Whereas PUDA (Building) Rules, 1996 (hereinafter called the Rules) were framed under the Punjab Regional and Town Planning and Development Act, 1995 primarily to regulate and promote construction of buildings on dwelling units allotted under the said Act;

2. Whereas, number of violations of the said Rules have been committed by the allottees of the dwelling units while undertaking the additions/alterations on such dwelling units and the Competent Authorities under the Act have launched proceedings for resumption/cancellation of allotment of such dwelling units;

3. Whereas, Section 53 of the Punjab Urban Planning and Development Authority (Building)Rules, 1996, provides that the Chief Administrator may relax of any the provisions of these Building Rules, 1996 for reasons to be recorded in writing in respect of any class or a category of cases;.

4. Whereas, sound suggestions were sought from the allottees of the dwelling units, Registered Agencies, Resident Welfare Associations of PUDA dwelling units, Professional Organisations or other interested groups to examine the need based changes in the dwelling units supported with reasoning and proposed sketches, plans of the units for examining the feasible, need based changes in the dwelling units with a view to undertake a revision, modification or relaxation wherever required and possible;.

5. Whereas, numerous representations have been received from various quarters such as allottees of the dwelling units, Associations etc. for modification or relaxation in the dwelling units.

6. Whereas, it has been felt that an objective, transparent, uniform and rational policy needs to be immediately put in place to ensure uniformity and eliminate subjectivity and discretion on the part of officers dealing with such cases and avoid undue hardship to the allottees to remove constructions raised in the violation of the Rules;.

7. Whereas, in order to examine and study the issue in depth, a Committee under the Chairmanship of Advisor Technical, PUDA, with Senior Architect, PUDA, as Convenor and Deputy Director (QC), PUDA, Divisional Town Planner, PUDA and Senior Law Officer (HQ), PUDA, as members was constituted to suggest a simple, rational and policy in this regard;

8. Whereas, the Committee considered in detail the different sets of violations of Rules committed and studies threadbare the implications of such violations in terms of living

conditions, quality of space, air, light and ventilation and consulted the Chief Architect, Punjab and made detailed recommendations;

9. Whereas, after consideration of the matter and the recommendations made by the Committee, the larger public interest and the need to frame a rational, transparent, and objective policy, I, A.S.Chhatwal, IAS, Chief Administrator, Punjab Urban Planning and Development Authority, in exercise of powers conferred under Section 53 of the Punjab Urban Planning and Development Authority (Building) Rules, 1996, relax the provisions of the Building Rules, 1996 and allow some need based changes in the dwelling units constructed by the Punjab Urban Planning and Development Authority in Punjab as per Annexure attached.

Dated, SAS Nagar,
the October, 2005

A.S.Chhatwal,
CHIEF ADMINISTRATOR

PUDA-Policy-A-1-2005/ **Dated:**

A copy of the above alongwith Annexure is forwarded to all the Heads of Branches, PUDA, for information and necessary action.

DA/Annexure

Admn. Officer (Policy),
for Chief Administrator.

NEED BASED CHANGES ALLOWED IN THE DWELLING UNITS CONSTRUCTED BY PUDA IN PUNJAB.

ANNEXURE

Level A) **Where no intimation or approval is required from PUDA:** Allottee may undertake Additions and Alterations at his own level without any intimation to PUDA.

Level B) **Where prior intimation for ratification of records is required by PUDA:** Allottee may undertake Additions and Alterations at his own level but only a formal prior intimation may be made to PUDA for updating its records.

Level C) **Where prior approval is required from PUDA:** Allottee can undertake Additions & Alterations only after submission of proposed drawings and prior sanction by PUDA in accordance with para 3,5,6,7,9,10, of Part II of PUDA (Building) Rules, 1996, i.e. Procedure for Submission of Building Applications, as amended from time to time.

To further simplify the procedure, permissible additions/alterations which are common for all categories of dwelling units have been categorized "**General Additions/Alterations"** while other **Additions/Alterations have been considered for permission under category-wise/scheme specific**".

All these Need Based changes i.e. additions & alterations shall be permitted in all houses/flats constructed by PUDA & located in the State of Punjab **subject to fulfillment of conditions enumerated at the end which shall have an over riding effect.**

I) COMMON TO ALL TYPES OF FLATS/RESIDENCES BUILT BY PUDA.

A) Where no intimation or approval is required from PUDA:-

1) Up to a Maximum of 1'-6" wide sun shade over doors & windows to be constructed in RCC, or up to a maximum of 2'-6" width to be constructed in light weight material i.e. fiber glass, polycarbonate sheet etc.

2) To provide open able/fixed glazing in the balcony / verandah provided it does not damage the structural stability of the dwelling unit and light and ventilation to corresponding rooms is not affected.

3) To provide a steel grill in the verandahs where light and ventilation of the adjacent rooms is not affected but can provide security to the dwelling units.

4) To provide MS grill/fencing on the front boundary wall up to a maximum height of 6'-0" including height of the boundary wall.

