

IZHAR MONNOO DEVELOPERS

DREAM GARDENS HOUSING SCHEME

(s)

SOCIETY BYELAWS

2016-2017

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SOCIETY BYELAWS

Whereas IZHAR MONNOO Developers, carrying the Business of Real Estate / land Developments, having its registered office at 1.5 KM Defence Road, Opp. COMSATS University Lahore,

And whereas, the Executive Board of IZHAR-MONNOO Developers has designed and Approved the Construction Bye laws for Dream Gardens Housing Scheme(s) under the name and style of “**CONSTRUCTION AND SOCIETY BYELAWS**” and through executive order has empowered G.M Marketing & Sales to get CONSTRUCTION AND SOCIETY BYELAWS published for the purpose to issue to the General Public/Clients/Residents and to display at official websites of IZHAR-MONNOO Developers, www.izharmonnoo.com.

And, therefore, the Executive Board in order to carry out the purposes of the Order and in exercise of its powers conferred upon and all other enabling provisions of the said Order is pleased to make the following Byelaws;

Short title, Commencement and Extent-

- a. These Byelaws shall be called IZHAR MONNOO Developers Housing Projects / Housing Schemes **CONSTRUCTION AND SOCIETY BYELAWS**,
- b. These Byelaws shall extend to the Project areas Developed / controlled by IZHAR MONNOO Developers Housing Projects / Housing Schemes, Punjab.

PREFACE

These bye-laws have been framed for the members as a guide for construction of their houses, keeping in view standards of reputable societies.

Members are also progressively advised during construction. Despite best efforts and vigilance, certain important check points may escape during the process of scrutiny and physical checks at site by the society staff and inspectors. Such omissions cannot be considered as approval of a wrong action if they contravene any bye-laws. Similarly lapses in good neighborly relations pertaining to privacy, pollution, misusing the facilities by overstraining the services or picking up differences over trivial matters adversely affect the quality of life besides violating the bye-laws.

Experience has shown that the defaulters try to justify violations as inadvertent omissions by their workmen and request to be excused directly or indirectly through well placed sources. May it be known to all that enforcement of bye-laws is an inevitable compulsion to develop the society according to fundamental design assumptions and ensuring achievement of best living standards, much as management wishes to facilitate the members, it may be necessary at time, to activate punitive clauses for preserving the sanctity of the living standards and ensuring peace and tranquility in the society.

As the end result of all irregularities create avoidable variety of pollution, let us abstain from these for comfortable living.

And

Let others live happily to enjoy the bounties of life by selfless cooperation and law abiding spirit, being respectable members of this society.

GLOSSARY OF TERMS

CHAPTER I

1. **AREA**
Means the area of operation of the society or the area shown in the town planning map of the society and includes any extensions or modifications affected therein from time to time.
2. **APARTMENT BUILDING**
Means a multi storey building containing more than two apartments sharing common staircase, lifts or access spaces.
3. **BYE-LAWS**
Means IZHAR MONNOO Developers Housing projects/Dream Gardens Housing Projects / Schemes "Construction and Development Bye-laws".
4. **BALCONY**
Balcony means a roof or platform projecting from the walls of the building surrounded with a railing or parapet wall.
5. **BASEMENT**
Basement means the lowest storey of building partly or wholly below ground level.
6. **BUILDINGS**
Buildings mean a house, outhouse, stable, latrine, shed, hut or other rooted structure whether of masonry, brick, wood, mud, metal, fiberglass or other material and any part thereof that includes a wall but does not include a tent or other portable and temporary shelter.
7. **BUILDING WORKS**
Means site excavation, erection or re-erection of a building or making additions and alteration to an existing building.
8. **COMMERCIAL ZONE**
Means the area where shops, show rooms, stores/godowns, warehouses, other market centers, restaurants and hotels etcetera are located as shown in the town planning map.
9. **COMMERCIAL BUILDING**
Means a building having shops, show rooms, offices, hotels, restaurant etcetera on any floor and may also have apartments in it.
10. **CORNER PLOT**
Means a plot bounded by two roads crossing at any angle shall be called a corner plot.
11. **FLATS**
Mean a block or blocks of buildings consisting of a number of residential units in horizontal or vertical manner exclusively designed for human habitation in the Residential or Commercial Zone.
12. **FOUNDATIONS**
Means a structure entirely below the level of the ground which carries and distributes the load from pillars, beams or walls on to the ground.
13. **FLOOR AREA RATIO**
Means the aggregate covered area of a building or buildings on a plot divided by the total area of the plot.
14. **GALLERY**
Means an open or covered walkway or a long passage or underground passage.
15. **GRAVEYARD**
Means the area specified in the town planning of the Society for use as cemetery.

16. **GREEN BELT**
Means the area between the boundary wall of the building and edge / shoulder of the road.

17. **HOUSE LINE**
Means a line beyond which the outer face of any building except boundary wall may not project.

18. **MANAGEMENT**
Means staff and members of Managing Committee headed by the Patron/Director of IZHAR-MONNOO Developers/Dream Gardens Housing Scheme(s), Punjab.

19. **MARKET**
Means a group of shops assigned particularly for one or more specified trades.

20. **MASTER PLAN**
Means the plan showing the layout of the society area.

21. **OPEN SPACE**
Means an area forming an integral part of the plot left open to sky.

22. **PUBLIC BUILDING**
Means buildings designed for public use such as dispensary, school, post office, police station, town hall, library and recreational buildings etcetera.

23. **PARAPET**
Means a wall, whether plain, perforated or paneled, rose over the supporting wall of roof.

24. **PARKS**
Means a recreational area which may include ail or any of the following facilities:
 - a. Jogging track/walk ways.
 - b. Water features like lake, fountains etcetera.
 - c. Restaurant/Cafeterias or food stalls.
 - d. Aviary
 - e. Tube well
 - f. Rest rooms
 - g. Any other recreational facility (outdoor)

25. **PERGOLA**
Means a structure with perforated roof consisting of cross bars in the form of reinforced concrete, wood or steel etcetera of which 50% of roof is open to sky.

26. **PLINTH**
Means the portion of building between ground level of site and finished floor level of the building.

27. **RESIDENTIAL ZONE**
Means a zone earmarked for buildings exclusively for human habitation and in no case shall it include its use in whole or a part thereof for any other purpose that is shops, clinics, workshops, stores, offices, guest houses or godowns etcetera, but it shall include such outhouses as are ordinarily ancillary to the main buildings and used in connection therewith. It also includes parks, gardens, play-grounds and other open spaces.

28. **RESIDENTIAL BUILDING**
Means a building exclusively designed for human habitation together with such out houses as are ancillary to main building and used in connection herewith.

29. **SHOPS-CUM-FLATS**
Mean provision of shops on the ground floor including basement if allowed and flats on the subsequent floors.

30. **SIGNBOARD**
Means a board erected outside the boundary wall or in front of the shops / offices to show the particulars of the owner for commercial purpose.

31. **SECTOR SHOPS**
Means a row of shops to be constructed in residential zones for routine utility requirements.
32. **SEMI DETACHED BUILDING**
Means two buildings built on a plot or adjacent plots having a common partition wall.
33. **STORES/GODOWNS**
Means a building or buildings meant for storage of material or finished goods at the ground floor or basement provided, those goods are not inflammable or of objectionable character,
34. **SEPTIC TANK**
Means a tank in which sewage is collected and decomposed before its discharge into a public sewer.
35. **SHADE**
Means an outer side projection from the building over a maximum height of 7 feet to provide protection from sun and rain water.
36. **VACANT PLOT**
Means the plot within the Society's boundary where no building has been constructed yet.
37. **VERANDAH**
Means a roofed gallery, terrace or other portion of a building with at least one side open to the courtyard or a permanent open space.
38. **ZONE**
Means the area earmarked for a particular purpose or usage in the town planning.

