

Statutory Notification (S.R.O.)

Government of Pakistan

MINISTRY OF DEFENCE

NOTIFICATION

Rawalpindi, the 2023

SRO. No. _____/2023. The following bye-laws for regulating the erection or re-erection of, or addition to or alteration in buildings or demolition to the existing buildings in Okara Cantonment, made by the Cantonment Board Okara Multan Region in exercise of the powers conferred by Section-186 of the Cantonments Act, 1924 (II of 1924), and in supersession of the bye-laws published under Notification vide S.R.O. No.1189/70 dated 29th May 1970 are hereby published for general information, the same having been previously published by the said Cantonment Board, and approved and confirmed by the Federal Government as required by sub section (1) of section 284 of the said Act, namely:-

BYE-LAWS REGULATING THE ERECTION OR RE-ERECTION OF OR ADDITION TO OR ALTERATION IN BUILDING IN THE OKARA CANTONMENT BOARD

CHAPTER 1

JURISDICTION

- 1. Short Title** – These Bye-laws may be called the Cantonment Board Okara Building Bye-laws-2023.
- 2. Application of Building Bye-Laws –**
 - (a) These Bye-laws shall come into force at once with effect from date of its Notification in the Gazette of Pakistan by the Federal Government.
 - (b) Every person who intends to erect or re-erect a building or desires to carry out addition or alteration to existing building or to demolish the existing building shall comply with the requirements of these Bye-laws.

CHAPTER 2

DEFINITIONS

3. **General** – In these Bye-laws hereinafter contained, the following terms and expressions shall have the meanings hereinafter respectively assigned to them, unless such meaning be repugnant to or inconsistent with the context or subject matter in which such words or expressions occur. Words imparting the singular number shall include the plural; words imparting the plural shall include the singular; and words imparting the masculine gender shall include feminine gender as well.

(a)

1. **“Act”** means the Cantonment Act, 1924 (II of 1924) as amended to date.
2. **“Addition”** means the addition of any unit or structure to any building or structure constructed in accordance with these Bye-laws.
3. **“Air Raid Shelter”** means a building or structure designed to protect people from bombs dropped during air raids.
4. **“Allottee”** means a person or **organization that** purchases a unit in a public sale project.
5. **“Alteration”** means any change brought about after the approval of 'building plan without affecting or violating any provision of these Bye-laws.
6. **“Amalgamation”** means the merger of two or more adjoining plots of the same land use into single plot in accordance with the prevailing Bye-law of land owning agency.
7. **“Amenity Plot”** means a plot allocated exclusively for the purpose of amenity uses, such as Government uses, Health and Welfare uses, Education uses, Assembly uses, Burial grounds, Transportation right of way, Parking and Recreational Areas.

8. **“Ancillary building”** means an additional structure on the same plot as the principal building e.g. servant quarters, garages, guardroom, or plant room.
9. **“Apartment”** means an independent residential unit consisting of at least one habitable room, bathroom, toilet, and cooking facilities in an apartment building.
10. **“Apartment Building”** means a building that is **not a ‘house’** and that which has more than one floor and contains more than two apartments sharing common staircase, or access space.
11. **“Appellate Authority”** means DMLC Multan Region will be the appealing Authority.
12. **“Approved”** means approved in writing by the Cantonment Board Okara.
13. **“Arcade”** means a covered walk way or a verandah between the shops and the road or street on which the shops abut.
14. **“Architect”** means a person currently registered as such with PCATP and whose name is listed on the panel of approved architects maintained by the Board.
15. **“Attached building”** means a building which is joined to another building on one or more sides by a common wall or walls.
16. **“Balcony”** means a roof or platform projection from the walls of the building surrounded with a railing or parapet walls.
17. **“Basement”** means the lowest level of building partly or wholly below ground level.
18. **“Bathroom”** means a room containing a wash basin or tap, a shower or a bathtub or a bath tray, and a W.C.

19. **"Bazar Area"** means area notified/declared as such by the Federal Government under section 43-A of the Cantonments Act 1924 under the management of Cantonment Board.
20. **"B.T.S"** means a Base Transceiver Station (BTS) is a piece of equipment that facilitates wireless communication between user equipment (UE) and a network.
21. **"Building"** means the structures as defined in Section 2 (iv) of the Cantt Act, 1924 and includes the any structure fixed upon-and over the soil having wall and roof connected together and designed for use i.e. the position in which it is so fixed. It will include marquees as well as BTS towers and allied structure.
22. **"Building Line"** means 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 that might extend, or a road planned in future. Such a line is within the property line of such building or cut line as provided in these Bye-laws of such plots..
23. **"Building Plan"** means Architectural, Structural, Electrical, and Mechanical, Plumbing or HVAC plan showing the arrangements of proposed works, including floor plans, elevations and sections in accordance with the requirements of these Bye-laws.
24. **"Building Supervisor"** means a person who has been granted permission from the architect or engineer of the project to act as such under these: Bye-laws.
25. **"Building Works"** means erection or re-erection/modification including complete or partial demolition of a building including full or partial thereof or making additions and alterations to an existing building.
26. **"Canopy"** means a roof-like projection from the face of a building that is not a balcony.

27. **"Cantonment"** means the Cantonment as defined in the Cantt Act, 1924 or as defined under a provision of any new enactment that may replace / amend Cantonments Act, 1924.
28. **"Cardinal Points"** means the directions of North, South, East and West as marked on the block/building plan.
29. **"Carpet Area"** means the net floor area within a habitable, rent-able or saleable unit excluding the thickness of peripheral walls but including the thickness of internal walls and columns.
30. **"Car Porch"** means a shelter or a shed for a car which is permanently open on at least two sides.
31. **"Chamfer"** means a 45 degree angle edge of corner plot to enhance the visibility at the turning point.
32. **"Chimney"** means a structure enclosing one or more flues, and includes any opening therein for the function of a heat producing appliance/fireplace.
33. **"Chief Engineer"** means the authorized engineer of the Board to effect implementation of these Bye-laws while scrutinizing building proposals.
34. **"Cineplex"** means a cinema with several separate screens or Movie Theater containing several auditoriums in one building. It is also called a multiplex.
35. **"Circulation Area"** means common public use areas such as covered passages, corridors, foyers, reception areas, entrance lobbies, underground and overhead tank and stairs lobbies, stairs towers, lift etc.
36. **"Commercial Building"** means a building constructed for commercial use on a commercial plot.
37. **"Commercial Zone"** means and includes the area for shops, show rooms, stores or godowns, warehouses, shopping center, hotels or-restaurants, and

sites reserved for filling stations etc and do not include activities for carrying out denting, painting, welding and repair of vehicles etc.

38. **“Completion Plan”** means a plan showing built-up details submitted to the Board for the purposes of obtaining completion and occupancy certificate.
39. **“Compulsory Open Space”** means that part of a plot which is to be left completely open to sky, over which no structure or any integral part of the building shall be permitted except permissible projections, basement (For parking), open emergency stairs, steps, driveway, septic underground tanks, soaks pits, water reservoirs and line for sewage, water, electricity, gas, telephone etc, or these structure required by civic agencies such as electric sub-station permitted elsewhere in these Regulations. As far as the entrance/exit of car parking through ramp is concerned, ramp shall be provided from Front of the plot and in case of site / rear it should be from min. 40 feet wide road. However the upward ramp shall not be allowed in COS if the plot is abutting to a non convertible residential plot or the lane/street having width less than 16 ft.
40. **“Composition fee”** means penalty imposed by Board (time to time) as deemed fit instead of demolition of deviated portions.
41. **“Corner Plot”** means a plot situated at the intersection of two or more streets/roads.
42. **“Cottage Industry”** includes small and medium size repair shops, handicrafts, and small scale inoffensive nonhazardous and non-obnoxious production and manufacturing units in areas, specified for such uses.
43. **“Covered Area”** same as Floor Area.
44. **“CSR”** means Cooperate Social Responsibility as defined in Chapter 18.
45. **“Damp Proof Course”** means a layer of material impervious to moisture.

46. **“Dangerous Building”** means a building or structure which is declared as structurally unsafe and/or which is hazardous OR any building or structure which has any or all of the conditions or defects hereinafter described, provided that such conditions or defects exist to the extent that life, health, property, or safety of the public or its occupants are endangered or persons in the vicinity thereof.
47. **“Depth”** in respect to a building means the perpendicular measured distance of the extremities (front to rear) of the building excluding projections as permitted in these bye-laws.
48. **“Detached Building”** means a building not joined to another building on any side by a common wall.
49. **“Earthquake Resistant Structure”** means building designed to prevent total collapse, preserve life, and minimize damage in case of an earthquake or tremor, Refer to Chapter 9, Section 9-3.
50. **“Engineer”** means a person currently registered as such under the PEC Act, 1976.
51. **“Environmental Impact Assessment”** means process of identifying, predicting, evaluating and mitigating the biological, social and other relevant effects of the development proposal prior to major decisions being taken and commitments made.
52. **“External Wall”** means any outer wall of a building abutting on an external or internal open space on adjoining property lines.
53. **“Factory”** means a premises, including the precincts thereof, whereon ten or more workers are working, or were working on any day of the preceding twelve months, and in any part of which a manufacturing process is being carried on or is ordinarily carried on with or without the aid of power, but does not include a mine, subject to operation of the Mines Act, 1923 (IV of 1923).

- 54. **"Fence"** means a temporary barrier around a building or structure under construction or repair.
- 55. **"Fire Escape"** means an exit from a building for use in the event of fire.
- 56. **"Flat"** Means as defined in "Apartment".
- 57. **"Flat Sites"** means plots designated as such for multi-family residential uses.
- 58. **"Floor Area"** means Horizontal area of floor in a building covered with roof, whether or not enclosed by walls but excluding ancillary covered spaces and projection allowed under these bye-laws.
- 59. **"Floor Area Ratio"** means the total floor area of a building as permissible under these Bye-laws divided by the area of the plot.
- 60. **"Floor Height"** means is measured from top of the floor to the surface of the ceiling.
- 61. **"Footprint"** means the portion of a plot of land covered, at any level, by a building or part thereof other than the basement and ramp upward/downward/driveways for parking.
- 62. **"Foundation"** means a structure entirely below the level of the ground which carries and distributes the load from pillars, beams or walls on to the soil below.
- 63. **"Form"** means form appended to these Bye-laws.
- 64. **"Gallery"** means an open or covered walkway or a long passage.
- 65. **"Ground Floor"** Means the floor of any structure built just above the plinth level.
- 66. **"Habitable Room"** means a room to be used primary for human habitation.

67. **"Head Room"** means the clear vertical distance measured between the finished lower level and the underside of lowest obstruction such as ceiling or rafter, whichever is lower.
68. **"Height of a Building"** means the vertical measurement from the title road (highest point of the title road) to the highest part of the building.
69. **"Height of a Room"** means the vertical distance measured between the finished floor level and under side of the ceiling.
70. **"Hoarding"** means any advertising tool including advertising boards, neon signs etc. which are displayed on the top of the building or in the vacant plot.
71. **"House or Bungalow"** means an independent residential building for the use of family or families having at least one habitable room with kitchen, a bath/toilet.
72. **"Hut"** means any building no material portion of which above the plinth level is constructed of masonry or of squared timber framing or of iron framing;
73. **"Industrial Building"** means a building constructed on a plot allotted exclusively for the purpose of industry under these Bye-laws.
74. **"Irregular Plot"** means a plot having three sides only, or four and above sides having minimum ratio between two sides 1:2, or one of the angle between two sides is between 15 degrees to 30 degrees.
75. **"ISR"** means Individual Social Responsibility is a moral belief where we as individuals, have a responsibility toward society. Being "socially responsible" is about all individuals behaving ethically and sensitively towards social, economic, and environmental issues.
76. **"Joist"** means the length of timber or steel supporting part of the structure of a building, typically arranged in parallel series to support a floor or roof.

- 77. **Provincial Government/BOR Land**” means all lands in a cantonment including Punjab Government/Local Government under the management of Government of Punjab.
- 78. **“Kiosk”** means a kiosk is a small, is removable stand-alone booth or device often use to vend merchandise or services.
- 79. **“Land”** includes the earth, water and air, above, below or on the surface and anything attached to the earth.
- 80. **“Land Use Plan”** means a land use plan, heretofore or hereafter approved by, or on behalf of concerned Cantonment Board for a specified existing or new community or a major area thereof, which may include area standards or other provisions.
- 81. **“Light Industry”** means an industry defined as such by the Industries Department or as defined in these Bye-laws.
- 82. **“Loft”** means 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 six feet clear height between the loft floor and ceiling above.
- 83. **“Low Car Porch”** means car porch having height not more than eight feet from floor to ceiling of the porch.
- 84. **“Marquee”** means a permanent tent fabricated over truss structure of metal and glass with concrete foundations to carry and transfer the dead load to sub soil and being used for social and commercial functions/ exhibitions.
- 85. **“Master Plan”** means a Development Plan for an area providing short terms and long terms policy guideline for a systematic and controlled growth in future.

86. **"Medical Waste"** means such waste or item which can, or is likely to, cause infection, and without prejudice to the generality above, includes needles, operating theatre material, surgical gloves, bandages, blood, bones and flesh etc.
87. **"MEO Land"** means all lands in a cantonment including Defense Officers Housing Schemes under the management of MEO.
88. **"Mezzanine Floor"** means any floor inter-posed between ground and first floor of a building and having headroom not less than 6'-0" and not more than 7'-0".
89. **"Major Deviation"** means building works carried out without sanction of building plan, deviations from approved building plan not covered under Bye-Laws. The construction works in compulsory open spaces and addition of number of floors.
90. **"Minor Deviation"** means building works carried out with internal deviations from approved building plan with or without increasing approved covered area.
91. **"Neighborhood Commercial Areas"** these include plots/units reserved for commercial/ office use in mohallah or neighborhoods, sectors, blocks etc in an approved housing scheme other than main commercial areas in approved government/ private housing scheme.
92. **"NOC"** means No objection Certificate as defined in these Bye-laws.
93. **"Notification"** means a notification published in the Federal Government Gazette.
94. **"Nuisance"** includes any act, omission, place or thing which causes or is likely to cause injury, danger, annoyance or offence to the sense of sight, smell or hearing, or which is or may be dangerous to life or injurious to health or property.

95. **"Obnoxious Industries"** include, amongst others, brick kilns, coke ovens, salt glazing, sulphur working, making of cellulose lacquer, pitch bitumen, charcoal burning, gut scraping, tannery, glue making, fish meal, soap boiling, tallow making, skin dyeing and those which may be specified as Obnoxious Industries by the Industries Department from time to time.
96. **"Open Staircase"** means a staircase at least two sides of which are open, except for a guard rail or wall and which has no roof.
97. **"Owner"** means a person or Company/Firm, holding title to a piece of plot or land to be constructed thereupon.
98. **"Parapet"** means a dwarf wall whether plain, perforated or panelled along the edge of a roof, balcony, verandah or terrace.
99. **"PCATP"** means Pakistan Council of Architects & Town Planners.
100. **"PEC"** means Pakistan Engineering Council established under PEC Act, 1976.
101. **"Penthouse"** means a structure on the roof top of a building that is set back from the walls and not occupying the entire roof deck, which should be different from other apartments by luxury features provided that FAR permits under overall allowable height.
102. **"Pergola"** means a structure of which the roof must be at least seventy five percent open.
103. **"Person"** means any cooperate or individual entity that is recognized by law as having the right to hold property and to sue and be sued.
104. **"Place of Worship"** means a building designed for the purpose of performance of religious functions.
105. **"Plinth"** means 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 at the higher level. The height of the plinth shall be limited to four feet six inch, except on plots where the natural contours are more than four feet six inch over at least 40% of the plot area as measured from the point at the center of the property line of the road adjustment to it.

106. **"Porch"** means a roof cover supported on pillars or cantilevered projection for the purpose of pedestrian or vehicular approach to a building.
107. **"Prescribed Form"** means form prescribed for various purposes by the Board.
108. **"Professional"** means an individual or firm registered as such under the PCATP ordinance-1983 and PEC Act, 1976.
109. **"Proof Engineer"** means a person registered with Pakistan Engineering Council as Consulting Engineer (Structural Design) and with experience of structural design of building works and whose name is listed on the panel of Proof Engineers maintained by the Board.
110. **"Property Line"** for the purposes of Bye-laws means that part or plot boundary which 'separates private property from the public property or a private property from another private property.
111. **"Proposed Plans"** means plans submitted for approval in respect of proposed building works.
112. **"Public Agency"** includes a person or body of persons, autonomous body, Provincial Government or the Federal Government Departments.
113. **"Public Building"** means a building designed for public use such as dispensary, post office, police station, town hall, library, recreational buildings etc.

114. **"Public Sale Project"** means a project designed with the intention of transferring to the public on ownership or rental basis by way of public sale and for which Sale NOC has been obtained from the Cantonment Board.
115. **"Rain Water Harvesting"** means collection and storage of rain water that runs off from roof tops, parks, roads, open ground etc. This water run off can be either stored or recharged into the ground water.
116. **"Registration"** means permission granted under these Bye-laws by the Board to perform such functions as are allowed under these Bye-laws.
117. **"Registered Person"** means an individual or firm which has been duly registration by the Board.
118. **"Registered Geo-Technology Consultant"** means a person holding registration from Pakistan Engineering Council as a geo-technologist and also registered by the Board.
119. **"Registered Structural Engineer"** means a qualified structural engineer registered with Pakistan Engineering Council and also registered with the Board.
120. **"Regularizations Plan"** means a plan showing built-up details submitted to the Board for the purposes of regularization of works carried out in violation of approved building plans and or carried out without obtaining prior sanction of the Board.
121. **"Religious Buildings"** means mosques, churches, shrines, temple etc.
122. **"Renewal"** means renewal of any permission given by the Board in accordance with the Bye-laws.
123. **"Repairs"** means repair work to services, painting, white-washing, plastering, pointing and paving and such other works without change in the approved/completion plan.

124. **"Residential Building"** means building constructed for residential purposes, e.g. bungalow, town house, flats and such other buildings.
125. **"Residential Zone"** means 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 go down or any other commercial activity.
126. **"Revised/Amendment Plan"** Previously approved drawings or plans re-submitted for approval with amendments in accordance with the provision of these Regulations.
127. **"Repair or Renovation"** means repair works such as utility services, painting, white-washing, plastering, flooring, paving, replacement of roof of corrugated sheets or of T-iron/ girders or wooden roof with RCC slab without change in the approved or completion plan.
128. **"Roof Top of Commercial Building"** means Roof of highest or top most floor of the commercial building, to house the common facilities like overhead water tank, stair tower, solar energy system, lift etc. and is shared by all inmates of the building. These spaces are not to be sold by the Builder.
129. **"Scrutiny Fee"** means a fee to be determined and levied by the Board as amended from time to time while submission of proposed / Revision / Addition / Alteration / Amendment / Regularization Plan.
130. **"Septic Tank"** means a tank in which sewage is collected and decomposed before its discharge into the public sewer or soakage pit.
131. **"Shed"** means a slight or temporary structure for shade or shelter.
132. **"Shop"** means 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 as may cause noise smoke, odor and any other nuisance to the neighborhood.

133. **"Site Engineer"** means a qualified engineer engaged to supervise building operations at the site and registered with the Pakistan Engineering Council.
134. **"Skyline"** means maximum prescribed height limit beyond which no structure including machine room, parapet wall, mumty, tower, advertisement boards/ hoardings etc. are permitted.
135. **"Society"** means an organization registered as such under the relevant laws.
136. **"Sub-Division"** means the division of land field under the same ownership into two or more plots of the same land-use.
137. **"Sub-Division plan"** means a layout plan for a proposed sub-division duly approved by the Board /land owning agency.
138. **"Sunshade"** means an outside projection' from a building to provide protection from sun or weather, which cannot be converted into habitable space.
139. **"Supervision"** means to oversee and supervise the implementation of approved architectural/Town Planning/Engineering design and specifications during the execution of buildings/development works at site.
140. **"Temporary Structure"** means a structure built or constructed purely on temporary basis for project labour or engineering staff wholly within the project site / plot with the approval of the specified period of time which shall be demolished on completion of the project.
141. **"Timbering"** means the setting of timber support or shafts for protection against falls from roof, face, or rib.
142. **"Time Extension"** means extension of time to complete the construction of building to be sanctioned by the Board under section 183-A of the Cantonments Act 1924.

143. **"Toilet"** means a space for personal ablution which includes at least one urinal and or W.C.
144. **"Total Floor Area"** means the sum of the floor areas of all the floors of all the buildings on a plot, less exemption as permitted in these Bye-laws.
145. **"Town Houses"** means a multi-storey house in a modern housing development which is attached to one or more similar houses by shared walls.
146. **"Town Planner"** means a person currently registered as such with PCATP and also registered with the Board.
147. **"Town Planning"** means the planning and design process in the field of urban and regional planning, carrying out physical and socio economical surveys, preparation of layout plans/ development plan in terms of all residential, commercial, industrial, health, education, communication, recreation, transportation, parks, playgrounds in a place in order to make them attractive and convenient for the livelihood of people and other related facilities for a City/ Town or part of it through road network to create a better living environment.
148. **"Traffic Impact Assessment Study"** means a comprehensive exercise to indicate the potential traffic impacts of any new Development and provide operation analysis of the adjacent and surrounding road ways, traffic signals, sidewalks, general traffic and public transport etc. It also suggests the various measures to mitigate/reduce the potential traffic impacts.
149. **"Ware House"** means a building used for goods' storage.
150. **"Waste"** includes industrial, hospital and municipal waste and sewerage.
151. **"Winder"** means a tread with nonparallel edges.
- (b) All other words and expressions used, but not defined herein, shall have the same meanings as are assigned to them in the Act and CLA Rules, 1937.

(c) The acronyms & abbreviations. Used in these Bye-laws are explained in the following, namely:

1. ACI American Concrete Institute
2. ASTM American Society for Testing & Materials
3. BOR Board of Revenue
4. BSCP British Standard Code of Practice
5. CBS Commercial Buildings Standards
6. CEO Cantonment Executive Officer
7. CCE Chief Cantt Engineer
8. CE Cantonment Engineer
9. COS Compulsory Open Space
10. DML&C Director Military Lands & Cantonments
11. F.A.R Floor Area Ratio
12. F.P Foot Print
13. ML&C Military Lands & Cantonments
14. MEO Military Estates Officer
15. Min Minimum
16. NOC No Objection Certificate
17. PCATP Pakistan Council of Architects and Town Planners
18. PCB President Cantonment Board
19. PEC Pakistan Engineering Council
20. PS Plot Size
21. RBS Residential Buildings Standards
22. RHQ Regional Headquarters
23. ROW Right of Way
24. SCE Senior Cantonment Engineer

- 25. O.H.T Overhead Water Tank
- 26. U.G.T Underground Water Tank

CHAPTER 3

PERMITS AND PROCEDURES FOR SANCTION OF BUILDING APPLICATION

4. (1) Classification of Development Permits – For purpose of these Bye-laws, all buildings and land development shall be classified as per following Categories of Development Works.

(a) Category – I –

1. Bungalow on plot up to 13 Marla having having habitable floors i.e. G + 2 Floor.
2. Any other building on plot up to with height up to 33 FT.
3. Any non-obnoxious warehouse having height up to 35 FT and/ or having area of plot up to 36 Marla
4. Any other building with total floor area up to 20,000 SQ FT and / or height up to 50 FT, other than category II.

(b) Category – II

1. Public use buildings.
2. Commercial, Commercial cum Residential.
3. Industrial Buildings above three floors (including ground floor) having total floor area more than 14,000 SQ FT.
4. Public sale buildings/projects.
5. All residential bungalows.

5. Engagement of Professional

- (a) Every person who intends to carry out building works to demolish a building or to carry out addition / alteration or repairs in a building, shall engage respective professional to prepare Architectural / Town planning / Engineering design and drawings including specifications.

- (b) The Professional so engaged shall submit to the Board in writing on prescribed form (I) of his having undertaken to prepare building plans, and supervise such work. The Professional so engaged shall be responsible for submission of stage-wise certificates to Cantonment Board.
- (c) Maximum Authorization of Professionals Is Given In Following Table

S.R	Professional	Category-I	Category-II
1	Architect	Architectural Design & Supervision	Architectural Design and Supervision
2	Professional Engineer	Supervision	Supervision
3	Structural Engineer	Structure Design & Supervision	Structure Design & Supervision
4	Proof Engineer	-	Structural vetting
5	Town Planner	-	-
6	HVAC, Plumbing & Electrical Engineer along with E& BS	-	HVAC, Plumbing & Electrical Design & Supervision along with E&BS (case to case basis)

- (d) The responsibility of every Professional for their endorsement on drawings and documents shall be limited to his respective discipline.

6. Change of Professional

- (a) Where a professional ceases to be in charge of such building works before the same is completed, further execution of such work shall forthwith be suspended by the owner until a fresh appointment is made by the owner and informed to the Board to the effect that the professional has ceased to be in-charge of the work and that the work carried out under his supervision was to his entire satisfaction.
- (b) The previous Professional shall immediately inform the Board of his discontinuance from the works on prescribed form(X) in case of building works.
- (c) The new Professionals so engaged shall inform the Board within 15 days of resuming work. He shall assume full responsibility.

- 7. Notice under Section 179 of the Act** – Every person intending to erect, re-erect, demolish, carry out addition / alteration in a building shall apply in the manner set out in prescribed form (III) available in the Cantonment Board for sanction under Section 179 of the Act.

8. Submission of Application and Plan

- (1) Every notice in form (III) shall be accompanied by documents/ plans as under.
- (a) Three sets of all documents relating to title of the plot.
 - (b) Allotment order / transfer order / mutation order /lease deed/ extract as the case may be.
 - (c) Letter from the concerned land owning agencies (BOR, MEO,etc.) confirming the title of land.
 - (e) Demarcated plan / site plan duly verified by the concerned land owning agency.
 - (f) Dimensions of the plot along with the existence of any road widening / cut line reservation.
 - (g) Any other documents required by the Cantonment Board.
 - (h) **Site plan:** Every notice shall be accompanied by a site plan drawn to scale of not less than forty feet to an inch and the scale shall be indicated clearly on plan.
 - (i) The direction of the north point.
 - (j) The boundaries of the site.
 - (k) The position of all adjacent streets, vacant lands and drains.
 - (l) Fixed distance from centre of roads.

- (m) The names and width of streets (if any) on which the site abuts as well as numbers of adjoining plots or houses (if any)
- (n) The alignment of adjoining building.
- (o) The alignment of roof drain, house drainage and surface drainage showing the manner in which it will be disposed of.
- (p) Existing sewerage line along with its diameter and slope direction.
- (q) NOCs from 2x neighbors / adjoining properties in case a Basement has to be constructed.

9. Building Plan:

- (1) The owner/lessee/attorney shall submit proposed seven sets of building plans/drawings on ammonia print and a soft copy duly signed by the owner / lessee and duly signed and stamped by the relevant professional.
- (2) Building plan will be prepared to a scale of not less than 1"=8' and the scale used shall be indicated on plan along with following detail:
 - a) Project name, owner's name, plot number.
 - b) The external dimension of the main building.
 - c) The basement, ground floor, upper floor(s), if any, and the roof plan.
 - d) The position and dimension of all projections beyond the building line.
 - e) The position and dimension of septic tank and grey water tank.
 - f) The position and dimensions of underground, overhead and firefighting tanks.
 - g) The clear dimensions of all rooms and position of doors, windows and ventilators in each room at every floor.
 - h) The material to be used in the foundation, walls, floors and roofs.

- i) The purpose for which it is intended to use the building.
- j) Floor wise detail of the project.
- k) Schedule of area should include circulation area, allowable area, proposed area, saleable area and non-saleable area.
- 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 these Bye-laws.
- n) Any other information or document required by the Board.
- o) All site plans and building plans prepared and signed by respective professional.
- p) The numbering of all basements, shops flats& offices in a commercial building.
- q) All title documents relating to the plot showing the right to carry out such works shall be accompanied with application.