5) Wicket Gate 3'-9'' wide, along the side boundary wall in the rear courtyard, where the side of house abuts the road having right of way width up to 45'-0'' shall be permitted. However no wicket gate shall be permitted on V-3, V-4 and V-5 roads (i.e. roads having right-of-way width above 45'), public open spaces and reserved spaces etc. subject to the Road berm policy of PUDA.

6) To increase the width of the main gate up to a maximum width of 12'-0", wherever provided, in line with the existing front boundary/ wall of the Flat/Houses.

7) Pointing or any other finish on the external walls, Plaster on the exposed brick & other walls.

8) Use of snowcem, on the external surface.

9) To provide underground /over head PVC water tank with in the Building line, subject to structural stability of the building.

10) PVC pipes mounted on surface permitted for proper drainage of water from upper floor balcony subject to obtaining No Objection Certificate from lower floor/ground floor owners.

11) To convert the scooter/car garage into store only for personal use.

12) To increase the height of the existing window(s) by lowering the sill level.

13) Alteration/Removal of 4 ½" thick non load bearing internal walls.

14) The maintenance of road berms may be in accordance with the Revised Policy on Landscaping of Road Berms in front & side of plots in Urban Estates of Punjab, but further subject to condition of obtaining of No Objection Certificate from upper floor residents/owners.

15) For providing separate/approachable water connection for each flat, allottees may approach Municipal Council/PUDA for independent connections at their own costs.

16) For utilization of open spaces, may rest with all the allottees of the scheme by mutual consent, or by the intervention of Welfare Association represented by at least 60% of allottees. No structure either temporary or permanent is permitted in the open space.

B) Where prior intimation for ratification of records is required by PUDA:-

1) To provide coverage on the balconies wherever not provided with light weight material such as fiber glass / polycarbonate sheets etc.

2) To construct a store/green house in rear courtyard on the ground floor and terrace on the upper floors, with a temporary roof made of light weight material such as fibre glass, polycarbonate sheet etc to a maximum extent of 100 sq. ft. or 40% of the area of the rear courtyard/terrace, whichever is less, subject to a maximum height of 8'-0" from the floor level of the dwelling unit and further subject to the condition that light and ventilation of the existing areas is not affected. *Owners occupying more than one floor or independent houses shall take this benefit at only one floor level.*

C) Where approval is required from PUDA:-

1) To construct 3'-0" wide projected balcony on such front and rear facades where no terrace/balcony exists, not covering more than 2/3rd of the width of the façade subject to condition no. 5 of this policy i.e. Over riding condition.

2) To provide a cut out of the maximum size of 9.00 sq.ft. with a flap door within the parapet height for approaching the terrace for maintenance purpose only, through a cat ladder, wherever not already provided by PUDA

3) To provide one additional window per room up to a maximum size of 2'-0"x6'-0" having a sill level of minimum 2'-3" from floor level on the end wall of the corner house/flat.

4) Any additions /alterations or changes in end walls, common places etc not covered in relaxations above.

II) CATEGORY-WISE /SCHEME SPECIFIC ADDITIONS / ALTERATIONS IN FLATS/ HOUSES BUILT BY PUDA

1) Category of House: LIG flats 4 storied.
Location: Sector-64, SAS Nagar.

a. A gate of 3'-9" width is permitted on the boundary wall at ground floor.

(Level B)

2) Category of House: MIG-14
Location: Jalandhar.

a. Extension in rear bedroom is permitted in the form of extension of bedroom up to verandah both for ground floor and first floor subject to the condition that light and ventilation is not compromised.

(Level C)

b. Cut out behind common stair may be covered and converted into WC, it is permitted only on ground and first floor subject to maintenance of building line of adjacent room.

(Level C)

3) CATEGORY OF HOUSE: HIG (Independent)
Location: Sector-48-C & Sector 70, Mohali and Ludhiana.

a. Staircase to be constructed outside the room is permitted but should be restricted up to a maximum of verandah line.

(Level C)

OVER RIDING CONDITIONS:-

All these Additions/Alterations shall be permitted subject to compliance of the following conditions which shall have an over riding effect on such relaxations:-

1. Safety Assurance will be the sole responsibility of the allottee for any Additions/Alterations with minimal inconvenience to allottees in the adjoining/upper/lower floors.

2. Addition & alteration shall be permitted only for non load bearing, 4- 1/2" thick partition walls subject to following conditions:

    a. Obtaining a No Objection Certificate from immediate, upper & lower owners.

    b. Submission of structural stability certificate obtained from qualified structural Engineer, invariably for its stability.

    This will also apply to any structural changes involved/undertaken.

3. No addition/alteration shall encroach upon Government land.

4. No projections/Chajjahs, balcony etc. shall encroach upon the Government land.

5. Additions/alterations or changes in common walls of two or more dwelling units & floors in dwelling units having more than ground floor, should be carried out only on mutual written consent of all concerned allottees.

6. It shall be mandatory if allottees in a complete block or cluster of blocks mutually agree to changes affecting external surface i.e. pointing, plastering, colouring, painting etc. to maintain uniformity/harmony.

7. No construction is permitted on the roof top as per original scope & design of House/Flat.

CHIEF ADMINISTRATOR,

PUDA.