

Building Control & Town Planning Bye-Laws Sangar Housing Project - Gwadar

CHAPTER

1. General:

- a. In exercise of the powers vested in the standing committee formed by Government of Baluchistan makes the following bye-laws for regulating the additions to, or alterations in, or demolition of the existing buildings, or erection or re-erection of new buildings and town planning parameters to be followed in Sangar Housing Project, Gwadar, which shall be deemed to have come into force with effect from 30th day of August, 2013.
- b. These bye-laws supersede all the earlier bye-laws published by Sangar Housing Project, Gwadar.
- c. These bye-laws are hereby approved and published and will be implemented in full spirit under the title of: -

BUILDING CONTROL & TOWN PLANNING BYE-LAWS, 2013 SANGAR HOUSING PROJECT, GWADAR

2. Application and Commencement:

- a. These shall come into force with effect from 30th day of August, 2013.
- b. These bye-laws will apply to the entire area falling within the jurisdiction of SHP-GWD, Karachi.

3. Definitions: In these bye-laws, unless there is anything repugnant in the subject or context: -

- a. **Addition:** Addition of any unit or structure to any building or structure constructed in accordance with these bye-laws.
- b. **Alteration:** Any change made after the approval of building plan without affecting or violating any provision of these bye-laws.
- c. **Amalgamation:** The joining of two or more adjoining plots into a single plot in accordance with these bye-laws.
- d. **Amenity Plot:** A plot allocated exclusively for the purpose of amenity uses, such as government offices, health, welfare, education, worship places, burial grounds, parking and recreational areas.

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- e. **Ancillary Building:** A building subservient to the principal building on the same plot e.g. servant quarters, garages and guardroom etc.
- f. **Approved:** Approved in writing by the SHP-GWD.
- g. **Arcade:** A covered walk-way or a verandah between the shops and the road or street on which the shops abut.
- h. **Architect:** A person currently registered with the Pakistan Council of Architects and Town Planners (PCATP) as an architect and is also registered as architect with SHP-GWD.
- i. **Architectural Plan:** A plan showing the arrangements of proposed building works, including floor plans, elevations and sections, in accordance with the requirements of these bye-laws.
- j. **Area:** The area of jurisdiction of Sangar Housing Project, Gwadar as shown in the Master Plan of Sangar Housing Project, Gwadar & including any extension or modification effected therein, from time to time.
- k. **Attached Building:** A building which is joined to another building on one or more sides.
- l. **Authority:** For the purpose of these by laws, means the Project Director, Sangar Housing Project, Gwadar.
- m. **Balcony:** A roof or platform projection from the walls of the building surrounded with a railing or parapet walls.
- n. **Basement:** Portion of building partly or wholly below ground level.
- o. **Bathroom:** A room containing a water tap, washes basin and a shower or a bath tub or a bath tray, and may be with or without a WC.
- p. **Building Line:** A line up to which any part of a building from its lowest level, including any and all foundations, or other structure, abutting on a public street or a road to be planned for future public street, may extend, provided always that such line is within the property line of such building or cut line as provided in these bye-laws.
- q. **Building:** A house, outhouse, stable, latrine, shed, hut or other roofed structure whether of masonry, brick, wood, metal or other material and any part thereof, and includes a wall (other than a boundary wall not exceeding a height of ten feet and not abutting on a street) but does not include a tent or other portable and temporary shelters.

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- r. **Building Plans:** The plans showing the proposed details of the arrangements of intended building works within the property line.
- s. **Bye-Laws:** A book of certain/specific parameters to regulate all aspects of building control. The submission of a building plan, according to these bye-laws shall constitute an irrevocable undertaking by the owner to abide by these by laws and not to challenge these bye-laws in any Court of law.
- t. **Carpet Area:** The net floor area within a habitable, rentable or saleable unit excluding the area of peripheral walls but including the area of internal walls and columns.
- u. **Car Porch:** A shelter or a shed for a car, which is permanently open on at least two sides.
- v. **Commercial Building:** A building constructed for commercial use on a commercial plot and may have a combination of commercial and residential (apartments) units/floors. Also refer to general conditions of commercial buildings.
- w. **Commercial Zone:** It includes the area for shops, show rooms, stores or godowns, warehouses, shopping centers, hotels and sites reserved for filling stations, etc.
- x. **Completion Plan:** "As Built Plan" submitted to SHP-GWD for the purposes of obtaining approval and occupancy certificate.
- y. **Compulsory Open Space:** Minimum part of a plot which is to be left completely and compulsorily open to sky under the by-laws, over which no structure or any integral part of the building shall be permitted.
- z. **Detached Building:** A building not joined to another building on any side.
- aa. **Engineer:** A person currently registered with Pakistan Engineering Council (PEC) as an engineer.
- bb. **External Wall:** Any outer wall of a building abutting on an external or internal open space on adjoining property lines.
- cc. **Erection of Building:** Construction of building in defined premises / boundaries which may include the structural alterations for making any additions to an existing building.
- dd. **Existing Building:** A building existing on the date of the commencement of the plan.
- ee. **Fire Escape:** An exit from a building, in the event of fire.

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- ff. **Floor Area:** Horizontal area of floor in a building covered with roof, whether or not enclosed by walls but excluding ancillary covered spaces and Projections allowed under these Bye-Laws.
- gg. **Floor Area Ratio (FAR):** The total floor area of a building as permissible under these bye-laws divided by the area of the plot.
- hh. **Footprint:** The portion of a plot of land covered, at any level, by a building or part thereof other than basement.
- hh. **Form:** Form appended to these by laws.
- ii. **Frontage of Corner Plot:** In case of plots abutting on more than one road will be with reference to the road mentioned in the allotment/transfer letter.
- jj. **Flats:** Block(s) of buildings consisting of a number of residential units built in a horizontal or vertical manner exclusively designed for human habitation in the residential/commercial zone.
- kk. **Gallery:** An open or covered walkway or a long passage.
- ll. **Head Room:** The clear vertical distance measured between the finished lower level and the underside of lowest obstruction such as ceiling or rafter, whichever is lower.
- mm. **Height of Building:** Vertical measurement from the mean Level of the ground adjoining the building to the highest part of the roof.
- nn. **Height of a Room:** Vertical distance measured between the finished floor level and under side of the ceiling.
- oo. **House or Bungalow:** An independent residential unit for the use of people or a family having at least one habitable room with a kitchen, a bath, and a toilet.
- pp. **Industrial Building:** A building constructed on a plot allotted exclusively for the industrial purpose under these by laws.
- qq. **Inter Floor:** A floor provided between two main floors of the building.
- rr. **License:** Permission granted under these by laws by SHP-GWD to perform such functions as are allowed under these by laws.
- ss. **Licensee:** An individual or firm who has been duly licensed by the SHP-GWD.

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- tt. **Loft:** A horizontal slab used only for storage purposes, which shall be allowed in kitchens, baths, corridors and store rooms or shops with access from inside only up to five feet clear height between the loft floor and ceiling above.
- uu. **Low Car Porch:** Car porch having height not more than eight feet from floor to ceiling of the porch.
- vv. **Light Industries:** Building (s) providing work place free from any obnoxious trade such as chemicals, explosives, noise producing and smoke/smell emitting industries.
- ww. **Master Plan:** A development plan for an area providing short term and long term policy guidelines for a systematic and controlled growth, liable to amendments as per future requirements after due approval of the authority.
- xx. **Mezzanine Floor:** Any floor inter-posed between ground and first floor of a building and having head room not less than 7 feet and not more than 8 feet.
- yy. **Open Staircase:** A staircase in a single storey or two storey (ground and first floor) building of which the roof must be fully open to the sky and of which at least two sides must be fully open and clear of any adjoining walls of the building.
- zz. **Owner:** A person holding title to a piece of land or construction thereupon.
- aaa. **Park:** A recreational area, which may include all or any of the following facilities: -
- (1) Jogging track/Walk-ways.
 - (2) Water features like lakes, fountains, gushers etc.
 - (3) Restaurants or cafeterias or food stalls.
 - (4) Aviary.
 - (5) Tube wells.
 - (6) Public toilets.
 - (7) Any other outdoor/indoor recreational facility etc.
- bbb. **Parapet:** A dwarf wall whether plain, perforated or paneled along the edge of a roof, balcony, verandah or terrace.
- ccc. **Pergola:** A structure of which the roof is at least seventy five percent open.
- ddd. **SHP-GWD:** Sangar Housing Project, Gwadar.

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- eee. **Plinth:** The height of the finished floor level of the ground floor, measured from the top of the finished surface of the road serving the plot, taken from the center of the property line of the plot along the road. In case of more than one road serving the plot, the plinth will be measured from the road providing principal access.

The height of the plinth shall be limited to four feet except on plots where the natural contours are more than four feet over at least (forty percent) of the plot area as measured from the point at the center of the property line of the road adjacent to it, the plinth level shall be determined as per the site conditions.

- fff. **Proof Engineer:** An engineer with a minimum of ten years of service registered with the Pakistan Engineering Council (PEC) as Consulting Engineer (Structural Design) and also registered with SHP-GWD.
- ggg. **Property Line:** The plot boundary which separates private property from the public property or a private property from another private property.
- hhh. **Public Building:** A building designed for public use such as dispensary, post office, police station, Town Hall, library or recreational buildings, etc.
- iii. **Residential Zone:** A zone earmarked for buildings exclusively designed for human habitation and in no case shall include its use in whole or a part thereof for any other purpose e.g. shops, clinics, offices, schools, workshops, store or godowns or any other commercial activity.
- jjj. **Residential Building:** A building or part thereof designed, adopted or used for human habitation only.
- kkk. **Revised or Amended Plan:** A previously approved drawings or plans re-submitted for fresh approval with amendments in accordance with the provision of these by laws.
- lll. **Registered Geo-Technology Consultant:** A person holding registration from Pakistan Engineering Council (PEC) as a geo-technologist.
- mmm. **Registered Structural Engineer:** A qualified structural engineer registered as such with the Pakistan Engineering Council (PEC) and also registered with SHP-GWD.
- nnn. **Repair or Renovation:** Repair work to services, painting, white-washing, plastering, flooring, paving, replacement of roof of corrugated sheets or of T-iron or girders or wooden roof with RCC slab without change in the cubical capacity or structure approved by SHP-GWD.

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- ooo. **Roof Top of Commercial Building:** Roof of the last floor of a commercial building, to house the common facilities like overhead water tank, stair tower, lift well etc., being shared by all inmates of the building.
- ppp. **Scrutiny Fee:** A fee to be determined and levied in pursuance of provisions of these by laws by SHP-GWD.
- qqq. **Septic Tank:** A tank in which sewage is collected and decomposed, before its discharge into the public sewer or soakage pit.
- rrr. **Shop:** Any room or part of a building used wholly or mainly, for the purpose of trade or business but shall not be used for any activity which may cause noise or nuisance in the neighborhood.
- sss. **Site Engineer:** A qualified engineer engaged to supervise building operations at the site and registered with the Pakistan Engineering Council (PEC) as professional engineer.
- ttt. **Special Projects:** Land allotted / sold / allocated for a special purpose under an agreement duly approved by the Authority of SHP-GWD, falls in the category of "Special Projects".
- uuu. **Structure Engineer:** A person who is currently registered with Pakistan Engineering Council (PEC) and is also registered with SHP-GWD.
- Vvv. **Sub-Division:** Division of land held under the same ownership into two or more plots.
- www. **Sub-Division Plan:** Layout plan for a proposed sub-division duly approved by the SHP-GWD as provided in these by laws.
- xxx. **Sunshade:** An inhabitable outside projection from a building at lintel level to provide protection from weather.
- yyy. **Stores/Godowns:** Building(s) meant for storage of material or finished goods at the ground floor, provided these goods are not of inflammable or of objectionable character.
- zzz. **Temporary Structure:** A structure constructed purely on temporary basis, wholly within the plot with the approval of SHP-GWD for a specific period which shall be demolished on completion of the project.
- aaaa. **Total Floor Area:** The sum of the floor areas of all the floors of all the buildings on a plot, less exemption as permitted in these by laws.
- bbbb. **Town Planner:** A person currently registered as such with the Pakistan Council of Architects and Town Planners (PCATP) and whose name is registered with SHP-GWD Town Planners.

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cccc. **Ware House:** A building in which goods are stored.

dddd. **Zone:** The area earmarked for a particular use.

4. **Application of By-Laws:**

- a. Every person who, within the limits of SHP-GWD, intends to carry out addition or alteration to existing building or demolish the existing building or erects or re-erects a building, shall comply with the requirements of these by laws.
- b. A building plan shall be approved only for the specified purpose of the plot mentioned in the lease deed, basic agreement/or allotment order. The number of storey's is to be sanctioned by laws.