10. Building Plans Key:

All new works shall be indicated on the building plans in a distinct color with dimension and key to the colour used shall be given thereon as under:

- i) Proposed work.....Red
- ii) Existing workBlue
- iii) Demolition.....Yellow
- iv) Violations.....Green (Minor Violation) & Brown (Major Violation)

11. Corrections on building plans – No correction or overwriting shall be permitted on the plans submitted for approval.

12. Oversight in scrutiny of drawings – An oversight in the scrutiny of documents & drawings during the processing of case of sanction of building plans/ layout plan does not entitle the owner to violate these bye-laws.

13. Commercial, Commercial-cum-Residential Buildings Plans:

- (a) Seven sets of Architectural plans/drawing shall be submitted by the owner duly signed and stamped by the relevant professional. The drawings should show plans, sections and elevations of each floor including basement of the building intended to be erected, which shall be drawn to a scale of not less than (1"=8') or suitable scale accepted by the Engineering Section.
- (b) If the building is so extensive as to make a smaller scale necessary, it may be drawn to a smaller scale. Such plans and sections shall show the purpose for which the building or parts thereof are intended to be used, the access to and from the several parts of the building; the position, dimensions, means of ventilation, the proposed height of the plinth and superstructure at the level of each floor, together with the dimensions and descriptions of all the walls, floors, roofs, staircases and elevator, etc. if any.
- (c) After sanction of architectural plans, four sets of structural working drawings and four sets of structural calculations shall be submitted for vetting duly signed by the owner and stamped by Architect and Structural Engineer respectively.
- (d) Four (4) sets of design and working drawings for plumbing and electric work shall be submitted for record purposes duly signed and stamped by the concerned professionals and also two sets of HVAC if included in the planning, Plumbing & Electrical drawing & design shall be submitted duly signed by the owner & Architect and relevant professional.
- (e) For all High-rise Building proposals, emergency exit plan shall submitted at Cantonment Board along with drawings.

14. Procedure of Structure NOC for all Commercial, Commercial-cum-Residential buildings:

- (a) Procedure of Structure NOC for all commercial buildings as defined in Category II and Structures of special nature, such as shells and folded plate systems, water towers and stack like structures including school & college buildings.
- (b) Structural vetting by a Proof Engineer is required for every building. The Structural Engineer will submit four copies of the Structure Calculations, four sets each of Structure Drawings, Soil investigation Report and Stability Certificate to the Board after Architectural approval.
- (c) After approval of the architectural plans by the board the owner / lessee/ attorney shall submit the structural drawings accordingly. These structural drawings shall be forwarded to the Proof Engineer for vetting. The respective Engineer shall vet these drawings along with its reports within 15 days of the submission of these drawings that are duly signed.
- (d) The Proof Engineer along with Structural Engineer shall be fully responsible for strength, stability and robustness of the building structure; however responsibilities of Proof Engineer shall be confined only up to approval Structure drawings and design thereof.
- (e) No construction work will be carried out at site without the approval of structure drawings.

15. Costs of vetting by Proof Engineers – The Board shall refer the plan to Proof Engineer for vetting of Structural drawings at the expenses to be borne by the owner/lessee.

16. Soil Investigation

- (1) The Board shall refer the plan to Proof Engineer for vetting of Structural drawings at the expenses to be borne by the owner/lessee.

- (a) Four sets of complete soil investigation report including the following signed and stamped by a Professional/PEC Registered Soil Engineer.
- (b) A minimum of two bore logs up to 30 FT minimum or as per requirements of the Structural Engineer.
- (c) Borehole location plan.
- (d) Recommendation for bearing capacity, type of foundation, seismic zone and seismic coefficient etc.
- (e) Soil support system, if required (e.g., sheet pile, secant pile, requirement of soil support for adjacent basement/without basement)
- (f) All necessary laboratory tests and reports.
- (g) Recommendations of the Soil Consultant for the type of cement to be used below ground level.
- (h) De-watering scheme for sub-soil water is required.

17. Revised / Amendment of Plans – Any changes in the approved building plan require a submission of revised / amendment plan for the consideration of the Board. Revised drawings shall be submitted before carrying out any further construction.

18. Scrutiny Fees – A fee to be determined and levied by the Board as amended from time to time on submission of proposed / Revision / Addition / Alteration / Amendment/Regularization Plan.

19. Return of Defective Plans – If the building plans received along with building application are illegible, ambiguous or/are in contravention of under Section-81 of the Act or any clause of these Bye-laws or due to defective or incomplete title documents, violation of allotment order/lease or any other document, or any other legal requirements, the CEO may return such plans to the applicant and shall issue the

consolidated objections/ observations giving reasons in writing and specifying the provisions of the Act or Bye-laws to the owners/Professionals within 15 days.

- 20. Period of Approval** – The Board may grant approval of the building plans/layout plan within the period specified in the Act.
- 21. Evidence of Permission** – Wherever under any of these Bye-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 the Board, a written document along with the relevant set of drawings as required signed by the CEO or any other officer or official duly authorized by him purporting to convey or set forth his sanction, permission, approval, order, direction, requisition, notice or satisfaction shall be sufficient prima facie evidence thereof. One complete approved set of drawings shall be made available on the site / in the office of the developer for prospective buyer.
- 22. Compliance of Permission** – Every person who carries out building works shall comply with the direction and conditions specified in the permission.
- 23. Cancellation of Permission** – If any time after permission to carry out building work has been granted, the Board is satisfied that such permission was granted due to and fraudulent title of applicant, material misrepresentation or fraudulent statement contained in the application made under these Bye-laws, or in any change in the approved drawings not consistent with these Bye-laws in respect of such a building the permission may be cancelled if the professional / owner fails to satisfy the Board within 15 days having been served a show cause notice by the CEO . Any work done there under shall be deemed to have been done without permission and any oversight in approved building plans does not entitle the owner to violate the bye-laws.
- 24. Verification of Building at all construction stages**
 - (a) Every person who commences any building work under these Bye-laws, upon completion of plinth and in the case of basements, upon the completion of foundations and shall give notice along with the verifications of plot line and

foundation issued by professional Engineer of the project to the Board on prescribed form-IV, and shall not proceed further with the work for a period of 07 days from the date of receipt by the Board of such notice, to enable the Board to verify the building lines.

- (b) The Board shall intimate within the aforesaid period, to the owner or his representative, approval of verification of building line or of any error which may be found in the building line. Verification of the buildings lines by the Board in no way implies the acceptance of the title, location of the land, which is the sole responsibility of the applicant/owner/ professional.

25. Failure to Submit Verification Certificate From Professional – Owner will be liable to pay the penalty as per prevailing rates prescribed by the Cantonment Board Okara for not submitting floor wise certificate from professional of the Builder.

26. Inspection of building by the CEO or his Staff – The CEO or his authorized staff may inspect the premises without giving prior notice.

- i) At any time, before the approval of an application received under these Bye-laws.
- ii) At any time during the progress of the building works.
- iii) Within 30 days from the receipt of the notice of completion or the certificate of completion with respect to any such building.
- iv) At any time after the building has been erected, added to or altered.

27. Prescribed Format of Approval Letters – All Boards will use the prescribed formats of approval letters for conveying sanctions of building plans. However, the Board may add terms and conditions as deemed appropriate in addition to these terms and conditions given in these standard formats. Public Sale Construction Cycle as on Page-247 to be followed.

28. Period of Completion of Building – The CEO or Board, when conveying sanction of building plan, shall specify a reasonable period as per work schedule submitted by the builder after the work has commenced within which the construction or erection of building is to be completed; and, if the erection or re-erection is not completed within the period so fixed, it shall

not be continued thereafter without fresh sanction obtained in the manner hereinbefore provided, unless the Board on application made therefore has allowed an extension of that period in accordance with section 183A of the Act provided that not more than two such extensions shall be allowed by the Board in any case. While the application under process, builder/developer shall be allowed to continue construction subject to following condition,

- (a) All stage wise certificates duly verified by the professional Engineer Associates submitted in Cantonment Board Okara.
- b) Construction carried out as per approved building plan.
- c) The application should apply for evaluation well before time.

29. Inviting Public Objections – In case of Commercial, Commercial-Cum-Residential Building proposals whether fresh building plan, revised / regularization plans, the Board shall invite objections from general public regarding title/ownership documents deviations etc by publishing 15 days public notice in the press at least one national Urdu newspaper and one English newspaper at the expense of the owner of the plot as well as at Cantonment Board Okara website. Such building proposals shall not be approved unless the objections received if any have been heard in person by the CEO/ Board and appropriately decided according to rules and Bye-laws.

30. Reference to Land Owning Agency

- (a) The Board, before sanctioning Building (Proposed /revised) plan shall refer the building application to the Military Estates Officer/BOR etc. for ascertaining ownership/title of Land whether there is any objection on the part of Government to such erection or re-erection; and the concerned land owning agency shall return the application together with his report thereon to the Board.
- (b) In case of building other than an ordinary residential building the Board may refer the plan to building expert for technical scrutiny from Architectural and Structural point of view.

31. Notice of Completion:

- (a) Every person who carries out and completes building works approved under these Bye-laws shall within one month of the completion of the works deliver to the Board, in writing, the following documents:
- (b) Notice of Completion/occupancy on the prescribed form (VI) duly signed by the relevant Professional together with certificate or certificates as the case may be.
- (c) A Completion Plan showing the building exactly as built/completed.
- (d) No person shall occupy or permit to occupy any such land or building, or use, or permit to use, any part affected by the erection or re-erection of such building, until the permission has been granted by the Board
- (e) In case if builder/developer do not obtained completion plans / certificates of the project the Board is entitled to take action against the Builder / Developer as the case including fine for the delay period occurred.
- (f) Obtaining completion certificate/ occupancy certificate for residential and commercial building is mandatory. It is the responsibility of the owner/builders/developers society as the case may be.
- (g) An applicant can apply to the Board for Completion Certificate when the building is generally complete, however some minor finishing elements like paint job, polishing, fixing of electric switches, provision of utilities' connections etc. are in progress. **Explanatory Note:** As per documents' registration regulations in vogue in the province of Punjab, lease / sublease cannot be registered with regard to a property unless Completion Certificate is available. Utility agencies like Sui Southern Gas Limited also require Completion Certificate before providing connection. Since allottees of units in a Public Use Building expect legal formalities to be over and all utilities available as soon as possible before they could shift, they urge not only the builder but also the building control authorities for the same. The provision will create convenience in this regard.

- 32. Occupancy Certificate** – For all Residential / Commercial buildings occupancy certificate to be obtained by applicant.
- 33. Submission of Deviated Plans / Completion / Regularization Plan** – Where a person has erected or re-erected a building which is not in conformity with the sanctioned building plans, such person shall, together with the report of supervising structural engineer regarding stability, soundness and robustness of building structure on prescribed Forms VII given in these Bye-laws and submit a regularization plan showing the building exactly completed and the deviation made in the building from the sanctioned building plan in a manner set out in the form for consideration of the Board under Section 185 of Cantonments. Act 1924 along with following,
- a) Plans received for Completion /Regularization of unauthorized construction should clearly mark the deviation made from the approved plan.
 - b) Area wise details to be provided for all floors.
 - c) Major and minor deviations to be marked with distinct colors as per bye-laws.
 - d) All relevant title documents need to be checked/verified and endorsed/signed by the owner / Notary Public.
 - e) The rate at which composition fee is imposed (copy of rate list to be attached) for obtaining concurrence of Competent Authority.
 - f) Site report duly supported by photograph from all side by engineering staff of CBs.
 - g) Report of Building Committee considering all aspect of the project.
 - h) Decision of Board in clear and definite terms covering all aspect of project.
 - i) Non encumbrance certificate.
 - j) A comparative analysis of completion plan with approved plan highlighting the differences occurred on completion plan mark with different color.
 - k) Certificate to the extent that the regularization plan does not affect the privacy, ventilation and security of the area / neighbors.
 - l) Stability /soundness certificate of the building (wherever required)

- m) Stage wise certificate submitted by professional at Cantonment Board Okara.

34. Composition Fees

- a) Cantonment Board will impose the composition fee after calculating the deviated area. Concurrence of such amount may be obtained as per Section 185 of the Act 1924. Major/minor violation in the Building be calculated and charged accordingly.
- b) The composition fee shall have to be deposited by the building offender within twelve months of the receipt of the decision of the Board and RHQ / competent authority.
- c) After a lapse of twelve months, an additional surcharge of five percent (5%) of the approved composition fee shall also be recoverable from the building offender over and above the actual composition fee. This surcharge shall be recoverable after each subsequent interval of six months up to two years.
- d) After a lapse of two years from the date of decision of the Board and RHQ to compound, the permission granted by the Board / competent authority for compounding the building offence shall stand withdrawn. In that case the builder shall have to reapply as a fresh case for the consideration of the Board. The Board, if agrees to compound the offence, shall fix composition fee, which will be more than the fee and surcharge earlier recoverable from the builder.

35. Permit to Demolish Buildings

- (a) No building may be demolished without written permission obtained from the Board on a prescribed form-IX. No permit to demolish will be issued unless the Board is assured by the applicant through an undertaking that the electricity, gas, water, sewerage or other utility services connections to the building or portion to be demolished shall be effectively cut off or relocated and such connections shall remain cut off/ relocated during the period of the work in case of any adverse eventuality the owner / contractor shall be fully responsible.

- (b) The Board shall reject/ approve application for demolition within 15 days from the date of submission. In case of refusal by the Board the rejection letter shall specifically state the relevant clauses.
- (c) All applications for a permit to demolish a building shall be made on prescribed form and permission to demolish by the Board shall be issued on prescribed form.

36. Works carried out without Permission – If the building works are commenced or carried out contrary to the provisions of these Bye-laws or any other directions issued by the Cantonment Board under the Act the CEO may:

- (a) By written notice require the person who is carrying out such building works forthwith to stop all works.
- (b) By written notice require the person who is carrying out or has carried out such building works on or before such day as shall be specified in such notice by a statement in writing given by him or by an agent duly Authorized by him and addressed to the Board to show sufficient cause why such building works or such part thereof should not be removed or altered to comply with these Bye-laws.
- (c) Require the said person on such day at such time and place as shall be specified in such notice to attend personally or through an agent duly authorized by him and show sufficient cause why such building works or part thereof should not be removed or altered.
- (d) Any person aggrieved with the decision may appeal to the Appellate Authority within 30 days.

37. Removal or Prevention of Violation

- (1) The CEO or authorized officer/official shall carry out inspection and take other appropriate measures to ensure compliance with these bye-laws.

- (2) If it is found that any of the provisions of these bye-laws, or any rules relating hereto, 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.
- (3) The notice shall indicate the nature of the violation and the CEO may order such action as it may deem appropriate to correct the violation including but not limited to.
 - (a) The discontinuance of any illegal work being done on, or activities being conducted in relation to the building.
 - (b) 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 the CEO, to show sufficient cause why such building works or such part thereof shall not be removed or altered to comply with these bye-laws.
 - (c) If the owner or occupier fails to show sufficient cause to the satisfaction of the CEO why such building works or part thereof shall not be removed or altered, the Board may take following actions.
 - (i) Require the person who has carried out the works against the provisions of these bye-laws or statute, to alter or cessation the whole or part of construction works thereof.
 - (ii) Any other measures authorized by these bye-laws and the Act.
- (4) The order shall specify the period within which the violation shall be corrected and in the event of non-compliance with the order the CEO may cause appropriate measures under the relevant statute to be taken into effect for compliance. The expenses thereon shall be recoverable from the owner in the manner provided for the recovery of arrears of land revenues or taxes.

- (5) The giving of notice and making and serving of an order under these bye-laws shall not be a prerequisite to the initiation of, and shall not bar, any prosecution under any applicable law, and the Board may take action under these bye-laws whether or not a prosecution has been initiated.

38. Enforcement by the CEO

- (1) The CEO may direct the concerned officer or official to take action under these bye-laws with respect to any violation, including entering upon and sealing of the premises and site office.
- (2) If such person fails to show sufficient cause to the satisfaction of the Cantonment Board Okara why such building works or part thereof should not be removed or altered, the Board may take the following actions.
 - a) Require the person who has carried out the works against the provisions of these Bye-laws or any other statute, to demolish the whole building or part thereof.
 - b) To alter the works so as to bring it into conformity with these Bye-laws.
 - c) Regularize the violations in the existing structure after realization of regularization fee by way of imposition of composition fees as fixed by the Board (time to time), depends on the nature and merits of the case, provided that no violation shall be consider for regularization as under:
 - i. Which have environmentally degrading activities such as manufacturing, storage of dangerous or inflammable or hazardous materials or Cater to the service of transport sector until such activities are removed.
 - ii. Which has been constructed in violation of the reservation or road widening scheme or property line or is in any hazardous use;
 - iii. If the building work extends beyond the property limits.
 - iv. If the building work or part thereof violated fire or any other safety requirements.

- v. For any other violation of the Master plan not falling in the above category.
- vi. Where approved arcade has not been provided or is misused for other purposes, until such space is restored to its original purpose.
- vii. Where approved passage / stairs / air raid shelter have been provided in the project and they are relocate as per approved plan.
- viii. 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 these laws.

39. Federal Government Instructions and Policies – Any circular, notification, instruction, policy, SOP or checklist on building control measures issued by Federal Government time to time shall be part and parcel of these Bye-laws. All amendments in Fee schedule and charges shall be fixed by the Board (time to time) as required.

CHAPTER 4

ROLE AND RESPONSIBILITIES OF PROFESSIONALS

40. Qualifications and Criteria of Professional Engaged – Every professional engaged in submission, supervision of work carried out in Cantonment limit is required to be registered with PCATP & PEC.

41. Qualification of Professional Engaged

(1) Architect

- a) Category – A
Applicant duly registered with PCATP having minimum 5 years of experience of designing & supervision of buildings/commercial/industrial projects.
- b) Category – B

Applicant duly registered with PCATP having min. 2 years of experience of designing & supervision of buildings/Industrial/Commercial projects.

(2) **Structural Engineer**

The proprietor/partners of Consulting Engineering firm duly registered with PEC as Consulting Engineer (showing the names of partners/directors on PEC registration certificate).

- (a) Having Master Degree (Structure) with 8 years of working experience in Structural design.

OR

- (b) Having Bachelor Degree (Civil) with 10 years of working experience in Structural design.

(3) **Proof Engineer:**

- a) Category – A

- (i) Applicant duly registered Structural Engineer possessing a Master Degree Structure) & having 15 years of relevant experience

OR

- (ii) Applicant duly registered Structural Engineer possessing a Bachelor Degree (Civil) & having 20 years of relevant experience.

- (iii) **Entitlement:** All Commercial, Residential Buildings, Hospital & Educational Institutions & any other special type of structure.

- b) Category-B

- (i) Applicant duly registered Structural Engineer possessing a Master degree (Structure) & having 10 years of relevant experience.

OR

- (ii) Applicant duly registered Structural Engineer possessing a Bachelor Degree (Civil) & having 12 years of relevant experience.
- (iii) **Entitlement** all buildings between up to twenty floors including Hospitals & Educational Institutions.

c) **Category-C**

- (i) Applicant duly registered Structural Engineer possessing a Bachelor Degree (Civil)/ Master Degree (Structure) & having 8 years of relevant experience.
- (ii) **Entitlement** All buildings up to six floors except Hospital & Educational Institutions.

(4) **Town Planner**

Applicant duly registered with PCATP three years' experience of Town Planning.

(5) **Electrical Engineer**

Applicant duly registered with PEC and shall have practiced this specially as a registered professional electrical engineer for at least five years.

(6) **Mechanical Engineer**

Applicant duly registered with PEC and shall have practiced this specially as a registered professional mechanical engineer for at least five years.

(7) **Plumbing Engineer**

Applicant duly registered with PEC and shall have practiced this specially as a registered professional. Public health engineer for at least five years.

42. Role and Responsibilities of Professionals

(1) General

- a) Person or body of persons as defined in these Bye-laws shall undertake the various activities from design to construction/development and completion of all building/ residential, commercial and /or residential cum commercial schemes.
- b) Every person or body of persons shall be responsible for the discharge of his/their duties as per the rules prescribed as under:
 - (i) **Builder/Owner:**

Builder/owner shall be responsible for obtaining the approval of building plan. Builder shall also hire requisite professionals & make sure compliance with the provisions of these Bye-laws during and after construction and sale of buildings, possession to the allottees and maintenance of the building.
 - (ii) **Developer**

Developer shall be responsible for obtaining land development permits/approval of layout plan and relevant NOCs from Cantonment Board Okara, Developer shall also appoint/hire requisite professionals ensuring compliance with the provisions of these Bye-laws during and after development and sale of open plots residential, commercial and /or residential cum commercial scheme and handing over possession to the allottees and maintenance of residential, commercial and /or residential cum commercial scheme.
 - (iii) **Consultant**

Consultant shall be responsible for designing and supervision of construction/development activities in accordance with approved building plan/approved layout plan, as per Building Bye-laws and other instructions issued time to time by the Board.

(2) **Builder/Owner/Developer Responsibilities**

- (a) Builder/owner/Developer shall be the owner of the land/plot having clear title in the name of company proprietor/ partner/Director in the form of lease/ transfer by the lesser or Registered General Power of Attorney (GPA) from the owner of the land/plot, for which approval of building plan and NOCs are applied and shall be submitted before sale NOC Final approval (only for public sale project).
- (b) Builder/owner/Developer shall appoint the following qualified professionals duly registered with PEC/ PCATP for the various types of designing, construction and development of the building/ residential, commercial and /or residential cum commercial scheme project as applicable/required.
 - (i) CONSULTANT (including all professionals)
 - (ii) RESIDENT ENGINEER/SITE ENGINEER
- (c) The Builder/Developer will enter into a contract with each of the above professionals as applicable/required and before start of services of a professional, submit to the Board an agreement mutually signed, between the Builder developer and respective professional showing scope and responsibilities/duties of both parties for record. The builder/developer shall ensure that the construction contract shall duly allocate the required role to the above consultants, contractor and Resident/Professional Engineer with all the attendants powers envisage in the agreement.
- (d) In such cases, Where the change in the name of any professional engaged by the builder/developers, information to the Board will be submitted in writing by the Builder/developers along with withdrawal letter from concerned professional and contract/agreement with fresh professional. The work assigned to that particular professional but during the

construction period, shall remain suspended & till such time that the name of a substitute is provided.

- (e) The builder/developer/consultant shall be responsible for safe and sound construction/development Work in accordance with approved layout plan/building plan and approved specification.
- (f) The builder/developer shall complete the construction/development work within specified time mentioned in sale & Advertisement NOC, handover possession of units and execute lease/sub-lease in favour of respective allottees on receiving agreed sale price, after obtaining completion plan/occupancy certificate from the Board.
- (g) The builder shall be responsible to provide all amenities, utilities connection and other basic facilities including parking, emergency exits, fire fighting system and other facilities as per approved plan and specification.
- (h) The builder/developer shall be responsible for the disposal of debris/waste from the site and keep the road/street clear for traffic and make all safety measures for safety of workers, neighbors and pedestrians.
- (i) The Builder/Developer shall be responsible to fix a notice board at site showing approved building plan and NOCs issued by the Board for awareness of general public.

43. Consultants-Qualification and Responsibilities

- (1) Various consultants take into service by the Builders/Developers shall be responsible for designing and supervisions of construction/development activities to the extent of design, drawing and specifications approved by the Board.
 - (a) Town Planner
 - (i) The Town Planner shall be registered with PCATP as Town Planner.

- (ii) The Town Planner shall prepare and submit lay out plan of a residential, commercial and /or residential cum commercial scheme to the Cantonment Board Okara, in accordance with the Bye-laws.
 - (iii) The Town planner shall be responsible for supervision of development work in accordance with approved plan and specifications.
- (b) Architects:
 - (i) The Architect registered with the PCATP.
 - (ii) The Architect shall prepare architectural designs/drawings, as and where required in contract, also the technical specifications.
 - (iii) The Architect shall ensure that all architectural designs are in accordance with the Building Bye-laws.
 - (iv) The Architect shall be responsible for supervision of construction work in accordance with approved building plan.
- (c) Structural Engineers:
 - (i) The Structural Engineer shall be Consulting Engineer registered with PEC as Consulting Engineer.
 - (ii) The Structural Engineer shall produce structural design drawings and where so required by contract also technical specifications.
 - (iii) The structure designs shall comply with requirements of the Code specified under Bye-laws.
 - (iv) The Structural Engineer shall be responsible for supervision of construction work in accordance with approved structure

44. Drawings and design.

- (a) Proof Engineers:
 - (i) The proof Engineer shall be a consulting engineering registered with PEC.

- (ii) Proof Engineer shall undertake the review of structural drawings and designs, required under the Bye-laws.
- (b) Electrical Engineer:
 - (i) The electrical engineer shall be a consulting engineer registered with PEC and shall have practiced this specially as a registered professional electrical engineer.
 - (ii) The electrical engineer shall be responsible for producing electrical design drawings and where so required by his/her contract, also for technical specifications. The electrical engineer shall be responsible for ensuring conformity with designs and drawings on site.
- (c) Mechanical Engineer:
 - (i) The Mechanical Engineer shall be consulting engineer registered with PEC and shall have practiced this especially as a registered professional mechanical engineer.
 - (ii) The Mechanical Engineer shall produce HVAC and mechanical designs drawings and where so required his/her contract also for technical specifications for various equipment's, lifts and materials to be used.
 - (iii) The Mechanical Engineer shall be responsible for ensuring conformity with designs and drawings on the site.
- (d) Plumbing Engineer:
 - (i) The plumbing Engineer shall be consulting Engineer registered with PEC and shall have practiced this especially as a registered professional. Public Health Engineer.
 - (ii) The Plumbing Engineer shall produce Plumbing designs, drawings and, where so required by his/her contract also for technical specifications.
 - (iii) The Plumbing Engineer shall be responsible for ensuring conformity with designs and drawings on this site.

- (e) Each consultant listed at 43(1)(a) to 43(1)(g) shall visit the site at regular intervals but at least once in a fortnight during the construction period when work related to his/her services are in-progress.
- (f) Each Consultant shall record the date and time of his/her visit and his findings during the visit and send a copy to the Resident Engineer for record.
- (g) Whenever a Consultant finds that construction / works is not taking place according to approved designs, drawings and specifications he shall immediately inform the Builder, Resident Engineer and the Board.
- (h) In case the Consultants do not inform the Board his/her case will be referred to the competent forum for blacklisting.

45. Resident Engineer-Qualification and Responsibilities:

- (1) The Resident Engineer registered as Professional Engineer with PEC will be appointed by the builder/ developers for high-rise project (100 ft. and above) and open plots/ bungalows/ residential, commercial and /or residential cum commercial schemes (above 20 acres).
- (2) The Resident Engineer shall
 - a) Render full-time site supervision of the project.
 - b) Develop and implement a construction site safety program.
 - c) Take all reasonable measures to adhere to all good engineering construction practices.
 - d) Cause to employ reasonably trained staff, in respective fields, as and when required, or undertaking the supervision.
 - e) Cause such testing and inspections. To be carried out as are required in his opinion, but such testing shall in no case. Be less than the prescribed by the relevant building code.

- f) Hold conferences with the contractor, builder and concerned consultants at suitable intervals, reviewing progress quality and safety. Minutes of the said conferences shall be duly maintained.
 - g) To maintain a complete set of all approved plans, designs, drawings and specifications at site.
 - h) Promptly inform the Board in writing and builder if in his/her view construction/ works is taking place in violation of the approved designs, drawings and specifications.
 - i) Maintain all the construction/works records at site during construction and handover the same to the builder. After completion of construction.
- (3) The construction/works records shall comprise of the Following:
- a) Progress record of construction activities.
 - b) Record of the site presence of the key staff members of the Resident Engineer contractor (s) and sub-contractor (s).
 - c) Copies of as-built drawings for only such elements where the construction has significantly deviated from the design drawings.
 - d) Record of all tests and acceptance notes with dates.
 - e) Records of all formal inspections made by him of the individual elements with a check-list of parameters inspected and approved.
 - f) Record of all correspondence made with professional/builder/contractor/ Board.
 - g) Record all the certificate obtained from Cantonment Board at different stages of Construction.

46. SITE Engineer - Qualification and Responsibilities:

- (1) The Site Engineer registered as Registered Engineer with PEC will be appointed by the builder developers for public sale project including multi-storey building (below 100 ft. height) and open plots/bungalows residential, commercial and /or residential cum commercial schemes (below 20 acres).