GUIDELINES

CHAPTER II

GENERAL

This chapter contains salient features to educate the members / owners of the plots in the Society about documentation, office procedures, and sequence of actions to start the construction and their obligations after completion of the houses. It also lays down the code of conduct for all other agencies involved in construction of the houses and buildings in way.

1. PRECAUTIONS DURING CONSTRUCTION

- a. Roads shall not be washed with water. Even sprinkling of water on roads is prohibited because it damages the roads. Defaulters shall be made to pay for the damages done to the road as assessed by the management.
- b. No member is allowed to cut the road for any purpose. Defaulters shall be fined besides bearing the expenditure on such repairs.
- c. No damage should be caused to the plants / trees planted by the Society in order to avoid heavy fines.

2. SPOILING OF ROADS

Trucks / trolleys carrying materials to or from the plot spoil the roads with mud / slush sticking to their tires. Members / contractors shall ensure that the tires are properly washed before coming on to the roads. Non adherence shall entail fines as decided by the management.

3. MARKING OF OBSTRUCTONS

Members making any excavation especially for the basement shall at his/her own expenses cause sufficient and adequate red lights to be fixed upon or near the same and shall continue to provide such light every night from sunset while such materials, or excavation remains in progress. In addition, red flags shall be provided during day time.

4. PETS AND ANIMALS

Keeping animals within the boundary of Dream Gardens Housing Scheme(s) is strictly prohibited. However, dogs, cats and birds may be kept as pets. Dogs shall not be let loose and must be kept inside the boundary wall of the house. However, when outside (for walk / exercise), dogs must be on leash. All pets must be vaccinated for all diseases by a professional veterinary doctor and proper record maintained. Pet dogs must wear collars with house number disc attached to the collars the stray dogs are regularly shot by Society's staff.

5. DAMAGE TO SERVICES AND ROADS

In case of any damage to society services and roads caused due to shifting of materials, straightening of bars, mixing of mortar or any other reason by the contractor, owner shall pay full compensation for the restoration of such damages besides any punitive action deemed appropriate by the management. Entry of above 14 wheel trailers is not allowed in the Society area.

6. SALE AND PURCHASE

Sale and purchase of Property booked at Dream Gardens Housing Scheme(s)s shall be allowed after a certain time period as per decision of the management. Properties cannot be sold on biana /

pagri without first obtaining NOC from the society. In case of non-compliance, the transfer to the new owner shall be refused / withheld by the society, other than punitive action as decided by the management. Transfer of constructed house/Commercial units is subject to issuance of completion certificate.

7. OBLIGATIONS FOR NEW BUYERS

New buyer of a property in the society shall abide by all the rules and Byelaws operative in the society. He shall not make any addition/alteration in the purchased property without prior written approval of the society.

8. NOC FOR SALE AND TRANSFER

NOC for sale / transfer of any residential / commercial building shall only be issued to a house/building which is violation free apart from other encumbrances, if any.

9. GARBAGE DISPOSAL

In order to maintain a clean and tidy environment, garbage should not be thrown in front of house/shops or public places and must be placed in baskets, which shall be fixed on the boundary wall of houses. Society's Sanitary Staff shall regularly pickup garbage for disposal. Shopkeepers shall place dustbins inside their shops.

10. DRIVING DISCIPLINE

a. Life is very precious therefore in order to avoid accidents; members are expected to obey the driving discipline and law of the land. They must also follow the road side instructions and traffic signs / boards displayed to regulate the flow of traffic in the Society. Speed checking guns will installed to make the residents to follow the speed limits.

b. Children below 18 years of age must not be allowed to drive any motorized vehicle.

11. SPEED BREAKERS

Speed breakers are generally discouraged as a policy but under inevitable circumstances speed breakers may be made by the Society as per the directions of the management. Members are not allowed to create any such obstruction at their own. Defaulters may be dealt severely by the management.

12. MARRIAGE FUNCTIONS

With a view to facilitate members, society is planning to construct proper marriage halls. However, till such time, marriage functions can be held in marriage lawns of Society or at specified places as per guidelines mentioned in Annexure F.

13. USE OF VACANT PLOTS

Vacant plots and parks shall not be used for marriages, parties, functions and meetings without written permission of the management. Charges as laid down by management shall be levied for use of vacant plots for parties and functions. An undertaking as per Annexure F shall accompany the application to be submitted for use of plots.

14. WASHING OF CARS

Washing of cars on the road or outside gate or on the hard standing is strictly prohibited because this damages the roads. It can be done only inside the Car porch max up to the ramp in front of the House. Violators will be fined Rs 2000/-.

15. CONSTRUCTION HOURS FOR LABOUR

- a. WINTER. 0800 hours to Sunset.
- b. SUMMER. 0700 hours to Sunset.

NOTE:-

- (1) Employment of a chowkidar in under construction house is mandatory.
- (2) Night stay of labor etc at construction site is not allowed.
- (3) Construction hours can be enhanced if pouring of roof slab etc is likely to take more time subject to information to Security Staff.

16. **GENERATORS**

- a. Generators shall not be used as a prime source of electric supply; it may be used as standby.
- b. Generator can only be placed in basement or in front lawn 10 feet away from corners boundary wall. The generator shall not be placed in rear and side clear spaces.
- c. Proper arrangements for sound proofing of generator must be ensured.

TOWN PLANNING

CHAPTER III

GENERAL

The management has made all out efforts for providing very high standard of living environments to its residents. This has been achieved through systematic planning of wider roads, parks, and water supply, sewerage, electricity and pollution free open environments. Infrastructure for Sui gas and telephone also be laid out, but connections will be provided by the concerned departments on application from the members.

1. ENCROACHMENTS

Encroachment of Society land under any garb or pretext shall be dealt with severely by the management, which shall be immediately bulldozed at the risk and cost of the member along with other punitive actions decided by the management.

2. GROWTH OF TREES/VEGETATION

Members are expected to plant trees as well as help in protection of trees planted by Society. However society shall remove all such vegetation / structures which tantamount to encroaching upon the Society land, specially the area between boundary wall and the road berms. Felling or cutting a grown up tree by any member shall entail a fine of Rs.10, 000/-per tree.

3. DIGGING

Owners, their representative / contractors are not permitted to dig or cut the road space including berms. Defaulters shall be fined heavily besides paying for the repair charges as worked out by the Society.

4. ADVERTISEMENT SIGNBOARDS

- a. No commercial signboards/Bold letters writing/ any other write-up are permitted in front of the residential building or at Green Belt in front or side of the House. Only Name Plates with name and House Number of standard sizes are allowed to display as per policy of the Company. However, Commercial Area/Offices/shop keepers may display the particulars of the shop / office on the space on top of the entrance outside the verandah as per designs approved by the management. The space available on top of the shutter may also be used for signboards or as specified by the management.
- b. Architects / contractors are not permitted to display their advertisement / signboards inside or outside the plot / house under construction. However, this permission may be given by the management on payment of prescribed monthly rent.

5. NEON SIGNS

Neon signs can be installed on the electric poles or other places with the written permission of the management. The size of the neon signs hung with the electric poles shall not be greater than 4' x 4'. The charges shall be paid as per the policy laid down by the Management from time to time.