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CHAPTER II

SUBMISSION OF BUILDING / COMPLETION PLANS FOR APPROVAL / SANCTION

6. **Notice for Erection /Re Erection of Building:**
- a. Every person intending to erect, re-erect or make additions or alterations to a building shall apply to SHP-GWD and shall pay immediately on demand, fee for the scrutiny of Building Plans as prescribed by SHP-GWD, from time to time and shall at the same time submit seven hard copies (one copy being ferro cloth or linen-mounted, other six legible distinct copies in blue ammonia print), duly signed by himself/herself and his/her Architect and a soft copy on CD.
 - b. Every person intending to erect, re-erect or demolish, or carry out additions or alterations in a building shall engage an architect or structural engineer as applicable, for residential building and for high-rise flat sites, residential-cum-commercial and commercial buildings.
 - c. A registered professional as specified in Para 6.b., shall give undertaking for the preparation of plans and supervision of building works, on *Form 2*. When the person so engaged ceases to be in charge of such building works before the same is completed, further such work shall forthwith be suspended until a fresh appointment is made under Para 6. b. and a certificate on *Form 3*, duly signed by the previous professional, shall be obtained by the owner and submitted to the SHP-GWD.
7. **Oversight in Scrutiny of Drawings:** Any oversight in the scrutiny of documents and drawings at the time of NOC or approval and sanction of the building plan does not entitle the owner to violate the Bye-Laws.
8. **Site Plan:** The site plan shall be drawn to a scale of not less than 1/100. The scale used shall be marked on the plan which shall clearly show following: -
- a. The direction of north.
 - b. The boundaries of the site on which it is proposed to erect or alter the buildings.
 - c. The names, if any, and width of all streets on which the site abuts, together with numbers of adjoining houses or premises.
 - d. Water and sewerage layout.

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9. **Building Plan:** Building plan to a scale not less than eight feet to an inch and the scale used shall be indicated on plan which shall include section, elevation and shall inter alia indicate:-
- a. The external dimension of the main building.
 - b. The basement, ground floor, upper floor, if any, and the roof.
 - c. The position and dimension of all projections beyond the walls of the building.
 - d. The position of underground and overhead tanks.
 - e. The clear dimensions of all rooms and position of doors, windows and ventilators in each room at every storey
 - f. The material to be used in the foundation, walls, floors and roofs.
 - g. The purpose for which it is intended to use the building.
 - h. Roof plan showing the location/dimension of overhead water tank and stair tower. The same should also be shown in the elevation.
 - i. Contour plan, if the difference in level of plot varies more than 5 ft.
 - j. Every building plan submitted shall bear the signature of the licensed / registered architect signifying its having been prepared under his supervision.
 - k. Elevation and cross section of boundary wall, gate, ramp and water channel with respect to adjoining road/streets.
 - l. The level and width of the foundation and the level of the ground floor with reference to the level of the center of the street on which the front of the proposed building is to abut.
 - m. Building corners on roadside are chamfered properly as prescribed in by laws.
 - n. Detailed structural drawing and calculation, on the basis of soil investigation report prepared by registered geo tech consultant, are required for residential and commercial projects taller than G+2 height duly prepared and vetted by the licensed and registered structural and vetting engineers respectively on *Form 4* as required under these by laws. In case of plots above 1 Acre and where the project is to be marketed in public, there can be 2 parts approval permitted. The basic architectural drawings and NOC for marketing & Sales be issued in Part – I (within maximum 4 weeks) after application is

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received by PD-SHP Gwadar. While documentation for Part – II be submitted within 3 Months from time of issuance of NOC. The duration of NOC be initially for 12 months subject to finalization of Part – II documents and start of construction work on site.

- o. Any other information or document required by the SHP-GWD.
 - p. All new works shall be indicated on the site plans and building plans by a distinct color and key to the color shall be given thereon as under: -
 - (1) Proposed work - Red (2)
 - Existing work - Black (3)
 - Demolition - Yellow
 - q. All site plans and building plans prepared and signed by a registered architect and a registered structural engineer; if engaged as envisaged in Para 6.b. shall be submitted (seven copies, one ferro cloth or linen mounted and six ammonia prints and one soft copy on CD).
 - r. All drawings for plot measuring up to 1000 square yards shall be submitted on a sheet of 20 X 30 inches and on sheet 30 X 40 inches for plot over 1000 square yards.
 - s. All title documents relating to the plot, shall be accompanied with application (two sets) as per checklists.
10. **Period of Approval:** After the receipt of an application for permission to carry out building works, SHP-GWD shall approve the building plan within 6 weeks, if they are prepared according to the By-Laws they shall be returned to the owner/architect for resubmission after carrying out necessary amendments. Construction shall commence within one year and shall be completed within two years from the date of approval of building plan after obtaining the demarcation certificate.
11. **Evidence of Permission:** Wherever under any of these By-Laws the doing of or omitting to do a thing or the validity of anything depends upon the sanction, permission, approval, direction, requisition, or any satisfaction of SHP-GWD.
12. **Cancellation of Permission:** If at any time, after permission to carry out building work has been granted, the SHP-GWD is satisfied that such permission was granted due to any defective title of the applicant's material misrepresentation or fraudulent statement contained in the application therewith in respect of such building, such permission may be cancelled and any work done, shall be deemed to have been done without permission. Any oversight in approved building plan does not entitle the owner to violate the By-Laws.
13. **Compliance of Conditions of Approval:** Every person who carries out building works or demolition works shall comply with the directions and conditions accompanying the sanction and the relevant by laws of SHP-GWD.

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14. **Submission of Deviated Plans:** Where a person has erected or re-erected a building which is not in conformity with the sanctioned building plan such person shall, together with the report of completion of the building, submit a completion plan showing the building as completed and the deviation made in the building from the sanctioned building plan on Form 7 for consideration of SHP-GWD.
15. **Availability of Forms and Checklists:** The Forms prescribed in these by laws shall be obtainable from the office of SHP-GWD on payment of price fixed from time to time. SHP-GWD can make changes to the format of the Forms for public convenience.
16. **Power of Authority SHP-GWD:** If the building works are commenced or carried out contrary to the approved building plan SHP-GWD shall:
 - a. By written show-cause notice require the person/owner who is carrying out or has carried out such building works to stop all works forthwith.
 - b. If the owner/such person fails to show sufficient cause to the satisfaction of the concerned authority as to why such building work or part thereof shall not be removed or altered, the concerned authority may take the following actions: -
 - (1) Require the person who has carried out the works against the approved building plan or any other statute, to demolish the whole building or part thereof.
 - (2) In case of failure of the owner to demolish the unauthorized work, SHP-GWD will demolish such work at the risk and cost of the owner. In case of non-compliance, lease may be determined and premises taken over by SHP-GWD as per terms and conditions of the lease.
17. **Notice of Verification of Building Lines:** Every person who commences any building work under these by laws shall give notice through the licensed/registered architect in Form 5 to the SHP-GWD in writing on completion of plinth including boundary wall or foundation of the basement in case of basement on prescribed Form 5 and shall not proceed further until verification certificate is obtained from SHP-GWD.
18. **Demarcation Certificate:** Owner should apply for demarcation of his plot after obtaining building plan duly approved by SHP-GWD. SHP-GWD staff will give the physical demarcation at site which will be verified at site after physical erection of boundary pillars by the owner.
19. **Inspection of Building at Various Construction Stages:** Owner will get the work inspected and obtain a No Objection Certificate (NOC) at the following stages:

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- a. At foundation of basement level (if applicable)
 - b. At plinth level
 - c. At ground floor roof slab level
 - d. At mezzanine floor roof slab level if approved in building plan
 - e. At first floor roof slab level
 - f. At second and every subsequent floor roof slab level if approved in building plan
20. Failure to obtain NOC at each stage will be liable to penalty as tabulated below. Responsibility of unauthorized construction will, however, be that of the owner. SHP-GWD staff may also visit the site of construction at any time without giving any prior notice during the progress of the building works.

NOC required for	Penalty Rates	
	Residential	Commercial / Amenity
Foundation of basement level	Rs. 20,000	Rs. 50,000
Plinth level	Rs. 20,000	Rs. 50,000
Ground floor slab level	Rs. 5,000	Rs. 50,000
Mezzanine floor slab level	-	Rs. 50,000
First floor slab level	Rs. 5,000	Rs. 50,000
Second and every subsequent floor level (each floor)	Rs. 5,000	Rs. 50,000

21. **Completion Plan:** Every person who carries out and completes building works under these by laws shall within 30 days of the completion of the entire work deliver to the SHP-GWD at its office in writing on the prescribed Form No. 6 as the case may be of such completion together with a certificate or certificates on the prescribed Form duly signed by the licensed/registered architect, etc., engaged under these by laws together with the certificates as mentioned in by laws.
22. No person shall occupy any such building or use any part affected by the erection or re-erection of such building until thirty days' notice of completion is given to the SHP-GWD and the permission under these by laws has been granted by the SHP-GWD.
23. After the receipt of the notice of completion SHP-GWD shall arrange to inspect such work and after such inspection either approve or disapprove or regularize minor deviations with penalty, at the rates approved by the authority from time to time.
24. The documents to be attached by the owner, with completion drawing are as under: -

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- a. Covering letter for completion plan - 1 copy
 - b. Completion form duly filled
(To be obtained from SHP-GWD) - 1 copy
 - c. Approved building plan - 1 copy
 - d. Completion plan - 7 copies including one
pasted on linen/cloth
at its back.
 - e. Site plan issued by the authority
(Ammonia print) - 2 copies
 - f. CNIC of owner (duly attested) - 2 copies
 - g. Prescribed fee to be deposited in Accounts, SHP-GWD as verification fee.
 - h. Certificates of inspection as per regulation 19 above.
25. After inspection of work, SHP-GWD will take the following action: -
- a. Work out the amount of penalty/regularization fee and ask the owner to pay prescribed penalty or deviation fee through pay order.
 - b. Those violations which cannot be regularized, the completion plan will be returned and the owner will be asked to resubmit after rectification/demolition of un-authorized construction.
26. **Addition, Alteration and Renovation of Buildings after Approval of Completion Plan and Execution of 'B' & 'C' Lease:**
- a. Such additions, alterations and renovation may be done to building after obtaining approval for proposed works from SHP-GWD. Additions and alterations, executed after due approval shall be followed by submitting building plans and other required documents as in fresh cases.
 - b. Failing to get approval of additions and alterations on proper building plan and undertaking such additions and alterations without prior approval of SHP-GWD, the B/C lease of such premises may be cancelled and the premises with the construction thereon be resumed by SHP-GWD.
27. **Revised Completion Plan:** If at any stage, after the completion plan of a building has been approved, any approved additions and alterations are made within the building, revised completion shall be mandatory.

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28. **Demolition of Un-Approved Construction:** Construction executed on any plot in SHP-GWD, without approval of building plan shall be demolished at the risk and cost of the owner, if he/she fails to regularize (within three months) under the prevalent policy of SHP-GWD.
29. **Special Projects-Applicable only for Chapter II:**
- a. The special project shall not be governed by the Building Control and Town Planning Bye-Laws 2013. They will be designed in accordance with the agreement as approved by the Authority of SHP-GWD. The technical scrutiny and approval of the building plan shall remain the responsibility of Town Planning and Building Control Department.
 - b. The Bye-Laws for the special projects may be altered / changed by the Authority / Executive Board as and when such a need arises during the construction or even after the completion of the project.

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CHAPTER III

SPACE REQUIREMENTS OF BUILDINGS

30. **Residential Buildings Standards:** All residential houses or bungalows shall comply with the following standards: -

Area of Plot square yards	Foot Print Area	Front (feet) C.O.S	Rear (feet) C.O.S	Sides (feet) C.O.S.	No of Floors	Remarks
Up to 400	60%	5'-0"	5'-0"	5'-0" On right side	B+G+1	5 feet outside building boundary for greenery
401 to 999	50%	10'-0"	7'-6"	7'-6"	B+G+1	5 feet outside building boundary for greenery
1000 and above	40%	20'-0"	10'-0"	10'-0"	B+G+1	5 feet outside building boundary for greenery

Note:

* Ground Level is level taken alongside Road / Street giving an access to plot.

**Leave 5ft outside building boundary for greenery & at front lane facing, in case of corner plot. Greenery to be developed and maintained by the plot owner.

***Plot which varies in size will fall on nearest category.

****1000 Sq. Yds., Plot which have narrow width may be allowed to leave 7.5ft from rear side.

*****Plots which have irregular sizes may be allowed COS as per on site condition.

31. **Minimum Residential Buildings Cubical Capacity Standards:**

The following shall be cubical capacity standards for residential buildings:-

Description	Area (sq. feet)	Width (feet)	Height (feet)
Living rooms	100	10'-0"	9'-6"
Kitchen	50	6'-0"	9'-6"
Bath room without WC	-	-	-
Bath room with WC	24	4'-6"	7'-6"
WC only	15	3'-0"	7'-6"
Servant quarter	80	7'-0"	9'-6"
Guard room(s) on the gate only	48	6'-0"	8'-0"
Passages, Corridors Galleries etc.	-	3'-6"	7'-6"
Main stair case	-	3'-6"	-

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32. **Residential Buildings Height Standards:**

The following shall be the height standards for residential buildings, namely:-

Description	Clear Height (ft.)	
	Max	Min
Level of main gate (being opened on the main street/road)	1'-6"	1'-0"
Plinth Level (subject to contour of plot as defined in these by laws) from Street / Road levels	4'-0"	3'-0"
Ground Floor	12'-0"	9'-6"
1st Floor	10'-6"	9'-6"
Height of main building (up to roof top slab)	27'-6"	22'-0"
Stair Tower	8'-0"	7'-6"
Stair Tower with elevator shaft and/or with water tank built over it	10'-0"	-
Over all height of building including stair tower with elevator shaft and/or water tank	38'-0"	30'-0"
Parapet Wall	4'-0"	3'-0"
Maximum height of main building including parapet wall from crown of the road	31'-6"	25'-0"
Boundary wall from crown of the road (4 feet with 2 feet high protective barrier environmental friendly material – Green hedge / wooden)	4'-0"	2'-0"
Clear height of basement	10'-6"	8'-0"

33. **General Conditions:** The following conditions shall apply to residential building by laws: -

- a. No construction shall be allowed in the compulsory open space, hereinafter referred to as COS except a pergola for car porch, spiral stair in rear COS and a guardroom in front COS not exceeding 65 square feet with clear overall height up to maximum 8 feet above the floor of car porch.
- b. Under ground water tank and septic tanks to be kept 3 feet away from boundary walls except roadside.
- c. 3 feet wide balcony or bay window on COS is permitted.