(2) The Site Engineer shall

- a) Render full-time site supervision of the project.
- b) Develop and implement a construction site safety program.
- c) Take all reasonable measures to adhere to all good engineering construction practices.
- d) Cause to employ reasonably trained staff, in respective fields, as and when required, or undertaking the supervision.
- e) Cause such testing and inspections to be carried out as are required in his opinion, but such testing shall in no case be less than the prescribed by the relevant building code.
- f) Hold conferences with the contractor, builder and concerned consultants at suitable intervals, reviewing progress, quality and safety. Minutes of the said conferences shall be duly maintained.
- g) To maintain a complete set of all approved plans, designs, drawings and specifications at site.
- h) Promptly inform the Board in writing and builder if in his/her view construction/works is taking place in violation of the approved designs, drawings and specifications.
- i) Maintain all the construction/works records at site during construction and handover the same to the builder after completion of construction.

(3) The construction/works records shall comprise of the following:

- a) Progress record of construction activities.
- b) Record of the site presence of the key staff members of the Resident Engineer, contractor (s) and sub-contractor (s).
- c) Copies of as-built drawings for only such elements where the construction has significantly deviated from the design drawings.
- d) Record of all tests and acceptance notes with dates.

- e) Records of all formal inspections made by him of the individual elements with a check-list of Parameters inspected and approved.
- f) Record of all correspondence made with professional / builder / contractor / Board.

47. General Obligations/Responsibilities Substitution of Building Professional:

- (a) In case of change of a Consultant, Resident Engineer and Contractor, each shall immediately inform the Board in writing along with the details of substitute provided. Whenever another Consultant, Resident Engineer, and Contractor substitute a professional each shall be responsible to the extent of works undertaken by them. The Resident Engineer will maintain a record of magnitude of construction works done by each professional hand over the record of the period of his/her incumbency to the Resident Engineer taking over from him.
- (b) In case of substitution of a professional and respective work shall remain suspended till the hiring of a substitute.
- (c) All professional engage in Building construction activities will be sole responsible for their work.
- (d) In case of non-compliance of any direction by the Board will result in cancellation of their registration.

CHAPTER 5 PUBLIC SALE PROJECTS

48. Application for NOC:

- (a) For all public sale projects the Builder/Developer/Owner/Co-owner/Attorney of the plot shall furnish the requisite documents /application and particulars as appended to these Bye-laws duly signed by all concerned for consideration of the Board.
- (b) The Board shall not grant any NOC for advertisement and sale of a project prior to the clearance of Architectural plans as accorded by the Board.
- (c) **Undertaking:** The applicant, Architects & Engineers shall submit the undertaking in the manner referred to in the Prescribed Form (X) on stamp paper.
- (d) **Fee for NOC:** The owner/co-owner/builder shall pay to the Board a fee as fixed (time to time) for issuance of "NO OBJECTION CERTIFICATE FOR SALE" and advertisement for publication in leading newspaper highlighting salient features of each public sale project (including name of project, builder's name, office address, name of Architect or Engineers, number of floors, number and sizes of shops/flats/duplex/bungalows/offices, date of completion and unit prices with schedule of payment) within seven days of issuance of "NOC for sale."

49. Security Deposit:

- (1) The Builder will deposit cash security equivalent to 1% of the cost of construction of the project with Cantonment Board. This amount shall be deposit in Cantonment Board in advance at the submission of drawing for approval.
- (2) Security deposit in case of multi-unit project may be accepted by Cantonment Board in the shape of any of the following:
 - a) Postdated cheque/s.
 - b) Bank guarantee

- c) A certain percentage of saleable area pledged in favor of the Cantonment Board Okara in consonance with the defined rate of security deposit.
 - d) Insurance guarantee.
- (3) The Board shall have the right to keep the Security Deposit till issuance of completion certificate from the Board within twelve months from the expiry of approved construction period; the Security Deposit shall stand forfeited in favor of the Board. In case if a builder fails to obtain completion/occupancy certificate from the Board within twelve months from the expiry of approved construction period, the Security Deposit shall stand forfeited in favor of the Board.
- (4) Any such defeat or violation shall have to be made good by the Builder at their 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 and the agreement made with the allottee.
- (5) The deposit shall be released to the builder after one year of obtaining Occupancy Certificate and after handing over maintenance of project to the Residents Cooperative Society of the Project duly registered under Punjab Cooperative Societies Act, 1925.

49. Application Form for Allotment – After obtaining an NOC from the Board the builder shall submit the application form from a person intending to book a unit in the project.

50. 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, if needed, fulfill the obligation of the timely completion of the project by arranging the deficit finances from his own resources. The builder shall inform the relevant Cantonment Board regarding progress of the project.

51. Extension in Date of Completion – Extension in date of completion will be granted as per Cantonment Act 1924.

52. Physical Possession and Care-Taking Charges – The builder shall, after obtaining completion certificate from the Board, which shall include the provision of electric, gas, water and sewerage services, 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, failing which the builder may apply justifiable care-taking charges.

53. Abandonment of the Project – If, for any reason, the project is abandoned by the builder, the builder shall 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.

54. Defect Liability – The builder shall assume defect liability of the unit for a period of twelve months in respect of structure and six months in respect of fixtures from the date of offering possession of the unit after obtaining occupancy certificate, and all defects, if any, shall be rectified by the builder at his own expense.

55. Formation of Association and Maintenance of Building:

- (a) The allottees shall form an Association to handle the affairs of the project and maintenance of the services and amenities.
- (b) The maintenance of the services and amenities at a public sale project will be finally looked after by the allottees/residents by forming a Cooperative Society / Maintenance Company/ Management Company.
- (c) In case of the building where the developers and their designated management intend to maintain and manage the building and shopping mall, Builder / Developers have to form a maintenance management company.
- (d) The maintenance of the project up till one year of issue of a completion certificate will be the responsibility of the builder who will charge appropriate maintenance charges from the allottees /residents with mutual consent.

- (e) The residents will manage the project through a registered maintenance company. The maintenance contract will be signed on annual basis and will cover complete maintenance of the project including maintenance of lift's, generators, pumps/motors, face lifting, compound lights/ stair lights, security guards, cleaning / sweeping, white wash/paint and maintenance of amenities etc.
- (f) The registration of the maintenance company will be renewed annually on the basis of their satisfactorily performance.
- (g) The builder shall provide lift fitness certificate to the residence cooperative maintenance society or management company along with signed contract for maintenance of lift, for one year at the time of handing over the project.

56. Instruction of the Board – The orders and instructions of the Board issued for procedural implementation in the spirit of these Bye-laws issued from time to time shall be followed strictly by all concerned.

57. Use of Amenity Spaces or Places – Common use, amenity spaces or places, recreational area or parking area in the project shall not mis-utilized and shall be used exclusively for the benefits of the allottees of the project as per approved plan.

58. Revised Sale NOC:

- (a) After issuance of NOC for Sale & advertisement to a public sale project wherever there is a change or revision in the status of project or developer including title of land revision of layout plan, change in the name of project /developer, revision in unit selling price, no. and size of plot etc., owner/ developer shall have to obtain Revised NOC for Sale & Advertisement accordingly.
- (b) Board will invite "No Objection" through public notice published in leading newspapers in Urdu and English for which Advertisement charges to be paid by the developer as prescribed by the Board along with Revised NOC Scrutiny Fee as per fee schedule.

59. General:

- (a) Builder/Developer at the time of submission of plans shall clearly specify the saleable area and non-saleable area of the project.
- (b) Roof top and other amenity spaces will be used by the allottee of the project. No further changes can be made once sub-lease has been executed.
- (c) For all public use building fire-extinguisher/ firefighting buckets or an independent water supply system in pipes of steel or cast iron with adequate hydrants pumps & hose reels shall be provided.
- (d) Fire exist/escape route may be provided for the project leading directly outside the building without any hindrance. Its plan should be displayed at a prominent place.
- (e) Necessary directions shall be issued to the occupants/ owner of the multi-floor buildings and buildings of public assembly to hold/ arrange firefighting drills at frequent intervals but at least once a year in consultation with the firefighting department.
- (f) Maintenance company or residents associations shall be responsible for maintenance of electrical/ mechanical installations such as elevator, escalators, lift's, OHWT & lighting system etc.
- (g) All necessary preventive measures and precautions for firefighting system shall be taken by the builder in case of any emergency (beyond G+5th floor buildings). A modern system of firefighting within the project shall be used in case of emergency (copy of layout of such system will be submitted in Cantonment Board Okara within six (06) month of the approval of building plan.

CHAPTER 6

DANGEROUS BUILDINGS

60. General:

- (1) For the purposes of this chapter all such buildings, walls or structure which are declared by the Board as dangerous under section 126 of the Act shall lie in the following two categories:
 - (a) 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 be classified as dangerous building category-I and shall be liable to be demolished.
 - (b) 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 clause 6-1.1 to a level where there could be a way of strengthening it, appraisal and restoration be brought partially or wholly near to its original status shall be classified as dangerous building category-II and shall be governed by Bye-laws clause 63.

61. Notices of Dangerous Buildings:

- (a) If in the opinion of the Board, a building or part thereof has become dangerous for human habitation it shall give at least twenty-four hours' notice to the owner, occupants or tenants (who need not to be named) for inspection of such building by the technical committee.
- (b) If the Board finds such building dangerous, ruinous or unsafe after proper inspection and investigation by the Structure Engineer/technical committee of the Board or so appointed by the Board for the said purpose, the Executive Officer shall serve to the owner of such building or structure a written 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 commence/ be completed within the period specified by the Board.

- (c) Where it appears to the Board that any building or part of a building in the Cantonment which is used as a dwelling house is so overcrowded as to endanger the health of the residents thereof, it may, after such inquiry as it thinks fit, by notice in writing require the owner or occupier of the building or part thereof, as the case may be, within such time not being less than one month as may be specified in the notice, to abate the overcrowding of the same by reducing the number of lodgers, tenants or other residents to such number as may be specified in the notice.
- (d) Any person who fails, without reasonable cause to comply with a requisition made upon him under sub-section 6-1.3.2 shall be punishable with fine as fixed by the Board, and in the case of a continuing offence, to an additional fine equal to 20% (of the fine fixed by the Board) for every day after the first during which the failure has continued.
- (e) If the Board is satisfied that any building or part of a building in the Cantonment which is intended for or used as a dwelling place is unfit for human habitation, it may cause a notice to be posted on some conspicuous part of the building prohibiting the owner or occupier thereof from using the building or room for human habitation, or allowing it to be so used, until it has been rendered fit for such use to the satisfaction of the Board.
- (f) Where it appears to a Board that any block of buildings in the Cantonment is in an unhealthy condition by reason of the manner in which the buildings are crowded together, or of the narrowness or closeness of the street, or of the want of proper drainage or ventilation, or of the impracticability of cleansing the buildings or other similar cause, it may cause the block to be inspected by a person, authorized by the Board, or by any committee.

- (g) A Technical Committee will be constituted for declaration of dangerous buildings comprising of nominees one each from PEC and PCATP or any other expert as required by the Technical Committee for lab testing etc. The Senior Cantonments Engineer (SCE) shall coordinate & facilitate the Technical Committee accordingly.
- (h) Any expense incurred either for services of Structure Engineer or dismantling of premises shall be paid by the owner/sub-lessee concerned.
- (i) The committee shall make a report in writing to the Board regarding the sanitary condition of the block and if it considers that the condition thereof is likely to cause risk of disease to the inhabitants of the building or of the neighborhood or otherwise to endanger the public health, it shall clearly indicate on a plan verified by the Senior Cantonments. Engineer or the person deputed by CEO/Board to serve on the committee, the buildings which should in its opinion wholly or in part be removed in order to abate the unhealthy condition of the block.
- (j) If, upon receipt of such report, the Board is of opinion that all or any buildings indicated should be removed, it may, by notice in writing require the owners thereof to remove them.
- (k) Provided that the Board shall make compensation to the owners for any building so removed which may have been erected under proper authority.
- (l) Provided, further that the Board may, if it considers it equitable in the circumstances so to do pay to the owners such sum as it thinks fit as compensation for any buildings so removed which have not been erected under proper authority.
- (m) For the purpose of this section, a building includes enclosure walls and fences appertaining to buildings.
- (n) In case the Board considers a building or a part thereof repairable or modifiable without causing danger of human life or property, it may issue such orders to the

owner, occupants or tenants (who need not to be named) of such building in this regard.

62. Buildings Unfit For Human Habitation And Notice of Prohibition:

- (a) If for any reason it shall appear to the Board that any building or part thereof intended or used for human habitation or human occupation for any purpose whatsoever is unfit for such use, 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 (15) after the receipt of such notice if no objection is raised by such owner or occupier or tenant within the prescribed period or if any objection which is raised appears to the Board to be invalid or insufficient, the Board may prohibit by an order in writing the further use of such building or part thereof and immediately inform the Board/committee for further necessary action. The owner, occupier or tenant of the building shall be given an opportunity of appearing before CEO in person or by an agent in support of the objection, if so desired.
- (b) Notice of such prohibition shall be served in person or by any courier service, mail, or by pasting at site in presence of authorized officer of Board upon the building or part of the building affected thereby and also upon every occupied portion thereof (wherein the occupant need not to be named), stating the fact of such prohibition and appointing a day (not being more than fourteen (14) Days after the date of such notice) before which every such person shall remove himself and his property from the said building or part thereof; and if on the day so appointed such person has failed to remove himself and his property as aforesaid, the Board may cause him and his property to be removed at his own risk and cost. In case of imminent danger, 24 hours' notice may be issued by the Cantonment Board.

- (c) When a building or part of a building has been vacated under Clause No. 6-2.2, the Board shall cause to be displayed at each entrance at prominent places to such building a notice to read "DO NOT ENTER, UNSAFE TO OCCUPY" in English & Urdu and no person except with the permission in writing of the Board and in accordance with the terms and conditions of such permission, shall enter into or remain in such building or part thereof. Such notice shall remain displayed until the required repairs, demolition, or removal are completed. Such notice shall not be removed without written permission of the Cantonment Board.

63. Alteration, Modification, Updates and Repairs of Dangerous Buildings of Category-II:

- (a) At any time after a building or part of a building has been vacated under Clause No. 6-2.2 if the Board/Committee considers that it can be rendered fit for human habitation by the structural alterations/repairs of modification/updates or repairs before or after the vacation of habitants from such buildings, the Board/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 (30) days) and to complete within the period as specified in the notice but not more than ninety (90) 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 repairs have not been commenced or completed to the satisfaction of Board it shall issue to the said owner a notice in writing ordering the demolition within thirty (30) days from the date of receipt of such notice.
- (b) If the Board/Technical Committee on Dangerous Buildings considers it impracticable to render such building or part thereof fit for human habitation the Cantonment Board Okara may by notice in writing call upon the owner to demolish it in a period specified by the Board/committee.
- (c) Where any building in a Cantonment is so ill-constructed or dilapidated as to be, in the opinion of the Board, in an insanitary state, the Board may, by notice in

writing, require the owner, within such time as may be specified in the notice, to execute such repairs or to make such alterations as it thinks necessary for the purpose of removing such defects.

- (d) A copy of every notice issued under sub-section 63(c) shall be conspicuously posted on the building to which it relates.
- (e) A notice issued under sub-section 63(c) shall be deemed to have been complied with if the owner of the building to which it relates has, instead Of executing the repairs or making the alterations directed by the notice, removed the building.
- (f) The CEO may, by notice in writing, require the owner, lessee or occupier of any building or land in the Cantonment, which appears to him to be in a filthy or insanitary state, within 24 (twenty-four) hours to clean the same or otherwise put it in a proper state, in such manner as may be specified in the notice.
- (g) Notice of such prohibition shall be served in person or by any courier service, mail, or by pasting at site in presence of authorized officer of Board upon the building or part of the building affected thereby and also upon every occupied portion thereof (wherein the occupant need not to be named), stating the fact of such prohibition and appointing a day (not being more than fourteen (14) Days after the date of such notice) before which every such person shall remove himself and his property from the said building or part thereof; and if on the day so appointed such person has failed to remove himself and his property as aforesaid, the Board may cause him and his property to be removed at his own risk and cost. In case of imminent danger, 24 hours' notice may be issued by the Cantonment Board.

64. Demolition of Dangerous Building on Expiration of Notice Period:

- (a) If at the expiration of the period specified in the notice and order to demolish a building or part of a building issued under sub-Bye-laws 6-3 has not been complied with, the Board may direct, by an order in writing, the demolition

thereof through a 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 Board.

- (b) All expenses incurred by the Board under sub-Bye-laws 6-4.1 shall be paid by the owner of the building.

65. Extension of Periods for Repairable Building – For sufficient causes, the Board may extend the time prescribed under Bye-laws 63.

66. Evacuation of Dangerous Buildings:

- (a) If in the opinion of the Board, any building wall, or structure or anything affixed thereto is in a hazardous or dangerous state, the Board may, by notice in writing, require the owner or occupier thereof either to remove the same or to cause such repairs to be made thereto forthwith as the Board deem require to avert such danger, including the evacuation without notice from such building of all the occupiers thereof.
- (b) Any expenses incurred by the Board under sub-Bye-laws 6-6.1 shall be paid by the owner of the building.
- (c) When the owner of any building, wall, structure or anything affixed thereto fails to execute the repairs required from him by the Board, the tenant or occupant of such building, wall, structure or anything affixed thereto may, with the previous approval of the Board, carry out such repairs which may be cast to the owner by them.
- (d) Except with the permission in writing of the Board no person shall enter into or remain in any building from which the tenant or occupier has been removed under sub-Bye-laws 6-6.1.
- (e) A Board may, by notice in writing, require the owner, lessee, or occupier of any land in the Cantonment to clear away and remove any thick or noxious vegetation

or under growth which appears to it to be injurious to health or offensive to persons residing in the neighborhood.

CHAPTER 7

BUILDINGS OPERATIONS (SAFETY AND SECURITY MEASURES)

67. Site barriers – No person shall start building works on a site abutting on a street without having first provided barriers or a guard rail to the satisfaction of the Board along the whole length of such site so as to prevent danger or injury to the public or the persons employed for work, provided that these Bye-laws do not apply in case of building works in connection to Structures situated at least fifteen feet away from a public street and being not more than twenty five feet in height.

68. 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 Board. Any person holding such permission shall put up if and maintain to the satisfaction of the Board, 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 Board.

69. Obstruction to Be Lit & Marked:

- (a) 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 and shall continue such lights every night from sunset to sunrise while such materials, hoardings, things or excavation remain. In addition to above, red flags of reflective material shall be provided during day time.
- (b) Any excavation is to be sufficiently fenced to a height of at-least 4FT until it is filled up.

70. Utility Services not to be obstructed – All materials, hoarding fences or other obstruction 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 approved procedure of the utility agencies and to the satisfaction of the Board. A diversion

will be made to keep clear of obstruction at roadside or drain during the period of temporary obstruction.

71. Removal of Obstruction after Completion of Works – All obstruction shall be removed within seven days of the completion of the work and the street and all drains and public utility installation shall be left in clean, tidy and in serviceable conditions.

72. Dangerous Obstruction – If any material, excavation or any other things near or on any street shall be in the opinion of the Board dangerous to the passers-by along such street the Board 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 things to become dangerous.

73. Stability of Adjacent Building – No excavation or dewatering or 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 of it.

74. Filling of excavated site – A site once excavated shall not be kept open and idle for a period beyond the validity period plan. The Board shall not revalidate the building plans if the site is kept open and in case of any mishaps the owner shall be responsible for life and property of the effected.

75. Obstruction to Be Lit& Marked:

- (a) 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 and shall continue such lights every night from sunset to sunrise while such materials, hoardings, things or excavation remain. In addition to above, red flags of reflective material shall be provided during day time.
- (b) Material shall not be placed or stacked 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 where it is likely to cause a collapse of the side of the excavation or endanger any person.
- (d) Where vehicles or machinery are used close to any excavation there shall 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 barriers shall be installed during construction at the edge of slabs and around all opening such as lift, stairwell etc.

76. 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.

77. 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.

78. 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 and 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 road side shall 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, shall be wrapped all along its length with such material.

79. Road Side 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 provided, in case the scaffolding covers part of the road or footpath.

80. 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 feet wide shall be left between one side of any working platform and any fixed obstruction or deposited materials.

81. Guard Rails – Every side of a working platform, gangway and stair shall be provided with a suitable guard-rail of adequate strength, to a height of at least three feet and three inch above the platform, gangway or steps.

82. 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.

83. Work on surface above or below six feet:

- (a) Where work is to be done on sloping or flat surfaces six feet higher or below ground level suitable PPE will be provided to prevent falls.
- (b) Suitable and sufficient ladders or boards shall be securely supported and provided to avoid concentration of loads leading to unsafe conditions.

- (c) Where persons are employed in a position below and above the edge of a sloping or flat surface where they might be in a position of being endangered by work, material, tools or machinery , suitable precautions and PPE will be provided to prevent these items from falling from such surfaces so as to not to endanger any person.

84. Precautions for Raising and Lowering Loads – For raising or lowering loads or for suspending, them by either and or power operation the following precautions shall be observed, namely:

- (a) No broken wire rope shall be used.
- (b) No chain shall be used which has been shortened or joined to another chain by means of bolts and nuts.
- (c) No chain or wire rope shall be used in which a knot has been tied in any part which is under direct tension.
- (d) Provided with an efficient, device to prevent the displacement of the sling or load from the hook or of such shape as to reduce as far as possible the risk of such displacement.
- (e) All debris and waste material during construction shall be disposed of through well designed chutes from each level of under construction building of height over ground +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 property lit. Any area e.g. 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.

CHAPTER 8

LIGHTING AND VENTILATION

85. Size of External Openings:

- (a) Every room, other than rooms used predominantly 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 for habitable rooms and seven and half percent for other rooms of the floor space of such opening, 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, god own, storage places etc. shall not be less than five percent of the floor space unless the space is mechanically ventilated

86. 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 shall be provided at a level where the shaft commenced.

87. Internal Air Wells:

- (1) Habitable rooms may receive daylight and natural ventilation from internal air wells which shall conform to the following minimum sizes:
 - (a) For buildings up to two floors, fifty SQFT (50 SQ FT) with minimum width of well five feet (5FT).
 - (b) For buildings with three to five floors, one hundred SQ FT (100 SQ FT) with minimum width of well eight feet (8FT)
 - (c) For buildings higher than five floors, one hundred SQ FT (100 SQ FT) plus ten SQ FT (10 SQ FT) for each additional floor over five floors and Minimum width of well ten feet (10FT).

- (2) Where only kitchen's, W.C's and bathrooms receive daylight and ventilation from air-wells, their sizes shall conform to the following as minimum:
- (3) Access for maintenance of each such shaft shall be provided at lowest level of the shaft.
 - (a) For buildings up to two floors, twenty five SQ FT (25 SQ FT) with minimum width of well three feet (3FT).
 - (b) For buildings with three to five floors, fifty SQFT (50 SQ FT) with minimum width of well five feet (5FT).
 - (c) For buildings higher than five floors, fifty SQFT (50 SQ FT) plus five SQ FT (5 SQ FT) for each additional floor with minimum width of well five feet (5 FT).

88. 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.

89. Water Closet, Bath Room and Ablution Places – Every water closet, urinal stall, and bath room and ablution area shall be provided with natural lighting and ventilation by means of one or more openings in external walls having a combined area of not less than two SQ FT. per water closet, urinal or bathroom except, where adequate and permanent mechanical ventilation is provided and which discharges into an open space.

90. Garages – Every garage shall be provided with opening of not less than five percent of the floor area for ventilation and lighting incorporated in a wall or in the door.

91. Staircases – All staircases which are enclosed shall be provided with adequate lighting and ventilation from openings not less than seven half percent of the staircase area, Separate fire stair must provide for building category II as per Bye-laws.

92. Mechanical Ventilation and Central Air-Conditioning Waiver and Minimum Requirement:

- (a) Where undertaking for central air-conditioning and permanent mechanical ventilation is provided, the relevant - clauses of these Bye-laws dealing with natural ventilation, lighting and heights of rooms may be waived.
- (b) Where permanent mechanical ventilation in respect of lavatories, water closets, bath rooms or corridors has been provided for and maintained in accordance with the following clauses, conditions relating to natural ventilation and natural lighting under these Bye-laws shall not apply to such lavatories, water-closets, bathrooms or corridors.
- (c) Basement or underground car parks and other enclosures below ground level shall be provided with mechanical ventilation/natural ventilation.
- (d) In case of mechanical ventilation and central air conditioning for all types of buildings spaces HVAC relevant code of practices as may be approved by the Board shall be followed.
- (e) Cinemas or other projector rooms where photographic film is being utilized, processed or stored; which are situated in the internal portion of the building; and in respect of which no such external walls (or those overlooking verandahs, pavements or walkways) are present, shall be provided with mechanical ventilation or air conditioning.

CHAPTER 9

BUILDING STRUCTURE DESIGN AND CONSTRUCTION REQUIREMENTS

93. Engineering Design of Building – Structure analysis, design, detailing (for both vertical & horizontal load) shall be in accordance with the requirements of Building Code of Pakistan (Seismic Provision 2007) and its future update.

94. Sub Soil Investigation – In view of the structural design in 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 the sub-soil type with UBC-97(or current) sub-soil list.

95. Earthquake Resistive Structure – All building designed to prevent total collapse, preserve life, and minimize damage in case of an earthquake or tremor, to ensure Earthquake resistant structures that absorb and dissipate seismically induced motion through a combination of means: damping decreases the amplitude of oscillations of a vibrating structure, while ductile materials (e.g. steel) can withstand considerable inelastic deformation. Seismic Risk zone for will be Zone 2B as per Building Code of Pakistan (Seismic Provision 2007) and its future update.

96. Wind Load – Wind load should, be based on the velocity and gust factors data from local Meteorological Department.

97. Erection on Reclaimed Site:

(a) No building foundation shall be erected, upon a site-exclaimed by town sweepings or other, refuse, except on recommendation of geotechnical and structural Engineer.

(b) No building plans shall be approved on open nullah, public sewers and the like.

98. Protection of Existing Services – During the making of an excavation in connection with a building works or services, adequate precautions shall be taken to secure the existing services.

99. Foundation Near Drains – Where a building is to be erected adjacent to existing buildings, or near a drain or nullah, or an excavation at a distance less than depth of the said

drain or nullah or excavation, or such as to affect the stability of drains or nullah, the owner through a Structural Engineer, shall satisfy the Board that the foundations of the building have been carried down to a level safe guarding its stability.

100. Specifications – Specifications of Material Quality Control and workmanship shall be of high quality and in accordance with the requirements of ACI Building Codes, Uniform Building Code (UBC) and ASTM Standards.

101. Testing of Materials – Regular testing shall be carried out of materials such as Aggregates, Cement, Concrete and Reinforcing Steel and all Architectural materials the Quality Control and Quality Assurance Criteria laid down in standards of FIDIC, ASTM, OR ACI/UBC and Project Specifications. The Quality Assurance Program of the Architect / Engineer may also be followed.

102. Supervision – Construction supervision and quality assurance shall be carried out by full time/top supervision by the designer/supervising engineers/architects etc. as required in these Bye-laws. Contractor/Builder's/Developers full time supervisory staff for the category of buildings in these Bye-laws shall carry out supervision and quality control.

103. Concrete From Batching Plant – In order to achieve quality concrete of required strength for safe, sound and stable structure owner/builder shall use ready mix concrete for construction of buildings Ground plus five upper floors is mandatory.

CHAPTER 10

WATER SUPPLY, DRAINAGE AND SANITATION

104. Water Service Pipe:

- (a) Except as permitted in the Clause 10-1.2, underground water service piping and the building sewer line shall be not less than 7FT apart horizontally and shall be separated by undisturbed or compacted earth.
- (b) The water service pipe may be placed within 7FT of sewerage line provided that the bottom of the water service pipe is at least 12 inch above the top of the sewer line.