6. CLOTH BANNERS

Cloth banners may be permitted by the management at specified locations and duration with prior approval and payment of the specified charges.

7. WALL CHALKING

Wall chalking and pasting of posters on buildings, walls and public places is strictly forbidden. Violators shall be fined by the management including cleaning / restoring the original status of the building spoiled by the defaulter.

8. **OVERHEAD CABLES**

No overhead crossing of electric / telephone or any other cables is permitted. Member shall provide underground ducts for all such cables. Roads shall not be cut for this purpose.

9. **ERECTION OF KEOSK (KHOKHA)**

Erection of kiosk (Khokha) for cigarettes, cold drinks etcetera are not allowed unless and otherwise permitted, shopkeepers allowing any such activity in front of their shops may render them liable to severe disciplinary action by the management.

10. **BLOCKING OF ROADS**

Blocking of roads / berms for holding private functions or for any other purpose is strictly forbidden. Defaulters shall be fined heavily by the management.

11. **BURIALS**

a. Adequate area has been earmarked for graveyard in the Society. The facility shall be available to members as per details given below:-

- (1) Resident members, their family and dependent parents residing with them.
- (2) Rs.2000/- will be charged from members on account of digging of grave and administrative arrangements. Pacca Grave as per Para b (2) described hereunder, if any, will not be covered under this cost.
- (3) Tenants residing in the Society shall pay a sum of Rs. 10,000/- to avail the facility.

b. In case of demise:-

- (1) Administration officer/security office shall be immediately informed on the telephone/emergency numbers, so that timely arrangements are made and necessary administrative support is extended to the grieved family. All important telephone numbers are given in the directory at the end of Annexure.
- (2) Pacca graves may be constructed as per laid down specifications and dimensions given at Annexure 'H' However marking any kind of enclosure / cordon for family is strictly forbidden.
- (3) Tomb stone shall not be bigger than the specified size and height.

DESIGN PARAMETERS FOR RESIDENTIAL ZONE

CHAPTER IV

GENERAL

The construction parameters have been evolved after years of trial and experience of community living, with the sole purpose of providing a cordial atmosphere and neighborhood. In order to enjoy a peaceful living all members are expected to observe the construction discipline as spelt out in the succeeding Para's. Observance of the bye-laws shall greatly help in achieving the desired purpose and standard of living.

1 CONSTRUCTION VIOLATIONS

- a. Members are expected to respect and observe the bye-laws with a view to preserve the sanctity of planning parameters and to improve the standard of living in the society.
- b. The members shall strictly follow the approved drawings/bye-laws during construction/re-construction of their houses. Un-approved variations and deviations shall be demolished at the risk and cost of the owner. Management is empowered to take strict punitive action in addition to disconnection of services.
- c. Compoundable violations may however be settled after payment of fine as per detail given in Annexure J.
- d. Any damage to the society's roads, services, electric poles, trees and other structures during the course of construction shall be fully compensated by the member as per the decision of the management.

2. SEWERAGE CONNECTION

- a Members/contractors are not permitted to temper/fiddle with the society manholes/sewer lines. Connection to the main sewerage system shall be provided by the society staff. Violation shall entail heavy fine up to Rs 50,000/-.

3. UNDERGROUND DUCTS FOR SERVICES

Electricity and telephone connections shall be made with the main service lines through underground ducts / pipes, so that no wires / cables are crisscrossing or hanging over roads in the residential area.

4. BOUNDARY WALL

- a. Maximum height of Side and back boundary walls shall be 07 (seven) feet from the crown of the adjacent road. However 2 feet high steel grill can be erected on the top of the Boundary wall for security purposes. No offsets / decorative works or coping abutting on the road side and beyond the line of the wall is permitted.
- a. Members making the house first shall construct the boundary wall which shall be treated a common boundary wall.
- c. Members desirous of putting grill on the common boundary walls of Adjacent houses are permitted to do so subject to following conditions;-
 - (1) Height of grill - 2 ft (max)
 - (2) Vertical bar to bar gap - 3 ins (max)
 - (3) If top portion of the grill is curved, it should not protrude towards the adjacent house

5. ENCROACHMENT OF SOCIETY LAND

- a. The owners have no jurisdiction over the area outside boundary wall being property of the society. Erection of temporary / permanent structure of any type like flower beds, hedge, fence & wire shall be treated an encroachment. Society shall immediately bulldoze any such structure besides punitive action as decided by the management.
- b. Earth level between boundary wall and the road shall not be raised to higher than road level. Green belt level shall be maintained at a slope of (2%) two percent towards the boundary wail.

6. SERVANT ROOMS

- a. Minimum area of the servant room shall not be less than 100 sq ft excluding area of bathroom.
- b. Servant should preferably be accommodated in the ground floor or basement. In case of first floor, no stair shall be provided from the mandatory clear space.
- c. If the servant room is designed at First or 2nd Floor, Window of the servant room shall be at least seven feet above the floor level to ensure privacy of the neighbors and steel stair can be provided from back clear space subject to the approval of the design.

7. GUARD ROOMS

Guard room may be constructed on 20 Marla and above size plots with prior written approval and constructed strictly according to the drawing / design provided by the Society Office. Details of construction are given in Annexure 'N

8. THEFT OF SERVICES

If any of the services is carried to an area, outside the limits of the Society for any purpose, such services of the defaulting premises from where the connections are drawn, shall be disconnected, besides payment of a fine which may extend up to Rs.100,000/-.

9. MISUSE OF SERVICES

Installation of pumps or gadgets for sucking water/gas from the society mains/gas lines is strictly forbidden. The motor/ pump/gadgets so installed shall be confiscated with a fine up to Rs. 10,000/-.

10. PREROGATIVE OF MANAGEMENT

- a. The members are expected to respect and observe the Construction & Society bye-laws creating a healthy living environment. Management is empowered to take strict punitive action so as to preserve the sanctity of planning parameters. The members and the residents shall be bound by the decisions and directions of the management failing which they shall be dealt with according to the gravity of the violation which may include cancellation of booking/membership.
- b. Carry out changes / modifications or any other procedure relating to approval of drawing or execution etcetera, which is not otherwise covered in the bye-laws but considered useful in the overall interest of Society.

11. INTERPRETATION OF BYE-LAWS

- a. In case of any ambiguity or misunderstanding about any of the bye-laws, the opinion of the management shall be final and conclusive as to the interpretation of any such bye-laws, rules and procedures.
- b. The direction of management on any issues not expressly covered by the bye-laws shall be valid and binding.

12. **COOPERATION WITH MANAGEMENT**

The sole aim of the management is to provide to our members, state of the art facilities, pollution free environments, safety and tranquility. This can not be achieved without whole hearted cooperation and participation of our esteemed members. Members are therefore expected to extend full cooperation to the management for running the business of the society in most cordial and efficient manner.

DESIGN PARAMETERS FOR COMMERCIAL AREA

CHAPTER V

GENERAL

Central commercial areas have been planned for shops, show rooms, stores / godowns, restaurants, hotels, and petrol filling stations. In order to improve aesthetics and to give a uniform look to the commercial buildings the owner shall follow the parameters fixed by the society management in accordance with the bye laws of Government of Punjab.