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- e. Basement shall be permitted up to allowable footprint of ground floor. Safety of neighboring properties to be ensured while constructing basement.

Any damage occurring to neighboring property or SHP-GWD property shall be made good by the owner or builder to the satisfaction of SHP-GWD. Indemnity Bond shall be obtained from owner before issuing approval of building plan.
- f. Sub division / bifurcation of residential plots will not be permitted.
- g. Following will be exempted from covered areas: -
 - (1) Guard room(s)
 - (2) Open pergola for car porch.
 - (3) Under ground and overhead water tanks
 - (4) Stair tower
 - (5) Spiral stair
 - (6) Placement of generator sets/ electromechanical equipment
- h. Minimum size of car porch will be 10 feet x 14 ft.
- i. Stairs/steps outside the boundary wall shall be strictly prohibited except a ramp up to 4 feet (in horizontal length) and steps of wicket gate.
- j. Erection of hoardings and antenna towers (for commercial use) on residential buildings is strictly prohibited.
- k. Construction of ramp, stairs/steps leading to the basement is permitted within the side and rear COS without any superstructure over them.
- l. Area of basement of residential buildings shall be exempted from the floor area ratio (FAR).
- m. For odd or irregular shaped plots, the requirement of footprint area shall prevail over COS. However, COS in front shall be left as per provision of these by laws.
- n. COS on non-rectangular shaped plots shall be measured as average space between buildings and property line. At least 50% permissible COS shall be ensured.
- o. For residential buildings, the maximum riser of staircase shall be 7 inches and the minimum tread will be 9 inches.

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- p. Covered swimming pools are permitted to be built in plots of 600 sq. yds. or above after giving following undertaking: -
- (1) Proper filtration plant will be installed.
 - (2) Swimming pool to be appropriately protected for privacy.
 - (3) Not to be constructed in compulsory open space.
 - (4) Any damage caused to neighboring structure will be made good by owner constructing swimming pool.
 - (5) Swimming pools are allowed to be constructed in the basements or on the first floor ensuring sound structural design duly certified and documented by the Registered Structural Engineer.
- q. Two gates with car porches and independent guard rooms will be permitted only for plot measuring 1000 square yards and above.
- r. Placement of generators and electromechanical equipment as may be required is allowed on the roof tops and anywhere in the front COS subject to sound structural design duly verified/certified and documented by registered structural engineer, provided the following is satisfied: -
- (1) No smoke or noise should come.
 - (2) Should have a canopy.
 - (3) Should have a residential silencer.
 - (4) Should have NOC of the immediate neighbors.
- s. Remaining within the allowable (prescribed) covered area of stair tower any space becoming available beyond the requirement of stair may be utilized for storage purposes. However, construction of servant quarters and bath rooms/lavatories will be strictly forbidden.
- t. No enhance be allowed on secondary roads.
- u. Compulsory open space shall always be free from any erection or obstruction except following: -
- (1) Steps leading to ground floor
 - (2) Boundary walls
 - (3) Stairs leading into basement in the rear COS.

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- (4) One/two columns and beams inside COS to support low car porch and pair of beams to support the structure of car porch, connecting two picked up columns in line with boundary wall restricting the height of wall up to 6 feet only. In no case the low car porch will extend in front or to the side COS. In case of pergola on high car porch, as extension of terrace, it shall be regularized with penalty;

It will be mandatory to construct 3 feet high parapet wall on the line of COS between terrace and pergola.

- (5) Septic tanks, soakage pits and collection chamber for grey water.
- (6) Grey water tank be used for plantation, etc.
- (7) Water reservoir and lines sewerage, water, electricity and telephone.
- (8) Guard room in front COS not exceeding 65 square feet.
- (9) Under ground water tank.
- (10) Dog / Bird's wooden cage in the front COS.
- (11) Electric cabinet, motor /pump cabinet in the front COS.
- (12) Small shed for generator not exceeding 100 square feet in area and 6.5 feet in height.
- (13) A wooden / metallic prefab open stair in the rear COS to climb up first floor and rooftop.
- (14) Following are allowed to be constructed/placed in the front COS:-
- (a) Rockery
 - (b) Gazebo
 - (c) Walkways
 - (d) Benches
 - (e) Small fish/Lilly pond
 - (f) Bar BQ Counter
 - (g) Elevated flower beds

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- v. High car porch is not allowed with columns resting over the boundary wall. They can however be permitted if kept clear of the COS.
- w. A water channel of 6" X 6" size will be constructed in line with a boundary wall under the gate. This will have suitable covering on top (grating) to ensure that water from inside the house does not come on the road. This drain will be suitably connected to the manhole.
- x. Construction of barsati with maximum of 6'-0" projection from the stair tower with at least two sides open is permitted.
- y. In-house plumbing, electric, sui gas and telephone work should be executed from approved/licensed contractor.
- z. Servant quarters shall not be allowed in compulsory open space. These shall be constructed as part of the main building.
- aa. Maximum allowable width of green belt outside residential plot is 5 ft. Out of which 3ft adjacent to wall can be utilized as flowerbed and rest of the area between flowerbed and shoulder of the road shall be kept green with grass only. The owners/occupants will not grow any vegetation/trees so as to encroach / occupy the space or block the road or reduce the openness of the area which mar the aesthetics of the surrounding / road / cornice and create obstruction. Plantation of trees/shrubs and erection of any obstructions is/are prohibited beyond 3 feet adjacent to boundary wall.
- bb. Only servant rooms/stores are permitted in basement of residential buildings. Construction of kitchen, toilet, bathroom etc. is prohibited.
- cc. Compulsory open space shall be kept clear from all obstructions to ensure safety against fire.
- dd. Top slab of water tank may be constructed up to 7 feet above the roof level or within permissible height of 37.5 feet from road level, if constructed over stair tower.
- ee. Building constructed on residential plots shall be of the residential type only. Shops, offices and godowns of any description for storing or exhibiting for sale any merchandise. Any commercial/industrial use is strictly prohibited.
- ff. Inter floor in a residential house is permitted in a bath/store room etc., which should not exceed 150 square feet.

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gg. The area of stair tower shall be governed as under:-

(1)	The area of stair tower shall not exceed for	Plots up to 600	Plots of 601
		Sq. yds.	Sq. yds. & above
(a)	Box Stairs	225 sq. ft.	250 sq. ft.
(b)	Dogleg Stairs	180 sq. ft.	200 sq. ft.
(c)	Straight Flight Stairs	150 sq. ft.	180 sq. ft.
(d)	Spiral Stairs	120 sq. ft.	150 sq. ft.
(2)	The stair tower shall be strictly restricted to the periphery of stairs and in no case be utilized for any kind of living purpose. However Skylight with inner courtyard may be incorporated and allowed as part of stair tower roof.		

hh. Pitching of guard's tents/cabins outside the property line of residential plots on SHP-GWD land or using the open plot for guard living is strictly prohibited.

ii. Residential Buildings will not be used as regular worship places like Masajid, Jamat Khanas, Imam Bargahs and Azza Khana unless permission is offered and land use is changed. This can be done with approval of more than 50% neighborhood of the block / cluster.

jj. No commercial activities including establishing the offices etc., will be allowed in the residential buildings. However special permission on payment of fees be obtained for usage as Guest House.

kk. The parameters for level variations while scrutinizing and evaluating submission plans are as under: -

(1) For plots measuring 1000 square yards and above wherein provision of two main gates is part of the By-Laws; if the variation in the plot levels between minimum and maximum exceeds 5 feet, then, any one gate may be planned against minimum level. If, however, level variation is less than 5 feet, both the gates would be placed according to the road in front.

(2) Due to variation in level or encountering hard strata, wherein excavation becomes difficult, split level plinth with a maximum of 3 feet level difference may be planned.

(3) If the contour of a plot depicts level variation of 3ft and above, encompassing up to 40% of the plot area and plot falls on more than one road/street, then bottom of the basement or part thereof, may be planned with respect to one of the roads, having direct access to it from the road.

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- ll. Rear COS up to maximum 50% of its width may be utilized for ventilation and light for the basement commonly termed as 'open to sky'. A fiber glass shade (3 sides open) may be constructed over the open well to stop the rain water. Stairs leading to basement may also be constructed in the open well. Side COS (not less than 10 feet) may also house the open well including stairs from the basement.
- mm. Construction of "Duplex" of any design, is strictly prohibited on any size of plot.
- nn. Main gate(s) for the entrance of the bungalow is allowed to a maximum width of 14 ft. and shall be located either at left or right corner of the front wall of the house.
- oo. Owner of the plot (600 square yards and above) will make an arrangement by constructing an underground tank for collection of gray water, (after septic tank) which can be used for lawn, plants and flowerbeds etc. The owner of the house (all plot sizes) will ensure construction of refuse collection / chamber of size 4' x 4' outside the house for placing of garbage bags.
- pp. The height of area between edge of the road and property line (residential / commercial) shall not be raised. Blocking of such area by placing stones / blocks is not permitted.

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34. **Commercial Buildings Standards:** Residential-cum-Commercial and Commercial plots shall observe the following standards, namely: -

Plot Size (Sq. Yds.)	FP Foot Print	COS at Front	COS (width in ft.)		FAR	Floors
			Rear	Sides		
001 to 222	100%	-	40 sq. ft. compulsory ventilation duct		-	B+G+1
223 to 444	90%	-	7'-6"	-	-	B+G+2
445 to 800	75%	-	7'-6"	5'-0"	-	As per FAR & Soil Condition / Location
801 to 1999	65%	20'-0"	10'-0"	10'-0"	1:5.0	
2000 to less than 1 Acre*	60%	20'-0"	20'-0"	20'-0"	1:5.0	
1 Acre to 2 Acre	55%	30'-0"	20'-0"	20'-0"	1:5.0	
Above 2 Acres	50%	40'-0"	20'-0"	20'-0"	1:5.0	“

Note: 1. Parking in basement or upper floors will be counted as additional allowable floors and area.

2. Please note that commercial plots facing sea on corniche front will have 20% less FAR and height (above ground) as per soil condition and as approved by the consultant. If conditions permit these plots may also be given permission for floors below ground.

3. On 1000 Sq. Yds., and above Plots, Leave 10ft outside building boundary for greenery and at front lane facing in case of corner plot. Greenery to be developed and maintained by the plot owner.

HR, MR & WE Plots: Up to 5 Acres 1:0.5 maximum allowable foot print is 25% with all allowable height of 32ft (G + 1 Story only), minimum COS on all sides to be 20ft. However floors and terraces below ground are adjusted and permitted as per site. The height standards will be as per clause 35.

For MR & WE plots some adjustments can be made depending upon detail topographic and geological surveys. Plot area ratio will be 1:1 with maximum foot prints 50%. The height for MR should not affect height of commercial plots adjoining the MR plots or WE plot.

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35. **Commercial Buildings Height Standards:** The following shall be height standards for commercial buildings, namely:-

Description			Height (ft.)	
			Max	Min
Plinth			4'-0"	2'-0"
Ground floor (clear height)			16'-0"	9'-6"
1 st Floor and subsequent floors			10'-0"	9'-6"
Parapet Wall			4'-0"	3'-6"
Height of Main Building (applicable to std. size plots)		B+G+3	48'-6"	46'-0"
		B+G+4	59'-0"	56'-6"
Stair tower above top floor without lift well			7'-6"	7'-6"
Stair tower above top floor with lift well			10'-0"	10'-0"
Over All Height applicable to std. size commercial plots or the amalgamated plots created there from	Without Lift wall	B+G+3	66'-0"	64'-0"
		B+G+4	76'-0"	74'-0"
	With Lift wall	B+G+3	68'-6"	66'-6"
		B+G+4	78'-6"	76'-6"
Arcade			12'-0"	8'-0"
Arcade from crown of road			1'-4"	-
Ceiling height of basement without obstruction			10'-0"	8'-0"
Min clear height of basement for parking without obstruction			12'-0"	8'-6"

Note: The height of the building shall be such that it would not intersect the imaginary line from opposite side of the road; serving the building, at an angle of **SIXTY FIVE DEGREE** with the horizontal.

36. **Basement for Commercial Plots:**

- a. Basement shall be permitted on the allowable foot print area ensuring safety of adjoining buildings.
- b. Basement space may be utilized for commercial / office use, however, its use for residential purpose will be strictly prohibited.
- c. If basement is used for purposes other than parking, its area will be counted towards floor area.