105. Minimum Storage Capacity for Category for Commercial Buildings:

- (1) Minimum capacity of water storage tanks in buildings of Category "II" shall be:
 - (a) Overhead tank = 1 day+ 25% reserved for firefighting.
 - (b) Underground tank = 2 days out of the reserved capacity 25% shall be kept reserved for firefighting purposes by making suitable arrangements.
 - (c) Distribution of Water within the premises.
- (2) The design of water supply pipe work, underground and overhead tanks shall be in accordance with the following schedule @ number of **liters** per head per day:
 - (a) Residential 135
 - (b) Institutional- Day schools 45-100, Boarding schools 135-225, Medical hospitals 450 and Medical quarters hostels 135.
 - (c) Assembly-Cinema, Theatre Auditorium etc. (per seat of accommodation) 45.
 - (d) Government or semi-public business 45.
 - (e) Commercial-Restaurants 90. Shopping Centers per toilet fixture 200 and other commercial buildings 45.

- (f) Hotels 225.
- (g) Industrial 45-135.
- (h) Storage including warehouse 30.
- (i) Service Station 200.
- (j) Bus/Truck Stands (per vehicle) 200.
- (k) Live Stock (per animal) 45-150.
- (l) Poultry (per chicken) 45.

106. Recycling Plant and Treatment of Effluent/Sewage – In case recycling plant or treatment of effluent/sewage are provided, all requirements for construction and maintenance as set by National Environmental Quality Standard (NEQS) shall be followed.

107. Sanitation and Solid Waste:

- (a) All medical & hospital waste shall be safely collected, 'transported and disposed of in accordance with the public health standards (as prescribed by Punjab Environmental Protection Agency) and up to satisfaction of the Board.
- (b) All industrial waste shall be treated in accordance with the National Environment Quality Standards (NEQS).
- (c) All hospitals shall provide the disposal of medical waste as per National Environment Quality Standard (NEQS).
- (d) In all public sale projects the central waste disposal system shall be provided by the builder/developer.
- (e) **Connection to Public Sewer:** Where there is a public sewer all sludge water shall be connected thereof.

108. Cesspools, Septic Tanks and Soak Pits:

- (a) Where no public sewer is in existence, all sludge water shall be connected to septic tanks.
- (b) Where no public sewer exists, all wastewater shall be connected through septic tank to soak pits.
- (c) Septic tanks shall be so:
 - (i) Constructed as to be impervious to liquid either from the outside or inside.
 - (ii) Sited as not to render liable to pollution any spring of water or any well the water of which is used or likely to be used for drinking or domestic purposes subject to minimum distance of six meter.
- (d) Septic tanks and drainage mains, within boundaries of the plot, be so sited as not to render liable to pollution any water line. There shall be a minimum distance of one meter between the two, and where this distance is to be reduced due to any unavoidable reason, then the water main be protected by encasing of concrete which shall be completely impervious to liquid from outside.
- (e) Any settlement tank or septic tank shall be of suitable depth and adequate size covered or fenced, and if covered be adequately ventilated and shall be constructed with mean of access for the purpose of inspection (including inspection of the inlet and outlet), emptying and cleaning.

109. Draining Roofs and Balconies – The roofs of every building and the floor of balconies abutting on a street or constructed over a street shall be drained by means of gutters and down pipes to the satisfaction of the Board.

110. Soil Pipes, Water Pipes and Ventilating Pipes:

- (a) Every soil pipe, water pipe or ventilating pipe shall be of adequate size for its purpose but in no case shall the internal diameter of any soil pipe or waste pipe be more than the internal diameter of any pipe or the outlet of any application which it is discharged into.
- (b) The internal diameter of a soil pipe shall be not less than:
 - (i) 2 inches, if it exclusively serves one or more urinals.
 - (ii) 3 inches, in any other case; and
 - (iii) In the case of a waste pipe, one inch, if it serves a lavatory basin.
- (c) Any soil pipe, waste pipe or ventilating pipe shall:
 - (i) Be composed of suitable materials of adequate strength and durability.
 - (ii) Have all joints formed in a manner appropriate to the materials of which the pipe is composed and in such a way that the joints shall remain airtight, not cause electrolytic corrosion due to the association of dissimilar materials, and not form any obstruction in the interior of the pipe.
 - (iii) If it is necessary to have a bend, be so constructed that the bend does not form an acute angle but has the largest practicable radius of curvature and that there is no change in the cross section of the pipe throughout the bend.
 - (iv) Be adequately supported through its length without restraining thermal movement, by fitting which gives such support being securely attached to the building;
 - (v) Be so constructed as to be capable of withstanding as smoke or air test for minimum period of three minutes at a pressure equivalent to a head of not less than 38mm of water.

- (vi) Be so placed as to be reasonably accessible for maintenance and repair through its length; and
 - (vii) Have such means as are necessary to permit internal cleaning.
- (d) Any soil pipe from a soil appliance and any waste pipe from a waste appliance shall have fitted close to such appliance a suitable and, readily accessible trap of adequate diameter, Having an adequate water seal and means of access for internal cleaning, provided that this clause shall not apply to:
- (i) Any soil pipe will serve only soil appliances and any waste pipe will serve only a waste appliance if that appliance has an internal trap.
 - (ii) Any waste pipe serving a bath or lavatory basin is so fixed in a range that waste pipe discharged into a semi-circular and accessible open channel of glazed stone-ware or other equally suitable materials, formed or fixed in, on or above the floor immediately beneath such baths or lavatory basins and discharging over, or into a suitable trap.
- OR
- (iii) Any waste pipe serving a lavatory, basin or shower trays or both are so fixed in a range that each such waste pipe discharges into a common waste pipe which does not exceed five meter in length, is fitted with a suitable trap and has means of access suitable and adequate for the cleaning of the whole length of the trap.
 - (iv) No soil pipe or waste pipe shall be placed outside the external walls of a building so as to cause dampness in that building.
- (e) **Overflow Pipes:** An overflow pipe connected to a waste appliance shall either discharge into a waste pipe in such a way as to be disconnected' from the drainage system the trap installed or otherwise so discharged as not to cause dampness in or to any part of' any building.
- (f) **Ventilating Pipes:** Every ventilating pipe shall be carried upwards to such a height and so positioned as not to transmit foul air in such a manner as to

become prejudicial to health or a nuisance and it shall be fitted at its topmost with a durable cowl or other cover which does not unduly restrict the flow of air.

- (g) **Rain Water Pipes:** Every rain water pipe which is on a building and intended for collecting rainwater shall be:
 - (i) Of adequate size for its purpose.
 - (ii) Composed of suitable materials of adequate strength and durability.
 - (iii) Adequately supported through its length without restraining thermal movement, and fitting which gives such support being attached to building.
 - (iv) So arranged as not to cause dampness in, or damage to any part of a building.
 - (v) Jointed in a manner appropriate to the material or materials of which it is composed so as to remain watertight; and
 - (vi) Fitted with an adequate outlet or outlets so placed as to drain the whole length of the pipe.
- (h) **Inlet To Drains:** Any inlet to a drain, other than a junction between the drain and a soil pipe, a waste pipe or a ventilating pipe, shall be effectively trapped by means of a suitable trap having a seal not less than 2 inches in depth.

111. Trenches for Drains and Private Sewers:

- (a) Where any drain sewer is constructed adjacent to a load bearing part of a building, such precaution shall be taken as may be necessary to ensure that the trench in which the drain or private sewer is laid 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 one

hundred and fifty millimeters. Provided that, where the trench is within one meter of the foundation of the wall, the trench shall be filled in with concrete to the level of the underside of the foundation.

112. Sanitary Provisions:

- (1) The minimum requirements/sanitary provisions as prescribed hereunder shall be followed:
 - (a) Every residential dwelling shall have at least one W.C and one bathroom.
 - (b) Single tenements shall have one W.C or W.C and one bathroom per five tenements subject to a minimum provision of two W.C.'s.
 - (c) In the case of servant quarter attached to dwelling houses, one W.C and one bathroom shall be sufficient for every five quarters.
 - (d) For every five (5) single room units or servant quarters: one wash-basin, one W.C. and one (1) bathroom shall be provided.
 - (e) For every 10(ten) bedrooms or less in a Boarding House or Guest House there shall be at least two(2)W.C's, two(2) washbasins and two(2) showers.
 - (f) For every 20(twenty) persons in a Dormitory and Hostel there shall be at least three (3) W.C.'s, three(3) wash-basins and three(3) showers, and for every 10(ten) additional persons one(1) W.C., one(1) wash-basin, and one(1) shower are to be added.
 - (g) In an office with 30(thirty) persons (calculated at a rate of one(1) person per 100SQ FT, there shall be minimum of three(3) W.C.'s, two(2) washbasins and one(1) urinal. For every additional 20 (twenty) persons there shall be one (1) W.C., one (1) wash-basin and one (1) urinal. One (1) wash-basin or equivalent washing space per 25(twenty five) or less persons shall be provided for ablution purposes.

- (h) In factory with 30(thirty) persons (calculated at a rate of one (1) person per 100SQ FT, there shall be minimum of three W.C.'s, two (2) wash-basins and one(1) urinals. For every additional 20(twenty) persons there shall be one(1) W.C., one(1) wash-basin and one(1) urinal. One (1) wash-basin or equivalent washing space per 25(twenty five) or less persons shall be provided for ablution purposes, and shall be divided proportionately amongst the genders.
- (i) Shopping Center - a minimum of three (3) W.C.'s one(1) urinals, and one(1) wash-basin shall be provided for 5000 SQ FT or less total floor area. For every additional 3000 SQ FT floor area, one (1) W.C., one (1) wash-basin, and one (1) urinal shall be provided.
- (j) Public Assembly building — two (2) W.C.'S, one (1) wash-basin, and three (3) urinals shall be provided for 1500SQ FT or less of total floor area and for every additional 1500SQ FT of floor area one (1) W.C., one (1) wash-basin and two (2) urinals shall be provided.
- (k) For Mosque, five (5) ablution space for every Hundred (100) persons and two (2) W.Cs, one shower room shall be provided, for every additional (100) persons. The number of ablution space will be extended by 8,6,4 respectively plus special arrangement for the female having a capacity of 300 persons three (3) ablution and one (1) W.C shall be provided.
- (l) Cinema and Auditorium - for every 50 seats or less, two (2) W.C.'s, two (2) urinals and two (2) wash-basins shall be provided, and for every additional 50 seats one (1) W.C., two (2) urinals and two (2) wash-basin shall be provided and shall be divided proportionately amongst the genders.
- (m) School: - four (4) W.C's and two (2) wash-basins, per hundred (100) students and for every additional fifty (50) students, one (1) W.C. and 'one (1) wash-basin shall be provided.

- (n) Hospital: - For every 10 beds in a general ward there shall be at least one (1) water closet, one (1) wash-basin, one (1) ablution tap and one (1) bathroom with shower. One (1) kitchen sink shall be provided in each ward.
- (o) For 50 seats or part thereof of Restaurant, one (1) water closet, one (1) urinal, one (1) wash-basin shall be provided.
- (p) Two urinals may be replaced by W.C., while proportionately dividing the fixtures among the genders.
- (q) Provision of one (1) W.C. for special persons shall be provided.
- (r) All fixtures shall be divided proportionately amongst the genders.

(2) **Water Closets:**

- a) The receptacle shall have a smooth and readily cleansed non-absorbent surface and shall be so constructed and fitted as to discharge through an effective trap of suitable dimension, without storage, to a soil pipe or a drain.
- b) The flushing apparatus shall be capable of securing the effective cleaning of the receptacle.
- c) No part of the receptacle shall be directly connected with any pipe other than a soil pipe, flush pipe and trap event pipe of drain.

(3) **Urinals** - The urinals shall have one or more slabs, through bowls or other suitable receptacles which shall.

- a) Have a smooth and readily cleansed non-absorbent surface.
- b) Have an outlet fitted with an effective grating and trap.
- c) Be so constructed as to facilitate cleansing.
- d) No urinal fitting shall be constructed or installed unless it is furnished with an automatic flushing apparatus which is capable of securing the effective cleansing of the receptacle.

- e) No part of receptacle shall be directly connected to any pipe other than a soil pipe, pipe and trap vent pipe of drain.
- (4) **Refuse Chutes** – All buildings which are four floored and above shall be provided with compatible refuse chutes/Refusal space and shall conform to the following minimum requirements:
- (a) The number of refuse chutes / space for a building shall be in compatibility with the refuse load generated by a building.
 - (b) The chutes shall be vertical for the whole length and shall be constructed with a smooth finished impervious inner surface and shall;
 - i) Have an internal diameter of not less than 24 inches.
 - ii) Be adequately ventilated at the top and shall be provided with suitable arrangement for flushing with water for the full length of the chute.
 - iii) Discharge into a suitable movable receptacle or receptacles of a compatible size and pattern.
 - iv) Be four feet above the roof and shall be covered with a ventilating sky light.
 - v) Be fitted with a self-closing hopper light fitting plank or hopper constructed of inflammable materials.
 - vi) Be enclosed with walls of masonry of not less than two hours fire resistance.
 - (c) Refuse receptacles shall be housed in a chamber which shall;
 - i) Be provided with concrete curbs for the refuse receptacles to stand on.
 - ii) Be adequately fly and vermin proofed.
 - iii) Be connected to and drained by a foul water drain.
 - iv) To the external air.
 - v) Be lined throughout with glazed tiles.

113. Manholes and Inspection Chambers.

- (a) At every change of alignment, gradient or diameter of a drain, there shall be a manhole or inspection chamber. Bends and junctions in the drains shall be grouped together in manholes as far as possible, The spacing of manholes in case of pipe having a diameter of six inch or eight inch shall be fifty feet or one hundred and ten feet respectively and in case of a diameter more than eight inch it shall be not more than one hundred and fifty feet.
- (b) The chamber shall be so designed as to make the cleaning and inspection convenient.
- (c) Proper benching shall be provided equal to half the diameter of pipe in-semi-circular shape with proper slope in either direction so that no solid shall accumulate in the manhole or inspection chamber.
- (d) C.I Rings shall be provided at sixteen inch center to center in all manholes over four feet in depth. The size of the manhole cover shall be such that there is a clear opening of at least two feet in diameter for manholes exceeding four feet in depth.

114. Storm Water Drainage:

- (a) The roofs of every building, and the floor or balconies abutting on a street or constructed over a street, shall be so constructed or framed as to permit effectual drainage of the rain water there from, by means of a sufficient number of leaders of adequate sizes, so arranged, jointed, and fixed as to ensure that the rain water is carried away from the building without causing dampness in any part of the walls, or foundations of the walls or foundations of the building or those of an adjacent building provided the fall is not greater than twenty feet in case of spouts.

- (b) A leader shall not discharge into or connect with any soil pipe or its ventilating pipe or any waste pipe or its ventilating pipe nor shall it discharge into a sewer.
- (c) Rain water from leader spouts etc. shall not discharge onto a public street at a height greater than 12 inches from that street or onto a neighboring property.

CHAPTER 11

FIRE RESISTANCE AND FIRE PRECAUTIONS

115. General:

Every building shall comply with the provisions laid down in these Bye-laws in respect of fire resistance and fire precautions, unless noted otherwise.

116. Stand Pipes System:

- (a) Requirements for Fire Prevention and Fire Extinguishing shall be the following. All buildings which are ground plus three floors or above or more than 40 feet high shall be provided a set stand pipe/ pipes as given below:
 - (i) From three floors up to eight floors in height shall be equipped with not less than two inch diameter pipes; and
 - (ii) Over eight floors in height shall be equipped with not less than four inch diameter stand pipes or as per advice of the consultant.
- (b) The number of standpipes shall be such that all parts of every floor area are at a maximum distance of 130 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 stand pipes shall be located in a common corridor. In any case one shall be located in the Main.
- (d) The construction of stand pipes shall be of galvanized iron or mild steel.
- (e) Stand pipe risers shall extend from the lowest to the top most floors of the building or part of 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 stand pipe 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 20 to 30 feet above finished ground and suitably, marked "fire department connection-stand pipe."

- (h) Stand pipes shall be provided in every floor with a four centimeter diameter flexible base not less than thirty meters long, with a 6 inch nozzle, being in an approved rack or cabinet.
- (i) The stand pipe shall be fed by an overhead water tank reserved solely for this purpose. The minimum capacity of this tank shall be five thousand gallons, with a minimum of 2.1 in head above the highest discharge point.

117. Automatic Sprinkler System:

- (a) Automatic sprinkler system shall be provided in;
 - i) Every institutional building which serves restrained or handicapped persons.
 - ii) Covered car parking areas-in building of which upper floors are designed for other uses when such parking area exceeds 5000 SQ FT.
 - iii) Out garages/terminals for passengers serving more than four buses at a time.
 - iv) Each floor mercantile and industrial building which is more than one floor high and which exceeds 20,000 SQ FT covered area.
 - v) All buildings compartments used for manufacture, display or sale of combustible materials and products which are more than 7500 SQ FT in covered area.
 - vi) All areas of theatres except auditorium, music and lobbies; and
 - vii) 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 1000 SQ FT in area.
 - viii) No sprinkler provision shall be made in the immediate vicinity of generators or any electrical equipment.

118. Construction of Sprinkler System:

- (a) Sprinkler pipes, hangers and sprinklers heads shall be protected from corrosion.
- (b) Every sprinkler system shall be equipped with a fire department approved inlet connection located on an outer building face nearest to street approximately 20 to 30 FT above finished ground and suitably marked "Fire department connection- Automatic sprinklers".
- (c) Automatic sprinkler system- shall be fed by overhead water tank reserved safely 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 be five hundred gallons. There shall be minimum head of 1.05 kg-cm² above the highest discharge point.
- (d) Automatic sprinkler system shall be arranged to set-off automatic fire alarm system simultaneously.
- (e) Every sprinkler system shall be provided with a readily accessible outlet valve to control all sources of water supply.

119. Manual 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 theatres.
- (b) One extinguisher in each 2500 SQ FT for public assembly buildings, but not less than one on each occupied floor, and not less than one in each laboratory, 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 lift's in residential and commercial buildings.

120. Installation of Interior Fire Alarm System:

- (a) Interior fire alarm system shall be installed in all;

- (i) Hotels, motels; dormitories and similar buildings with a capacity of fifty (50) or more occupants above the ground level.
 - (ii) Hospitals, asylums, nursing houses and similar institutional buildings accommodating more than twenty (20) occupants above the ground floor.
 - (iii) School buildings, with provision of more than thirty students above the ground floor.
 - (iv) Mercantile buildings exceeding two floors in height and with more than 4000 SQ FT area above the first floor and.
 - (v) Factory buildings exceeding two floors in height and with more than 4000 SQ FT areas above first floor.
 - (vi) Office buildings more than five floors in height and with occupancy area of more than 100,000SQ FT above the ground floor.
 - (vii) Cinemas, theatres and similar places of public assembly.
- (b) At least one signal station shall be located in each floor inaccessible location in the natural depth of exit way or escape.
 - (c) Every signal station shall be so located that no point on any floor or the building is more than fifty meter from such station.
 - (d) Emergency fire Exit: Emergency fire exit of non-combustible material shall be provided in all commercial building.

121. Extinguishment of Fires

- (1) Every new building except residential buildings up to 3 floor in height shall be provided with sufficient means for extinguishing fire as follows:-
 - a) All building shall have one multipurpose (A,B,C) dry chemical powder 6 Kg fire extinguisher for each 2000 SQ FT. of floor area. At least two fire

extinguishers of 6 Kg each shall be placed on each floor (if floor size is less than 2000 SQ FT.)

The maximum travel distance to a fire extinguisher shall not exceed 75 FT. but for kitchen areas this distance is 30 FT.

- b) Fire Fighting Buckets
- c) An independent water supply system in pipes of steel or cast iron with adequate hydrants, pumps and hose reels
- d) All multi-floor buildings have four to ten floors shall have a pressurized internal fire hydrant system with an independent over-head water tank of minimum 7500 gallons and external under-ground water tank of 15000 gallons. In case where the building is over 10 floors high, it shall have an independent over-head tank of 15000 gallons and external under-ground water tank of minimum 30000 gallons. The external underground water tank shall be accessible to the fire fighting vehicles at all times.
- e)
 - i. The pressurized external fire hydrant system shall be independent and separate from the normal water supply system and shall be maintained at 3-5 bar pressure at all floors through an electric pump of suitable capacity for firefighting, which remains operational even of the power supply of main building is shut off.
 - ii. The hydrant system shall have two compatible standard inlets at ground level for connecting with the emergency fire vehicles.
 - iii. The pressurized internal fire hydrant system shall have a water hydrant outlet (with shut off valve and pressure gauge) connected to a 1.5 inch x 100 FT fire hose stored in a metallic hose cabinet at or near an emergency staircase.
 - iv. All firefighting pumps shall be placed in such a manner that their base is as least two feet below the bottom of the water tank.

- f)
 - i. For external fire hydrants all buildings shall have engine operated standby external fire-fighting pump connected to an adequate water source and supplying water to an external pipeline serving to external fire hydrants.
 - ii. The external fire hydrant shall be located at least 6 FT away and not more than 50 FT. from the building. The distance between any two hydrants shall not exceed more than 100 FT.
- g) Separate fire exit stairs.
- h) Fire alarm system.
- i) First Aid Box.
- j) Smoke masks.
- k) Breathing apparatus.
- l) A plan showing the firefighting provisions in the building shall be displayed at the site.

122. Fire Drills

Necessary directions shall be issued to the occupants/ owner of the multi-floor buildings and buildings of public assembly to hold/ arrange firefighting drills at frequent intervals but at least once a year in consultation with the firefighting department.

123. Components of Fire Safety:

The recommendations of fire safety commission regarding following components shall be fulfilled:-

- (a) Fire Door.
- (b) Hydrant System.
- (c) Installation of Fire Extinguishers.
- (d) Fire Alarm System.
- (e) Clear access and removal of obstructions.
- (f) Evacuation plan and emergency lighting system.

- (g) Emergency response team.
- (h) Water Pump.
- (i) Smoke Detectors.

124. Emergency Exit Specifications

(a) Means of escape in case of emergency

- i) All means of escape from building including extra corridors, stairs etc. shall permit unobstructed access to a street or to an open space or to an adjoining building or roof from where access to the street may be obtained.
- ii) All buildings shall have windows on the street elevation within convenient reach and of adequate size to enable persons to escape in case of emergency.
- iii) Every block of Apartment buildings having more than 6 Apartments at each floor shall be served with an additional stair-case.
- iv) In a block of Apartment Buildings emergency stair-cases shall be provided in addition to the main stair-case/ stair-cases.
- v) An emergency stair-case shall be sited at such a position that it should be accessible to all the Apartments without any hindrance or obstruction and it should be open to a permanently ventilated space.
- vi) Every multi-floor building should be provided with emergency stair-case/ staircases as the case may be in addition to the main staircase/ staircases or as per design and layout of the building.
- vii) The staircase shall be separated from the main building by two fire doors, opening outwards. The fire door shall be hinge type with clear width of at least 3 FT and minimum one hour fire resistant rating.
- viii) The staircase shall have an accessible window or opening towards the road with adequate size (minimum 2.5 FT x 3 FT) to enable evacuation of persons in case of an emergency.

- ix) The staircase(s) route shall be adequate illuminate at all times and free from all obstructions.
- x) Each staircase shall be clearly marked by a sign reading "EXIT" in plainly legible letters not less than 6 inches high.
- xi) For every multi-floor building safety manager with a designated emergency response team to implement fire-safety plan and to ensure prompt evacuation at the hour of need shall be appointed. The designated manager and his engineer's team should be trained.

(b) **Fire Protection System** – As per provisions of Building Code of Pakistan 2016, automatic sprinkler system shall be installed and maintained in full operating condition in the following building:

a) Assemble Occupancies

Assemble occupancies with festival seating where the occupant load exceeds 300 shall be protected throughout by automatic sprinkler system.

b) Education Occupancies

Educational occupancies exceeding covered area 12000 SQ FT and more than two stories in height shall be protected throughout by automatic sprinkler system.

c) Health Care Occupancies

Building containing health care occupancies, having more than 50 beds or high rise building shall be protected throughout by automatic sprinkler system.

d) Hostel and Dormitories

All building exceeding 12000 SQ FT and more than two storeys in height shall be protected throughout by automatic sprinkler system.

e) Apartment Building

All building exceeding 60000 SQ FT and more than four storeys in height shall be protected throughout by sprinkler system/firefighting system.

CHAPTER 12

FIRE RESISTIVE AND STRUCTURAL REQUIREMENTS

125. Fire Resistance:

- (a) For purposes of this chapter, every building or compartment shall be regarded according to its use or intended use, and where a building is divided into compartments intended to be used for different purposes, the requirements of each compartment shall be determined separately.
- (b) Every element of structure shall be required to have fire resistance for not less than the relevant period specified in these Bye-laws With regard to the building of which it forms part

Table-5 Minimum Periods of Fire Resistance

Types of Building or Compartment	Minimum period of fire resistance in hours for elements of Structure	
(i) Private dwelling house.	Ground or Basement Upper Floor	
	1.5	1.5
(ii) Private dwelling house.	0.5	1.5
(iii) Institutional:		
-- up to 92 FT high	1	1.5
-- up to 92 FT high	1.5	2
(iii) Residential buildings other than private dwelling house.		
-- up to 2 floors high	0.5	1
-- up to 3 floors high	0.5	1
-- up to 92 FT. high	1	1.5
-- up to 92 FT. high	0.5	2

Types of Building or Compartment	Minimum period of fire resistance in hours for elements of Structure	
(iv) Office Buildings		
-- up to 25 FT high -- up to 24FT high	0.5	1
-- up to 50 FT high -- up to 39FT high	1	1
-- up to 92 FT high	1	1.5
-- up to 92 FT high	1.5	2
(v) Mercantile Buildings		
-- up to 25 FT high -- up to 24FT high	0.5	1
-- up to 50 FT high -- up to 39FT high	1	1
-- up to 92 FT high	1	2
-- up to 92 FT high	2	4
(vi) Factory Buildings		
-- up to 25 FT high -- up to 24FT high	1.5	1
-- up to 50 FT high -- up to 39FT high	1	1
-- up to 92 FT high	1	2
-- up to 92 FT high	2	4
(vii) Factory Buildings		
-- up to 25 FT high-- up to 24FT high	0.5	1
-- up to 50 FT high-- up to 39FT high	1	1
-- up to 92 FT high	1	2
-- up to 92 FT high	2	4
(vii) Public Assembly Building		
-- up to 25 FT high -- up to 24FT high	0.5	1
-- up to 50 FT high -- up to 39FT high	1	1
-- up to 92 FT high	1	0.5
-- up to 92 FT high	0.5	2

Types of Building or Compartment	Minimum period of fire resistance in hours for elements of Structure	
(viii) Storage & Public Car Parks		
-- up to 25 FT high -- up to 24FT high	0.5	1
-- up to 50 FT high -- up to 39FT high	1	2
-- up to 92 FT high	4	4
-- up to 92 FT high	4	4

- (c) If any part of a building is completely separated throughout its height, both above and below the ground, from all other parts by compartment walls in the same vertical plane, the fire resistance requirement of that part shall be determined solely by height of that part.
- (d) If any element of structure forms part of more than one building or compartment and the requirements of fire resistance in respect of one building or compartment differ from those specified for any other building or compartment of which element forms part, such element shall be so constructed as to comply with the greater or greatest of the requirements specified.
- (e) Any element of structure shall have fire resistance of not less than the minimum period required for any element which it carries.

126. Test of Fire Resistance – Every element of structure shall be capable of resisting the action of fire for the specified test of fire resistance period under the conditions of test appropriate to such an element in accordance with BS – 476: Part 1: 1953 and subject to modifications, if any.

127. External Walls:

- (a) Any external wall which is situated within a distance of 4FT from the relevant boundary, or is a wall of a building which exceeds 50FT in height, shall be constructed wholly of non-combustible material apart from any external cladding.

- (b) Any steel beam or column, wherever forming part of, or carrying, an external wall constructed of non-combustible material shall also be constructed wholly of non-combustible material.
- (c) Any part of a roof shall be deemed to be part of an external wall if it is pitched at an angle of Seventy (70) degrees or more to the horizontal and covers a habitable space within the buildings.