1. CONSTRUCTION OF BASEMENTS

- a. Basement walls shall be concrete walls made fully water proof so that no leakage / seepage are caused to the neighboring buildings/properties.
- b. In case of installation of any equipment / machinery in the basement or due to faulty construction of underground water tank / septic tank any damage is caused to the adjoining building / property, the owner of the defaulting premises shall make good such loss to the satisfaction of the neighbor.
- c. During excavation utmost care shall be exercised to avoid any damage to the life and property of the neighbors on all sides. This should be read in conjunction with Para 12 Chapter V.
- d. Excavated earth shall be disposed off as early as possible and site cleared to avoid accidents.

2. VERANDAH / ARCADES

- a. Verandah shall not be used for stacking of items like crates, freezers ice cream machines etcetera and it shall be kept clear at all times for the convenience of the customers.

3. HARD STANDING

- a. No ramps are allowed in commercial area, only flat hard standing shall be made.

4. SIGNPOSTING

- a. Display of neon signs, advertisements shall be allowed at suitable places subject to the approval of the management conforming to the required standards of aesthetics pointed out in para 1.
- b. Facia to fix sign boards, name plate should be provided at roof level of ground floor, which should conform to the sketch provided by the Society. Fixing arrangements should be made at the time of pouring of concrete.
- c. The facia may be provided at the roof level on all floors extending 1'-6" and 2'-0" wide to fix the hoardings. No construction of any type / kind is allowed on this projection.

5. **AIR CONDITIONING**

- a. The air conditioner shall be installed above 9 feet height from the verandah floor. No distribution boards, AC units / components, steps or any other obstruction shall be made in the verandah which must remain clear at all times for public use.

6. **FACADE OF THE BUILDINGS**

Facade of the buildings shall be maintained by the members in good order and serviceability through periodical painting/distempering at all times for aesthetics / appearance.

7. **DRAINAGE**

- a. No spouts shall be fixed on the top roof for drainage of rain water. It shall be drained through down pipes.
- b. No sanitary pipes for kitchen or the bathrooms shall be allowed to be installed on the face of the shop.

8. **SUBLETING OF PREMISES**

No member / shopkeeper shall sublet verandah or the premises / area in front of his building / shop to any vendor etc under any circumstances. Non compliance will entail heavy fines.

9. **DAMAGE TO NEIGHBOURING PROPERTIES**

In case of any damage caused to the adjoining buildings / structures during construction by the owner or his representative / contractor, the owner of the defaulting premises shall make good such loss to any extent due to careless construction, negligence and non-adherence to the recognized engineering standards / practices.

ANNEXURE "A"

PROCEDURE FOR TAKING OVER POSSESSION

1. Application form for taking over possession of plot is available with Marketing Officer. It shall be filled in by the owner / attorney in accordance with the list of instructions provided with the application form. The application form duly filled in shall be deposited with the Marketing Officer.
2. On receipt of application form, the Marketing Officer will give date to the owner/attorney for depositing the dues and preparation of site plan. The site plan will be collected in person by member during working hours. For this purpose, following papers in original shall be produced for identification:-
 - a. Allotment/Transfer letter in original.
 - b. CNIC in original.
 - c. In case of Attorney, Verified original attorney along with original CNIC of the attorney.

Note:-

In case the above documents are not produced, site plan will not be issued.

3. Original copy of the site plan shall be handed over to the member/attorney. The same shall NOT be issued twice. In case of loss of site plan the member shall again go through the whole process for taking over. Member shall pay a fee of Rs 5,000/- each time he requests for the duplicate site plan.
4. On the basis of the site plan, the member shall get the construction drawings prepared from the enlisted architect with the society.
5. Dues shall be cleared as per the statement of accounts prepared by the marketing department/ accounts Department.

ANNEXURE "B"

UNDERTAKING

Plot No. _____

Block: _____

Name: _____

DECLARATION & COMMITMENTS BY THE PROSPECTIVE BUILDER

It is certified:-

1. I have read and understood the Construction & Society bye-laws and rules of IZHAR-MONNOO Developers/Dream Gardens Housing Scheme(s) and shall strictly abide by these.
2. I shall carry out the construction strictly according to the drawings cleared by the Society for construction, in case of any addition / alteration; I shall submit a revised building plan as per IZHAR-MONNOO Developers/ Dream Gardens Housing Scheme(s) Bye-Laws for approval. I shall not do any addition/alteration prior to approval of the revised building plan.
3. I shall not create any passage/opening in the boundary wall constructed by the Society. In the event of doing so, I will liable to a penalty of Rs 200,000/- apart from disconnection of services like water and sewerage facilities etc. I understand that boundary wall, including area of land of boundary wall is under sole ownership of IZHAR-MONNOO Developers/Dream Gardens and I will pay the cost of sharing this boundary wall, if applied, or as the case may, as per decision of the management of IZHAR-MONNOO Developers/Dream Gardens.
4. I shall make the boundary wall up to the plinth level before starting construction of the house. The same shall be raised to a maximum height of 7'-0" measured from the crown of the road serving the plot.
5. I shall get the following checked progressively and shall obtain a certificate (on site register maintained for the purpose) from the Society's inspector. Work shall not be proceeding further until certificate is issued in confirmation of each stage. Date of intimation to society and checking by inspector will be recorded in the file.
 - a. Demarcation before starting of work at site.
 - b. On completion of boundary wall up to plinth level.
 - c. Construction of main building up to DPC level.
 - d. Before pouring roof slab of ground floor.
 - e. On raising 1st floor structure re one foot above roof of ground floor.
 - f. Before pouring roof slab of 1st floor.
 - g. On making septic tank and ramp.
6. I understand that I shall not be absolved from taking remedial measures including punitive action even if certain point had escaped during check / scrutiny by Society staff. I shall promptly comply with the decision of the management.
7. On completion of the house, I shall apply for opening the sewer connection before occupying the house and shall not open it myself, failing which I shall be liable to a fine decided by the management.
8. I shall not cut the road for any purpose. In case it is inevitable, it shall be carried out by society at my cost.
9. I shall not dump construction materials like bricks, sand, steel, cement, concrete on road / in front of the plot. Vacant spaces of adjacent plots shall be used for stacking / mixing of construction materials and straightening of reinforcement bars and I shall clear all the debris. I shall ensure that mortar is not mixed on road surface of the Society. I shall clean the site of construction as soon as possible.
10. During construction I shall ensure that trees planted in front of my plot are not destroyed. In case of damage to the plant/tree, I shall be liable to fine up to Rs. 10,000/- per tree.

11. I shall not put earth outside the boundary wall higher than road berms. Instead earth shall be properly finished to grades as advised by the Society staff.
12. I shall complete the house within 18 months from the date of taking over the possession of plot, I understand that failure to complete the construction within stipulated time shall render me liable to fine of Rs. 100/- per day of period beyond the time limit of 18 months.
13. I shall not erect fence / hedge / thick vegetation/grow vegetables etc on area between road berms and boundary wall. After the construction, I shall ensure that space in front of my house shall be maintained as green patch as required.
14. I shall install electric meter in the pillar of main entrance gate as directed by LESCO Authorities / by the Society staff. I understand that in case of non provision of electric meter in its proper place as above, the Society reserves the right to disconnect the supply of services.
15. I shall not construct Mumtee larger than 150/175 sqft / as per approved plan. I shall not construct a room on top of the car porch.
16. Having completed the construction of the house, I shall apply for completion certificate and conversion of the commercial electricity tariff to domestic if applied. Following documents shall be attached :-
 - a. An undertaking on non-judicial paper.
 - b. One original and three copies of "AS BUILT DRAWINGS'.
 - c. Paid copy of last utility bills and a safety of design report from the Electrical consultant.
18. I understand that services connections may be refused by the Society in case of violation of any bye-laws.
19. I will not occupy the house unless completion, certificate is issued by the Society/Authority or written permission of the Society/Authority is obtained, failing which I shall be liable to a fine of Rs 10,000/- which may be increased.
20. I shall obtain the security passes of Contractor/ labours, employed for construction of my house from Security Office of Dream Gardens Housing Scheme(s), failing which, I shall not be allowed to start construction.
21. I shall construct a temporary deep trench type field latrine within area of plot for labourers before start of construction failing which I shall be liable to a fine. In any case I shall have to construct the field latrine for labourers.

