POLICY REGARDING CONVERSION OF TRADE OF COMMERCIAL SITES FALLING IN URBAN ESTATES OF PUNJAB:

The Finance & Accounts Committee of PUDA in its 39th meeting held on 22.10.03 considered the issue vide agenda item no. 39.03. After considering various issue involved, hardships caused and difficulties encountered by the allottees and necessity for providing flexibility and freedom to carry on trade, allowing market forces to operate freely and realising full potential of commercial sites, the Committee has decided to permit change of trade subject to the following conditions:

(a) Commercial activities shall henceforth be divided into three categories namely, General Trades, Special Trades and Prohibited Trades. Details of these are given in statement attached as Annex-'A'.

(b) Change of trade would only be permitted to sites sold under categories of Special Trade to the General Trade on payment of such charges as specified in para-4 .

(c) No change of trade shall be permitted in case of sites sold under general trade to special trade and Prohibited trade.

(d) In case of shops, which are multi-storyed and are sold as shop-cum-flats or shop-cum-office or shop-cum-office-cum-flats, the conversion of upper floors from residential to office/shop or from office to shops would also be permitted on the payment of conversion charges. However, use of upper floors will be related to the trade permitted at ground floor subject to conditions (b) & (c) above.

(e) Architectural controls pertaining to external facade/ compulsory verandah/corridor/passage shall not be permitted to be altered in case of change of trade. However, the internal changes required from functional point shall be permitted subject to the provision of building bye-laws / zoning plans, architectural control with prior approval of the competent authority. Revised plans should take due care for structural safety and fire hazards of structures. Further no additional coverage shall be permitted and FAR shall remain unchanged.

(f) Conversion charges shall be levied on the basis of covered area including the area under the verandah/public passage/stair-case except the area of basement, if any.

(g) Change of trade shall be permitted on making an application in the prescribed form to Estate Officer concerned alongwith prescribed charges and subject to the prior approval of the Estate Officer.

(h) Change of trade will not permit any sub-division or amalgamation of commercial properties. However, amalgamation of two commercial properties shall be permitted subject to the condition that both sites have the same trade and are under same ownership with prior approval of the Estate Officer as per existing policy for amalgamation of sites in urban estates.

4.0 Conversion charges

The rates to be charged for conversion of trade are linked to the potential of the city where the site is located. For this purpose the state has been divided into two distinct zones i.e. High Potential Zone and Low Potential Zone. Cities of Ludhiana, Jalandhar, SAS Nagar and Amritsar comprise the High Potential zone whereas remaining towns and cities are treated as part of the Low Potential Zone for the purpose of levying the conversion charges. The conversion rates to be charged for change of trade shall be as follows:

(a) Rs. 100/- (Rs. One hundred only) per square feet for conversion of trade on ground floor for sites falling in High Potential Zone and Rs. 75/- (Rs. Seventy five only) per sq. feet for sites falling in the Low Potential Zone.

(b) Rs. 50/- (Rupees fifty only) per square feet for conversion of trade on upper floor premises for sites falling in the High Potential Zone and Rs. 35/- (Rs. Thirty five only) per sq. feet for sites falling in the Low Potential Zone.

(c) Conversions charges at the above rates shall be calculated for the entire built up area/area permitted under each use to be built on the said plot except the area under basement irrespective of the fact that building has been fully/partially constructed.

(d) Payment may be made in lumpsum or in 4 equated six monthly installments. In case payment is made in lumpsum within sixty days of permission then a rebate of 5% may be given. In case payment is made in installments then interest @ 12% per annum shall be charged. For delayed payment additional penal interest as per approved policy should be charged.

(e) Change of trade in case of rehries shall also be allowed by levying conversion charges of Rs. 75/- (Rs. Seventy five only) per sq. feet for sites falling in the High Potential Zone and Rs. 55/- (Rs. Fifty five only) per sq. feet for sites falling in Low Potential Zone as defined in this para above, based on the area allotted to each rehri subject to payment schedule mentioned at (d) above. However no Prohibited Trade i.e. trade involving fire hazard or public safety shall be allowed.