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37. **General Conditions:** The following conditions shall apply to the commercial buildings: -
- a. Minimum floor area of a shop shall be 150 sq. ft., and a min width of 12 ft.
 - b. The riser of staircase in commercial building shall not be more than 7 inches and the tread shall not be less than 10 inches.
 - c. To ensure uniformity of the frontage of plots in the same line/lane, 3'-0" wide projections are permitted starting from first floor upward with 16 ft., clear height. Front projections falling on the main roads and streets (having width of 20' and more) may be utilized as habitable areas. Rear projections will stay in the form of balconies and can also house the landing of stairs, at a vertical height of 16 feet from the adjacent road.
 - d. Provision of lift is compulsory as per design requirement for climbing height of 46 ft. Additional lift required for climbing height above 59 ft.
 - e. Corridors or passages shall be minimum 6 ft., up to plot area of 499 sq. yds. and minimum 7 ft. for plots area of 500 sq. yds., and above.
 - f. Access ramps and stairs/steps to the basement or ground floor should not fall outside of property line. No structure or activity shall fall outside property line.
 - g. 40% loft having a max clear height of 5.5 ft. shall be allowed for shops with minimum ceiling heights of 16 ft. from the road level.
 - h. Structural design and vetting is compulsory for all types of buildings higher than G+2 floors and for all amenity buildings irrespective of height.
 - i. For plots abutting on public streets at rear, the rear COS shall be condoned. In case of corner plot, the COS on side abutting the road shall be condoned and arcade shall be provided. For plots up to 600 sq. yds., abutting on streets at three sides, the COS on the side not abutting on street shall be condoned. No opening of shop or office on side road shall be provided.
 - j. Access for handicapped should be provided in all public buildings.
 - k. Storage under the stairs can be provided.
 - l. Construction of basement(s) will be permitted over the entire foot print area.
 - m. Construction of more than one basement will be permitted subject to sound Structural design and safety of neighboring / adjoining buildings duly Verified / certified and recorded by registered structural engineer.

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- n. Placement of generators and electro mechanical equipment as may be required is allowed on the roof tops subject to fulfillment of specific conditions and sound structural design duly verified/certified and documented by registered structural engineer.
- o. In case of amalgamated plots measuring 400 sq. yds., and above, construction of additional stair towers will be permitted. Covered area restriction for lift well for commercial buildings will be governed as:-
- (1) 150 sq. ft. for stair tower.
 - (2) 100 sq. ft. for lift for residential / commercial buildings.
- p. Remaining within the allowable (prescribed) covered area of stair tower any space becoming available beyond the requirement of stair may be utilized for storage purposes. Construction of servant quarters and bath rooms/lavatories will be strictly forbidden.
- q. Permission for fixing of tandoor in shops of commercial area will be obtained from SHP-GWD and only one tandoor per 200 shops will be permitted, with proper exhaust arrangements having disposal of hot gases before the final roof of building and not in the street or road.
- r. Installation of flour grinding machine is prohibited.
- s. No shops shall be provided in basement.
- t. Mezzanine and ground floor shall not be used for residential purpose.
- u. Separate staircase will be provided for mezzanine floor, if apartments are planned on any of the upper floors.
- v. Pitching of guard's tents/cabins outside the property line of commercial plots on SHP-GWD land or using the open plot for guard living is **strictly prohibited**.
- w. A compulsory ventilation duct (as approved in Para 34) from first floor upwards would be provided, if the facilities like kitchen and bathrooms etc., are located in the inner part of the building. If, however, these facilities are located in such a manner that ventilation/natural light are available, the provision of duct may be done away with.
- x. Structure of commercial buildings to have inbuilt safety features against seismic threat, based on the applicable seismic zone parameters, as such the building should be safe against an earth quake of 6.5 Richter Scale intensity. An endorsement on the right margin of the submission drawing shall be made by the structure engineer duly signed by him as follows:

“The structure can withstand the seismic vibration up to 6.5 Richter Scale”.

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y. The commercial building over a commercial plot may house following:-

- (1) Entire building designed and duly approved for commercial activity.
- (2) Commercial cum residential units with following configuration, if designed as such, shall have:-

(a) **Ground + Mezzanine + Authorized Floors:** Ground and mezzanine (if constructed) shall be restricted to commercial activity with independent entry and remaining floors shall be residential apartments with separate entry.

(b) **Ground + Authorized Floors:** Ground and first floors shall be designated for commercial activity and rest of the floors may be entirely commercial or entirely residential. If residential units are constructed above first floor, then they shall be given independent entry/stair for the residents.

38. **Height Standards (Amenity):**

Description	Height (ft.)	
	Maximum	Minimum
Floor Level of plot entrance (being opened on the main street/road)	1'-6"	1'-0"
Plinth level subject to contour of plot as defined in these by laws	6'-0"	4'-0"
Ground Floor (above the plinth)	12'-0"	9'-6"
First Floor	10'-6"	9'-6"
Height of Main Building	28'-0"	-
Stair Tower	-	8'-0"
Height of building including stair tower	37'-0"	-
With additional two floors of 10'-6" max clear height each, height of main building	50'-0"	-
Over all Height with two additional floors	58'-6"	-
Parapet Wall	4'-0"	2'-0"
Concrete Boundary wall from crown of the road	4'-0"	3'-0"
Environmental friendly boundary walls (Green hedges / wooden etc., (without concrete)	6'-0"	4'-0"
Clear height of basement	-	8'-0"

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39. General Conditions (Amenity):

- a. Additional two floors may be permitted considering the general environments and neighborhood, on payment of prescribed additional development charges.
- b. Basement if not utilized for parking the area will be counted towards FAR.

Any excess area in the FAR will be charged for as per prescribed additional development charges.
- c. Basement will be permitted over the entire foot print area.
- d. Basement may be utilized for laboratories, however, separate emergency exits will be provided.
- e. Placement of generators and electromechanical equipment (as may be required) is allowed on the roof tops subject to fulfillment of specific conditions and sound structural design duly verified/certified and documented by registered structural engineer.
- f. Integral/dedicated parking arrangements will be ensured within the premises. Parking on the streets is strictly prohibited.
- g. Facilities related to the purpose (like small canteen/tuck shop and medical stores/floral shops etc.), if planned, shall remain part of the main building.
- h. Except for sub para 'g' above commercial outlets and activities within the amenity premises is strictly prohibited.
- i. Proper ramps/entrance shall be made for entrance/exit of handicapped persons.
- j. Minimum one motor vehicle parking space shall be providing for every 1500 sq. ft. of floor area for hospitals.

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40. **Standards for Health and Education Amenity Buildings:** Amenity plots are divided into three categories i.e., for education/hospitals, mosques & petrol pumps. Amenity plots for education/hospitals shall observe the following standards:-

Type of plot	Plot Sizes	FP (Max)	FAR	Minimum COS (ft.)			Height
				Front	Sides	Rear	
Educational	All sizes	40 %	1:0.8	10	10	10	B+G+1
Hospitals	Less than 1000	50%	1:1	10	5	10	B+G+1
	1000 & above	40%	1:1.2	10	10	10	B+G+1

41. **Standards for Amenity Buildings – Mosques:**

- a. Building plans of mosques shall be considered for B+G+2 floor on case-to-case basis.
- b. Distance between approved mosque and club or cinema shall not be less than seven hundred feet.
- c. Proper ramps/entrance shall be made for entrance / exit of handicapped persons.

42. **Standards for Sports / Entertainment / Recreational Facilities:** Amenity plots allocated for sports / entertainment and recreational facilities to have these by laws parameters: -

- a. Foot Print Area - 50%
- b. Building Configuration - B+G+2 (With the provision of swimming pool either in basement or on first floor ensuring adequate structural design.)

43. **Standards for Petrol Pumps and CNG Stations:**

- a. The term “Petrol Station” means a station for the sale at retail, of petrol and ancillary products for motor vehicles.
- b. A petrol or CNG station may be located only on a main collector street having a right of way (ROW) of at least 60 ft.

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- c. A petrol or CNG station may not be located within 1 km of the site of an existing or approved petrol or CNG station unless the petrol or CNG station and the other such sites are located on the opposite side of a street having a ROW of not less than 100 ft. and a dividing median strip.
- d. The minimum street frontage of a petrol or CNG station shall not be less than 60 ft.
- e. The minimum area of a petrol station used for petrol filling facilities and servicing activities shall not be less than 1000 sq. yds.
- f. The minimum area of a CNG station shall not be less than 1000 sq. yds.
- g. Access roadways of petrol or CNG station shall be constructed in accordance with the following requirements: -
 - (1) No Access roadway may cross the sidewalk at an angle of more than 45 degrees.
 - (2) The width of each lane shall be at least 12 ft.
 - (3) Both an "in" and "out" roadway shall be provided, respectively leaving and entering the approach traffic lane at an angle of not more than 45 degrees.
- h. Adequate space shall be provided in petrol stations for parking for oil supply tankers while discharging its load.
- i. Not less than one lavatory shall be provided at each petrol or CNG station exclusively for public use (for both ladies and gents separately) in addition to lavatory provided for the staff.
- j. Petrol or CNG Station can be allowed on commercial plots after conversion into specific designated petrol pump or CNG use provided all other requirements noted above are met and after calling of public objections through press and with the approval of SHP-GWD on payment of prescribed fees.
- k. On an existing petrol pump, CNG facility shall be allowed only if the area is 1000 sq. yds. or more.
- l. A single storey office and retail mart or shop shall be permitted on an area not exceeding 5% of the plot area in addition to the tyre and puncture shop, telephone booth and drinking water facility.
- m. All building structures shall be constructed leaving a COS of at least 10 ft. from the boundary of the plot of the petrol or CNG stations or according to standards of Explosives Department whichever is more.

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- n. Distance between two dispensers shall not be less than 24 ft.
- o. Distance between dispenser and road edge shall not be less than 18 ft.
- p. All title documents including site plan duly attested are to be supplied for Petrol or CNG Station. In addition permission from Ministry of Petroleum and Natural Resources is also required for CNG Station.
- q. The compressor station shall be located at a minimum distance of 5 ft inside from the boundary walls and all measures provided in CNG Safety Rules, 1992, as amended from time to time.

44. Exemptions from Floor Area Ratio (FAR).

- a. Parking spaces
- b. Recreational facilities and prayer places – max 5%
- c. Arcades
- d. Ramps and driveways
- e. Escalators / Lift towers
- f. Stairs and stair towers
- g. Open balconies over streets
- h. Passages around voids
- i. Underground / Overhead water tanks
- j. QESCO Sub Stations
- k. Electrical/Mechanical plant rooms

45. Bifurcation and Amalgamation of Plots:

- a. **Bifurcation Residential Plots:** Sub division of residential plots will only be permitted on 2000 sq. yds. Plot only.
- b. **Bifurcation Commercial Plots:** Sub division of commercial plots will only be allowed as per frontage of plot for 2 Acres Plots (maximum of 2 divided plots) and 5 Acres Plots (maximum of 5 divided plots).

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- c. **Amalgamation:** Amalgamation of residential, commercial, and amenity plots shall be allowed. The amalgamated plot shall not exceed the area beyond four times that of the largest plot, provided land grant or allotment conditions of the plots are similar and on payment of fees determined by the SHP-GWD from time to time.

46. **Chamfering for Corner Plots:**

Boundary wall corners of end plots abutting two roads/streets will be chamfered as under: -

a. **Residential Plots:**

- (1) Junctions of roads 60 ft wide and above – 20' X 20'
- (2) All other junctions – 10' X 10'

b. **Commercial Plots:**

- (1) Junctions of roads 30 ft wide and above – 6' X 6'
- (2) All other junctions – 4' X 4'

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CHAPTER IV

PARKING REQUIREMENTS

47. **Scope:** Parking requirements for vehicles in these bye-laws shall apply whenever:-
- a. A new building is constructed or an existing building is revised.
 - b. An existing building is altered and there is an increase in the floor area of the building, then additional parking requirement shall be totally applicable to the proposed addition only within the property limits as required under these by laws.
48. **General Conditions:**
- a. The parking space, including ramps, shall be exempted from FAR.
 - b. Total parking requirement of every building shall be determined as a sum of parking requirement for each type of use of the building.
 - c. Minimum clear height of parking structure without obstruction shall not be less than seven and half feet.
 - d. Detailed plan showing entry, exit, gradient of ramp, turning radius, storage spaces, circulation & movement of vehicles, shall be submitted.
 - e. Parking can be provided on any floor with the ramp or car lift(s) as a mean of access.
 - f. Mechanical ventilation to be provided for parking in the basement.
 - g. Multiple basements for parking can be permitted.
 - h. Sixteen percent of the total car parking space will be utilized to provide space for motorcycle parking for six motorcycles and eight bicycles for every one car.
 - i. When units of measurement used in computing the number of parking spaces result in the requirement of a fractional space, the nearest whole number to next higher side of parking spaces shall be taken.
 - j. Car lifts is/are allowed as means of access for car parking.
 - k. Proper ramp should be provided for handicapped persons for entry/exit.