For Commercial Area only

22. I shall pave the area between my shop and road with Tuff Tiles conforming to the slope of / the road berms. I shall also make a drain with grating of approved pattern to carry rain water as directed by the Society.
23. In case of failure or refusal to abide by Society's rules/Byelaws, the Management may take one / combination of the following punitive actions:
 - a. Disconnect services like water supply, sewerage etcetera.
 - b. Impose penalties/fines as per gravity of the case.
 - c. Order demolition of the violation in order to bring the construction within authorized limits as per the Society's bye-laws and also reverse decision to charge commercial rates of services till rectification of defect.
24. In case of any violation of Society's bye-laws the unresolved liability shall be cleared by the original owner before selling the house and a certificate of clearance received from Society Office.
25. I shall obtain the security passes of contractor/labours, employed for v construction of my house from Security Officer of Dream Gardens Housing Scheme(s), failing which I shall not be allowed to start construction.
26. I understand that a number of families are residing here therefore I under take that I shall not allow my labour to sit in the Public areas/ parks and to Cooperate with the Security and Maintenance staff.
27. I shall construct a temporary deep trench type field latrine in allocated area for labourers before start of construction falling which i shall be liable to a fine.

28. I shall carry out the construction strictly according to CONSTRUCTION HOURS FOR LABOUR which are as under,

- a. WINTER. 0800 hours to Sunset.
- b. SUMMER. 0700 hours to Sunset.

- 29. Employment of a chowkidar in under construction house is mandatory.
- 30. Night stay of labor etc at construction site is not allowed in any case.
- 31. Construction hours can be enhanced if pouring of roof slab etc is likely to take more time subject to information to Security Staff.
- 32. During the course of Construction the Owner can visit his under construction House/ building any time. But visit along with family after sunset shall be intimated to security staff well before time.

(Signature of the Owner)

Witness No. (1) _____

Witness No. (2) _____

Signature _____

Signature _____

CNIC-----

CNIC-----

Address _____

Address _____

ANNEXURE "C"

**STANDING OPERATING PROCEDURE ELECTRIC CONNECTION
AND USE OF ELECTRICITY**

1. To facilitate provisioning of electric connection and its use, guidelines, detailed in succeeding paragraphs are laid down for the owners of plots desirous of constructing their houses in the Society. Before applying the owner is advised to have a sitting with Marketing Officer to get a detailed briefing on the issue.
2. **Temporary Electric Connections**
 - a. Having obtained the water connection, the owner shall apply for temporary electric connection on an application form available in Society Office Dream Gardens Housing Scheme(s) and submit the application. In the application the owner shall provide the necessary information regarding electric load. Any doubts should be got cleared from Marketing Department.
 - b. The temporary connection shall be given within 3 days of receipt of above mentioned documents.
 - c. Owner shall ensure that casing of electric meter (Provided by the Society or the owner of the house) is fixed on the pillar of the main gate.
 - d. All temporary connections shall be charged on commercial rates.
3. **Permanent Electric Connections**
 - a. Permanent Electric connections will be provided as and when approved by LESCO/IESCOMPCO/WAPDA authorities. After approval and during the course of Construction/completion of construction, the owner shall apply for the same through Marketing Department. Marketing department will process the application and will get the Meter installed within minimum possible time as per concerned authorities and fulfilling the conditions narrated below No. 4.
 - b. The consumer must ensure the following:
 - I. The electricity shall not be sublet to any other house/ shop / installation outside the premises for which the load was sanctioned.
 - II. Monthly electric bills shall be cleared by the consumers within due date in their own interest.
 - III. No fault in internal wiring of the house shall be removed by the Dream Gardens Housing Scheme(s) staff. The complaint shall be attended up to the main meter installed in the house.
 - IV. Electricity rules laid down by LESCO/MEPCO/IESCO/WAPDA and Dream Gardens Housing Scheme(s) shall be followed strictly by all members as well as personnel living on rent.
4. **Permanent Electric Connection to Incomplete Houses**

In case the owner desires a permanent electric connection on completion of ground floor only, he shall have to meet the following conditions:-

 - a. Provide completion certificate from Society Office that ground floor is complete as per para 3 above.
 - b. Domestic electric meter connection will only be utilized for construction purpose if approved by LESCO/MEPCO/IESCO/WAPDA.
5. **Shifting of Street light Poles**

Shifting of street light poles or any other services will be considered on request from the members. Shifting process will be carried out only if technically feasible and subject to payment of shifting charges worked out by the Society.
6. **Electric Connection to Society's Property to be Rented out (Flats/Shops)**

The following action shall be taken:-

- a. IZHAR-MONNOO Developers/.Dream Gardens Housing Scheme(s) shall complete all formalities for provision of electric connections to the accommodation to be given on rent.
 - b. Clearance of monthly electric bills and final certificate on vacation of accommodation shall be as per the terms and conditions laid down in the rent contract agreement concluded between the parties. Copies of the paid bills shall be handed over to Overseer (Electrical) in original for reference / record and issue of next bill.
7. Any difficulty encountered by the members shall be reported immediately to the Marketing Department /Administration Department for necessary action.

ANNEXURE "D"

SUI GAS CONNECTION

1. Infrastructure for providing Sui gas facility to the members will be completed after approval from SNGPL in all the Areas of the society.
2. After Approval and completion of infrastructure, Members will be advised to apply for the connection directly to SNGPL. Since considerable time is involved between applying and actual provisioning of the connection, therefore before submitting the application, the owner should get Society's NOC endorsed on the application. Photocopy of the acknowledgment of the application should be provided to Society.
3. All rules/laws of SNGPL and the Society regarding provision and use of Sui Gas shall be followed.
4. In case of any emergency/complaint members are advised to contact SNGPL on telephones numbers given on the reverse of the Sui gas bills.

TELEPHONE CONNECTION

1. In order to facilitate provision of telephone to the members, PTCL network through the telephone department, with the optic fiber cable will be provided in the society. .
2. Members are advised to apply directly to the telephone department and get the demand note after paying the prescribed fee.
3. Application form can also be obtained from the society office which should be submitted to the department along with following documents:-
 - a. Copy of allotment/transfer letter.
 - b. Copy of National Identity Card.
4. Any complaint, about any problem / fault should be made directly to the department as per normal procedure.

Signature

Name_____

ANNEXURE "E"

AFFIDAVIT FOR COMPLETION OF HOUSE

Plot No _____

Block: _____

Name: _____

DECLARATION & COMMITMENTS BY THE PROSPECTIVE BUILDER

It is certified:-

1. That I have constructed my house strictly as per the bye-laws and drawings approved by the Society.
2. That I will not make any addition / alteration of any kind in my house after issue of the completion certificate. In case of default, i shall be liable to the action as deemed fit by the Society which may include fine and removal of such addition/ alteration, besides disconnection of essential services like water, sewerage and electricity.
3. That my house has been designed and supervised by the qualified registered architect / engineer and that I take full responsibility for soundness of structure of my house.
4. That the soundness of internal wiring / electrification has been designed, checked and confirmed by an electrical consultant as per the load requirements of the house.
5. That I shall continue to abide by the bye-laws of the Society and instructions issued by the Society from time to time even after completing my house.
6. That after occupation, /shall allow inspection of my house by the Society staff whenever so notified.
7. That I shall make good any damage caused to my neighbors house for any activities.