128. Separating Walls and Fire Walls:

- (a) Separating walls between two adjoining buildings shall form complete vertical separation and shall not have any opening except for the following:
 - (i) Passage of a pipe through a separating wall if the pipe is not a flow pipe and has a diameter not exceeding one inch if it is made of combustible material, and 6 inch if it is made of non-combustible material.
 - (ii) An opening which is necessary as a means of escape from fire, if the opening is fitted with a fire door which has fire resistance not less than the period required for the separating wall.
- (b) Any separating wall or fire wall which forms a junction with a roof shall be carried above the upper surface of the roof covering to a distance not less than 15 inch. A separating wall or fire wall shall not be required to comply with this requirement if:
 - (i) The roofs being separated by the wall are of non-combustible construction.
 - (ii) The buildings separated by the wall are residential, office or assembly buildings and do not exceed 40FT in height.
 - (iii) If any external wall is carried across the end of a separating wall/fire wall, such external wall and separating wall/fire wall shall be bounded together.

129. Compartmentalization – Every floor of a building shall be divided as far as possible into compartments by means of appropriate fire resistant elements/measures for example fire walls as follows:

- (a) Separating occupancy from another within the same building.
- (b) Separating part of a building from any other part of the same building which is used, or intended to be used, for a different function such as residential, institutional, assembly, storage, commercial use etc.
- (c) Dividing an institutional building, except industrial building, into smaller compartments of an area not exceeding 100 Marla.
- (d) Separating occupancy areas from common circulation areas.

130. Construction of Fire Walls – Fire walls shall be constructed in any manner or with any non-combustible material conforming to a minimum fire resistance of two (2) hours.

131. Openings in Fire Walls – Openings in fire walls may be fitted with a single or double leaf door with a minimum fire resistance for the following periods:

- (a) Door giving access to an apartment from a common area — 0.5 hour;
- (b) Any other case — 1.5 hours.
- (c) Except in case of fire doors giving access to occupancy areas from common circulation areas, all fire doors must open in the direction of escape.

132. Direct Access for Ground Floor and Above:

- (a) Except for floors below the first floor, direct access for firefighting shall be provided from the outdoors to every floor having its floor level less than 82FT above ground by at least one unobstructed window or access panel for each 50FT of wall, in each wall required to face a street.
- (b) An opening for access required in above clause shall be not less than 3.6FT high 2FT wide, with a sill height of not more than 3FT above the inside floor.

- (c) Access panels above the first floor shall be readily open able from both inside and outside or the opening shall be glazed with plain glass.

133. Protected Shafts:

- (a) Protected shafts shall be constructed only for stairway lift, chute, duct, or any other purposes which enable persons, things or air to pass between different compartments.
- (b) There shall be no opening in shaft enclosures except the following:
 - (i) An opening for a pipe.
 - (ii) An opening fitted with a door which has fire resistance of half hour or not less than half the period required in TABLE-5(clause no. 12-1), whichever is more.
- (c) Any protected shaft containing a lift or lift's:
 - (i) Shall be ventilated to external air by means of one or more permanent openings situated at the top of the shaft and having a total unobstructed area of not less than 1.5SQ FT for each lift.
 - (ii) Shall not contain any pipe conveying oil or gas or any ventilating duet.
 - (iii) May have an opening in its protective structure for passage of cables for the lift into the small machine room provided that if the opening is at the bottom of the shaft the opening should be as small as practicable.
- (d) If a protected shaft serves as, or contains, a ventilating duet, the duct shall not be constructed of, or lined with, any material which increases the risk or spread of fire.
- (e) If a protected shaft consists of a stairway, it shall not contain any pipe conveying oil or gas, or a ventilating duct.
- (f) A shaft that does not extend to the roof of a building shall be enclosed with top construction of the same strength and fire resistance as that of the shaft enclosure.

Such shafts shall be provided with non-combustible vents for time relief of smoke and gases in the event of fire, with an area not less than 10% of the shaft area.

- (g) All Shafts that extend to the roof of a building shall be ventilated by a window in the side of the shaft of not less than 75% of the area of the shaft. Such window shall not be located within three 10FT of an interior property line, and its sill level shall not be less than 2.5FT above the finished roof level.

134. Fire Resistant Doors:

- (a) Any fire resistant door shall, if exposed to a test by fire and then fitted in its frame, satisfy the requirements as to freedom from collapse and resistance to passage of flame for not less than the relevant period required.
- (b) The clearance between the leaf of the door and the 'frame, or between two leaves shall be as small as practicable.
- (c) If two separate doors (whether single or double leaf door) are installed on opposite sides of an opening, the required fire resistance may be achieved by the two doors together or by either of them separately.
- (d) Wired glass if used in fire resistant doors; shall be of a maximum area of one SQFT and shall not be less than 1/4th inch thick.

135. Miscellaneous Provisions:

- (a) If any part of an opening in, an external wall of building other than a private dwelling house is directly above an opening in an adjoining floor, either:
 - (i) The bottom of the upper opening shall be not less than 3FT. (0.91m). above the top of the lower opening and 'not less than 1.5FT above the upper surface of the floor separating the floors; OR
 - (ii) A horizontal projection of non-flammable material is constructed between the two openings to project 1.5FT from the wall.

- (b) Where a private dwelling house has an enclosed garage:
 - (i) The garage shall be constructed of non-flammable material having a fire resistance of not less than half an hour.
 - (ii) An opening in the wall separating the garage from the house shall at its lowest point be 4inch above the level of the floor of the garage and shall be protected by self-closing doors having a fire resistance not less than half an hour.
- (c) In premises with more than 400 persons seating capacity:
 - (i) The stage area shall be separated from the auditorium on either side of the proscenium opening by a fire resisting wall not less than 6 inch thick, of block masonry or its equivalent, carried down to a solid foundation and up to at least 3FT above the roof level unless the roof is of fire resistant construction.
 - (ii) Not more than two (2) openings shall be provided in the proscenium wall in addition to the proscenium opening. Such additional openings shall not exceed 20SQ FT area each, and should be fitted with a door of minimum half an hour fire resistance.
 - (iii) A fire resistant curtain shall be provided to the proscenium opening.

136. Enclosures for Cinematographic Equipment:

- (a) Cinematographic equipment shall be operated only within fire resistant enclosures located outside the auditorium.
- (b) The enclosure shall be constructed to have minimum two (2) hours fire resistance.
- (c) Two exits shall be provided to each enclosure. These shall be located outside the auditorium and fitted with self-closing doors with minimum fire resistance of half an hour. The door shall open outwards from the enclosure.

- (d) There shall be a minimum number of openings between the projection enclosure and the auditorium, and these shall be fitted with a gravity shutter of minimum half an hour fire resistance overlapping all edges of the Openings by not less than 1 inch when closed. There shall be provided a suitable device to close all shutters simultaneously from any projector head or from a point outside each exit door.
- (e) All enclosures shall be provided with adequate ventilation by suitable openings or shafts of non-flammable construction which shall lead to open air.

137. Steel and Metal Structures:

- (a) All steel and other metal structural members shall be protected with non-combustible materials to provide the required fire resistance.
- (b) Concrete fire protection on steel columns shall be reinforced and enclosed by wire mesh, metal clips or spirally wound wire of not less than 12 gauge size with a pitch not more than 4 inch.
- (c) Where the fire resistant covering on columns is subject to damage by moving vehicles or handling of merchandise, the fire proofing shall be enclosed up to a height of not less than 5FT from the finished flooring with a suitable metal covering of adequate strength.

138. Air Conditioning Ducts:

- (a) All air-conditioning and ventilation ducts including supports shall be constructed entirely of non-flammable materials.
- (b) No air-conditioning or ventilation duct shall pass through a fire wall or a separating wall.
- (c) Where ducts pass through floors or walls other than fire walls or separating walls, the space around the duct shall be sealed with roped asbestos, mineral wool or other non-flammable material to prevent the passage of flames and smoke.

CHAPTER 13

LAND USE CHANGES

139. Change of Land Use of Residential Building:

- (a) No residential building or premises shall be used or converted into any other use except with NOC from the concerned land owning/leasing authority (BOR, MEO etc.) and duly forwarded by concerned cooperative society or the case may be.
- (b) The applicant shall apply and pay as necessary a fee to the Board for the change of land use of a residential building or premises with full justification and the Board shall examine the said application in the light of Master Plan and layout plan of the concerned area and for land owned by another entity it will be referred to that land owning agency for change of land use.
- (c) The Board shall also issue a public notice for the change of land use of residential building or premises in accordance with the provisions of these Bye-laws at the expense of the applicant.
- (d) The Board shall give due consideration to the objections received from the public before the final decision.
- (e) The applicant shall pay the prescribed fees and other charges to the Board as fixed from time to time.
- (f) Residential plot within a residential neighborhood can be allowed to be used for education/health purpose, as per prescribed procedure after inviting public objection from neighborhood. The applicable road width, FAR, number of floors & COS shall be governed by these Bye-laws amended to time.

140. Change of Land Use of Amenity Plot – No amenity plot reserved for the specific purpose shall be converted or utilized for any other purpose.

CHAPTER 14

SPACE REQUIREMENTS & ABUTTING OF BUILDINGS

141. Category-I (Residential) Building Standards.

(a) All the residential houses/bungalows shall comply with the following standards;

Plot Size-Marlas	FP (Max)	Front	Rear	Sides	Floors
UP TO-5Marla	85%	-	-	-	G+2
Above 5 and up to 10	80%	6 FT	-	-	G+2
Above 10 up to 20	75%	10 FT	3 FT	3 FT on one side	B+G+2
Above 20	70%	20FT	10FT	5 FT both sides	B+G+2

Note:

- i. 5 feet COS at both sides of sub-divided line shall be maintained on plots above 08 x marlas). All clear spaces (compulsory open spaces) have been fixed to allow appropriate sun light and cross ventilation required for healthy environment of the occupants.
- ii. For MEO leased land and Bazar areas above standards shall be restricted to B+G+1 for all plots sizes.
- iii. All Residential houses/bungalows/ buildings shall observe the following standards. However the approval of 2nd floors in respect of plots **up to 13 Marla** shall be allowed **after realizing Additional Floor Charges** as fixed by the Board time to time.

(b) **Category-I (Residential) buildings cubical capacity standards:**

Description	Area (MIN.)	Width (MIN.)	Clear Height (MIN)
Habitable Room	100 SQ FT	9 FT	9.5 FT
Kitchen	50 SQ FT	6 FT	8 FT
Bath Room with WC	35 SQ FT	4.5 FT	8 FT
WC only	15 SQ FT	3.5 FT	8 FT
Servant Quarter	80 SQ FT	7 FT	9.5 FT
Passages, Corridors, Galleries	-	4FT	8FT
Main Stair Tower	-	3.5 FT	8 FT
Garages and Car parch			7.5 FT

(c) **Category-I (Residential) Buildings Height Standards (measuring from crown of road):**

Description	Clear Ht.(Max)	Clear Ht.(Min)
Plinth level subject to plot's contour as defined in these Bye-laws	4.5 FT	2FT
Parapet Wall	4 FT	3FT
Ground Floor	12 FT	9.5 FT
1 st floor & 2nd floor (if applicable)	10.5FT(each)	9.5FT(each)
Stair Tower	8 FT	7.5 FT
Max height of building including stair tower (G+2)	39FT	--
Upto 13 Marlas	45.5FT	--
Above 13 Marlas	35FT	--
Boundary Wall from Crown of the Road (Excluding 2FT iron grill)	8 FT	6FT
Clear Height of Basement	-	9.5FT

(d) **General Conditions:**

- (i) No construction shall be allowed in COS except a pergola for car porch and emergency stair. A guardroom in front not exceeding sixty five (65) SQ FT with clear overall height up to maximum 8 FT. above the floor of car porch shall be permissible.
- (ii) Underground water tank and septic tanks to be kept three feet away from boundary walls except road side.
- (iii) Basement shall be permitted up to allowable footprint of ground floor having plot area 13Marlas and above. Safety of neighboring properties is to be ensured while constructing basement. Any damage occurring to neighboring property or Cantonment property shall be made good by the owner or builder to the satisfaction of the Board.
- (iv) Sub-division of residential plots less than 26 Marla shall be prohibited. Each sub-divided plot shall not be less than 13 Marla each.
- (v) Completion plan with additional construction of pergola of car porch, overhead, tank, guard room at front and stair tower to the extent of width of stairs of seven feet (7'-0") height in excess of sanction area in approved plans shall be approved by the Board Without any penalty provided these Bye-laws are not compromised.
- (vi) Minimum size of car porch shall be ten feet x fourteen feet (10'-0"x14'-0").
- (vii) Ramps of residential buildings must finish within four feet of the boundary wall and proper design of ramp provided by the Board shall be adhered.
- (viii) Fixing of hoarding and antenna tower over any residential building is strictly prohibited.
- (ix) Access to basement is permitted from within COS provided ventilation is not compromised.

- (x) Area of basement in case used for car parking shall be exempted from FAR.
- (xi) 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 Bye-laws.
- (xii) COS on non-rectangular odd shaped plots shall be measured as average space between buildings and property line.
- (xiii) For residential buildings, the maximum riser of staircase shall be seven inches and the minimum tread shall be nine inches.
- (xiv) Construction of duplex of any design is strictly prohibited on any size/ type of plot.
- (xv) No structure will be allowed on roof except stair case / mumty, overhead water tank, solar energy system, green roof and allied landscape elements.
- (xvi) Solar energy system will not be considered in the overall allowable height of the building.

142. Category-II (Commercial and Commercial Cum Residential) Building Standards:

- (a) Commercial and commercial cum residential buildings shall observe the following standards:**

Plot Size Marla	Foot Print	Arcade (Min)	Cos (Min.)		Far	Floors
			Rear	Sides		

Up to 3	-	5FT	20 SQ FT compulsory ventilation duct.		-	G+2
Above 3 and up to 5	-	6 FT	40 SQFT compulsory ventilation duct		-	G+2
Above 5 and up to 10	90%	8 FT	5 FT	--	-	B+G+3 Mandatory Basement reserved for parking
Above 10	GF = 90% above GF=80%	8 FT	5 FT	5 FT one side	1:5	According to FAR
Above 10 and up to 25	GF = 85% above GF=75%	8 FT	7.5 FT	5 FT one side	1:5.5	According to FAR
Above 25 and up to 33	GF = 80% above GF=70%	8 FT	8 FT	7 FT	1:6	According to FAR
Above 33 and up to 66	GF = 75% above GF=65%	8 FT	10 FT	7.5 FT	1:7	According to FAR
Above 66 and up to 100	GF = 70% above GF=65%	8' Arcade	10 FT	10 FT	1:7.5	According to FAR
Above 100 and Above	GF = 65% above GF=60%	8' Arcade & Drop-off required	10 FT	10 FT	1:8	According to FAR
<p style="text-align: center;">Note:</p> <p>i. 15% additional Foot Print allowed due to height restriction by any department.</p>						

- ii. If a condition is imposed by military authorities for security reasons, the same shall be strictly binding upon the concerned and shall have overriding effect notwithstanding anything contained in these bye-laws.
- iii. Plot measuring 100 marlas & above Drop-off as per requirement shall be allowed to utilize in basement for parking provision.
- iv. For all commercial projects having ratio 1:5.5 & above it shall be mandatory for the builders / developers to provide following requisite NOCs along with application for consideration of the Board from concerned departments as mentioned below;
 - 1. From Punjab Environmental Protection Agency (PEPA) (before start of construction)
 - 2. Traffic Flow Plan
 - 3. Height NOC
 - 4. Air headquarters (if required)
 - 5. From SNGPL(before start of construction)
 - 6. From LESCO
- v. Arrangement for the disposal of sewage shall be made through Septic Tank of adequate size and capacity.
- vi. Firefighting arrangements and fire escape as per international standard up to the satisfaction of the Authority shall be provided.
- vii. For all buildings of Category-II the height of building will be such that it would not intersect an imaginary line from the opposite side of the main road having width up to 75 Ft serving the building at 65 degree angle with the horizontal. (Not applicable on chimney shaft of industrial buildings, flag masts and communication towers).
- viii. Basement as approved in the Building Plans shall be used exclusively for parking purpose and no conversion is allowed.
- ix. Parking floor will utilize Foot Print of Ground Floor in case parking is provided on any upper floor.
- x. In case arcade is not provided in front of shops. Compulsory Open Space shall be provided.

(b) **Recreational Spaces** – For all public sale/public use/industrial and commercial cum residential plots exceeding 20 Marla a minimum of 2% and maximum of 8% of permissible floor area ratio/proposed covered area shall be provided for recreation facilities/children play area/prayer area etc. This area shall not be included in the total FAR. This area is non- saleable area. This will be the project property.

(c) **Commercial/commercial cum residential Building Height standard:**

Description	Clear Height (Max)	Clear Height (Min)
Parapet Wall	5 FT	4 FT
Ground Floor	22 FT	9.5 FT
1 st Floor and subsequent floors	18 FT	9.5 FT
Stair Tower above top floor	10 FT	8 FT
Arcade	-	8 FT

(d) **Basement for Plots up to 20 Marla:**

- (i) Basements shall be permitted on entire plot area ensuring safety of adjoining buildings. In case if the basement is not constructed over the adjoining plots then 5FT earth filling shall be maintained as safety precaution. The foundations of basement shall not intrude into adjoining property.
- (ii) Minimum clear height of basement for parking shall not be less than six feet and six inches (6'-6") without obstruction.
- (iii) Steps for access to basement or ground floor should not come out of property line.
- (iv) Soil support system should be provided as per recommendation of geo-tech consultant, if required (e.g., sheet pile, secant pile, requirement of soil support for adjacent basement/without basement)

(e) **Basement for Plots 20 Marla and above:**

- (i) Basements shall be permitted on entire plot area ensuring safety of neighboring building. In case if the basement is not constructed over the adjoining plots then 5FT earth filling shall be maintained as safety precaution.

- (ii) Minimum clear height of basement for parking shall not be less than six feet six inches without obstruction;
 - (iii) Basement may be used for purposes other than parking but area shall be included in FAR and ceiling height of basement shall be minimum nine feet six inches (9'-6").
 - (iv) All basements shall have emergency exit/emergency staircase.
 - (v) Soil support system should be provided as per recommendation of geo-tech consultant, if required (e.g., sheet pile, secant pile, requirement of soil support for adjacent basement/without basement)
- (f) **Exemptions from FAR:** In all category-II building such as commercial, public sale, public use amenity buildings and industrial buildings the following areas shall be excluded from FAR but these shall be accounted for calculation of scrutiny fees etc.
- i) Car parking including ramps and driveways.
 - ii) Lift shaft, Garbage chute and Garbage collector, SNGPL, LESCO, staircase / Emergency stair case & its tower. Building services areas, such as plant rooms, electrical and mechanical ducts and electric power generator space, corpse room with washing area, driver sitting area with bathroom, guard room, and recreational area, Passages area and public use area. This area will not be sold out.
 - iii) Stair case area /emergency stair.
 - iv) Arcades.
 - v) Stair tower and lift machine room.
 - vi) OHWT and UGWT
- (g) **Exemptions from Foot Print:** In all commercial, public sale, public use, Amenity and industrial buildings the following areas shall be excluded from Foot Print:
- (i) Ramp (Upward & downward) including driveways.

- (ii) Garbage chute and Garbage collector, LESCO, plant rooms, electrical and mechanical ducts and electric power generator space, corpse room with its washing area, driver sitting area with bathroom, guard room with bathroom etc.
 - (iii) Emergency Staircase & its tower.
- (h) **Other conditions:**
- (i) Common use, amenity spaces or places, recreational area or parking area in the project shall not mis-utilized and shall be used exclusively for the benefits of the allottees of the project.
 - (ii) Minimum size of shop shall be hundred SQ FT (100 SQ FT), whereas 40% of shopping area can have minimum size 56 ft provided not facing of road.
 - (iii) Passenger lift for each block a building of 13Marla and above shall be provided keeping in view the No. of residential / commercial units.
 - (iv) Steps for ground floor or basement outside the plot line are strictly forbidden.
 - (v) Forty percent (40%) loft shall be allowed for each shop with minimum ceiling height of 16FT.
 - (vi) The minimum clear height of shop will be 9FT.
 - (vii) Clear width of Arcade between inner surface of the outer column and shop shall be a minimum of 5'-0" and width from outer column and shop shall be 8'-0".
 - (viii) The minimum width of passage shall be 6 feet.
 - (ix) Tower over the lift shaft shall be allowed with maximum clear height of 10 FT. This area shall not be included in FAR.

- (x) If plan is approved for certain FAR as per the plot size then additional floors shall not be permitted under these Bye-laws.
- (xi) For plots abutting on minimum 40'-0 wide public streets at rear, the rear COS shall be condoned. In case of corner plot, the COS on side abutting the lane or road shall be condoned and arcade shall be provided.
- (xii) Mezzanine floor i.e. an intermediate floor just above ground floor of a building exclusively designed for commercial purposes and having head room not less than seven feet and not more than nine and half feet and with independent entrance from ground floor only whose floor area is not more than 75% of the ground floor may be permitted with separates stairs for it.
- (xiii) The standards shall be applicable to all plots having land use classification of commercial and residential cum commercial.
- (xiv) Ramps and other facilities as mentioned in these bye-laws Clause# 172 for handicapped shall be provided in all Category-II.
- (xv) Every building meant for human occupancy shall be provided with exit sufficient to permit safe escape of occupants in case of fire or other emergency.
- (xvi) All exits shall be free of obstruction.
- (xvii) Exits shall be clearly visible and the routes to reach the exit shall be clearly marked and sign posted to guide the inhabitant.
- (xviii) All exit ways shall be properly illuminated with proper signs.
- (xix) Firefighting equipment shall be suitable located and should not obstruct the exit way.
- (xx) Alarm devices shall be installed to ensure prompt evacuation of the population concerned through the exit.

- (xxi) All exits shall provide continuous means of egress to the exterior of a building or to an exterior open space leading to a street.
- (xxii) Details of Elevation/Façade shall be submitted for record purpose only.
- (xxiii) In all residential and residential-cum-commercial/commercial projects for public sale, a minimum of 10% to 20% of the mandatory open space shall be landscaped. This landscaped space shall be left open to sky.
- (xxiv) Service floor / Roof of last floor of the commercial building or common facilities like overhead water tank, stair tower, lift well etc. is shared by all inmates of the building. Roof top / service floor not be sold out by builder it needed to be shared by all habitants of building. It is non-saleable.
- (xxv) No workshop for denting, painting or repairing of vehicles shall be allowed on commercial plots. In addition, a building intended to carry out dangerous and offensive trades, trades emitting obnoxious smell, factories and mills which produce noise, smell, smoke or other nuisance shall not be allowed to be constructed on commercial plots.

143. Flat Site Building Standard:

(a)

S.No.	Plot Size	Foot Print	F.A.R	Min. COS Front	Min. COS Sides	Min. COS Rear
1.	Less than 1/2 Acres	50% Max	1:2.75	15 FT	15 FT	15 FT
2.	More than 1/2 Acre	40% Max	1:4.0	20 FT	20 FT	20 FT
Note: 60% foot print (FP) shall only be allowed to those plots where the allowable height as per these bye-laws is curtailed due to height restriction imposed by CAA.						

(b) Other conditions:

- (i) Open spaces between the blocks of flats shall not be less than 20 feet.

- (ii) In case of irregular shape of plot the COS may be considered for relaxation by the Board on the case to case basis.
- (iii) Where the basement is provided for parking purpose, appropriate gap be kept between the adjoining. Foundations, however, the safety of adjacent property is the responsibility of the owner/builders/Developers.
- (iv) Ramp leading to the parking area upward or downward is allowed within the COS.
- (v) Each apartment /building should have an access to at least two lifts /cargo lift /fire escape depending upon planning of project.
- (vi) Provision of fire escape /fire routs/fire exits/ stair case must be provided in each block at a convenient location leading directly outside the building.
- (vii) Compatible cargo lifts to be provided for G+5 and above storied buildings in addition to a passenger lift.
- (viii) Remaining conditions are same as defined in these bye-laws.

144. Amenity Buildings Standards:

(a)

S.No.	Plot Size	Foot Print	F.A.R	Minimum COS Front	Minimum COS sides	Minimum COS Rear
1.	Less than 1.0 Acres	50 % Max	1:3.5	10	10	10
2.	1.0 Acre and above	40 % Max	1:4.5	20	20	20

(b)

S.No.	Level of activity	Min Road Width	Plot Size Marla	FAR	No. of Floors	Min COS Front	Min COS Sides	Min COS Rear
1.	Primary School /Clinic	30FT	Up to 8	-	G+2	3 FT	-	3 FT
2.	Secondary School/Clinic	40FT	8 to 13	-	B+G+2	6 FT	5 FT	6 FT

3.	College/Hospital	60FT	13 to 50	-	B+G+3	8 FT	5 FT	8 FT
4.	College/ University	100 FT	50 to 66	1:4.5	--	10 FT	7 FT	10 FT
5.	College/University Chartered by HEC for University/Hospital	150 FT.	66 &Above	1:5.5	--	15 FT	10 FT	15 FT

(c) **Other conditions:** All amenity buildings shall observe the following general conditions:-

- (i) Elevators, lift or ramps (Slopes 1:12) pedestrian and stretcher use shall be provided for all hospital and health usages of more than Ground + 1 floors.
- (ii) Basement should be used for parking. Sufficient parking to be arranged for staff along with visitors.

145. Standards for Petrol Stations:

- (a) For the purposes of this Clause the term "Petrol Station" means a station for the sale, at retail, of petrol and ancillary products for motor vehicles.
- (b) A petrol station may be located only on a main collector street having a total right of-way of at least 60FT.
- (c) A petrol station may be located within 0.46 mile (0.75 km) of the site of an existing or approved petrol station unless the petrol station and the other such site or sites are located on the opposite side of a street having a right-of-way of not less than 100 FT and a dividing median strip.
- (d) The minimum street frontage of a petrol station shall be 60 FT.
- (e) The minimum area of a petrol station used for petrol filling facilities and servicing activities shall be 33 Marla.

- (f) Access roadways shall be constructed in accordance with the following requirements:
 - (i) No access roadway may cross the sidewalk at an angle of more than 45°.
 - (ii) The width of each lane shall be at least 12 FT.
 - (iii) 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°.
- (g) Adequate space shall be provided for parking for oil supply tankers while discharging its load.
- (h) No less than one (1) lavatory shall be provided at each petrol station exclusively for public use in addition to lavatory/ lavatories provided for the staff.
- (i) A single floor retail mart/ shop shall be permitted on an area not exceeding 5% of the plot area in addition to a tyre & puncture shop.
- (j) Telephone facility shall be permitted.
- (k) Drinking water (fountain) shall be permitted.
- (l) No proposed exclusive Petrol Pump Station shall be located within 300FT. of crossing of two major arteries or a roundabout measured from the center of road or as prescribed by MPGO in consultation with Transport Department.

146. Standards for CNG Stations:

- (a) CNG Station can be installed on Commercial or Industrial or residential plots after following the due procedure for conversion and after payment of conversion charges as fixed by the Board, provided that conversion shall be done after calling public objections.

- (b) All ownership and title documents including Allotment Order, Possession Order, Site Plan and Lease Deed etc. duly attested are to be supplied. In addition, permission from Ministry of Petroleum and Natural Resources is also required.
- (c) Three copies of layout plans duly signed by the owner and registered Town Planner should be submitted for processing and approval.
- (d) The minimum area of the plot will be 20 Marla on which CNG station can be allowed.
- (e) No proposed exclusive CNG Station shall be located within 300 FT of crossing of two major arteries or a roundabout measure from the centre.
- (f) The minimum frontage of plot for CNG Station should be at least 60 FT.
- (g) The CNG Station is allowed only on roads having at least 60 FT width for Commercial and industrial plots and 100 FT in case of the residential plots.
- (h) The Compressor Station shall be located at a minimum distance of 3 FT inside the boundary walls and all measures provided in CNG safety Rules, 1992 and subsequent amendments shall be followed.
- (i) Selected Commercial activities may be allowed such as Tyre Puncture Shop and small shopping mart to the extent of 5% of the total area of the plot.
- (j) In case of Service Station NOC for water Supply from Okara Water & Sewerage Board will be required.
- (k) All building structures shall be constructed leaving a compulsory open space of at-least 10FT from the boundary of the plot.
- (l) Apart from office for Manage, a Public Lavatory comprising of two (2) WC's and drinking water facility shall also be provided for the public.
- (m) NOC will be issued with the approval Board on payment of fixed by the Board (time to time amended) on following conditions;

- (i) Access roadways may follow an angle of 20 to 45 with the road at entry and exit and will have a minimum width of each lane should be 12FT.
- (ii) Telephone facility.
- (iii) Drinking water (fountain).
- (iv) A CNG Station may not be located within 0.46 mile of the site of the existing or approved CNG Stations unless the CNG Station and other such sites are located on the opposite side of a street having a right-of-way of not less than 100 FT and a dividing median strip.