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- I. Four parking spaces out of every 100 parking spaces shall be earmarked, (duly marked), for handicapped persons.
49. **Application of Parking Requirements:** Minimum one motor vehicle parking space shall be provided for.-
- a. Every eight hundred square feet of floor area for retail shopping area, business offices, for all facilities of hotels e.g. bedrooms, restaurants, conference room, indoor recreational area & retail outlets.
 - b. Every one thousand square feet of floor area for apartment building, residential or residential-cum-commercial building.
 - c. Every four thousand square feet of floor area for all educational institutions or minimum three fourth of motor vehicle parking space shall be provided per classroom whichever is more.
 - d. Minimum one out of every fifty car parking stalls shall be dedicated for the disabled person's at the most convenient location.
50. **Standards for Parking Spaces:** The following shall be standards for parking Space:

Description	For car	For Motorcycles
Bay width	8 ft.	2.5 ft.
Bay length	16 ft.	6.0 ft.
Gradient of ramp	1:7.5	1:7.5
Straight turning radius (outer)	24 ft.	-
Helical ramp turning radius (outer)	32 ft.	-
Lot turning radius	17.5 ft.	-
Minimum ramp & driveway width:		
Two way traffic	18 ft.	-
One way traffic	11 ft.	-
Minimum space for parking one car	8 ft. x 16 ft.	-

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CHAPTER V

DRAINAGE AND SANITATION

51. **Connection to Public Sewer:** If there is a public sewer, all silage water shall be connected through septic tank to public sewer. Without septic tanks, Sewer connections shall not be granted.
52. **Trenches for Drains and Private Sewers:**
- a. Where any drain or sewer is constructed adjacent to a load bearing part of a building, such precaution shall be taken to ensure that the trench in no way impairs the stability of the building.
 - b. Except where the nature of the ground makes it unnecessary, where any drain or private sewer is adjacent to a wall and the bottom of the trench is lower than the foundation of the wall, the trench shall be filled in with concrete to a level which is not lower than the bottom of the foundation of the wall by more than the distance from that foundation to the near side of the trench less than six inch.
 - c. Provided that, where the trench is within three feet of the foundation of the wall, the trench shall be filled in with concrete to the level of the underside of the foundation.
53. **Sanitary Provisions:** The minimum sanitary provisions as prescribed here under shall be followed: -
- a. For every five single room units or servant quarters: one wash basin, one WC and one bathroom shall be provided.
 - b. For every ten bedrooms or less in a boarding-house there shall be at least two WCs, two washbasins and two showers.
 - c. For every twenty persons in a dormitory and hostel there shall be at least three WCs, three wash-basins and three showers, and for every ten additional persons one WC, one washbasin, and one shower is to be added.
 - d. In an office with twenty persons (calculated at a rate of one person per one hundred and twenty square feet)—there shall be minimum of two WCs., two wash-basins and one urinal. For every additional twenty persons there shall be one WC, one washbasin and one urinal. One wash-basin or equivalent washing space per twenty five or less persons shall be provided for ablution purposes.

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- e. Shopping Center – a minimum of three WC's, one urinal, and one wash-basin shall be provided for three thousand square feet of total floor area.

For every additional two thousand square feet floor area, one WC, one wash-basin and one urinal shall be provided.

- f. Public Assembly Building – two WCs, one wash-basin, and three urinals shall be provided for fifteen hundred square feet of total floor area and for every additional fifteen hundred square feet of floor area one WC, one wash-basin and two urinals shall be provided.
- g. For Mosque - five ablution spaces for every one hundred namazis' and two WCs., one shower room shall be provided. For every additional one hundred namazis' the number of ablution space will be extended by 8,6,4, respectively plus special arrangement for the female having a capacity of three hundred namazis' three ablution and one WC shall be provided.
- h. School - four WC's and two wash-basins per one hundred students and for every additional fifty students, one WC and one wash-basin shall be provided.
- i. Hospital - for every ten beds in a general ward there shall be at least one water closet, one wash-basin, one ablution tap and one bathroom with shower. One kitchen sink shall be provided in each ward.
- j. For fifty seats of restaurant, one water closet, one urinal, one wash-basin shall be provided.
- k. Two urinals may be replaced by WC, while proportionately dividing the fixtures for ladies.
- l. Provision of one WC for special persons shall be provided.
- m. All fixtures shall be divided proportionately amongst the genders.
- n. Shopping centers, mosques, clubs, hotels, restaurants and schools must have adequate arrangements of toilets for handicapped persons.

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CHAPTER VI

LIGHTING AND VENTILATION

54. Size of External Openings:

- a. Every room, other than rooms used for the storage of goods, shall be provided with natural light and natural ventilation by means of one or more openings in external walls. These openings shall have a combined area of not less than ten percent of floor area for habitable rooms and seven and half percent for other rooms, and the whole of such openings shall be capable of allowing free and uninterrupted passage of air.
- b. Area for openings in case of warehouse, godown, storage places etc. shall not be less than five percent of the floor area unless the space is mechanically ventilated.

55. Size of Internal Openings: Unless the light and ventilation requirements are met by an air well or ventilation duct, all internal habitable rooms must have openings in internal air wells in addition to door openings not less than seven and half percent of the floor area of such room. Access for maintenance of shaft be provided at level for where the shaft is commence.

56. Internal Air Wells:

- a. Sizes of internal air wells for daylight and natural ventilation of habitable rooms shall be: -
 - (1) For buildings up to two storeys, 50 sq. ft. with min width of well as 5 ft.
 - (2) For buildings with three to five storeys, 100 sq. ft. with min width of well as 8 ft.
 - (3) For buildings higher than five storeys, 100 sq. ft. plus as 10 sq. ft.
 - (4) For each additional floor over five storeys and the min width of well shall be as 10 ft.
- b. Sizes of internal air wells for daylight and natural ventilation of kitchen, WC and bathroom shall be: -
 - (1) For building up to two storeys, 20 sft with min width of well as 3 ft.
 - (2) For building with 3 to 5 storeys, 40 sft with min width of well as 5 ft.
 - (3) For buildings higher than five storeys, 40 sq. ft. plus 5 sq. ft. for each additional floor with minimum width of well as 5 ft.

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- (4) Access for maintenance of each such shaft shall be provided at lowest level of the shaft.
57. **Permanent Openings in Kitchen:** Every kitchen shall have openings for permanent ventilation into the external air space not less than fifteen percent of its floor area.
58. **Water Closet, Bath Room and Ablution Places.** Every appliance including water-closet, urinal stall, bathroom or ablution area shall be provided with natural lighting and ventilation with openings in external walls having a combined area of not less than two square feet per appliance except where adequate and permanent mechanical ventilation is provided which discharges into open space.
59. **Garages.** Every garage shall be provided with opening of not less than five percent of the floor area for ventilation and lighting.
60. **Staircases.** Seven and half percent of the staircase area shall be provided with openings for adequate lighting and ventilation of staircases.

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CHAPTER VII

SAFETY AND SECURITY MEASURES DURING CONSTRUCTION

61. **Site Hoardings:** No person shall start building work on a site abutting on a street without having first provided hoarding or barriers to the satisfaction of SHP-GWD along the whole length of such site so as to prevent danger or injury to the public or the persons employed in the work provided however that this by laws does not apply in the case of building works in connection with structures situated at least 15 ft. away from a public street and being not more than 25 ft. in height.
62. **Neighbors Safety:** If the entire plot is excavated for the foundation or basement, it is essential for the owner to ensure that adequate safety measures are taken against damage of neighboring compound walls, foundations and structures etc. A safety distance of 5 ft. is to be left while excavating the basement(s). Any damage occurring due to excavation shall be made good by the owner excavating the basement. Work may be stopped by SHP-GWD if the owner fails to take remedial action.
63. **Use of Public Streets:** No part of any street shall be used in connection with the construction, repair or demolition of any building except with the written permission of the SHP-GWD. Any person holding such permission shall put up and maintain to the satisfaction of the SHP-GWD, fences or barriers in order to separate the building work from such street. Where such separation is not possible he shall make arrangement for the security of public to the satisfaction of the SHP-GWD.
64. **Caution Lights for Obstructions:** Any person causing any building material or other things to be deposited, any excavation to be made or any hoarding to be erected shall at his own expense cause sufficient and adequate red lights to be fixed upon or near the same while such materials, hoardings, things or excavation remain. In addition to above red flags of reflective material shall be provided during day time.
65. **Utility Services not to be Obstructed:** All materials, hoarding, fences or other obstructions on any street shall be kept clear of any fire hydrants if any and other utility services installation or alternative arrangements shall be made and precautions shall be taken according to the laid down procedure of the utility agencies and to the satisfaction of the SHP-GWD to divert and to keep clear of obstruction of any roadside or other drain during the period of temporary obstruction.
66. **Removal of Obstruction after Completion of Works:** All obstructions shall be removed within seven days of the completion of the work and the street, all drains and public utility installation shall be left in clean, tidy and in serviceable condition.

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67. **Dangerous Obstruction:** If any material, hoarding, excavation or any other thing near or on any street shall be in the opinion of the SHP-GWD dangerous to the passers-by along such street, the SHP-GWD shall cause the same to be removed, protected or enclosed so as to prevent danger there from and shall be entitled to recover the expenses thereof from the owner of such materials or from the person who made such hoarding, excavation or other thing to become dangerous.
68. **Stability of Adjacent Building:** No excavation, dewatering, earthwork or demolition of a building which is likely to effect the stability of adjacent building shall be started or continued unless adequate steps are taken before and during the work to prevent the collapse or damage of any adjacent building or the fall or any part of it.
69. **Filling of Excavated Site:** A site once excavated shall not be kept open and idle for a period beyond the validity period of building plan failing which the SHP-GWD shall not revalidate the plan and in case of any mishap the owner shall be responsible for life and property of the affectee's.
70. **Adequate Safety Measure:**
- a. Adequate safety measures shall where necessary be provided and used to protect any person from falling on earth, rock, other material or adjacent to any excavation or earth work.
 - b. Material shall not be placed or stocked near the edge of any excavation so as to endanger persons working below.
 - c. No load shall be placed or moved near the edge or any excavation carried out where it is likely to cause a collapse of the side of excavation and endanger any person.
 - d. Where vehicles or machinery is used close to any excavation there shall be measures to prevent the vehicles or machinery from over-running and falling into the excavation or causing collapse of any side of the excavation.
 - e. In all buildings of greater than twenty feet height temporary rails, scaffolding or barriers shall be installed during construction at the edge of slabs and around all openings such as lift or stairwell, etc.
71. **Supervision of Demolition Work:** The demolition of a building and the operations incidental thereto shall only be carried out under the direct supervision of a professional.

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72. **Safe Loading:** No roof, floor or other part of the building shall be so overloaded during demolition and construction with debris or materials as to render it unsafe.
73. **Scaffolds**
- a. Suitable and sufficient scaffolds shall be provided for all work that cannot safely be done from the ground or from part of the building or from a ladder or other available means support and sufficient safe means of access shall be provided to every place at which any person has to work at any time.
 - b. Every scaffold, means of access and every part thereof shall be adequately fabricated with suitable and sound material and of required strength to ensure stability. All scaffolds, working platforms gangways, runs and stairs shall be maintained to ensure safety and security.
 - c. All vertical members of scaffolds on ground level facing roadside should be adequately wrapped with spongy material up to a height of at least seven feet and for any horizontal member if used, up to a height of seven feet from ground, should be wrapped all along its length with such material.
74. **Roadside Protection:**
- a. To ensure adequate safety of the pedestrian and other road users, all buildings having a height of over ground + two floors should have adequate arrangement by way of providing protective covering of suitable material.
 - b. Adequate provision of safe passage for pedestrian shall be ensured, in case the scaffolding covers part of the road or footpath.
75. **Working Platform:**
- a. Every working platform from which a person is liable to fall which is more than seven feet height shall be at least two feet wide provided the platform is used as a working platform only and not for the deposit of any material.
 - b. A clear passage-way at least one and half foot wide shall be left between one side of any working platform and any fixed obstruction or deposited materials.
76. **Guard Rails:** Every side of a working platform, gangway and stair shall be provided with a suitable guardrail of adequate strength, up to at least one meter above the platform, gangway or steps.

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77. **Ladders:**

- a. Every ladder shall be of good construction, sound material and adequate strength for the purpose for which it is used.
- b. Every ladder shall be securely fixed when in use and shall not have any missing or defective rungs.

78. **Work on Sloping Roofs**

- a. Where work is to be done on the sloping surface of a roof, suitable precautions shall be taken to prevent persons employed from falling off.
- b. Suitable and sufficient ladders or boards, securely supported, shall be provided and used to avoid concentration of loads leading to unsafe conditions.
- c. Where persons are employed in a position below the edge of sloping roof and where they are in position of being endangered by work done on the roof, suitable precautions shall be taken to prevent tools or materials falling from such roofs so as to endanger such persons or passers-by.

79. **Precautions for Raising and Lowering Loads.** For raising or lowering loads or for suspending them by either hand or power operation the following precautions shall be observed: -

- a. No broken wire rope shall be used.
- b. No chain shall be used which has been shortened or jointed to another chain by means of bolts and nuts.
- c. No chain or wire rope shall be used which has a knot tied in any part which is under direct tension.
- d. Safe and efficient devices to prevent the displacement of the sling or load from the hook; or of such shape as to reduce the risk of such displacement, shall be used.
- e. All debris and waste material during construction shall be disposed off through well designed chutes from each level of under construction building of height over ground plus two floors or more.
- f. The vertical hoist platform used shall be enclosed or protected by proper barrier. Every opening of lift, shaft or other such vertical voids or openings in slab, etc., where a person is likely to fall shall be protected by safety barrier and properly lit. Any area including basement, where natural light is not available or which is dark shall be so illuminated as to eliminate any risk of life or hazard to users.