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ANNEXURE 'A'

(New commercial Trades)

(1) GENERAL TRADE shall mean trade involving display/retail/sale of general merchandise and shall include any trade listed below or any other trade which may be added subsequently:

(a) Display/Sale of :

1. Aerated water, non-alcoholic beverages, alcoholic beverages, wine, liquor
2. Artwares
3. Bakery products and confectionary goods
4. Books & Stationery
5. Computer software, hardware, I.T. enabled services
6. Crockery and utensils
7. Domestic appliances and gadgets, sewing machines
8. Electrical and electronic goods and equipments
9. Furniture
10. Automobiles & automobile spare parts
11. Hosiery goods and readymade garments, fabric and textile
12. Ornaments and jewellery
13. Pan, bidi, Cigarettes & Tobacco
14. Photo and Mirror frame
15. Photographic goods
16. Packed Poultry, fish & meat products
17. General Provisions including toiletries
18. Sports goods/Musical instruments
19. Suit cases/Boxes
20. Seeds, flowers, plants
21. Shoes and leather goods
22. Audio-visuals
23. Dairy products
24. Medicine, surgical and hospital equipment

(b) Professionals :

1. Architects
2. Barbers, beauticians
3. Doctors
4. Photographers
5. Opticians
6. Pen repairs
7. Tailors

8. Watch makers/repairers
9. Travel Agents, Tour operators
10. Computer based networking services, cyber café
11. Financial consultants & share brokers
12. Legal advisors
13. Property dealers
14. Medical laboratories & diagnostic center
15. Coachind centres
16. Entertanemnt cetres including video game parlours
17. Fitness centres, Health centres.
19. Banks and Financial service
19. Telecom Mobile services.

Miscellaneous

(1) Restaurants

(2) Lodging Houses, Guest houses, hotels

(2) SPECIAL TRADE shall mean trade involving manufacturing/ repairing/ servicing/processing and display sale of goods so manufactured/repaired/serviced/processed and shall include any trade listed below or any other trade added subsequently:

1. Aerated water
2. Artificial teeth.
3. Art wares
4. Bamboo and cane products.
5. Baan, Cane and rope.
6. Card Board and paper products
7. Cotton and silk cardigans.
8. Dolls
9. Educational and Drawing instruments.
10. Shoes and leather goods/garments
11. Furniture.
12. Gold and Silver foil zari work.
13. Hats, Caps, Turbans including embroidery
14. Hosiery including knitted garments, embroiders.
15. Inl.
16. Jewelry/ornaments
17. Ice, Ice-cream & cream
18. Steel/Iron household goods
19. Lacquer work and bangles

20. Musical instruments
21. Photo and Mirror frames.
22. Photographic goods
23. Radio assembly
24. Small domestic appliances and gadgets
25. Steel wire products
26. Suit Case and Boxes.
27. Sports goods.

(a) PROCESSING :

1. Book binding and embossing.
2. Cycle repair
3. Fruit preservation
4. Handloom
5. Oil expeller
6. Metal Polishing
7. Optical lens grinding
8. Painting including signboard painting.
9. Stove repair
10. 7m repairing.

(b) PROFESSIONS:

1. Bharhbunja
2. Iron Monger
3. Laundry and Dry cleaning
4. Lock-smith
5. Atta Chakki
6. Rui Penjna
7. Scooter/Car repair
8. Tents, Utensils, here surface
9. Meat & Fish products
10. Halwai shops &
11. Kabari

Miscellaneous

1. Bakery
2. Building Material
3. Coal Depot
4. Excise vends
5. Grains (wholesale)

6. Iron and steel Merchant
7. Automobile services
8. Printing press. Photo copy & reprographics
9. Timber
10. Transport sites
11. Fruits & Vegetables

(3) PROHBITED TRADE shall mean the trades listed below on any other trade which may be added subsequently involving public and hazard to health, safety, property. life and liberty of the industrial community, area etc and includes trades involving.

(i) Explosives
(ii) Chemicals of hazardous nature
(iii) Harshly inllanurable materials
(iv) Slaughtering of animals birds
(v) Storage processing of
(vi) Petroleum and petroleum products PG