Signature

Name _____

Witness By Owner of the Plot

Name: _____

Signature

ANNEXURE "F"

APPLICATION CUM UNDERTAKING

(FOR ARRANGING FUNCTION AT DREAM GARDENS HOUSING SCHEME(S) VACANT PLOT)

I _____ S/o. _____

Resident of _____

- a. Name for whom the function is being arranged. _____
- b. Relation with the applicant/ Resident's member. _____
- c. Date, time & place of function _____
- d. Nature of function _____

2. I shall abide by the following:-

- a. I will not block the road by pitching "shamiana / Kanat" etc. Holes will not be dug in the road and no damage will be done to road/wall etc.
- b. No fire work will be arranged.
- c. I will arrange food/refreshment according to the rules/regulation of the Government.
- d. Road will not be blocked and parking of vehicles will be carried out at specified places of parking.
- e. No firing of arms will be done.
- f. I will ensure that function will terminate by 2200 hrs. In case of non compliance, I am liable to be fined to the tune of Rs 50,000/.
- g. I will ensure to play sounds/music at low tone so that neighbors are not disturbed. In case of any neighbor complain, the music will be stopped.
- h. No direct electric connection will be obtained. The additional electric connection if needed will be obtained, if available, through Marketing/Administration/Society office Dream Gardens Housing Scheme(s), upon advance payment as security adjustable thereafter.
- j. Society charges will be Rs ----- for one function paid in advance.

3. Permission may please be granted.

Date: _____

Signature: _____

Name: _____

CNIC#: _____

RECOMMENDED / NOT RECOMMENDED

Date: _____

Administrator

APPROVED / NOT APPROVED

Date: _____

GM/Director

ANNEXURE "G"

TRANSFER / POSSESSION AND OTHER ALLIED SERVICE CHARGES

AT THE TIME OF TRANSFER OF PLOT:-

w.e.f -----, 2016. Annual Increase of 25% will applied.

S.NO	SIZE OF PLOT	AREA (SFT)	TRANSFER FEE (Rs)	CLUB MEMBERSHIP FEE (Rs)	Grid Station SHARE MONEY Rs1000/Per Marla	MASJID FUND Minimum (Rs)	TRUNK SEWER CHARGES	NON CONSTRUCTION CHARGES
RESIDENTIAL PLOTS				(Per Annum)	AS and when Applicable		AS and when Applicable	Residential plot @ Rs 1/ per sft per quarter. Commercial plot @ Rs 2/- per sft per quarter
1	2 Kanal	9000	120,000	10,000				
2	32 Marla	7200	96,000	10,000				
3	24 Marla	5400	72,000	10,000				
4	1Kanal	4500	60,000	5,000				
5	16 Marla	3600	48,000	5,000				
6	15 Marla	3375	45,000	5,000				
7	12 Marla	2700	36,000	2,000				
8	10 Marla	2250	30,000	2,000				
9	08 Marla	1800	24,000	2,000				
10	07 Marla	1575	21,000	2,000				
11	06 Marla	1350	18,000	2,000				
12	05 Marla	1125	15,000	2,000				
13	04 Marla	900	12,000	2,000				
14								
15								
HOUSES & COMMERCIAL PLOTS								
1	10 Marla	2250	50,000	5,000				
2	8 Marla	1800	40,000	5,000				
3	6 Marla	1350	30,000	5,000				
4	4 Marla	900	20,000	5,000				
5	2 or Less Marla		10,000	5,000				

AT THE TIME OF POSSESSION OF PLOT

w.e.f -----, 2016. Annual Increase of 25% will be applied.

S.N O	SIZE OF PLOT	AREA (SFT)	POSSESSI ON CHARGES (Residential @Rs.500 pm) Comm Rs.1,000 Pm	DEBRIS CHARGES (Rs 500 P/Marla) AS and when applicable	WATER CHARGES (Tentative) (Rs)	WATER METER CONNECTION (Tentative) (Rs)	ELECTRIC METER CONNECTION (Tentative) (Rs)
RESIDENTIAL PLOTS							
1	02 Kanal	9000	20,000			30,000	
2	32 Marla	7200	16,000			30,000	
3	24 Marla	5400	12,000			30,000	
4	01 Kanal	4250	10,000			25,000	
5	16 Maral	3600	8,000			25,000	
6	15 Marla	3375	7,500			25,000	
7	12 Marla	2700	6,000			20,000	
8	10 Marla	2250	5,000			20,000	
9	08 Marla	1800	4,000			20,000	
10	07 Marla	1575	3,500			15,000	
11	06 Marla	1350	3,000			15,000	
12	05 Marla	1125	2,500			15,000	
13	04 Marla	900	2,000			15,000	
COMMERCIAL PLOTS							
1	10 Marla above	2250	10,000			40,000	
2	08 Marla	1800	8,000			30,000	
3	06 Marla	1350	6,000			30,000	
4	04 Marla	900	4,000			30,000	
5	02 or Less Marla		2,000			30,000	

ANNEXURE "H"

Construction of Pacca Grave

ANNEXURE "J"

COMBINATION FEE / FINES FOR CONSTRUCTION VIOLATIONS

COMBINATION FEE

1. **Residential Plots & Commercial Plots**

<u>Residential</u>	<u>Combination Of Two Plots(Category)</u>	<u>Charges in Rs.</u>
		2 Kanal or above
	1 Kanal or above	500,000/-
	10 Marla or above	300,000/-
	04 Marla or above	200,000/-
<u>Commercial</u>	6 Marla or above	200,000/-
	4 Marla or above	100,000/-
	1 Marla or above	100,000/-
		*Per Additional Marla

Note:-

Above Mentioned prescribed fee shall/may be increase by 25% annually

FINES FOR CONSTRUCTION VIOLATIONS

<u>S.N</u> <u>o.</u>	<u>Category Combination Of Two Plots</u>	<u>Charges in Rs.</u>
1.	Violation of approved drawings	10,000/-
2.	Construction cost for compounding the excess height of building	700 / Sft.
3.	Excess area covered up in residential building	2,000 / Sft.
4.	Construction of shade in commercial buildings	2,000 / Sft.
5.	Encroachment in Verandah of Commercial Building i.e. steps, flower bed, closing/obstruction of verandah etc.	10,000/-
6.	Tempering of services / manhole	20,000/-
7.	Theft of services. (Per Occurrence)	100,000/-
8.	Occupying house without informing Dream Gardens Housing	10,000/-
9.	Installation of motors on main line for 1st time (Per Occurrence)	5,000/-
10.	Installation of motors on mainline for 2nd time. In addition to fine, water and sewer to be disconnected (Plus Disconnection)	10,000/-
11.	Restoration of water connection	2,000/-
12.	Tempering / damaging the road structures:	
a.	Paved Area:	100 / Sft.
b.	Earth Work:	10 / Sft.