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CHAPTER – VIII

BUILDING DESIGN AND CONSTRUCTION REQUIREMENTS

80. **Loads and Design:** Structure analysis, design, detailing and loading shall be in accordance with the requirements of current Uniform Building Code hereinafter referred to as UBC and American Code or British relevant Code or any other Code. Structure shall however be designed by only one approved Code.
81. **Seismic Design:** Seismic Risk construction as per zone category is incorporated.
82. **Sub Soil Investigation:** In view of the structural design in consideration of seismic hazard zone, type of sub-soil for foundation should be thoroughly ascertained by geo-technical investigation under the direct supervision of qualified and experienced geo-technical engineers. The soil report should correlate sub-soil type with UBC-97, or current sub-soil list.
83. **Wind Load:** Wind load should be based on the velocity and gust factors data from local Meteorological Department.
84. **Erection on Reclaimed Site:**
- a. No building foundation shall be erected upon a site reclaimed by town sweepings or other refuse, except on recommendation of duly registered geo-technical and structural engineer.
 - b. No building plans shall be approved on open nallahs, public sewers and the like.
85. **Protection of Existing Services:** During the making of an excavation in connection with building works or services, adequate precautions shall be taken to secure the existing services.
86. **Foundation Near Drains:** Where a building is to be erected adjacent to existing buildings, near a drain, nallah, an excavation at a distance less than depth of the said drain, nallah, excavation, or such as to affect the stability of drains or nallahs, the owner through a structural engineer shall satisfy the SHP-GWD that the foundations of the building have been carried down to a level safe guarding its stability.
87. **Specifications:** Specifications of material quality control and workmanship will be of high quality and in accordance with the requirements of ACI Building Codes, Uniform Building Code (UBC) and ASTM Standards.

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- 88.1. **Soil Investigation:** Soil Investigation from reputed and qualified company is carried out for each plot.
- 88.2. **Using Alternate Construction Technology:** Use of alternate construction Technology will be highly encouraged and especially on plots at critical location or weak soil condition; where only light weight structures or alternate technology will be used as against conventional RCC construction technology which will be strictly prohibited and not be allowed.
- 88.3. **Testing of Materials:** Regular testing will be carried out of materials such as aggregates, cement, concrete, reinforcing steel and all architectural materials, the quality control and quality assurance criteria laid down in standards of FIDIC, American Standard Testing Method (ASTM), OR ACI or UBC and project specifications. Quality assurance program of architect or engineer may also be followed.
89. **Supervision:** Construction supervision and quality assurance will be carried out by full time or top supervision by the designer, supervising engineers, architects and inspectors, etc., as required in these by laws. Contractors, builders or developers full time supervisory staff for the category of buildings in these by laws shall carry out supervision and quality control.

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CHAPTER IX

FIRE RESISTANCE AND FIRE PRECAUTIONS

90. Stand Pipe Equipment's:

- a. For the purpose of the prevention and fire extinguishments, every building shall be equipped with stand pipes as under:-
 - (1) From four to eight storeys in height shall be equipped with not less than 2.5 inch dia pipes; and
 - (2) Over eight storeys in height shall be equipped with not less than four inch dia stand pipes.
- b. The number of standpipes shall be such that all parts of every floor area are at a maximum distance of one hundred and twenty feet from the stand point.
- c. Insofar as practicable, standpipes shall be located with outlets within stairway enclosures, but if these are not available, the standpipes shall be located in a common corridor. In any case at least one shall be located in the main.
- d. The construction of standpipes be of galvanized iron.
- e. Stand pipe risers shall extend from the lowest to the top most storey of the building or that part of the building which they serve.
- f. When more than one stand pipe is required, they shall be interconnected at their bases by pipes equal in size to that of the largest riser.
- g. Every standpipe or stand-system in case of interconnected stand-pipes, shall be equipped with a fire department approved in-let connection of corrosion resistant metal (e.g. gunmetal) located on an outer building face nearest to street approximately twenty to thirty feet above finished ground and suitably marked "fire department connection-standpipe."
- h. Standpipes shall be provided in every storey with a one and half inch dia flexible base not less than one hundred feet long, with a half inch nozzle, being in an approved rack or cabinet.
- i. The standpipe shall be fed by an overhead water tank reserved solely for this purpose. The minimum capacity of this tank shall not be less than five thousand gallons, with a minimum of seven feet head above the highest discharge point.

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91. **Automatic Sprinkler System:** Automatic sprinkler system shall be provided in:-
- a. Every institutional building which serves restrained or handicapped persons;
 - b. Covered car parking areas in building of which upper storeys are designed for other uses when such parking area exceeds five thousand square feet;
 - c. Out garages or terminals for passengers serving more than four buses at a time;
 - d. Each floor of mercantile and industrial buildings which is more than one storey high and which exceed two thousand square feet covered area;
 - e. All building compartments used to manufacture, display or sale of combustible materials and products which are more than seven thousand and five hundred square feet in covered area;
 - f. All areas of theaters except auditorium, music hall and lobbies; and
 - g. All building areas used primarily for storage of goods, and materials including areas clearly specified for storage of incombustible materials and goods, which are more than one thousand square feet in area; and
 - h. Sprinkler provision shall be made in the immediate vicinity of generators or any electrical equipment.
92. **Construction of Sprinkler System:** Sprinkler pipes, hangers and sprinkler heads shall be protected from corrosion.
- a. Every sprinkler system shall be equipped with a fire department approved inlet connection located on an outer building face nearest to street approximately twenty to thirty feet above finished ground and suitably marked "Fire department connection-Automatic sprinklers".
 - b. Automatic sprinkler system shall be fed by overhead water tank reserved solely for this purpose. The tank shall be capable of supplying twenty five percent of the sprinkler heads for twenty minutes but the minimum capacity of any tank shall not be less than five hundred gallons. There shall be minimum head of 1.05 kg-cm² above the highest discharge point.
 - c. Automatic sprinkler system shall set off automatic alarm system simultaneously.
 - d. Every sprinkler system shall be provided with a readily accessible outlet valve to control all sources of water supply.

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93. **Portable Fire Extinguishing in Public Buildings:** There shall be provided:-
- a. Two extinguishers in stage area, in each dressing room and one immediately outside each entry in theaters;
 - b. One extinguisher in each two thousand and five hundred square feet of area of public assembly buildings, but not less than one on each occupied floor, and not less than one in each lab, workshop or vocational room; and
 - c. At least one extinguisher on each floor at stairway landing and in corridor at each lift or group of lifts in residential and commercial buildings.
94. **Interior Fire Alarm System and Signal Stations:** Interior fire alarm system shall be installed in all: -
- a. Hotels, motels, dormitories and similar buildings with a capacity of fifty or more occupants above the ground level;
 - b. Hospitals, asylums, nursing houses, and similar institutional buildings accommodating more than twenty occupants above the ground floor;
 - c. School buildings, with provision of more than thirty students above the ground floor;
 - d. Mercantile buildings with more than two thousand square feet above the first floor;
 - e. Factory buildings exceeding two storeys in height and with more than four thousand square feet area above the first floor;
 - f. Office buildings more than five storeys in height and with occupancy area of more than ten thousand square feet above the ground floor; and
 - g. Cinemas, theaters and similar places of public assembly.
 - h. At least one signal station shall be located in each storey in accessible location in the natural depth of exit way or escape.
 - i. Every signal station shall be so located that no point on any floor or the building is more than fifty meter from such station
95. **Emergency Fire Exits:** Emergency fire exits of non-combustible material shall be provided in all commercial buildings.

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CHAPTER X

VIOLATIONS OF BY LAWS

96. Removal or Prevention of Violation:

- a. SHP-GWD shall carry out inspection and take other appropriate measures to ensure compliance with these Bye-Laws.
- b. If SHP-GWD finds that any of the provisions of these By laws, or any rules relating thereto, or any conditions of a general or special permit, are being or have been violated, it shall serve a notice in writing on any person responsible for the violation.
- c. The notice shall indicate the nature of the violation and SHP-GWD may order such action as it may deem appropriate to correct the violation including but not limited to:-
 - (1) The discontinuance of any illegal work being done on, or activities being conducted in relation to, building;
 - (2) Requiring the owner or builder who is carrying out or have carried out such building works, on or before such day as shall be specified in such notice, by a statement in writing subscribed by him or by an agent duly authorized by him and addressed to SHP-GWD, to show sufficient cause why such building works or such part thereof shall not be removed or altered to comply with these by laws; and
 - (3) If such person fails to show sufficient cause to the satisfaction of SHP-GWD why such building works or part thereof shall not be removed or altered, SHP-GWD may take following actions, namely:-
 - (a) Require the person who has carried out the works against the provisions of these By laws to alter or cessation of the whole or part of construction works thereof; and
 - (b) Any other measures authorized by these By laws, or with the conditions of permit.
- c. The order shall specify the period within which the violation shall be corrected and in the event of non-compliance with the order SHP-GWD may cause appropriate measures under the relevant regulation or to be taken to effect compliance. The expenses shall be recoverable from the owner in the manner provided for the recovery of arrears of revenues or taxes.

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d. The giving of notice and making and serving of an order under this clause shall not be a prerequisite to the initiation of, and shall not bar, any prosecution under any applicable law, and SHP-GWD may take action under this clause whether or not a prosecution has been initiated.

97. **Enforcement by SHP-GWD:** Project Director SHP-GWD may direct the concerned officer (under whose jurisdiction violations have occurred) to take action under these By laws with respect to any violation including entering upon and sealing of premises.
98. **Appeals:**
- a. Within thirty days from the date of receipt of any order of SHP-GWD under these by laws, any aggrieved person so served may appeal to SHP-GWD and SHP-GWD shall give him an opportunity to be heard.
 - b. SHP-GWD after considering a report and any recommendations of the hearing officer or officer, may affirm, modify or amend the order or determination.
 - c. Within thirty days from the date of receipt of any order of SHP-GWD under these by laws or of its determination on an appeal under the preceding sub-by laws, the aggrieved person so served may appeal to the Administrator SHP-GWD, which shall give him an opportunity to be heard and within such reasonable time.
99. **Finality of Orders or Determinations:** Unless an appeal has been admitted as provided by Bye- Laws an original or appellate order, the determination of the Administrator SHP-GWD shall be final.

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CHAPTER XI

CHANGE OF LAND USE

100. **Change of Land Use Amenity Plot:** No amenity plot reserved for the specific purpose shall be converted or utilized for any other purpose.
101. **Change of Land Use of Residential Plots:**
- a. No residential plot shall be converted into any Commercial use except Guest House usage with the approval of the Project Director of SHP-GWD after paying required fees.
 - b. The applicant shall apply and pay necessary fee to SHP-GWD for change of land use of the plot with full justification, which shall examine the case in the light of the planning of the area and approve.
 - c. SHP-GWD shall also issue a public notice for the change of land use of the plots in accordance with the provisions of these By laws and the expenses shall be borne by the applicant.
 - d. SHP-GWD shall give due consideration to the objections from the public before the final decision.
 - e. The applicant shall pay the prescribed fees and other charges to SHP-GWD.
 - f. Final NOC of change of land use shall be issued by the SHP-GWD, after approval of the Steering Committee.
102. **Commercialization of plots:** Conversion of residential plot into commercial shall be allowed only according to a uniform commercialization policy formulated and revised from time to time with the approval of the Authority through notification on the basis of comprehensive study of various urban areas under pressure for commercialization. Individual plots outside the policy will not be considered for commercialization.

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CHAPTER XII

DANGEROUS BUILDINGS

103. **General:** For the purposes of this chapter all such buildings or structures which are declared as dangerous by the executing committee shall fall in two categories: -

- a. **Category – 1:** Any Building or structure whose strength stability, serviceability, robustness or durability has been impaired due to any reason such as improper structural design and detailing, faulty or poor construction, decay, dilapidation, obsolescence, natural disasters or leading to abandonment due to all these reasons to a level, where it cannot be restored to its original status, shall classify as “Dangerous Building Category-1”, and shall be liable to be demolished; and
- b. **Category – 2:** Any building or structure or part thereof whose strength, stability, robustness, serviceability or durability has been impaired due to all such reasons as cited in paragraph a to a level, where it could by way of strengthening, up raise and restoration be brought partially or wholly near to its original status, shall be classified as “Dangerous Building Category-2”, and shall be governed by the regulation 106.

104. **Notices of Dangerous Buildings:**

- a. If in the opinion of the evaluation committee, a building or part thereof has become dangerous for human habitation, the evaluation committee shall give at least twenty-four hours’ notice to the owner or occupants (who need not to be named) for inspection of such buildings by the technical representative of the evaluation committee.
- b. In case the evaluation committee considers a building or a part thereof, repairable or modifiable without causing danger to human life or property, it may issue such orders to the owner, occupant or tenant of such building in this regard.
- e. If the evaluation committee finds such building dangerous, ruinous or unsafe after proper inspection and investigation by technical representative, the SHP-GWD shall serve to the owner of such building or structure awritten notice stating the defects thereof, and shall require the owner or person in-charge of the building or premises to commence either the required repairs or improvements, or demolition and removal of the building or structural portion thereof as the case may be, and all such works shall be commenced or completed within the period specified by the evaluation committee.