147. Standards for Mosque – Mosque will be allowed on designated amenity plots.

- (a) Adequate provisions for persons with disabilities will be provided at the entrance/exit in the shape of ramp.
- (b) Construction of basement is not allowed. However, plots having a level difference of more than 6'-0" from road level can construct lower ground, open from all sides and dedicated as prayer hall.
- (c) Construction of Masjid will be G+2 in residential areas. However, Masjid falling in commercial areas will be constructed up to G+4.
- (d) Roof top utilization with folding shade arrangements may be allowed. Shades are not allowed to be converted into permanent or semi- permanent structure.
- (e) Windows on first and second floor facing towards residential side will be designed to ensure privacy of adjoining properties.
- (f) Footprint of Mosques will be as follows:-
 - (i) Ground Floor will be 60% to 70% of plot area.
 - (ii) Subsequent Floors will be 50% to 60% of plot area.
- (g) Ablution area, washrooms & storage area can be on multiple levels but should not exceed overall height of the building.

- (h) No *madrassa, maktab* and hostel facility is allowed within mosque premises. *Nazra* Quran will only be allowed under CCTV cameras monitoring and weekly recording will be maintained by the masjid managing committee.
- (i) Height of Minaret will not exceed 100'-0" from road level.
- (j) Requirement of residence of *imam/ moazzan* or any other staff will be decided on case to case basis. The height of parapet wall will be 6'-0" on rooftop if used for prayer. The area for residence for *imam/ moazzin/ khadimeen* will be as follows:
 - (i) Mosque up to 33 Marla: Area for Imam Residence not exceeding 600 SQ FT (2x bed, lounge, kitchen, attach bath(s) & store etc.) and *moazzin /khadimeen* residence 300 SQ FT (1x bed, attach bath & kitchen etc.).
 - (ii) Mosque 33 Marla and above: Area for Imam Residence not exceeding 800 SQ FT (3x bed, lounge, kitchen, attach baths & store etc.) and *moazzin / khadimeen* residence 450 SQ FT (2x bed, attach bath & kitchen etc.).
- (k) Use of loud speakers will be restricted to *Azaan* only. Announcements, sermons and *khutbas* including *Juma* Prayer a not allowed on loud speakers. However, necessary arrangements can be made for acoustics inside the mosque.
- (l) Mosque to function under Cantonment terms & conditions.
- (m) Change of status of Residential/ other categories of plots to Amenity status for the purpose of expansion of a mosque will be considered in extreme circumstances, on case to case basis, fulfilling following conditions:-
 - (i) Proximity to another mosque should not be less than 1700 FT.
 - (ii) NOC from neighbors.
 - (iii) Availability of space for parking in the vicinity.

148. Standards for Cinema Houses –

- (a) In addition to the Cinematograph Act Confer, the following standards shall be adopted:
 - (i) The spacing between the rows of Seats shall be calculated as follows;
 - (ii) Minimum width of the seats shall be 18 inches.
 - (iii) Minimum back to back space between the rows of the seats shall be 3FT.
 - (iv) Minimum width of the gangway shall be 4FT.
 - (v) No cinema shall be planned within 700FT. of any mosque, religious building, hospital, public building or school provided that these buildings have been constructed on plots originally designated as such in the approved layout plan.
- (b) Floor area ratio shall be followed 1:1 for plots meant for cinema houses.
- (c) No residential accommodation except a single room accommodation of a maximum covered area not more than 250 SQ FT. shall be allowed.
- (d) The size of the cinema shall be calculated on the basis of number of seats @20 SQ FT per seat.

149. Cineplex Standards – In addition to the Cinematograph Act Confer, the following standards shall be adopted for Cineplex only in. commercial projects without residential units:-

- (a) The minimum spacing between the rows for seats shall be calculated @ 18 inches width of the seats; @3 feet back to back space between the rows of the seats; and @ 4 feet width of the gangway.
- (b) No residential accommodation except a single room accommodation for a maximum covered area not more than 250 SQ FT shall be allowed.
- (c) The size of the cinema shall be calculated on the basis of number of seats @ 30 SQ FT per seat.

- (d) Plots designated for cinema with status of land as commercial may be allowed to be used for commercial activities up to 75% of the permissible covered area provided that the remaining 25% permissible covered area shall be used exclusively for cinema/Cineplex/multiplex.
- (e) Dedicated staircase/emergency staircase will be provided for Cineplex and all safety measure will be taken.
- (f) Cineplex shall not be allowed on commercial plots less than 66 Marla.

150. Industrial Buildings Standards:

(a) Industrial Plots shall observe the following standards:

Sr. No.	Plot Size Marla	Foot Print	FAR	Minimum COS Front (FT)	Minimum COS Sides (FT)	Minimum COS Rear (FT)
1	37 Marla	70%	1:2.5	8	5 one side	10
2	37 to 83 Marla	70%	1:2.5	10	10 each side	10
3	83 to 662 Marla	65%	1:2	20	15 each side	15
4	662 to 993 Marla	60%	1:2	20	15 each side	20
5	993 to 1489 Marla	60%	1:1.5	30	15 each side	20
6	1489 & Above	60%	1:1.5	30	15 each side	45

(b) The area of the following structures will not be treated as floor area:-

- (i) Overhead Tank.
- (ii) Underground Tank.
- (iii) Open Platform
- (iv) Above ground open washing space and water tank
- (v) Underground chemicals stores

- (vi) Gas Sub-Station.
 - (vii) Oil Tank.
 - (viii) Underground air raid shelter not exceeding 10% of the foot print
 - (ix) Electrical/ Mechanical plant room.
 - (x) Parking Space
- (c) For industrial units on plots over 116 Marla, loading and unloading facilities shall be provided within the area of the plot, in keeping with the functioning of the industrial unit.
- (d) Change in nomenclature/ type of industry is permissible upon clearance from the Concerned Board.
- (e) Only those industries will be permitted as are not considered hazardous or obnoxious as defined by the Insurance Association of Pakistan (1996) of hazardous Category (1) and (2) and/or defined in the list given in Clause 151.
- (f) The following single floor structures will be permitted in the COS along the access road/s.
- (i) LESCO to the required size by the authorities.
 - (ii) Time/Gate office of 150 SQ FT area.
 - (iii) Guard/Security room of size not more than 90 SQ FT.
- (g) All effluents discharged from Industrial processes will be in keeping with the standards laid down by the applicable Federal/ provincial local government environmental standards.
- (h) In all buildings/ containers used for storage of inflammable materials, approval of Chief Inspector of Explosives is mandatory.

- (i) For installation of all Boilers in/outside the factory, special approval from the Chief Inspector of Boilers is mandatory.
- (j) For industries using natural gas, the laying/testing certificate of pipes has to be furnished by contractors who are registered with the relevant Gas Company.
- (k) All hazardous waste shall be disposed of as per conditions mentioned in the Clause No.107 of chapter 10.
- (l) List of specific trades and industries which are required specifically designated/approved areas for their location (excluding residential and general industrial zones).
 - (i) Dangerous trades in inflammable material.
 - a) Timber.
 - b) Fire-wood in excess of 18 tons of charcoal in excess of 300 bags, and coal in excess of 100 bags.
 - c) Hay and straw.
 - d) Sugar refining.
 - e) Acetylene gas manufacture.
 - f) Ammonia, Chlorine or bleaching powder manufacture.
 - g) Distillation of coal, petroleum, refuse grade or bones
 - h) Storage of petroleum in excess of 19,984.8 Gallons (75,700 litre).
 - i) Manufacturing of gun powder and fire crackers etc.
 - (ii) Offensive trades emanating obnoxious Smells / Effluents.
 - a) Processing and trading in bones, tallow, offal, fat, blood hides, skins, manure, catgut, oil cloth, fish, and hoofs.
 - b) Burning of lime, manufacturing of cement, bricks. Earthen ware and pottery.
 - c) Coke ovens.
 - d) Crematory.

- e) Glue size or gelatin manufacturing where the processes include the refining or recovery of products from fish, animal refuse or offal.
- f) Grease, lard, fat or tallow rendering or refining, lime, cement manufacture.
- g) Rubber, shoe polish or gutka manufacture or treatment.
- h) Slaughtering of animals.

- (iii) All industrial units should be provided with fire exists and emergency route from the building.
- (iv) All requirements of ministry of industries, ministry of petroleum, civil defense department, explosive department, EPA and any other concerned agencies required to setup industrial unit shall be strictly followed by builders/developers/owners.

151. Cottage Industries, Work-Shops Go downs, Non-Obnoxious Warehouses Standards:

(a)

S.No.	Plot Size Marla	Foot Print	Far	Minimum Cos Front (FT)	Minimum Cos Sides (FT)	Minimum Cos Rear (FT)
1	Less than 4 Marla	80%	1:2	-	-	5
2	4 to 8 Marla	70%	1:2	5	-	8
3	8 to 17 Marla	70%	1:1.75	5	-	8
4	17 & Above	70%	1:1.5	10	10	8
Under no circumstance will any type of hazardous, obnoxious, offensive or noisy activities be carried out which create a nuisance for the neighbors and the locality.						
Note: <ul style="list-style-type: none"> i. A detailed description of the nature of industry is to be submitted along with plans forwarded to Cantonment Board Okara for approval. 						

(b) Go downs and Warehouses:

- i) No Go down except a store shall be provided in a residential building.
- ii) Go downs/warehouses shall be designed, adopted or used for storage purposes only.

- iii) In every warehouse and godown there shall be exhibited by the owner, at some appropriate place, permanently and conspicuously, a notice incised or embossed on metal, plastic or similar permanent material in the following form, stating the load for which the floor has been designed with letters to be at least 1 inch wide & 3 inch high. In case of inflammable or explosive materials, being stored, prior permission from the Board shall be obtained.

NOTICE

This floor has been designed to sustain a super imposed load of
_____lbs. per SQ FT. (_____ Kg / SQ M).

152. Poultry Farms Standards – These are special type of plots where not more than 1/3rd of the plot area shall be allowed to be covered including all ancillary structures and minimum COS of 20FT shall be left all around.

153. General Policy Marriage Lawns / Halls / Garden / Banquet Halls / Marquee:

- (a) Marriage lawns / halls / gardens / banquet halls/Marquee shall be allowed on commercial plots having minimum area equal to 50 Marla, and above.
- (b) Marriage lawns / halls / gardens / banquet halls/Marquee shall only be allowed/ permitted on 100 FT or above roads on payment of fee fixed by the Board with the allowable FAR of 1:1.5
- (c) Immediately remove all encroachment on footpath to create space for car parking with the provision of space for pedestrians.
- (d) All activity of above shall be within the premises.
- (e) Deployment of security guards and adequate arrangement for firefighting/ emergency exits in case of any mishap.
- (f) Plot owners to make arrangement for proper disposal of kitchen and food waste.

- (g) Rest of the building standards of commercial buildings shall be applicable on Marriage Lawns/ Halls / Garden/ Banquet Halls/Marquee with ratio i.e 1:1.
- (h) Marquee of steel structure with fire rated material sheet is permissible.
- (i) As CSR area around the marriage halls should be kept neat and clean as per these bye-laws Chapter #18.
- (j) **Marquee.** A marquee would be a large tent setup for an outdoor event such as wedding, meetings etc. made up of temporary steel structure and Fire Rated Material as per following parameters:

1.	Minimum Area Requirement	50 Marla (commercial plot)
2.	Maximum Ground Coverage	50% - including kitchen & other amenities
3.	Minimum Setbacks	Front: 30 FT, Sides: 15 FT, Rear: 15 FT
4.	Parking	One car space for each 250 SQFT of Covered Area
5.	Minimum Frontage	100 FT
6.	Minimum Access Road	60 FT
7.	Fire and safety standards as per Building Code of Pakistan (Fire Safety Provisions 2016)	
8.	Structural design to be prepared & vetted by licensed professional engineer in accordance with applicable Building Code.	
9.	Where Sewerage network is not available, provision of a compact Sewage Treatment Plant, for disposal of sewage shall be made or fully sealed septic tanks which shall be mechanically drained through flushing unit.	
10.	Solid Waste Management plan to cater for the disposal of garbage generated from the premises @ of 1kg/person/event shall be submitted along with the plans for approval. Garbage shall be transported to the approved disposal sites.	

154. Chamfering For Corner Plots – The corners of all plots abutting on two intersecting roads shall be chamfered as follows.

- (a) From thirty feet (30FT) to sixty feet (60FT) width of the road, the distance should be eight feet (8FT) or as per site plan issued by the concerned land owning agency.
- (b) From sixty feet (60FT) to one hundred and ten feet (110FT) width of the road, the distance should be 10 feet In case of service road the chamfer will be governed by the width of service road.
- (c) From one hundred and eleven feet (111FT) and above width of the road, the distance should be twelve feet (12FT).
- (d) In case a building abuts on the service road the chamfer will be governed on the width of the service road.
- (e) In case of plot area up to 4 Marla abutting on two roads of two different widths, the required chamfered on both sides shall be governed by width of smaller road.
- (f) The length of chamfered portion noted above shall be in accordance with width of the respective road and shall be measured along the length of the road.

155. Building Plan Building Plan of Boundary Walls/Site office – No building plan of boundary walls of any category of plots shall be entertained by the Board without confirmation of title documents from the concerned land owning department. Permission to construct a site office will be obtained from Cantonment Board.

156. Space for Electrical Sub-Station – A minimum space of 16FT. x 21FT. or as per requirement of LESCO shall be left for electrical sub-station which is abutting on road side/street or has a clear passage of 16FT width, for public sale, commercial, residential building and industrial building having an area in excess of 60,000 SQ FT all Category II in terms of FAR.

157. Method of measuring minimum clear space – The minimum clear space prescribed between a building and property line shall be measured from the external face of the perimeter

wall enclosing the covered or usable area of the building after its greatest projection from the building, at right angles to the plot boundary and excluding permissible projection of shade and balconies. If there are more boundaries than one in the plot affecting the building, the above requirements will be satisfied at all such boundaries also.

158. Separate Approach for every Building _ Every building not abutting on a street shall have an access or a right of way for an approach from the street open to the sky and at least 6.5 FT wide if the length of such access or right of way does not exceed 50 FT from the street. If the length exceeds 50 FT the width shall be at least 10 FT in order to facilitate access by the Fire Brigade to the rear building.

159. Projections beyond Property Limits _ No projections or overhanging features shall be permitted beyond property limits except where permitted under the Bye-laws.

160. Allowable Projections:

- (a) Maximum allowable projection of sunshades in compulsory open spaces shall be 3 FT or half the width of COS whichever less is.
- (b) No construction shall be allowed in the chamfered portion up to 16.5 FT measured from the adjacent road.
- (c) Open balconies projecting on to public streets from buildings abutting such streets shall be permitted by the Board only for residences/apartments up to plot size 24 Marla. The area of allowable balconies shall be exempted from FAR. It is further clarified that such projection on plots above 24 Marlas shall also be excluded from FAR provided such projections are provided within the plot lines. Such projection shall not be used as a room as per conditions stated here under:

Width of Street	Max. length of Balconies	Max. projection of Balconies	Min. Distance between two balconies	Min. height above street level from center of street Balconies and sunshades
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30 FT& less than 40FT	12 FT	2FT	6 FT	17FT
40 FT& less than 50 FT	12 FT	3FT	6 FT	17 FT
50 FT& above	12 FT	4FT	6 FT	17FT
In case of corner plots no balcony will be allowed at the corner of the plot below 17 FT				

161. Air Raid Shelters:

- (a) The Air raid shelter shall be designed on the basis of occupancy per flat which are:
 - i. Four persons for two bedrooms flat.
 - ii. Six persons for three bedrooms flat.
- (b) The area/size required for Air Raid Shelter shall be designed as per occupancy of entire building with calculation at the rate of 4 persons per 10 SQ FT. Applicable if mentioned on lease conditions.

162. Staircases

- (a) The stair riser of all buildings shall not be more than 7 inches and the tread shall not be less than 10 inches except for houses where the maximum riser shall be 7 inches and the minimum tread will be 9 inches. Staircases to lofts and spiral stair case to non- public access areas shall be excluded from these requirements.
- (b) For all buildings other than Category I, the minimum width of staircases shall be 4 FT. The distance from any point to the nearest staircase shall not exceed 100 FT. The minimum clear head room under beams and stair landing shall be 7 FT.
- (c) Other than bungalows, all staircases shall be provided with a handrail.
- (d) A handrail shall be provided on each side of the staircase when the staircase is 6FT wide or more.

- (e) For all buildings other than bungalows there shall not be more than 20 risers between each landing in a straight flight. Depth of the landing shall not be less than the width of the flight.
- (f) Winders shall be permitted in Category "I" plots only.
- (g) All public sale projects beyond G+4 upper floors and public use buildings beyond G+2 upper floors, an emergency stair either RCC or fire resistance steel having minimum width of 6FT. shall be provided.

163. Lifts

- (a) Wherever required under these Bye-laws, no lift will be of capacity less than 6 person, and lift shall conform to the technical provisions of BS5655 with respect to all safety devices, procedures of examination and annual testing/certification of lifts by a professional engineer of concerned disciplines.
- (b) One lift shall be provided in building when the climbing height from ground floor to upper floor exceeds 46'-0" to 59'-0". For a climbing height of 60'-0" and above at least two lifts shall be provided.
- (c) Additional lift will be provided in project as per design requirement.
- (d) Cargo lift will be provided in project along with normal lift. The size of a normal lift is 6'x6' and cargo lift will be 6'x8'.
- (f) The distance from any point to the nearest lift shall not exceed 100 feet.

164. Recycling Plant & Septic Tank – In all High-rise buildings, recycling plant for the treatment of effluent/ sewage of adequate size and dimension shall be mandatory provided by the builder at an appropriate location of the plot/ building in accordance with the requirement for construction and maintenance as set by National Environmental Quality Standards (NEQS). Arrangements for the disposal of sewage shall be made through Septic Tank of adequate size and capacity, disposal of treated sewage and the sludge so created shall be disposed of through

transportation to the designated sites indicated. Treated water shall be used for landscaping purpose. The above area shall be exempted from FAR.

165. Relaxation – The Cantonment Board may, by general or special orders, exempt any land or building from the operation of these or any of these Bye-laws with justification after considering the case on merit.

166. Building Façade – It shall be building on the builder / owner / lessee of a building to comply with the directions of Cantonment Board with regard to adopting a certain design for a building façade and or a particular shade of external paint in case of development of a theme for an area / road / street as per decision of the Cantonment Board.

In case of non-compliance, the Board may take an appropriate action that may include imposition of fines, carrying out the requisite job through Engineering Branch at the expense of the builder / owner / lessee etc.

CHAPTER 15

PARKING REQUIREMENT

167. Scope – Parking requirement for motor vehicles specified in these Bye-laws shall apply whenever;

- (a) A new building is constructed or a change of use of existing building is established;
- (b) An existing building is altered and there is an increase in the floor area of the building, wherein additional parking requirements shall be totally applicable to the proposed addition only within the property limits as required under these Bye-laws.

168. General Conditions:

- (a) Adequate car parking to be provided for all commercial buildings, residential cum commercial and high rise buildings designed on plots above 20 Marlas.
- (b) The parking space, including ramps, shall be exempted from FAR.
- (c) The parking space requirements of every building shall be determined as a sum of parking requirement for each type of use to which the building is subjected.
- (d) Minimum clear height of parking structure without obstruction shall be 6'-6"
- (e) Detailed plan clearly showing entry, exit gradient of ramp, turning radius storage spaces, circulations and movement of vehicles etc. shall be submitted.
- (f) Sixteen percent of the total car parking space shall be utilized to provide space for motorcycle parking @ six motorcycle and eight bicycles for every one car.
- (g) Minimum one out of every 50 car parking stalls or less as required by these Bye-Laws shall be dedicated for disabled person's at most convenient location.
- (h) Adequate natural ventilation electrical or mechanical ventilators to be provided for parking in the basement.

- (i) Multiple basements for parking can be permitted. Provide sufficient light/ventilation and emergency exits exist.
- (j) Adequate means of ventilation, fire protection and emergency exits shall be provided in the parking areas.
- (k) Proper parking signage such as entry and exit, directional arrows and driveway marking must be provided.
- (l) When unit of measurement used in computing the number of parking spaces result in the requirements of a fractional space, the nearest whole number to next higher side of parking spaces shall be taken.
- (l) For plot up to 25 Marlas, 11FT wide minimum ramp shall be provided for two way traffic.
- (m) In addition to project parking 15 to 25 additional car parking spaces shall be reserved for visitors parking on plot measuring 66 Marlas & above.
- (m) Basement as approved in the Building Plans shall be used exclusively for parking purpose and no conversion is allowed.

169. Car Lifts – Minimum two car lift's and two standby generators shall be allowed as means of access for car parking required as per specific approval of Board on case to case basis.

170. Parking Requirements / Standards:

- (a) Every 6 bedrooms for a hotel of three star rating and above. In addition to a per room requirement, parking space shall be provided for all other facilities e.g. restaurants, conference room etc. @ 200 SQ FT. for restaurant and 300 SQ FT. for conference room per car.
- (b) Every 3 beds for general ward and for 2 semi-private / private rooms and or 1 per consulting room / OPD of a clinical / medical service building. Additional parking @ 50% of above parking for management / Doctors parking.

- (c) Every 100 SQ FT in places of all public assembly, unless specified as here under.
- (d) Every 50 visitors who can be accommodated by an area or structure for sports activities.
- (e) Every 1000 SQ FT) of floor area of office space in an industrial building unit.
- (f) Every 800. SQ FT of floor area of space for retail shopping, business offices, for all facilities of hotel.
- (g) Every 4000 SQ FT. floor area of all educational institutions or minimum three fourth of motor vehicle parking space shall be provided per classroom whichever is more.
- (h) Every 60 SQ FT of marriage lawn/hall of minimum plot area of 1000 SQ FT.
- (i) Every 1000 SQ FT of floor area for all Flat Sites, commercial buildings & commercial-cum-residential building.
- (j) Every 300 SQ FT of floor area of Cinema.
- (k) Cineplex parking shall be calculated @ one car for two seats.
- (l) Minimum one out of every fifty car parking stalls shall be dedicated for the disabled person's at most convenient location.
- (m) Parking Requirements for Other Uses:
 - (i) In the case of land development, structure or facilities where uses do not fit the categories given above, the agency determining an application for a development permit may require the provision of parking spaces to the extent reasonably necessary to promote any of the purposes.
 - (ii) In addition to the foregoing requirements the Cantonment Board determining an application for a development permit shall require the provision of off-street parking spaces for all motor vehicles, including trucks, fork lifter etc. and any animal-drawn vehicles essential for the operation of facilities or enterprises on the premises, and the provision of

adequate loading and unloading facilities for industrial unit for supply vehicles so located as to cause the least possible obstruction to the pedestrians.

- (iii) As a condition for the granting of permission for land development involving the laying out of new roads, road widening or road expansion, or otherwise having a significant impact on traffic conditions in the vicinity, Board may require any of the following.
 - (iv) The provision for off-street parking space facilities and terminals for public service vehicles, including buses, taxis, trucks and animal drawn vehicles.
 - (v) The provision within transportation rights-of-way of parking strips, or taxi, carriage, or bus stands, or loading and unloading spaces for supply vehicles:
or
 - (vi) The incorporation of any other design features necessary to achieve any of the purposes set forth in these Bye-laws.
- (n) Standards for Parking Spaces: Configuration of parking space under these Bye-laws shall conform to the minimum standards given in the table below:

Description	For Cars	For Motorcycles
Bay width	8 FT	2.5 FT
Bay length	16 FT	6 FT
Gradient of ramp	1:7.5	1:7.5
Straight turning radius (outer)	24 FT	-
Helical ramp turning	32 FT	-
Lot turning radius	17.5 FT	-
Minimum ramp two way for plots up to 25 Marla.	12FT	
Minimum two way ramp for plots 25 Marla & above.	18 FT	
Minimum one way ramp for plots 25 Marla & above.	11FT	
Driveway width Two way traffic	18 FT	-
Minimum ramp & driveway width One way traffic	11 FT	-
Minimum space for parking one car	8 FT x 16 FT	-

171. Exemption from Provision of Parking Space – The following types of buildings or plots shall be exempted from the provision of car parking space within the premises.

- (a) Plots up to six hundred square yards 20 Marlas.
- (b) All buildings on plots of odd shapes and dimensions where there is no physical possibility of designing car parking space within premises, the exemption can be considered by the Board.
- (c) All places of worship.

172. Facilities for persons with disabilities – In all buildings intended for commercial use, public use and buildings meant for amenity purposes such as health & welfare uses, education uses, religious uses, recreation uses and govt. uses shall provide facilities for disabled persons as under;

- (a) Provision of ramp up to ground floor with a minimum width of 4FT and maximum gradient 1:12 with a railing at least on one side.
- (b) Minimum one toilet designed for person on a wheel-chair with adequate safety provisions such as grab bar, rails etc., and locking provision that can also be operated from outside.
- (c) Provision for parking reserved for disable persons as noted in Clause No.168 (g)

CHAPTER 16

COMPOSITION FEE SCHEDULE

173. Residential – If the violations/ deviations in building works **exceed the** permissible Floor Area Ratio (FAR), Foot Print (FP) & Compulsory Open Space (C.O.S).

Description	Composition of Fee Rates
Violation of Built up area	To be fixed by the Board from time to time
Violation of Built up area in C.O.S	
Occupying the premises prior to obtaining Occupancy Certificate	
Regularization of floors permissible with these Bye-laws but constructed without obtaining approval	

174. Commercial / Public Sale Project: If the violations/ deviations in building work exceed the permissible Floor Area Ratio (FAR), Foot Print (FP) & Compulsory Open Space (C.O.S)

Description	Composition of Fee Rates
Violation of Built up area	To be fixed by the Board from time to time
Violation of Built up area in C.O.S	
Occupying the premises prior to obtaining Occupancy Certificate	
Regularization of floors permissible within these Bye-laws but constructed without obtaining approval	

175. Construction without Permission – If construction started without approval of Board, it will be liable for fine in addition to imposition of composition fee.

CHAPTER 17

BTS (BASE TRANSCEIVER STATION) TOWER

176. Definitions – In these Bye-laws unless there is anything repugnant in the subject or context.

- (a) "Act" means the Cantonments Act, 1924 (II of 1924) as amended in Cantonment Act, 2023.
- (b) "Antenna tower" or "mast" means a structure used to support an antenna at some height above the ground.
- (c) "BTS" means base transceiver station.
- (d) "Director" means the Regional Director Multan, Military Lands and Cantonments Departments.
- (e) "Director General" means the Director General, Military Lands and Cantonments Department.
- (f) "Registration" means permit for erection or re-erection of temporary structure under these Bye-laws against payment of registration fee.
- (g) "Registered person" means a person who has been granted registration for erection or re-erection of temporary structure under these Bye-laws.
- (h) "Registration fee" means a fee charged against grant of registration under these Bye-laws.
- (i) "Public right of way" shall have the same meaning as has been assigned to it in the Pakistan Telecommunication (Re-organization) Act, 1996 (XVII of 1996).
- (j) "Schedule" means a schedule to these Bye-laws.
- (k) "Telegraph" shall have the same meaning as has been assigned to it in the telegraph Act, 1885 (XIII of 1885).