13. **Less Height of Rooms:-**

A) <u>Ground & 1st Floor.</u>		<u>Fine Rs / Sft</u>
1)	9'-9" up to 10'	30/-
2)	9'-6" to less than 9'-9"	60/-
3)	9'-0" up to 9'-6"	100/-
4)	Less than 9'-0"	1000/-
B) <u>Basement.</u>		
1)	8'-6" to less than 9'	100/-

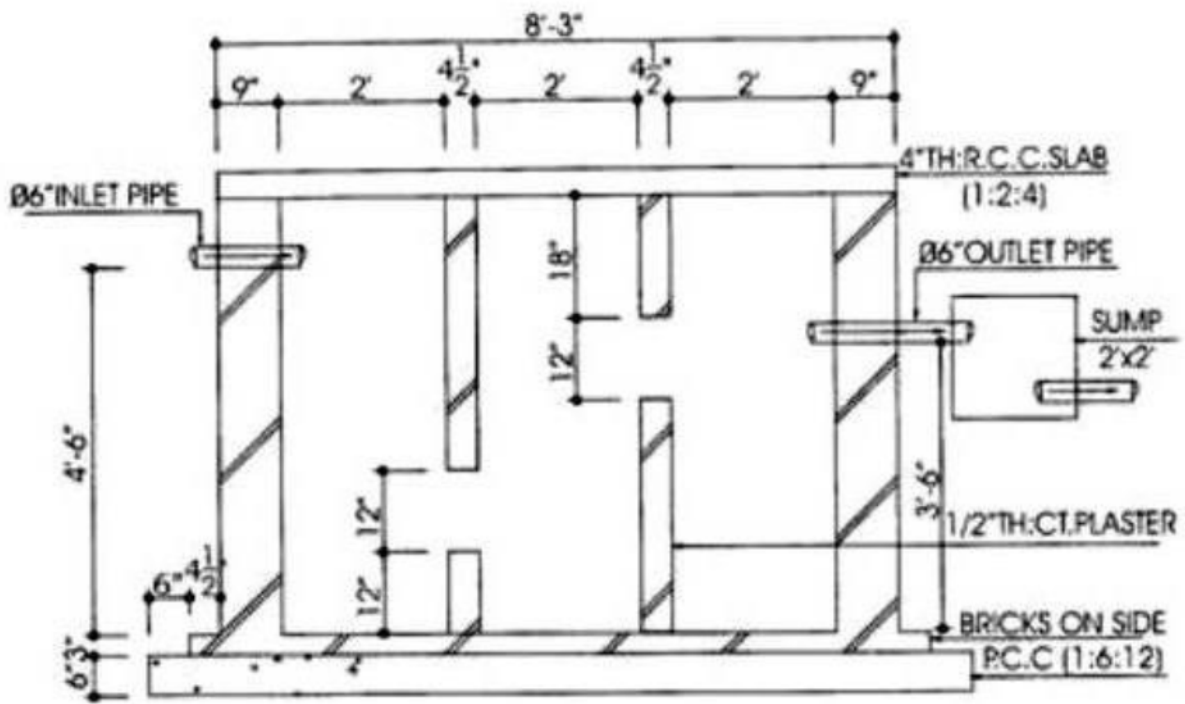
- | | | |
|----|--------------------------|--------|
| 2) | 8'-4" to less than 8'-6" | 150/- |
| 3) | Less than 8'-0" | 1500/- |

ANNEXURE "K"

COVERED AREAS AND MANDATORY CLEAR SPACES

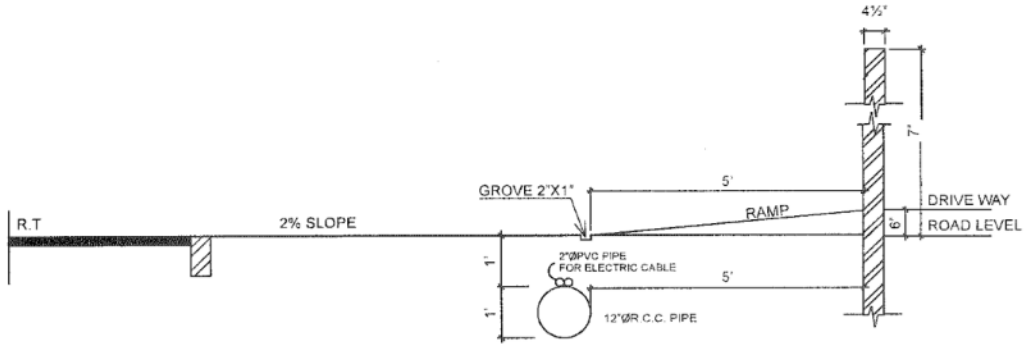
ANNEXURE "L"

SEPTIC TANK

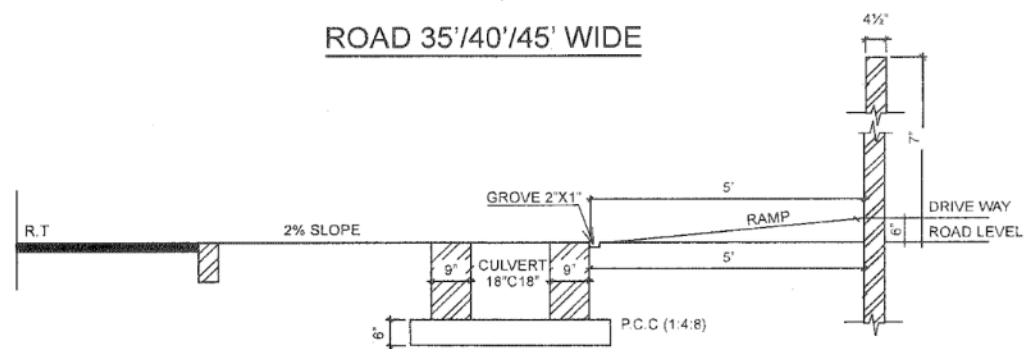


ANNEXURE "M"

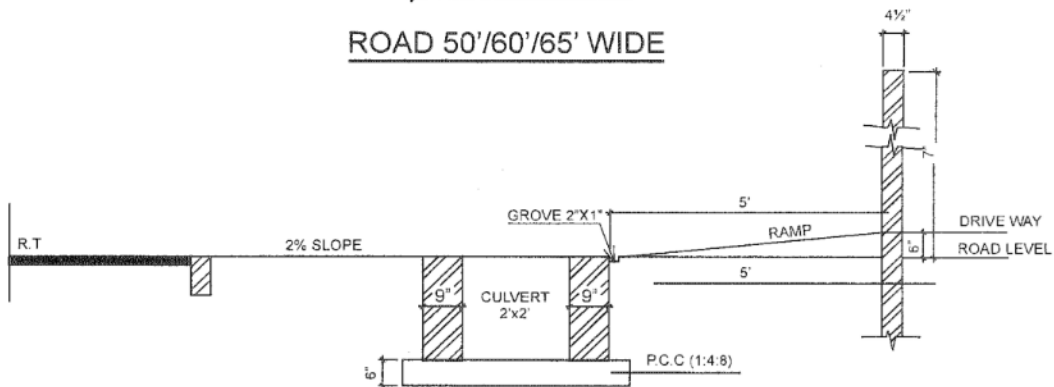
**CONSTRUCTION DETAILS FOR
RAMPS AND CULVERTS**