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105. Buildings Unfit for Human Habitation and Notice of Prohibition:

- a. If for any reason it shall appear to the evaluation committee that any building or part thereof intended or used for human habitation or human occupation for any purpose whatsoever is unfit for such uses, it shall signify its intention to prohibit the further use of such building or part of a building and call upon the owner or occupiers or tenants to state in writing their objections (if any), to such prohibition within fifteen days after the receipt of such notice. If no objection is raised by such owner or occupier within the prescribed period or if any objection which is raised, appears to the evaluation committee to be invalid or insufficient, the evaluation committee may prohibit by an order in writing, the further use of such building or part thereof. The owner or occupier of the building shall be given an opportunity of appearing before the president of evaluation committee in person or by an agent in support of his objection, if he/she so desires. A public notice to this effect will be published by SHP-GWD in leading Urdu and English daily newspapers.
- b. A thirty days' notice of such prohibition shall be served in person or by any courier service, mail, or by pasting at site in the presence of authorized officer by the evaluation committee before which every such person shall remove himself and his property from the said building or part thereof; failing compliance the evaluation committee may cause him/her and his/her property to be removed at his/her own risk and cost. In case of imminent danger twenty-four hours' notice may be issued by the evaluation committee.
- c. When a building or part of a building has been vacated under clause b of regulation No 104 the owner shall display at each entrance at prominent places to such building a notice to read "DO NOT ENTER, UNSAFE TO OCCUPY" in English and Urdu. Such notice shall remain displayed until the required repairs, demolition, or removal are completed.

106. Alteration, Modification or Repairs of Dangerous Buildings of Category:

- a. At any time after a building or part of a building has been vacated under clause b of regulation No 104, if the evaluation committee considers that it can be rendered fit for human habitation by the structural alterations or repairs of modification and updates or repairs before or after the vacation of habitants from such buildings, the evaluation committee may by notice in writing, call upon the owner to commence through professional within such time as may be specified (but not less than thirty days) and to complete within the period as specified in the notice but not more than ninety days from the date of receipt of such notice, such structural alterations, modifications, up-dates or repairs, as deemed necessary and if at the expiration of the aforesaid period such alterations, modifications, updates or

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repairs have not been commenced or completed to the satisfaction of evaluation committee, it shall issue to the said owner a notice in writing ordering the demolition within thirty days from the date of receipt of such notice.

- b. If the evaluation committee considers it impracticable to render such building or part thereof fit for human habitation, the SHP-GWD, may by notice in writing call upon the owner to demolish it in a period specified by the evaluation committee.

107. **Demolition of Dangerous Building on Expiration of Notice Period:** If at the expiration of the period specified in the notice and order to demolish a building or part of a building issued under clause b of regulation No 106 has not been complied with, the SHP-GWD may direct, by an order in writing, the demolition thereof through an approved contractor who has on his roll at least one professional responsible for undertaking all necessary safety measures during the process of demolition as per procedure laid down by the evaluation committee.

108. **Extension of Period for Repairable Buildings:** For sufficient causes, the evaluation committee may extend the time allowed under, or prescribed by clause a of regulation No 106.

109. **Evacuation of Dangerous Buildings:**

- a. If in the opinion of the SHP-GWD, any building, wall, or structure or anything affixed thereto is in a hazardous or dangerous state, SHP-GWD may, by notice in writing, require the owner or occupier thereof forthwith either to remove the same or to cause such repairs to be made thereto as the SHP-GWD considers necessary for the public safety, and if the danger appears to be imminent, the SHP-GWD may forthwith take such steps as may be required to avert such danger, including the evacuation without notice from such building of all the occupiers thereof.
- b. Any expenses incurred by the SHP-GWD shall be paid by the owner concerned.
- c. When the owner of any building, wall, structure or anything affixed thereto fails to execute the repairs required from him by the SHP-GWD, the tenant or occupant of such building, wall, structure or anything affixed thereto may, with the previous approval of the SHP-GWD, carry out such repairs.
- d. Except with the permission in writing from SHP-GWD no person shall enter into or remain in any building from which the tenant or occupant has been removed.

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CHAPTER XIII

PUBLIC SALE PROJECTS

No Objection Certificate for Public Sale Projects:

110. All commercial/multistoried buildings to be constructed for onward transfer of title in piece meal (in the form of sub lease etc.) are bound to obtain NOC for sale from SHP-GWD in accordance with these by laws.
111. **Application for NOC:** A builder applying for NOC to SHP-GWD shall furnish the requisite documents and particulars in prescribed Form as appended to these by laws, duly signed by all concerned.
112. **Undertaking of the Builder or Professional:** The builders and their architect or engineer submit the undertaking along with the prescribed Form. The undertaking of the builder, as architect and engineer shall be on a stamp paper in accordance with format specified in Form.
113. **Determination of Price and Cost Estimate:** A builder shall submit the selling price of various units for registration purposes with details, specifications and work program for the project as specified in Form. This price shall be quoted in all the advertisement and promotion literature published by the builder, no escalation in the cost shall be allowed except where inflation (as defined by the Ministry of Finance) is above double digit for particular year in such case excess over the double digits shall be the percentage of price increase. In this case the builder shall simply inform the SHP-GWD along with relevant inflation figure. No escalation shall be granted to the builder who has failed to complete the project in time.
114. **Fee for NOC:** A builder shall pay to SHP-GWD a fee for the “NO OBJECTION CERTIFICATE FOR SALE” to publish a notice on the salient features of each public sale project (name of project, address, builder, office address, architect or engineers, number of floors, number and sizes of shops, flats, offices, compulsory open spaces, date of completion, and draft agreement, etc.) within seven days of issuance of “NOC for Sale.”
115. **Security Deposit:**
- a. The builder shall deposit cash security equivalent to one percent of the cost of construction of the project with the SHP-GWD to be held in a separate account which shall be recovered in advance from owner or builder before issue of approval of building plan or NOC for sale.

In addition, in case of delay in completion of the project, where such delay has not been condoned as per regulation 128, deduction from the security shall be made in proportion to the extent of the delay.

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This amount or lesser amount shall be refunded on the successful completion of the project and after obtaining the Occupancy or Completion Certificate and the expiry of the maintenance period as enunciated in the NOC granted by the SHP-GWD.

- b. SHP-GWD shall have the right to utilize the security deposit to remedy any fault or defect in the construction of the building after receiving complaints or notice and if the builder fails to rectify the same by himself or violation of any condition of the NOC granted by the SHP-GWD that come to light at the time of the completion of the project or in case the builder fails to comply with any of the following, namely:-
- (1) To construct the building in accordance with the design specifications agreed with the purchaser and approved by SHP-GWD.
 - (2) To complete the building on time as per agreement with the purchaser.
 - (3) To provide services as per agreement with purchaser.
 - (4) To obtain Occupancy Certificate from SHP-GWD.
 - (5) If builder is found to be involved in any unlawful activities in the project.
 - (6) To rectify defects after occupation provided the builder is at fault.
- c. Any such defect or violation shall have to be made good by the builder at his own cost and risk and the cash security deposit, shall not absolve the builder of his responsibility to the project as per condition of NOC.
- d. This security deposit shall not, in any way prejudice the SHP-GWD's rights under these bye-laws to initiate any other proceedings or action in the event or violation of any of these by laws.
- e. The deposit shall be released to the builder after one year of obtaining Occupancy Certificate but after meeting all builders' liabilities as cleared by the SHP-GWD.

116. **Application Form for Allotment:** After the receipt of NOC from the SHP-GWD the builder shall get filled in an application form from a person intending to book a unit in the project. The builder will share complete list of applicants with SHP-GWD. The builder will not receive applications more than units available and approved by SHP-GWD. Any violation of this shall be liable to penalty as decided by SHP- GWD.

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117. **Execution of Sub-Lease:** A unit shall be offered for sale on cash or cash-cum-loan basis as per schedule of payment. Sub-lease shall be executed as per sale and allotment conditions, in favor of allottee, before delivering the possession of the unit. The allottee shall own the building structure of his unit and shall proportionately share the price or rent of land of the unit with other allottees of the project.
118. **Confirmation of Allotment:** The builder through an allotment letter to the allottees shall confirm the allocation of the unit, within fifteen days of booking. The allotment letter shall specify the unit number, floor, floor area of the unit, general facilities, fittings and fixtures with their make and material, the total price of the unit and details of other charges together with the key plan of unit in line with key plan approved by the SHP-GWD at the time of NOC. The builder will advertise in newspaper that allotment letter is sent to all allottees. The builder if found not fulfilling its commitment or have taken advance from any applicant and has not issued the allotment letter will be penalized to the extent of cancellation of allotment of plot and subsequent by SHP takes over the Project.
119. **Agreement with Allottee:** Within fifteen days of the issuance of allotment letter and before calling other installments in respect of the unit, the builder shall execute an agreement with the allottees.
120. **Payment of Installment:**
- a. The payment of installment shall be made by the allottee strictly according to the schedule of payment. In case of failure a fifteen days' notice shall be issued by Registered Acknowledgement Due or registered courier service on the last given address and if the allottee fails to make payment within the above period another notice shall be issued by the builder up to another thirty days. In case of further failure a cancellation letter shall be issued to the allottee and a copy of which shall be endorsed to the SHP-GWD. The builder shall not rebook the cancelled unit within thirty days of receipt of copy of cancellation letter by the SHP-GWD. Provided that builder shall publish the cancellation notice in the two leading newspapers (English /Urdu) under the heading of cancellation of flat or unit.
 - b. In response to the above cancellation notice, if the allottee intends to continue the booking, the builder shall restore the allotment, after receipt of pending payment and charging the markup on the prevailing bank rate for the period of delay on unpaid installment.
 - c. If no response to the SHP-GWD is received from the allottee during the said period, the cancellation of the unit shall be confirmed automatically. In case the cancellation is made before allocation, the builder shall refund the total amount paid till that time by the allottee within thirty days. However, after allotment of unit, the builder shall retain four percent of the amount paid that far, and the rest of the amount shall be refunded within thirty days.

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- d. In spite of failure to make payment of installments in time, if the builder does not resort to cancellation as provided in these by laws, the builder may or may not charge markup on the unpaid installments at the prevailing bank rate and the allottee shall be informed accordingly.

121. Loan Component:

- a. The builder may arrange the availability of loan, if the project contains a loan component. If the loan is refused or reduced due to any reason whatsoever by the loan giving agency, the allottee shall pay the loan amount from his own resources. However, extra time of at least six months shall be given to allottee to pay the loan component to the builder.
- b. The allottee must complete all documentation for lease and loan within one hundred and twenty days of booking as written in the agreement and the builder shall issue a reminder. The repayment of the loan installments shall be made by the allottee or borrower to the loaning agency as and when it falls due as per rules of the relevant agency. The allottee or borrower shall abide by the arrangements of loan and will follow rules and by laws and orders and instructions of the loaning agency.

122. **Documentation and Connection and Meter Charges:** Documentation charges for sub-lease and loan, and external service connection charges for gas, electricity, sewerage and water shall be paid in proportion to the unit area in accordance with the actual payment made to these agencies plus fifteen percent as service charges for their respective services. This amount should be paid at the time of deposit of challan. In case any allottee fails to make this payment he shall pay mark up on the amount at the prevailing bank rate.

123. **Minor Changes:** The builder shall construct the building strictly according to the approved building plans. However, minor changes, if any, within the unit may be made by mutual arrangement between builder and allottee provided that these do not contravene the bye-laws and such changes do not affect the structural stability of the building and do not usurp the right of the other allottees.

124. **Clearance of Dues for Execution of Sub-Lease:** The sub-lease of the unit shall be executed in favor of the allottee before handing over the possession of the unit, provided the allottee has made payment of outstanding amount up to that time.

125. **Timely Completion of the Project:** The builder shall maintain steady progress of work irrespective of the situation of payment by the individual allottees and availability of loan by the loan-giving agency. The builder shall fulfill the obligation of the timely completion of the project by arranging the deficit finances from his own resources. The builder shall inform the allottees every three months regarding progress of the project.

