Officer(s) Sr. Planning D/Man Junior Engineers Draughtsman/Jr. D/Man	Assistant Town Planner Planning Officer (s) Sr. Planning D/Man / D/Man Jr. D/Man

## **Functions & Duties:**

1. To prepare Development Plans/ Sectoral Plans / Model Village Plans / Schemes to ensure planned & regulated development in the Planning Areas / Special Areas which have been constituted in the State in pursuance to the provisions of Act ibid.
2. To frame policies / rules in furtherance of the aim & objectives which have been assigned to this Department.
3. To stop haphazard construction and thereby numerous evils.
4. To make optimum use of precious urban land.
5. To create conducive conditions for encouraging planned development.
6. To plan for creating essential urban infrastructure.
7. To subserve the basic needs of poor , especially urban slum dwellers.
8. To upgrade environment for conducive habitat.
9. To preserve the hill architecture and rich heritage of the State.
10. To curb ribbon development and safeguard highways for community mobility.
11. To provide assistance and advice to the various Govt. agencies & individuals seeking planning permission ,within the framework of these policies / rules.
12. To approve planning proposals and issue No Objection Certificate for the release of basic amenities.
13. To register the Architects/Engineers for the preparation of building proposals/plans.
14. Checking of unauthorized/illegal construction activities.
15. To coordinate the activities of State Government/Special Area Development Authorities for a concerted effort to achieve our aims.