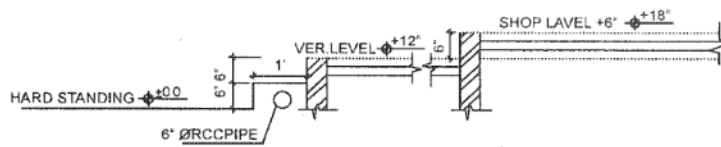
ROAD 35'/40'/45' WIDE



ROAD 50'/60'/65' WIDE

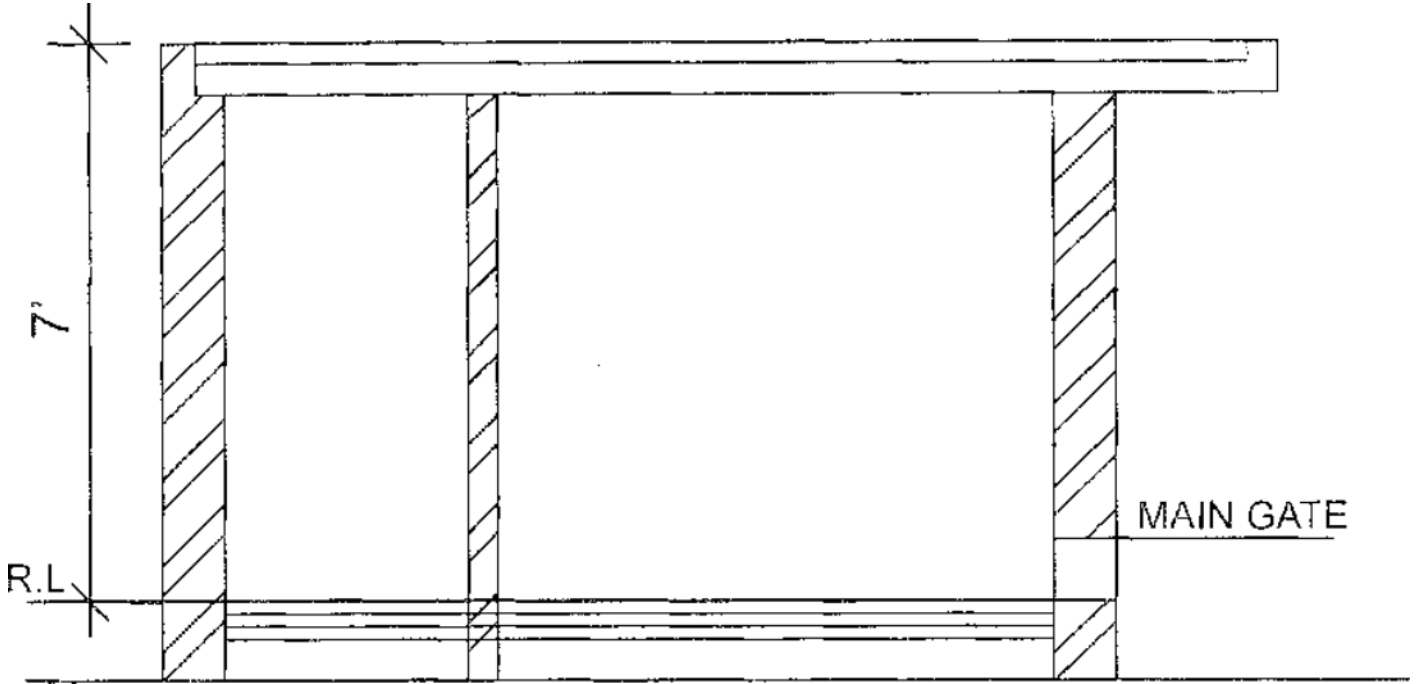


ROAD 70'/80'/100'/150' WIDE



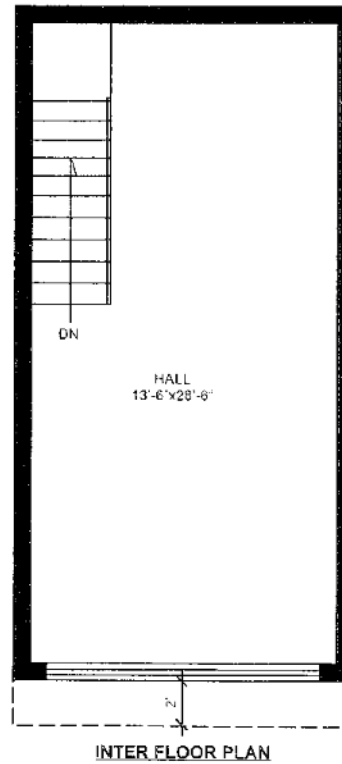
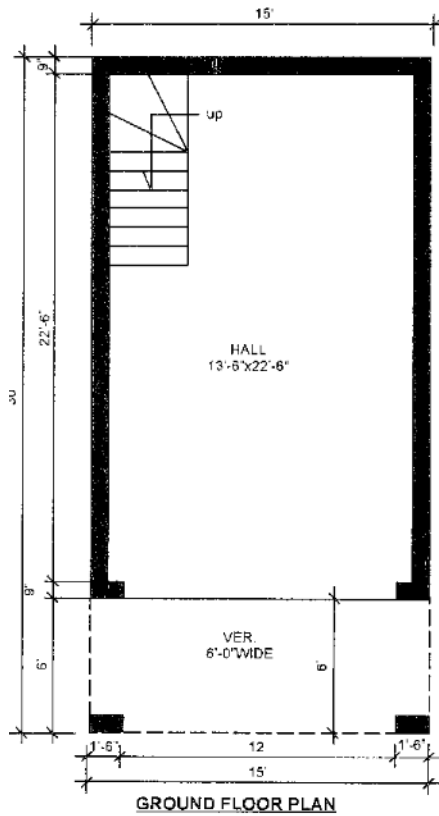
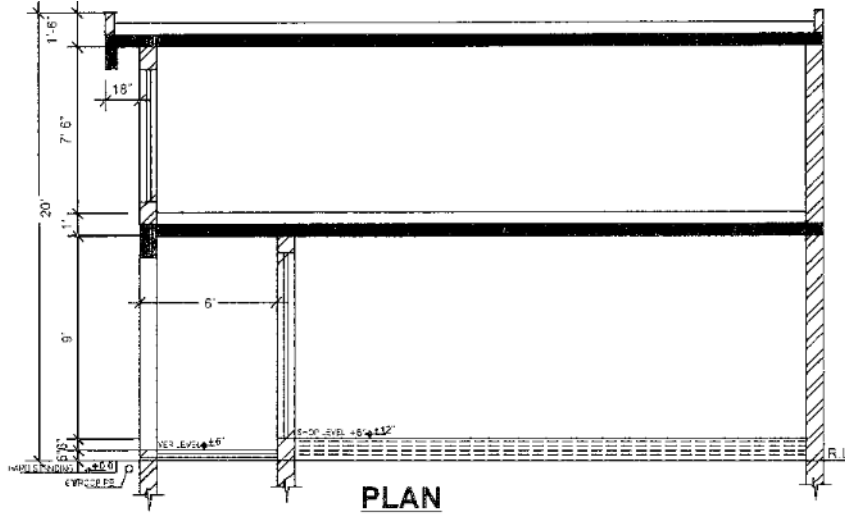
ANNEXURE "N"

GUARD ROOM DETAIL



ANNEXURE "O"

SECTOR SHOPS SECTION



Directory of important Telephone Numbers of the Society

1-Marketing & Sales Department	111-463-111
2-Administration Department	111-463-111
3-Security Department	111-463-111
4-Maintenance Department	111-463-111
5- Engineering Department	111-463-111

THANK YOU

THANK YOU