- (l) "Temporary structure" means an enclosure, cabin, fence, tent, awning, shed, hut, standard, stay, strut, pole, post, BTS tower, antenna tower and alike temporary structures, roofed or otherwise, whether of masonry brick, wood, mud, metal or any material, whether raised on ground or any floor or on top of a building or hanging.
- (m) **"Tower" means:**
 - i. Any BTS used as an earth-based transmitting or receiving station for cellular phones, paging services and other wireless transmission equipment and systems and includes associated infrastructure viz. any mechanical and technical equipment, antenna and housing structures.
 - ii. Any telecommunication or antenna tower for broadcasting of audio or audio-visual signals, cable micro-cell network comprising of a series of multiple low power transmitters or receivers attached to existing wire line systems, such as conventional cable or telephone wires, or similar technology, that may require co-location on existing poles.
 - iii. Carrier on wheels or cell on wheels (COW) which is a portable self-contained cell site that can be moved to a location and set up to provide personal wireless services on a temporary or emergency basis. A COW is normally vehicle-mounted and contains a telescoping boom as the antenna support structure.
 - iv. A co-located telecommunications facility which means the placement of a new telecommunication facility on an existing telecommunication tower, existing building or support structure owned by more than one provider.
- (n) All other words, phrases and expressions used but not defined herein shall have the same meaning as assigned to them in the Cantonment Act, 1924 (II of 1924), Telegraph Act, 1885 (XIII of 1885) and Pakistan Telecommunication (Re-Organization) Act, 1996 (XVII of 1996).

177. Registration – No Person shall erect or re-erect or share a temporary structure on any land, floor wall or on the rooftop of any building in the Cantonment, except after obtaining a

registration from the Board against a fee set out in the schedule, or otherwise under provisions of these Bye-Laws and the rules and Bye-laws made if any under the Act.

178. Application – Whosoever intends to erect or re-erect or share any temporary structure in the Cantonment shall make to the Executive Officer an application on the format as set out in Appendix for grant of registration.

179. Timeline – Upon receipt of application under Bye-Laws (17-3) the Board shall, within a period of thirty days from its receipt, decide the application. Where the application remains pending before the Board beyond thirty days, the concerned applicant shall, by a written communication, call attention of the Board to the pendency thereof, and if such pendency continues for a further period of fifteen days from the date of such communication, the Board shall be deemed to have given the registration unconditionally.

180. Purpose and Period – A person making application under Bye-law (17-3) shall specify the purpose and period to erect re-erect or, as the case may be, share the temporary structure for usage.

181. Registration For Less Than Thirty Days – The Executive Officer may permit a temporary structure, subject to receipt of such fee as set out in the Schedule, if the temporary structure is a tent, or awning, or any such enclosure which is to be raised for a period of less than thirty days, provided no fee may be charged if the purpose of the temporary structure is religious or communal gathering except for wedding functions which may be charged by the Board at prescribed registration fee. "An affidavit is to be provided in case of religious gatherings to the effect that the premises shall not be used for sectarian or hate speeches.

182. Registration beyond Thirty Days – In cases not falling within the ambit of Bye-law (181), no application under Bye-laws (178) shall be valid until the information required under Bye-law (183) has been furnished to the satisfaction of the Executive Officer.

183. Submission of Information – The Board may either grant or refuse to grant a registration for erection or re-erection or sharing of the temporary structure either absolutely or subject to any such direction and for any such period against any such fee as set out in the schedule,

requiring the person making application under Bye-law-(178) to furnish any suitable information considered relevant for the purpose. In case of application for erection or re-erection of tower, information on all or any of the following shall be required, namely:

- a) A company desirous to erect or re-erect a tower in the Cantonment Board Okara, unless it itself owns the premises where the tower is to be installed shall enter into a binding contract with the owner or lessee of the property thereof on such terms and conditions as mutually agreed between the parties.
- b) In case the premises where the tower is to be erected or re-erected is owned, maintained, controlled or acquired by a Board, then a contract thereof would be made with the Board on such terms and conditions as deemed fit.
- c) Wherever applicable, an application under Bye-law (178) for erection or re-erection of tower shall be accompanied with following no objection certificates, namely (NOCs)
 - i. From GHQ signals' Directorate;
 - ii. From Civil Aviation Authority.
 - iii. Environmental Protection Agency;
- d) The following documents shall be appended with the application seeking erection or re-erection of tower, namely:-
 - i. A copy of the lease agreement between the company and the owner or lessee of the property where the tower is to be erected or re-erected along with a copy of the National Identity Card of the applicant where applicable.
 - ii. An affidavit from the concerned owner or lessee of the property conferring the due permission.
 - iii. A copy of the approved building plan of the premises where the tower is to be erected along with its structural stability certificate from a qualified engineer registered with the Pakistan Engineering Council. Registration shall not be granted for buildings and structures which are structurally unsafe.

- iv. A pre and post construction structural stability certificate of the tower from a qualified engineer registered with the Pakistan Engineering Council countersigned by the application registered person, along with an undertaking that the registered person shall file a fresh structural stability certificate after every five year.
- v. Detailed design and drawings of the owner, including the structure, size, height and material of construction.
- vi. Earthquake resistance certificate for a tower proposed to be erected on a floor or a roof top of a building.
- vii. Confirmation about precautions for fire safety and firefighting.

184. Special Conditions for Tower:

- (a) The tower for registration under these Bye-laws shall be designed keeping in view building Bye-laws of the Board which shall be adhered to in all respects. Due consideration shall be given to essential aspects such as safeguard against health hazards of radiations and emissions, noise and air pollution, natural disasters and aesthetic layout of the Cantonment Board Okara, specially and other areas in general.
- (b) In case of operation of tower sites on power generators, noise level of the generators shall be kept below 65-75 DB and vibration level not to exceed 1.1 meter at on meter distance from the generators. All generators shall be housed in sound proof canopies to ensure that the said two parameters do not exceed the prescribed limit.
- (c) A tower shall not be erected
 - i. Within three meters radius of a nearby building
 - ii. Within nearby or at the premises of schools and hospitals and
 - iii. In narrow lanes and congested localities.

- (d) In a registration for any subsequent changes in specifications and purpose like structure, size, height building material etc. the registrations shall require fresh registration from the Board.
- (e) If a tower registered by the Board is not erected by the registered person within a period of one year from the date on which the registration is granted, it shall not thereafter be erected unless the Board on application made therefore, has allowed an extension in period.

185. Maintenance, Repair and Safety of The Towers:

- (a) The area approved for installation of a tower shall be maintained and beautified by the registered person to create environment friendly.
- (b) Maintenance of repair of premises where tower is erected shall be responsibility of the registered person, which, inter alia includes the following namely:-
 - i) Tower shall be got inspected by the registered person from the Cantonment Board Okara enlisted structural engineer for wear and tear at least one a year. However in case of natural calamity such as cyclone, earthquake, flood, etc. inspection shall be carried out immediately after such incident;
 - ii) Towers locate in highly corrosive environment shall be painted every year. Other towers shall be painted at least once in three years to give 'day warning' under civil aviation specifications.
 - iii) Earthquake resistance of a tower shall be maintained within prescribed range and shall be checked periodically at least every year,
 - iv) Lightning arrester provided at top of the tower shall be of adequate height so that all protruding antennas hoisted on the tower are protected within its conical safety zone.
 - v) If any of the structure is composed of or fabricated from steel, Aluminum, or any other metal or alloy, the same shall be electrically earthed and equipped with an earth conductor.

- vi) Safety and security of tower in all respect shall be absolute responsibility of the registered person.
- vii) For information and safety there shall be installed at tower sites clearly visible and identifiable signboards & warning sign e.g. "danger RF; Radiation; Restricted Area "Do Not Enter".
- viii) Aviation warning lights shall be installed at top of the tower as well as at specified corners of the tower as per international civil aviation guidelines and shall be checked regularly for good operating conditions.
- ix) Identity year of manufacture and maximum load capacity of tower shall be displayed at prominent place at bottom of the tower.
- x) Access to tower site shall be prohibited for general public by appropriate means such as wire fencing, guarding or locking of the door etc. The access to tower site for maintenance personnel shall also be for best possible minimum time.

186. Registration Fee – Grant of registration for erection or re-erection or sharing of a tower shall be subject to payment of onetime fee as specified in Schedule-I.

187. Right To Use or Share The Public Right of Way – After obtaining a registration under these Bye-laws, the registered person shall enter into a contract with the Board for using or sharing of the municipally owned, maintained or controlled public right of way, In consideration of the grant of this right to use or share the public right of way, the Board shall charge and the registered person shall pay an annual fee as set out in the Schedule for municipal considerations.

188. Sharing of the BTS Site:

- (a) There shall be an endeavor to promote sharing of infrastructure of a tower already installed at a site for its optimal utility, including the space, power source, housing, etc., wherever possible, keeping in view all technical, structural and design aspects. Every such respective sharing shall require a registration from the Board in the same form and manner as required under Bye-laws (178) and shall be subject to payment of one time registration fee as set out in schedule.

- (b) For sharing of a tower under sub Bye-laws 188 (a) the sharing company shall first enter into a written agreement with the registered person in order to share the tower site on such terms and conditions as they mutually agree and shall submit a certified copy of thereof to the Board.
- (c) As a result of sharing of existing, tower infrastructure under sub Bye-laws 188 (b), the registered person shall pay to the Board an annual fee for using or sharing of municipally owned, maintained or controlled public right of way of the Board at fifty percent of the fee prescribed under Bye-laws (187) for municipal considerations.

189. Default in Payment of Prescribed Fee:

- (a) In case of non-payment of any fee under these Bye-laws, the Executive Officer shall issue a notice to the defaulting registered person to pay the outstanding dues, or to furnish sufficient reasons for the default thereof, within a period of fifteen days.
- (b) In case of failure of the defaulter under sub Bye-law 189 (a) to pay such an amount or to furnish plausible reason for the default thereof within the prescribed period, the defaulter shall be given an opportunity to be heard by the Executive Officer and to justify the reasons for the default.
- (c) If the executive Officer is not satisfy with the reasons for the default under sub Bye-law 189 (b), he will refer the case to the Board which may, if it deems appropriate, discontinue the right of the registered person to use or share the 'Public' right of way along with employing the prescribed methods for the recovery of the outstanding fee with cost, including sealing of the premises of the tower.

190. Unauthorized Towers and Composition Fee:

- (a) If anyone initiates continues or completes the erection or re-erection or sharing of tower without having obtained the required registration or before fulfilling any conditions of the registration; or when the registration has been refused, has ceased to be available or has been suspended, the

Board may be a notice in writing, either direct to stop the work on the tower, or require the alteration or demolition of the same, or any part thereof as it deems fit. However, the Board may, instead of requiring alteration or demolition of the tower or any part thereof, issue the notice of the defaulting person to seek grant of registration within a period of one month *ex-post facto* registration.

- (b) If *ex-post facto* registration under sub bye-laws 190 (a) is so granted, the registered person shall be liable to pay fee as set out in the schedule, besides the other fees and charges as applicable and prescribed therein.
- (c) Where a registration is not obtained under sub Bye-laws 190 (a) the Board may, by a notice in writing, require, at the risk and cost of the violator, demolition of the tower so erected, re-erected or shared.
- (d) In any case, where anyone is directed to stop the erection or re-erection or sharing of, or alteration or demolition of a tower, and the concerned person refuses the oblige within a period of fourteen days, the Board may, by giving another notice of seven days, proceed to take such action or such steps as may be necessary to get the directions implemented, without owing any liability to any private or public entry, and all the costs and expenses incurred on such account shall be recoverable by the Board along with due penalties.

191. Penalty In Case of Breach of Bye-Laws – In case of any breach of these Bye-laws, the Board shall issue a show-cause notice to the defaulting registered person for explanation of the reason thereof within a period of fourteen days, where after, the Board may, after providing an opportunity to the registered person to be heard, impose such fine as may be imposed under the Act.

192. Tax Assessment – The Board shall assess the property afresh for the purposes of taxation upon which the temporary structure is registered.

193. Cancellation of Registration – A registration granted under these Bye-laws may be suspended or cancelled by the Board in case of any breach of the terms and conditions of the grant of the registration or concealment of facts or upon default in payment of applicable fees on the part of the registered person thereof. However, before suspension or cancellation of registration a proper opportunity of defense shall be given to the registered person in respect thereof.

CHAPTER 18

SOCIAL RESPONSIBILITIES

194. Corporate Social Responsibility – Corporate Social Responsibility (CSR) refers to the belief that construction companies/builders/developers should have a positive impact on the community and wider society rather than simply generating profit. The construction companies/developers can promote corporate philanthropy through a variety of causes. Construction companies have a significant impact on the communities they build. Well-designed houses can improve quality of life, which in turn promotes good health, advances innovation in the built environment by empowering people to create environmentally, economically, and socially vibrant places to live. The Builder/Developer can incorporate CSR in many ways;

- (a) Health and safety of the inhabitant / environment around the project by keeping neat and clean environment.
- (b) Buildings that are designed so as to improve the quality of life of the inhabitants.
- (c) **Grey water Tanks/System:** All wastewater generated in households or office buildings from streams without fecal contamination, i.e. all streams except for the wastewater from toilets. Sources of grey water include, sinks, showers, baths, clothes washing machines or dish washers. As grey water contains fewer pathogens than domestic wastewater, it is generally safer to handle and easier to treat and reuse onsite for toilet flushing, landscape or crop irrigation, and other non-potable uses. The application of grey water reuse in urban water systems provides substantial benefits for both the water supply subsystem by reducing the demand for fresh clean water as well as the wastewater subsystems by reducing the amount of wastewater required to be conveyed and treated. Treated grey water has many uses, for example irrigate gardens, wash cars & toilet flushing etc.
- (d) Not to stack construction material on the road/footpath to hinder by passers & traffic flow on main road.
- (e) Not to cover amenity areas which are supposed to be used for benefits of the inhabitants of building/ project this is an offence.
- (f) Energy efficiency initiative.

- (g) Giving time or other resources for charitable activities around the project.
- (h) Good design and construction of community spaces such as lightening, cycle park, landscape and so on.
- (i) Responsible process of purchasing& security system.
- (j) Implement a recycling work in the project.
- (k) Use renewal energy as energy saving device.
- (l) Natural light, security, natural ventilation, visibility, space variability, physical identity, quality and quantity of road ways and pedestrian access, beautification of landscape are considered for the project.
- (m) In all new commercial building solar energy system shall be provided at least for corridor light.
- (n) Corporate social responsibility in the construction industry extends in many directions like firms in other industries. Construction material and debris including steel dumping and cutting shall not be allowed in the right of way of road.
- (o) Philanthropic Aspects: This is the expectation that developers / builders should give back to society in the form of houses / flats for homeless people, low budget schemes for poor people, installation of water filtration plant as charitable donations or donate some amount over the schemes/project to benefits of the poor allottees. They also take active steps to contribute to the community through sustainable projects and partnerships.
- (p) Environmental Aspects: One of the most common forms of corporate social responsibility, Companies/developers/Builder/individual should focus their efforts towards reducing harm impact on the environment including provision of green belt concept/plantation of trees and plants. They should not dump their toxic waste products in rivers and streams to avoid their industrial or any type of pollutions. Climate change occurring due to greater emission of carbon dioxide and other chemicals.
- (q) Marriage Halls/Schools/ Hospitals/ Industrial units may also contribute towards development of area as CSR.

0.25% cost of construction of the project will be utilized in or around the project with the consultation of respective Board as a CSR.

195. Developer/Builder – The Developer/Builders are not only responsible for providing homes and business but should have impact on the community within which the building is located. Corporate Social Responsibilities (CSR) is all recognizing the positive impact the construction can have in these communities and optimizing the benefits for all stakeholders.

- (a) To deliver what the developer/builder has promised.
- (b) Due to the hazardous nature of construction work, Developer/Builders must comply with strict safety regulations, including and using wearing protective equipment and ensuring the site is safe for all personnel even for labour.
- (c) Supervising contractors or employees to ensure safety standards are maintained and works remain on schedule
- (d) To maintain surrounding areas i.e. adjacent road of project, footpath, green belts, garbage removal etc.
- (e) Successful completion of the project to be enhanced.
- (f) Area around the project to be well maintained.
- (g) To build sustainable design building, to minimize the environmental impact of the industry.
- (h) Reducing waste during construction and should adopt water management, waste management and reusable material.
- (i) Planting and maintaining trees on road sides and other public places.
- (j) Planting tree and landscaping the project area and thus ensuring environmental sustainability.
- (k) Solar systems of appropriate capacity maybe provided as alternate source of energy in the building to control the electricity deficit in country.

196. Shopkeeper/ Showroom Owner – It is obligatory on part of shopkeeper to comply with the following:

- (a) Do not encroach over common passages/arcades by means of any temporary erection.
- (b) Shopkeepers shall place dustbin in front of their shops and place garbage in dustbin.
- (c) Do not install cloth sheds with steel rods.
- (d) Do not throw rubbish over the road/street.
- (e) Not to create inconvenience for the by-passers/traffic.
- (f) Avoid use of plastic bags.
- (g) To keep the shop area & it's surrounding neat and clean.
- (h) To dispose of garbage secured in bags in designated bins & keep the surrounding area clean.
- (i) No shopkeeper shall carry on his trade or occupation in any part of Cantonment which create nuisance in the area (Denting/ Painting shop).
- (j) Avoid any trade or occupation from which offensive or un-wholesome smell arise.

197. Flat Owner/Occupant/Tenant – It is obligatory on part of flat owner/occupant/tenant to comply with the following:

- (a) Do not throw rubbish in or around the area of flat/road/street.
- (b) Create noise pollution, air pollution etc.
- (c) Prompt repair of seepage /sewage if occurred beneath any flat/shop.
- (d) Do not disturb neighbours by any means.
- (e) To put the garbage in the proper bins & clean surrounding area reasonably.
- (f) Do not block the road/Path etc.

198. Individual Social Responsibility (ISR) – ISR is defined as an individual being aware of how personal action has an effect on the community;

- (a) Working for community.
- (b) Charitable acts. (Planting trees etc.)
- (c) Improve human relation skills.
- (d) Engaging in social responsibility acts.

- (e) Keeping house / flats and area clean and healthy.
- (f) Not to throw pan/gutka on walls/ streets.
- (g) Avoid noise pollution.
- (h) Individual will keep the perimeter of their house/flat/shop well maintained.
- (i) Repair leakage of sewerage line of flats/offices etc. by concerned owner/occupant.
- (j) The lessees / owners / occupants shall plant trees in front of his premises at the place marked by the Cantonment Board.
- (k) No persons shall be allowed to cut the trees within the area of the Cantonment, whoever violates, shall be fined as fixed by Cantonment Board.
- (l) Construction of rockery or hard landscaping beyond the boundary wall shall be strictly prohibited.

199. Rain Water Harvesting:

- a) All buildings / houses constructed should have provision, roof top, rain water harvesting commensurate with its plinth area.
- b) Captured rain water may be utilized for all purposes other than drinking purpose.
- c) It must be ensure that underground activities are not polluted in the process.

CHAPTER 19

HIGH DENSITY ZONE

200. Category-III (High Density Zone Multan Region) Building Standards:

- (a) **Constitution of Committee** – High Density Zones designated by the committee constituted by RHQ Multan.
- (b). **Identification of High Density Zones:**
 - (i) The committee shall identify and earmark the High Density Zones for construction of high-rise buildings in the Cantonments area in consultation with local Military Authorities.
 - (ii) The Committee may consult with the respective utility agencies, and also keep in view the general principles of Master Plan and Zoning regulation of the area. Urban study of the area will have to be carried out.
 - (iii) Area already considered by SBICA for high density zone will be included as High Density Zone for Cantonment Board Okara also.
 - (iv) The High Density Zone areas / road as finally recommended by the committee shall be placed before the Board, who shall consider and approve areas / roads to be brought under High Density Zone.
 - (v) The Committee will forward the CBRs to DML&C Multan Region (RHQ). The Decision of RHQ will be final.
- (c) **The areas / roads concerned by the RHQ shall be considered as the High Density Zone for respective Cantonment.**

201. (a) Building Standards for Category-III (High Density Plots):

PLOT SIZE Marlas	FOOT PRINT	ARCADE (MIN)	COS (MIN.)		FAR	FLOORS
			REAR	SIDES		
100 to 132 Marla	Shopping mall & Parking Floor = 65% Typical Floor =30% to 50%	08 Ft Arcade 20ft Set back	12 Ft	20 Ft both side	1:9	According to FAR
132 & Above	Shopping mall & Parking Floor = 65% Typical Floor =30% to 50%	08 Ft Arcade 20ft Set back	12 Ft	25 Ft both side	1:12	According to FAR

(b) Residential /Flat Sites Standards for Category – III Plots:

PLOT SIZE Marlas	FOOT PRINT	FRONT (MIN)	COS (MIN.)		FAR	FLOORS
			REAR	SIDES		
100 to 132Marla	Ground Floor = 65% Typical Floor =30% to 50%	25 Ft	20 Ft	25 Ft both side	1:8	According to FAR
132 & Above	Ground Floor = 65% Typical Floor =30% to 50%	25 Ft	20 Ft	25 Ft both side	1:12	According to FAR

Note:

Provided that the condition, if a condition is imposed by Military Authorities for security reasons, the same shall be strictly binding upon all concerned, and shall have overriding effect notwithstanding anything contained in these bye-laws.

202. Conditions to be fulfilled for High Density Zones:

- (a) All plots of Cantonment Board in the Multan Region having minimum area of plot 100 Marla and facing minimum 100 FT. wide Garrison approved road may be considered for High Density Zone by the committee.

- (b) Environmental Impact Assessment (EIA) of the project from Punjab Environmental Protection Agency (SEPA) shall be mandatory.
- (c) Traffic Impact Assessment (TIA) of the project from Punjab Transport department shall be mandatory.
- (d) Builders/Developers will be responsible to provide all NOC i.e. Air headquarters, CAA for the project
- (e) Provision of firefighting as per international standard shall be provided for the project.
- (f) Mechanical, Electrical, HVAC, Plumbing details shall be provided as per International Standards.
- (g) Owner/Sponsor of the Project shall be required to submit details of Consulting Firms and Contractors to be engaged for the Project having International / National experience of such High Rise Buildings / Projects along with the availability of modern technology / equipment's to be used for the execution of the project.
- (h) Fee to be levied for up gradation of existing infrastructure
- (i) Minimum of 8% of permissible floor area ratio/proposed covered area shall be provided for recreation facilities/children play area/prayer area. This area shall not be included in the total floor area.
- (j) The provisions of these Bye-laws for the height related setbacks of buildings are not applicable in High Density Zone.
- (k) Emergency fire exit of non-combustible material shall be provided in all building situated in high density zone.
- (l) For General Standards with regards to spaces in and about building, height and ventilation etc. provisions as contained in Cantonment Building Bye-Laws as amended up to date shall be followed.

- (m) Compatible cargo lifts to be provided for G+5 and above storied buildings in addition to passenger lift.
- (n) Remaining Conditions shall be applicable for High Density Zones as mentioned in these Bye-laws for category-II of Multan Region.

203. Parking Requirements for Category III:

- i) Shops and offices 800 SQ FT per car
- ii) Apartments 1000 SQ FT per car
- iii) 16 FT wide one way ramp
- iv) 24 FT wide two way ramp
- v) Drive way 18 FT
- vi) Ramp gradient 1:7.5
- vii) Transit space 8 ft. 6 inch shall be provided at the commencement and at the end of the ramp.
- viii) Bays/car Stall size 8 FT × 16 FT
- ix) Outer turning radius straight 36 FT
- x) Outer turning radius for helical 40 FT
- xi) In addition to project parking additional 25% additional, separate parking space shall be reserved for public parking and visitors.
- xii) Other condition of parking shall be as per Cantonment Building Bye-Laws of Multan Region.

CHAPTER 20

LAYOUT PLANNING

204. Definitions – In this Chapter unless there is anything repugnant in the subject or context:

- (a) "Access Road" means a road giving access to a place or to another road.
- (b) "Cantonment" means the Cantonment as defined in the Cantonment Act 1924.
- (c) "Company" means a company registered under the Companies Ordinance 1984.
- (d) "Competent authority" means the respective Cantonment Board, in whose jurisdiction the residential, commercial and /or residential cum commercial scheme is being developed.
- (e) "Concept plan" means a plan which indicates the approximate location or relationship but not the precise site or boundaries, roads utility lines, community facilities, residential and other uses of lands designated for the development of a new Community Project or the renewal, improvement, amelioration, or redevelopment of an existing Community Project;
- (f) "Co-operative housing society" means a co-operative housing society registered with the Registrar Co-operative Societies, Punjab under the Co-operative Societies Act, 1925 (VII of 1925).
- (g) "CSR" means Cooperate Social Responsibility, it is a process with the aim to embrace responsibility for the builders/developers/company's actions and encourage a positive impact through its activities on the environment, consumers, employees, communities, associations, stakeholders and all other members of the public sphere who may also be considered stakeholders in the project.
- (h) "Developer" means a company or a cooperative society or a firm or a person the owner of land who intends to develop a residential, commercial and /or residential cum commercial schemes.

- (i) "Development permit" includes municipal sanction granted by the Board under these Bye-laws for the purpose of developing of land for a scheme i.e. residential, commercial or residential-cum-commercial.
- (j) "Government" means the Federal Government.
- (k) "Internal Road" means a road providing access to the individual plots of the scheme contained within the boundaries of a community and which is under the care, custody, and control of the municipal.
- (l) "Land" means earth and includes water and air above, below or on the surface, and anything attached to earth and the meaning assigned to it under Land Acquisition Act, 1894 (1 of 1884).
- (m) "Land development" means the dividing of land into plots or amalgamation of plots and development of private lands in a planned manner, by means of provision of water, sewerage, roads, streets, public recreation parks, dispensaries, school and other allied facilities for a community that would come to reside / work in the area so developed.
- (n) "Layout Plan" is disposition of land into salable plots and amenity areas for purpose of development of a residential, commercial and /or residential cum commercial schemes; the term Layout Plan shall include meanings and scopes of Master and Town Plans as well, and all requisite information related to the above shall make part of the Layout Plan.
- (o) "Registration town planner" means qualified town planner having a degree or post graduate diploma in City, Regional, Town and Country Planning from a recognized university or institution and registered as a town planner with the PCATP.
- (p) "Plot" means any size of land capable of being described with such definiteness that its location and boundaries may be established, which is designated by its owner or developer as land to be used or developed as a unit or which has already been used or developed as a unit.

- (q) "Private" land means land not owned by the Federal Government, Provincial Government or by any autonomous body (Local Govt) including a development authority established by law.
- (r) "Housing Society" means a housing society registered under the registration Act 1908 (XVI of, 1908).
- (s) "Residential use" means a plot allocated for construction of a building exclusively designed for use of human habitation together with such out-houses ordinarily ancillary to the main building and are used for residential purposes.
- (t) "Road" includes any public or private road, highway, street, lane, alley or bridge whether built upon or medaled or not as used for communication.
- (u) "Schedule" means the schedule to these Bye-laws.
- (v) Scheme' means development of a site for residential, commercial and /or residential cum commercial schemes.
- (w) "Scrutiny Committee" means a Committee constituted under clause-206.
- (x) "Town planner" means a town planner registered with the Pakistan Council of Architects and Town Planners (PCATP).
- (y) The words and expressions used but not defined in this chapter shall have the same meaning as assigned to them in the Cantonment Act-1924 and these Bye-laws.

205. Application for Approval of Land Development – Subject to these Bye-laws;

- (a) The applicant shall submit an application along with following to the Board as per Form-X.
- (b) The application shall be accompanied by following mandatory documents.
 - (i) Scrutiny fee at the rate as fixed by the Cantonment Board from time to time.

- (ii) Developer's ownership /title documents in respect of land proposed for the scheme along with site plan (*aks-e-shajra*) duly verified by the concerned District Officer (Revenue).
- (iii) Non encumbrance certificate pertaining to the land proposed for the Scheme duly issued by the concerned revenue department.
- (iv) In case, the association is registered body, copy of valid registration with the concerned authority, copy of memorandum / article of association and particulars of executive body of the association. A copy of the resolution / decision nominating the person responsible for the affairs of the society / association may also be provided.
- (v) Documents of registration as Co-operative society if relevant.
- (vi) Undertaking for compliance with all provisions of the Co-operative Society statute of the Punjab provinces and their rules and Bye-laws made there under if the developers is a cooperative housing society.
- (vii) No objection Certificate from the PAF, Civil Aviation Authority and National Highway Authority or a neighboring Government developing Agency or any other etc. if required.
- (viii) Location plan and layout plan of the Scheme including the division of the Scheme into plots, provision for streets, drains and open spaces, reservation of land for public utility services to be transferred to the Cantonment Board.
- (ix) The developer must arrange joint physical demarcation of the scheme by revenue Board and MEO for identification of physical features by the Cantonment Board especially if the Armed Forces land is nearby or in the vicinity.
- (x) Topographic / site survey of the area.