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126. **Withdrawal of Allotment:** The allottee can surrender his allotment of the unit by surrendering the original letter of allocation or allotment to the company and in this event the builder will refund to the allottee the amount deposited till that time. In case the cancellation is made before allotment the builder shall refund total amount paid by the allottee till cancellation within thirty days. However, after the allotment of unit four percent of the amount paid that far, for the unit, shall be retained by the builder and the rest of the amount shall be refunded within 30 days.
127. **Extension in Date of Completion:** Extension in date of completion shall be allowed to a builder if he produces documentary proof that more than fifty percent of his clients have defaulted in payments of two or more installments for over six months period. The builder shall also submit consent of at least fifty percent of the allottees while applying for the extension in time.
128. **Sublet and Transfers of Allotment:** The allottee can sublet, transfer or sell his unit to any one, with prior written permission of the builder, who shall allow transfer on receipt of all outstanding dues up to that time and transfer fee at rate of half percent of total price of unit, and no transfer fees shall be charged in case the transfer is made within three months of allotment.
129. **Physical Possession and Caretaking Charges:** The builder shall, after obtaining Occupancy Certificate from the SHP-GWD, which shall include the provision of electric, gas, water and sewerage services (obtained by the builder from respective civic agencies), issue intimation letters to the allottees. The allottee shall take over possession of the unit within thirty days of receipt of such letter from the builder. In case of delay, the builder shall charge per month as specified in the agreement from the allottee for caretaking of the unit in good condition.
130. **Delay in Completion and Compensation for Period of Delay:** The builder shall complete the project and hand over physical possession of the unit complete in all respect to the allottee by the time specified by the SHP-GWD. In case of delay in handing over possession, the builder shall pay markup to the allottee at the rate of prevailing banks rate on the total amount paid, for the period of delay calculated from the completion time specified by the SHP-GWD or extension made thereof.
131. **Abandonment of the Project:** If, for any reason, the project is abandoned by the builder, the builder will refund the total amount received from the purchaser with mark up at the prevailing bank rate on the same, for the whole period of retention of the money, along with an additional compensatory amount equal to ten percent of the amount received from the allottee up-to-date against the booked unit, within sixty days of the announcement to the effect of the abandonment of the project.
132. **Defect Liability:** The builder shall assume defect liability of the unit for a period of one year in respect of structure and six months in respect of fixture from the date of offering possession of the unit after obtaining Occupancy Certificate, and all defects shall be rectified.

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133. **Sale or Transfer of the Project (Excluding Special Projects)**: No builder shall sell or transfer the whole project to any one for sale, or transfer the units of the project to the general public, unless prior intimation to the SHP-GWD is given and No Objection from the two-third majority of the allottees is obtained. The new builder shall assume all responsibility and liabilities of the agreement made between outgoing builder and allottees after completing the transfer procedure as per Transfer By laws of SHP-GWD. In addition, the new builder must get a fresh NOC from SHP-GWD in his favor. In case the owner/transferee fails to comply with these bye-laws, Ownership shall be determined forthwith by SHP-GWD.
134. **Formation of Association and Maintenance of Utilities**: The allottees would form an association to handle the affairs of the project and maintenance of the services and amenities. The rights of easement, appurtenances and other common rights shall be transferred to such association. Builders are responsible to organize their association & handover complete power before obtaining completion certificate from SHP-GWD.
135. **Settlement of Disputes**: All disputes of the builder and allottee shall be referred to the SHP-GWD. Any appeal against the decision made by the authorized officer of the SHP-GWD may be filed before the Administrator SHP-GWD, whose decision shall be final and binding.
136. **Instructions of SHP-GWD**: Besides the above by laws, the orders and instructions of the SHP-GWD in accordance with these by laws, issued from time to time, in this regard shall be followed strictly.
137. **Use of Amenity Spaces**: Common use or amenity spaces, recreational area, parking area in the project shall neither be converted nor mis-utilized but will be used exclusively for the benefits of the allottees of the project as per approved plan.
138. **Instructions of SHP-GWD**. Besides the above regulations, the orders and instructions of the SHP-GWD in accordance with these regulations, issued from time to time, in this regard shall be followed strictly.
139. **Use of Amenity Spaces**. Common use or amenity spaces, recreational area, parking area in the project shall neither be converted nor mis-utilized but will be used exclusively for the benefits of the allottees of the project as per approved plan.
140. **Hoarding & Signage**. No Commercial hoardings will be allowed. Signage for streets and individual plots will be in accordance to the design approved by the Consultants.

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**SHP-GWD
FORM 1**

APPLICATION FOR DEMARCATION

The Project Director,
SHP-GWD,
Karachi.

Subject: - ISSUANCE OF DEMARCATION LETTER FOR PLOT.

Dear Sir,

Please refer to our subject noted property Plot #: _____, Lane #: _____, Street #:
_____, Phase: _____, measuring _____, Residential / Commercial.

We intend to start our construction work.

We are in the process of preparing the submission drawings which shall be submitted soon for your approval.

It is therefore requested that demarcation letter of the said property may please be issued as per rules & regulation of the Bye Laws of Sangar Housing Project, Gwadar.

Thanking you,

Signature: _____

Owner / Lessee / Allottee / Attorney

Address: _____

Dated: _____

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**SHP-GWD
FORM 2**

APPLICATION FOR SITE PLAN

The Project Director,
SHP-GWD,
Karachi.

Subject: - ISSUANCE OF 7 COPIES OF SITE PLAN.

Dear Sir,

Please refer to our subject noted property Plot #: _____, Lane #: _____, Street #:
_____, Phase: _____, measuring _____, Residential / Commercial.
We intend to start our construction work.

We are in the process of preparing the submission drawings which shall be submitted soon for your approval.

It is therefore requested that 7 copies of site plan of the said property may please be issued as per rules & regulation of the Bye Laws of Sangar Housing Project, Gwadar.

Thanking you,

Signature: _____

Owner / Lessee / Allottee / Attorney

Address: _____

Dated: _____

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**SHP-GWD
FORM 3**

**APPLICATION FOR APPROVAL OF PHYSICAL LAYOUT PLAN &
NOC FOR START OF WORK AT SITE**

The Project Director,
SHP-GWD,
Karachi.

Subject: - Application for Approval of Physical Layout Plan & NOC for Start of Work at Site.

Dear Sir,

Please refer to our subject noted property Plot #: _____, Lane #: _____, Street #:
_____, Phase: _____, measuring _____, Residential / Commercial.

We intend to start our construction work.

We are in the process of preparing the submission drawings which shall be submitted soon for your approval.

It is therefore requested that please issue us approval of Layout Plan & No Objection Certificate for start of work at site as per rules & regulation of the Bye Laws of Sangar Housing Project, Gwadar.

Thanking you,

Signature: _____

Owner / Lessee / Allottee / Attorney

Address: _____

Dated: _____

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**SHP-GWD
FORM 4**

APPLICATION FOR APPROVAL OF BUILDING PLANS

The Project Director,
SHP-GWD,
Karachi.

1. In pursuance of Para 1 of Building Control & Town Planning Bye-Laws, 2013.

I/We hereby apply for permission to erect/re-erect make additions to and/or alterations in the building on plot No. _____, situated at _____ SHP-GWADAR in accordance with the Building Plans submitted herewith for sanction;
2. Necessary particulars are given below and certified to be true:
 - a. Plot held from _____
 - b. Reference of title deed. (Attach 2 copies each of Allotment order/Transfer order issued by the SHP-GWD and of lease 'A' or 'C' as the case may be).
 - c. Intended use of proposed building works; and
 - d. Description of the proposed building works
3. Particulars or enclosures:
 - a. Seven copies of proposed plans with seven copies of the site plan issued by the SHP-GWD.
 - b. Receipt of payment of scrutiny fee
 - c. Copy of power of attorney in case the owner is not submitting the plans himself.
4. Mr. _____, Registered Architect/Engineer, Registration No. PEC/PCATP _____ is hereby authorized by me / us to do all things required to be done under these regulations on my/our behalf.
5. I/We undertake that I/we shall be personally responsible for any violation of these regulations and conditions, if any, accompanying the sanction of the plan/plans.

Signature: _____
Owner / Lessee / Allottee /Attorney

Dated:

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**SHP-GWD
FORM 5**

CERTIFICATION OF STRUCTURAL SOUNDNESS OF BUILDINGS

1. I/we have been appointed as consulting Structural Engineer by Mr./Mrs./M/s _____ for the structural design of the building on Plot No. _____, situated on ___ SHP-GWD on ___/___/_____. Which:
 - (a) Is likely to be constructed from _____/_____/_____.
 - (b) Is under construction since _____/_____/_____.
 - (c) Has been virtually completed on _____/_____/_____.
 - (d) Stage of construction _____.
 - (e) No. of storeys designed _____.

2. The structure designed has been based on following codes/ Regulations rationally coupled with Engineering knowledge and judgment where necessary.

3. (a) The sub-surface investigation was carried out by M/s _____ on _____/_____/_____.
(b) A design bearing capacity of _____ Tons/ Sq. ft. was adopted based _____.

4. Our/my contractual responsibilities were / are limited to:
 - (a) Structure analysis and design.
 - (b) Preparation of working structure drawings.
 - (c) Preparation of bar bending schedule.
 - (d) Checking bar bending schedule prepared by the contractors/ constructors/ builders.

5. The following documents are attached:
 - (a) Set of working structural drawings.
 - (b) Set of bar bending schedule.
 - (c) Set of design calculations.
 - (d) Set of specifications relevant to structural work.
 - (e) Copy of latest soil investigation report by reputed company.

Registered Structure Engineer: _____
Signature: _____
SHP Registration No. _____
PEC/PCATP Registration No. _____

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**SHP-GWD
FORM 6**

NOTICE OF COMPLETION

The Project Director,
SHP-GWD,
Karachi.

I/We hereby give notice of completion of building/additions or alteration in the building on Plot No. _____ located at _____ SHP-GWD and of drainage and water arrangement therein, and apply for permission for occupation for the said building.

The said work has been carried out in accordance with sanctioned Building Plans received vide letter No. _____
Dated _____.

Owner's Signature,
address & Tel. No. _____

Dated: ____ / ____ / ____.

ARCHITECT'S CERTIFICATE

I hereby certify that the building / additions or alteration of the building on Plot No. _____ located at _____ SHP-GWD Karachi have been completed / partly completed under my supervision and to my satisfaction in accordance with the building plans sanctioned vide letter No. _____ dated: _____.

Registered Architect/Engineer: _____
Signature: _____
SHP Registration No. _____
PEC/PCATP Registration No. _____

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**SHP-GWD
FORM 7**

NOTICE OF DISCONTINUANCE

The Project Director,
SHP-GWD,
Karachi.

I hereby give notice of my discontinuance from the building works with effect from ____/____/____ as the Registered Architect /Civil Engineer / Structural Engineer in respect of Plot No. _____, situated at _____ SHP-GWD. It is certified that the following building work on the said plot has been carried out under my supervision and to my entire satisfaction.

Name & Signatures of Architect/ _____
Civil Engineer/ Structural Engineer

Registration No. of PEC/PCATP _____

Category of Registration: _____

Date: ____/____/____.

Description of the work:

- 1.
- 2.
- 3.
- 4.
- 5.

Copy to:-

Owner
SHP-

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**SHP-GWD
FORM 8**

REGISTERED ARCHITECT/ENGINEER'S CERTIFICATE

(To be accompanied with Form 1)

This is to certify that the building plans submitted by _____ for Plot No. _____ have been prepared by me/us and that I/we undertake to supervise the proposed construction as per specifications submitted herewith in triplicate. I/We further undertake that if I/We discontinue supervision of the work, I/We shall give immediate intimation thereof, as required under the above Bye-Laws.

Name & Signatures of Architect/ _____
Civil Engineer/ Structural Engineer

Registration No. of PEC/PCATP _____

Category of Registration: _____

Date: ____/____/____.

SPECIFICATIONS ATTACHED:

1. Nature of the soil below foundation. (Along with copy of Soil Investigation Report from reputed company)
2. Specification of foundation.
3. Specification of plinth.
4. Specification of superstructure.
5. Specification of floor.
6. Specification of roof.
7. Method of drainage and sewerage.
8. Kind of slab.
9. Detail of finishes.

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**SHP-GWD
FORM 9**

REGULARIZATION OF WORKS CARRIED OUT WITHOUT PERMISSION

The Project Director,
SHP-GWD,
Karachi.

Whereas I/We have constructed _____
_____ on Plot No _____ located
at _____ SHP-GWD as shown on the plan
attached here with.

2. Whereas I/We have made deviations from building plans sanctioned vide letter No. _____ dated _____ in the course of construction of the building/ alteration and additions to the building as shown on the plans attached herewith.

3. Whereas I/We are willing to make any alteration required to be made in the said structure so as to make it consistent with the permission of the SHP-GWD and also willing to pay the composition fee imposed by the SHP-GWD for regularization of illegal construction/deviations from approved plan or in violation of Bye-Laws. It is, therefore, requested that plans may be regularized by way of composition as per law and permission to the occupy the said building may be granted.

Owner's Signatures & Address: _____

ARCHITECT'S CERTIFICATE

I/We hereby certify that existing structure on plot No. _____ located at _____ has been fully and correctly shown on the plan submitted by me. And I/We further certify that the building is structurally stable. Necessary structural calculations and detail are attached herewith.

Registered Architect / Structural Engineer:

Signature: _____

License No. _____

PEC / PCATP Registration No. _____

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**SHP-GWD
FORM 10**

VERIFICATION OF BUILDING AT DIFFERENT CONSTRUCTION STAGES

The Project Director,
SHP-GWD,
Karachi.

I/We hereby inform that I/We have commenced the building works on Plot No. _____, located at _____ SHP-GWD and also to bring into your notice that the following important stage of construction of building has been completed i.e. the foundation, plinth and pouring of all roof levels:

2. You are, therefore, requested to depute a representative to verify the building line at the above mentioned foundation level/plinth level/roof levels so as to enable me/us to carry out the building work.

Owner's Signature & Address: _____

ARCHITECT'S CERTIFICATE

I/We hereby certify that the construction of building on Plot No. _____, situated at _____ SHP-GWD has been carried out in accordance with the sanctioned plan (s).

Registered Architect/Engineer _____
Signature: _____
SHP-GWD Registration No. _____
PEC/PCATP Registration No. _____