- (xi) The developer will submit seven copies of Topographic maps of the proposed site drawn to a scale of 1' = 200 on tracing cloth with through study of existing features, with contour interval of 5, including electricity lines with quantum of electric flow, telephone, gas, water courses (its run off), sewer and water lines, drains, Nallahs etc. Any feature under and above the land other than the aforementioned should be incorporated in the topographic sheet. Official survey numbers will be indicated on the shed.
- (xii) Certified copies of Mutations 'if favor of the developer.
- (xiii) Certificate copies of extract from latest/current register/record of Rights.
- (xiv) If there is previous sub-division involved, which is not included in the latest record of rights, then the latest copy of the said sub-division plan.
- (xv) Field Map prepared on tracing Cloth by Survey Superintendent.
- (xvi) Detailed list showing filed numbers (Survey Number) with area against each with necessary details.
- (xvii) Copy of the CNIC of the Developer or its authorized representative.
- (xviii) Statement of the works that shall be executed at the cost of Developer.
- (xix) Statement of the period during which the area shall be developed.
- (xx) Copy of registered irrevocable general power of attorney shall be attached if the plan submitted by a person other than the owner of land.
- (xxi) Six copies of maps and plans of an appropriate scale prepared by a registered town planner as required in Form-X.
- (xxii) No Objection Certificate from such Board as deemed necessary requirement by the Board at any stage.

- (xxiii) Undertaking for compliance with all provisions of rules and Bye-laws of the Punjab Co-operative Societies Act, 1925 (VII of 1925), if the application is a member of a Cooperative Housing Society.
- (xxiv) An undertaking on a stamped paper in Form-XI.
- (xxv) Other information as required under Schedule-I.
- (xxvi) Prior to the acceptance or refusal of the application, and approval of the designs and specifications, the Executive Officer shall get the scheme, designs and specifications.

206. The Scrutiny Committee shall comprise the following: -

- | | | |
|-----|-------------------------------|--------------------|
| (1) | President Cantonment Board | Chairman |
| (2) | Cantonment Executive Officer | Member |
| (3) | Military Estates Officer | Member |
| (4) | Cantonment Overseer/ Engineer | Member/ Secretary. |

The Committee may, if deemed appropriate, also seek assistance from any expert.

207. Pre-requisites of Planning a Residential Scheme:

- (a) Cantonment Board shall examine the application keeping in view the following:
 - (i) That all the documents / requirements as per Bye-laws 18-2 are completed.
 - (ii) That width of access road is not less than 40 feet.
 - (iii) That Scheme is safe from flooding.
 - (iv) That minimum area of the scheme is not less 10 acres.
 - (v) That land is not required or has been notified by the Government for any other purpose.

- (b) The Cantonment Board or the Scrutiny Committee, as the case may be shall not proceed further with the application in case any of the pre-requisites are not fulfilled and the Developer shall be informed accordingly.
- (c) Provided that the decision of the Scrutiny Committee shall be subject to the approval by the Cantonment Board.

208. Pre-Requisite Commercial Scheme & Commercial-Cum-Residential Scheme

- a) The minimum area of the commercial & commercial-cum-residential scheme should not be less than 20 acres.
- b) That width of access road is not less than 80 feet.
- c) Land hold rights must be commercial, recently verified by the concerned land record maintaining department.
- d) Total land must be amalgamated and registered as one landholding, if it was earlier composed of more than one survey numbers / plots
- e) Non-Encumbrance Certificate
- f) Layout Plan Consultants of the project must be registered with the concerned regulatory bodies including but not limited to PCATP. They should have a considerable experience of layout planning of schemes as well as of designing of multi-storey buildings
- g) Environment Impact Assessment (EIA) by the concerned Environment Protection Agency
- h) NOCs from the concerned utility agencies responsible for provision of electricity, Sui gas, sewerage, water and solid waste management etc.
- i) Cantonment Board should work out an External Development Plan for connecting different services like roads, sewerage / storm water drain / water supply networks, etc. keeping in view services that they extend in the relevant area and that would

be to and from the Commercial Scheme. On the bases of this working, external Development Charges may also be recovered from the project developers or execution of the requisite External Development Works also may be required from the project developers

- j) Traffic Plans vetted by provincial traffic control authorities
- k) Public Notice for calling objections from all concerned to be published prominently in main daily newspapers of Urdu, English and native languages
- l) In the layout planning, following should be given due consideration:
 - i. Placement of building blocks
 - ii. Categorization of different types of buildings that may be proposed in the plan
 - iii. If heights of buildings also have been mentioned in the layout plan, the same must be in conformity with Building Bye-Laws of the concerned cantonment
 - iv. Adequacy of amenities like outside parking, roads, footpaths, streetlights, storm water drains, sewerage network, water supply network, underground utility services ducts, streetlights, green areas (Parks, roadside and median plantation, grass etc.), prayer area, community gathering areas, fire fighting provisions, etc.
 - v. Maintenance plans for different facilities
 - vi. Building plans for individual plots carved out in the layout plan shall ordinarily be considerable by a Cantonment Board after issuance of completion certificate by the Cantonment Board on satisfactory delivery by the project owner of all the requisite development activities as approved in the layout plan. In certain cases, however, where a Board considers that a few individual building plans may be approved even when the approved

development works have not been so far completed then the Board shall first satisfy itself that allowing such constructions would not slow the development works and that the construction of such buildings shall complete with the completion of development works. In any case, such buildings shall not be allowed to be used before issuance of completion certificate for the approved development works for the Commercial Scheme / Society, and for the individual building. An undertaking / indemnity bond in this regard from the developer of the Commercial Scheme / Society and from the builder of such a building binding them for the condition of completion shall be in order to be sought.

209. Inviting Objections – The Cantonment Board or Scrutiny Committee, as the case may be, after fulfillment of the pre-requisites by the developer and verification of the title of the Developer, shall at the Developers Cost, cause to be published in the least two daily national newspapers, public notice inviting objections to the proposed scheme within 14 days of publication of public notice. The objections, if received, shall be communicated to the Developer within 07 days for attending the same.

210. Allocation of Land For Various Uses And Amenities:

- (a) The allocation for various land uses for new residential, commercial & residential-cum-commercial scheme shall be as follow.

Description	Residential Scheme	Commercial Scheme	Residential-cum-Commercial Scheme
Open Spaces/Park	Not less than 5% of total scheme area	8% (Minimum)	8% (Minimum)
Graveyard	Not less than 2% of total scheme area *	--	--
Commercial	Not less than 3% of total scheme area, Maximum 5%	55% to 60%	55% to 60%
Residential	55%	-	-
Maximum size of Residential Plots	33Marlas	-	-

Description	Residential Scheme	Commercial Scheme	Residential-cum-Commercial Scheme
Minimum size of Residential Plots	4 Marlas	-	-
Maximum size of Commercial Plots	40 Marlas	-	-
Minimum size of Commercial Plots	3 Marlas (Provision of car parking in front of plot size 100 & 200 Sq.yds)		
Minimum Road (Internal) Width	30 Feet	40 Feet (Minimum)	40 Feet (Minimum)
Public Buildings (Masjid, Community Hall, School, College, Dispensary etc.)	7% (Minimum)	7% (Minimum)	7% (Minimum)
* This shall be applicable over societies having area equal to or more than 100 acres.			

- (b) The amenities may be provided in layout plan according to if area and size of population shall comprise mosque, school, clinic or dispensary, post office, community hall, bus stop and commuter parking bays.
- (c) Recreational area can be increased other than the approved area for the betterment of the residents and without taking any financial bench but not exceeding 5% or the total allowable area.

211. Plan for Utilities and Services – Following plans will be attached with the proposals:

- (a) Proper Sewerage Disposal and Drainage Plan prepared by qualified persons showing full details / specifications.
- (b) A Plan prepared by qualified / approved contractors for provision of electricity, duly approved by LESCO.
- (c) A water supply scheme prepared by qualified engineer for the scheme.
- (d) Municipal Waste disposal Plan.
- (e) Plan for provision of gas facility duly approved by Gas Company.

- (f) The builder /developer shall submit undertaking to fulfill all the responsibilities as mentioned in Corporate Social Responsibility (CSR) hereinabove ensuring from all aspects.

212. Scrutiny of Scheme – The Cantonment Board or Scrutiny Committee, as the case may be shall examine the application in the light of public objection, if any, and the planning standards and shall convey their observations / objections, if any to the Developer within three days, after the date of filing of objection, who shall resubmit the same within 30 days after attending the same.

213. Sanction and Its Conveyance:

- (a) The scrutiny committee shall forward its recommendation to the Cantonment Board within 7 days of completion of scrutiny, there after Cantonment Board will take final decision within 15 days.
- (b) If at the Cantonment Board proceed to sanction the Scheme, then prior to issuance of such sanction, it shall require the Developer to fulfill within' 15 days the following requirements:
 - (i) Deposit the prescribed fee for sanction to be fixed by the Cantonment Board.
 - (ii) Submit transfer deed for transfer of the area under roads, open spaces / parks and graveyard to the Cantonment Board.
 - (iii) Mortgage 20% of the saleable area of the Scheme or furnish bank guarantee/insurance guarantee equivalent to the total cost of development works as security for due completion of development works in the name of Cantonment Board.
 - (iv) Area for public buildings shall be transferred to the Cantonment Board and reclassified as C land. The area so transferred shall not be used by the transferee for any other purpose.

- (c) The Cantonment Board shall at the Developer's cost, cause to be published in two daily national newspaper, public notice giving the details of plots mortgaged with it, if any providing that such plot shall not be purchased or, disposed of until the same are released after satisfactory completion of the completion works.
- (d) Approval of BCC RHQ: The Cantonment Board shall forward the case to BCC–RHQ for necessary vetting in adherence of these building Bye-laws.
- (e) After fulfillment of the above requirements a formal letter of sanction shall be issued by the Cantonment Board within 10 days.
- (f) No Scheme shall be advertised or published in any forum, media and press, nor plots or houses shall be offered for sale in any scheme prior to its sanction.
- (g) The developers shall include the following in the advertisement.
 - (i) Total area of approved scheme along with its location,
 - (ii) Total number of residential and commercial plots of various sizes as approved by the Cantonment Board.
 - (iii) The details of plots mortgaged with the Cantonment Board.
 - (iv) Period for completion of development work (s).
 - (v) Name of sanctioning authority and letter of sanction.
 - (vi) In case of allocation of plots through ballot, it shall be indicated in the advertisement.

214. Approval of Design and Specification:

- (a) The Developer shall submit to the Cantonment Board within three months of the sanction of the Scheme detailed design and 'specification of water supply system, sewerage and drainage system, natural gas, roads and streets, electricity and street lights.

- (b) The Cantonment Board may sanction- design and specification after obtaining comments from concerned departments and, the Board.
- (c) The electric network shall be implemented in accordance with the policy, design and specifications as approved by LESCO or any other agency so by the Government.
- (d) The development work shall be completed by the Developer within the period specified in the sanction order.

215. Farm Housing Scheme – Such scheme shall not be allowed in any case in the Cantonment area.

216. Release of Mortgaged Plots – The mortgaged shall be released by the Cantonment Board, on obtaining field reports from the concerned departments and Board about the satisfactory completion of development works in the following order and proportion, respectively:

- | | |
|--|-----|
| (a) Water Supply, Sewerage and Drainage System | 30% |
| (b) Roads | 30% |
| (c) Electricity | 30% |
| (d) Street Lights and Horticulture | 10% |

217. Modification – No modification in the sanctioned scheme shall be made without the sanction of the Cantonment Board and also without observing the procedure for sanction.

218. Sub-Division And Amalgamation Of Land – for the sub-division, amalgamation and change of land use the following criteria shall be followed by the Board.

- (a) No sub-division of any residential and commercial plot shall be allowed without the prior approval of the Board.
- (b) Six blue print copies of plot to be sub-divided, duly signed by the owner and registered Town Planner shall be submitted to the Board along with the requisite sub-division proposal.

- (c) Each application of sub-division shall be considered on the basis of location of plot, utility services, road, with density of the area and other relevant factors and not on legal or inheritance basis.
- (d) Plots earmarked for flats/multi storey buildings towers shall not be considered for sub-division into smaller plots.
- (e) No sub-division shall be considered without each of the sub-division part having a direct approach from a planned road or street.
- (f) In case of sub-division the minimum size of plot permissible shall be 6 Marla for residential purpose and 2 Marla for commercial purpose.
- (g) Amalgamation of two or more plots shall be allowed on plots whose land grant terms and conditions are similar provided the rules of original plots shall be applicable on amalgamated plots except. on compulsory open spaces as decided by the Board and no separate buildings or bungalows shall be permitted on amalgamated plots and where there is no similar category of plots, the land grant terms and conditions of the larger plot shall prevail.

219. Sale of Plots – Sale of plots to different persons shall be subject to furnishing a commitment duly notarized, by the purchasers that they bind themselves to Bye-laws of the Board in the event of violation, they will be liable to penalty as decided by the Board The purchasers will bound to pay the development charges and TIP Tax as per the rates prevailing at the time in the concerned Cantonment Board. This kind of affidavit may be made a part of original lease deed.

220. Change of Land Use – Ordinary usage of land as mentioned in the revenue record will normally be not allowed to be charged without permission of the Board. The Cantonment Executive Officer will ensure and submit a report regarding the effect on environment regarding the organization and change of purpose from Agricultural to Residential or Commercial bases. Executive Officer may ask the developer or proposer to make alternate arrangement regarding cutting of trees and plantations of trees after colony is being developed.

221. Conversion Charges:

- (a) Depending on the usage of land which the residential, commercial and /or residential cum commercial scheme is proposed following conversion charges will apply according to area carved for residential or commercial activity:
 - (i) Agricultural to Residential
 - (ii) Agricultural to Commercial
 - (iii) Residential to Commercial

222. Execution of Scheme _ No person shall develop a Scheme except in conformity with these rules. If the scheme is not developed within the stipulated period or if the development is not in conformity with terms of sanction, the Cantonment Board may take over the development of the Scheme and execute necessary works from the proceeds of sale of mortgaged plots or encashment of bank guarantee. In case of difference, the same may be recovered from the Developer as arrears of land revenue.

223. Appeal and Review – Any person aggrieved by any order of Cantonment Board may prefer an appeal before the DML&C of the concerned region. The decision of DML&C concerned shall be reviewable by the DGML&C on an appeal preferred by any persons.

224. Supervision and Control:

- (a) The DG ML&C / DML&C may call for and examine the record of any proceeding for the purpose of satisfying itself to the correctness, legibility or propriety of sanction of scheme, recommendations, observations, penalty or order recorded or and as to the regularity of any proceedings.
- (b) On examining the record, the DG ML&C/ DML&C may pass such order as it deems fit and the orders issued- shall be binding on the Cantonment Board as well as developer. But before cancelling or recalling sanction of the scheme; the DG ML&C / DML&C shall afford the Developer an opportunity of being heard.

225. General:

- (a) All the area to be developed by the builders/developers as per approved layout scheme of Cantonment Boards.
- (b) Society needs to contribute towards CSR as per these bye-laws Clause # 195 for development.

FORM-I

UNDERTAKING OF CONSULTANT

Note: Write in capital letters

Date: _____

To,

Cantonment Executive Officer,

Cantonment Board Okara

I / We hereby undertake that the Building Plan submitted by the owner/attorney_____

Of Plot No._____

has been prepared by me/us and that I/we undertake to supervise the proposed construction as per approved plan and approved specifications submitted here with in triplicate. I/we further undertake that if I/we discontinue the supervision of the work; then I/we shall give immediate intimation thereof, as required under the relevant Bye-laws.

Name & Signature of Architect_____

Registration No. of PCATP _____

Name & Signature Civil Engineer/Structural Engineer _____

Registration No. of PEC _____

Category of registration _____

Attach following documents:

1. Nature of the Foundation soil.
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. Description of Slab.

FORM-II

APPLICATION FOR REGISTRATION OF CONSULTANT

Note: Write in capital letters

Date: _____

To,

Cantonment Executive Officer,

Cantonment Board Okara

I/We _____ S/o, D/o / M/S _____

CNIC No. _____ PCATP Registration No. _____

PCATP firm Registration No. _____

PEC Registration No. _____ Structural Registration No. _____

Renewed up to _____

Resident of _____

Business office address _____

Phone No. _____ Mobile No _____

Do hereby submit for obtaining registration for Architect / Professional Engineer / Proof Engineer / Structural Engineer / Town Planner / Building Supervisor/ Electrical Engineer/ Mechanical Engineer/ Plumbing Engineer/ Geo Tech Consultant from your office.

I/We further do hereby submit that I/We shall abide by all the rules & laws of the Cantonment Board / ML&C Department Otherwise the Cantonment Board may withhold / cancel my registration without any intimation.

Signature _____

Name _____

.....

Documents required with this form:

1. Membership of Professional Council / Institution (attested copies to be attached)

Note: strike out which is not applicable or indicate with N/A

FORM-III

**NOTICE U/S 179 OF THE CANTONMENT ACT 1924 (II OF 1924)
FOR THE ERECTION / RE-ERECTION / ADDITION / ALTERATION**

Note: Write in capital letters

Date: _____

To,

The Cantonment Executive Officer,
Cantonment Board Okara

1. In pursuance of the section 179 of the Cantonments Act 1924 (H of 1924); I/We hereby apply for permission to erect/re-erect/make additions and or alterations in Building on

a. Plot No. _____

b. Block / Sector No. _____

c. Category of Plot _____

d. Area of Plot _____

e. Scheme _____

f. Status of plot _____

In accordance with building plans enclosed herewith (seven copies) for approval.

2. Description of Plans:

a. Type of Plan (Prop/Revised/Addition/Alteration).

b. Previous approval (if any).

c. Court Case / Litigation relating to .the above plot (if any).(I) Court Case No._____

(ii) Courts of _____

3. Description of the proposed construction: (indicate unit of measurement)

(a). Type of Building._____

(b). Total Floor Area _____

(c). No. of Floors _____

(d). No. of Units (for public sale projects only) _____

(e). Total Car Parking Area_____

(f). Total Area of Amenity _____

4. Whether the Project is intended for Public Sale? _____(Yes/No)

5. Particulars of registered Professional(s) employed to prepare the plan and supervise work (attach separate sheet if required)

I/We _____ S/o, D/o / M/S _____

CNIC No. _____ PCATP Registration No. _____

PCATP firm Registration No. _____

PEC Registration No. _____ Structural Registration No. _____

Renewed up to _____

Resident of _____

Business office address _____

Phone No. _____ Mobile No _____

6. I Mr./Mrs./Ms _____ S/o, W/o, D/o _____

Have hereby authorized the above-mentioned professional to complete relevant construction in this regard under these Bye-laws for and on my/our behalf.

OWNER/LESSEE SIGNATURE _____

List of the documents to be attached (photo copies) duly attested by the professional.

- i. Lease Deed/Sale Deed, Allotment Order, Mutation/Transfer Order/Extract.
- ii. Possession Order.
- iii. Acknowledgement of Possession.
- iv. Site Plan.
- v. NOC from Society/Lessor (where applicable).
- vi. CNIC.

Note 2: Strike out which is not applicable or indicate with N/A

FORM - IV

VERIFICATION OF BUILDING LINES

Note: Write in capital letters

Date: _____

To,

Cantonment Executive Officer,

Cantonment Board Okara

I/We do hereby inform that I/We have made ready excavation / plinth level / ground floor / typical floor or any other floor _____ for your verification so that construction is preceded accordingly if approved.

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.

Name _____

CNIC No. _____

Mailing Address _____

Telephone No. _____

Signature of Owner _____

Documents required with this form:

1. Steel Test Report
2. Cement Test Report
3. Cube Test Report

FORM -V

PROFESSIONALS CERTIFICATE

Note: Write in capital letters

Date: _____

ARCHITECT'S CERTIFICATE

I/we hereby certify that building design on Plot No. _____

has been carried out in accordance with the approved plans & approved specifications.

I/We _____ S/o, D/o / M/S _____

CNIC No. _____

PCATP Registration No. _____

PCATP firm Registration No. _____

Renewed up to _____

Business office address _____

Phone No. _____ Mobile No _____

Signature of registered Architect _____

STRUCTURAL ENGINEER'S CERTIFICATE

Date: _____

I/we hereby certify that building structural design on Plot No. _____ has been carried out as per approved structure drawings with the building code of Pakistan seismic provision 2007. It is submitted that I/we shall be responsible for the stability, soundness and robust of structure as per provisions of these Bye-laws. I/We shall ensure that the construction is carried out accordingly.

I/We _____

S/o, D/o / M/S _____

CNIC No. _____

PEC Registration No. _____

Structural Registration No. _____

Renewed up to _____

Business office address _____

Phone No. _____ Mobile No _____

Signature of Site Engr. _____

CONSTRUCTION FIRM / COMPANY

Date: _____

Name of the Firm / Company _____

PEC Registration No. _____

Renewed up to _____

Name of the CEO/Director _____

S/o, D/o _____

CNIC No. _____

Business office address _____

Phone No. _____ Mobile No _____

Signature of CEO / Director. _____

SITE ENGINEER

Date: _____

I _____

S/o, D/o _____

CNIC No. _____

PEC Registration No. _____

Renewed up to _____

Business office address _____

Phone No. _____ Mobile No _____

Signature of Site Engr. _____

FORM – VI

APPLICATION FOR THE GRANT OF COMPLETION / OCCUPANCY CERTIFICATE

Date: _____

To,

Cantonment Executive Officer,

Cantonment Board Okara

I/we _____ hereby give notice of completion of Building on the plot mentioned below and of drainage and water arrangements therein and apply for permission for occupation of the said building.

The work has been carried out in accordance with the Building Plan approved vide No. _____ dated _____

Plot no. _____ Owner(s) Name _____

Signature _____

CNIC No. _____

Present Address _____

Tel No. _____

PROFESSIONALS CERTIFICATE

I hereby certify that the Building Works in the building on Plot No. _____ completed / partly completed under my supervision and my entire satisfaction is in accordance with the building plan approved vide No. _____ dated; _____

I also certify that the building has been constructed according to the approved specification.

REGISTERED ARCHITECT /REGISTERED ENGINEER BUILDING SUPERVISOR

Name _____ Signature _____

CNIC No. _____ Registration No. _____

Address _____ Tel No. _____

Note: Write in Capital Letters

FORM-VII

REGULARIZATION OF DEVIATED PLAN

Note: Write in capital letters

Date: _____

To,

The Cantonment Executive Officer,

Cantonment Board Okara

Whereas I/We have constructed _____ on Plot No. _____ as shown on the plan attached herewith.

2. Whereas I/we have made deviations from the approve Building Plan sanctioned vide letter No. _____ dated _____ during 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 noted in the said structure so as to make it consistent with the permission of the Board and also willing to pay the composition fee imposed by the Board 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 occupy the said building may be granted.

Owner(s)Name _____ Signature _____

CNIC No. _____ Address _____

Tel No. _____

Documents to be attached:

Approved Building Plan

Deviated Building Plan

FORM – VIII

CONSULTANT'S CERTIFICATE FOR EXISTING STRUCTURE

Note: Write in capital letters

ARCHITECT'S CERTIFICATE

Date: _____

I/We hereby certify that existing structure on Plot No. _____ has been fully and correctly shown on the plan submitted by me.

I/We _____

S/o, D/o / M/S _____

CNIC No. _____

PCATP Registration No. _____

PCATP firm Registration No. _____

Renewed up to _____

Resident of _____

Business office address _____

Phone No. _____ Mobile No _____

Signature _____

Note: Write in capital letters

STRUCTURAL ENGINEER'S CERTIFICATE

Note: Write in capital letters

Date: _____

I/We hereby certify that existing structure on Plot No. _____ is structurally stable. Necessary structural calculations and details are attached herewith.

I/We _____

S/o, D/o / M/S _____

CNIC No. _____

PEC Registration No. _____

Structural Registration No. _____

Renewed up to _____

Resident of _____

Business office address _____

Phone No. _____ Mobile No _____

Signature _____

Documents required with this form:

1. Structural calculation and details

FORM-IX

APPLICATION FOR PERMISSION OF DEMOLITION

Note: Write in capital letters

Date: _____

To,

The Cantonment Executive Officer,

Cantonment Board Okara

I/we _____ submit for permission to demolish the building on Plot No.

Particulars are given below and certified to be true.

1. Name(s) of the Owner
2. Location of Building
3. Date of Construction of Building
4. Condition of the Building
5. No. of Stories of the Building
6. Type and date of lease of Plot/Building
7. Status of the Building i.e. fully vacant/partly occupied
8. Consent of the tenant/present occupiersIf any (please attach).
9. Legal Status i.e. whether the Building is under litigation
10. Whether the Building or part thereof has been declared as dangerous. If so state number and date.....
11. Whether any part of the adjacent building is likely to be affected by demolition? If so, please submit details and precautionary measures to be adopted
12. The following existing supply services were affected and the Cantonment Board Okara have cut off' their connections to the plot.

(i) Electricity

(iv) Telephone

(ii) Gas

(v) Water

(iii) Sewerage

(vi) Other Services

13. Rs._____ have been deposited via Challan No._____dated _____ as a fee for Demolition permission (copy attached).

14. I / we Undertake to observe all proper precautions as prescribed undertake relevant rules and Bye-laws in vogue to ensure safety of the public & persons employed at the site and of adjacent buildings.

15. Mr./Ms.....Registered Architect / Engineer/ Supervisor have been engaged to supervise the demolition work.

16. I/we also further undertake that the digging and filling of the plot shall be carried out within the stipulated time specified in the letter of the permission.

17. The said work has been carried out in accordance with the Building Plan approved vide letter No..... dated

Signature of Owner(s)
Architect/Engineer/ Supervisor

Signature of Registered

FORM-X
(UNDERTAKING FORM PROFESSIONAL)

Note: Write in capital letters

Date: _____

I Mr. /Mrs./Ms _____

S/o,W/o, D/o _____ Registration No. _____

Architect/Engineer/Town Planner/Building Designer) mailing address _____

Phone No. _____ Fax No.(if any) _____ do hereby undertake.

1. That I have been assigned by (Owner/Attorney) Mr./Mrs./Ms. _____ for the planning, designing and supervision of construction works of Project name, (if any) located on plot No. _____

2. That I have done planning and design in respect of the above noted plot according to these Bye-laws.

3. That I will supervise the construction work through all stages of execution as per Bye-laws.

4. That I will not make change in the approved Design and specifications except as provided in the Bye-laws.

5. I / we undertake to ensure that no deviation from the approved building plan shall take place and in case the owner insists thereon. I / we shall inform Board, in due course of time about the deviation for taking necessary action under provision of these Bye-laws.

6. That I / We under the Provision of clause 62 & 63 of these Bye-laws are responsible for the safe and sound construction of the building.

7. I/ we also undertake that if the work is started prior to approval of Building Plan or if I / we discontinued supervision of work. I/ We shall give immediate intimation thereof to you as specified under clause 6(b) of these Bye-laws. In case of violation of any of the above clauses suspension or cancellation of my / our registrations together with other penalty as prescribed under these Bye-laws may be processed and the rules framed there under.

1. Name of Professional _____

1. Name of Professional _____

2. Registration. No. _____ 2. License No. _____

3. CNIC No. _____ 3. CNIC No. _____

4. PCATP No _____ 4. PEC No. _____

5. Telephone No _____

5. Mailing Address _____

6. Mailing Address _____

6. Telephone No _____

7. Email _____

7. Email _____

ARCHITECT

ENGINEER

Signature of Professional _____

Signature of Professional _____

FORM-XI

**REQUEST FOR GRANT OF REGISTRATION FOR ERECTION/ RE-ERECTION/ SHARING OF A
TEMPORARY STRUCTURE [See bye-laws 17-3]**

Note: Write in capital letters

Date: _____

To,

Cantonment Executive Officer

Cantonment Board Okara

The following information is submitted for issuance of registration regarding erection/ re-erection/ sharing of temporary structure within the municipal limits of Cantonment Board Okara,:-

1. Name of applicant and CNIC No. (Copy attached) _____

2. Name and CNIC of owner/ lessee/ sub-lessee/ attorney/ occupancy rights holder of land/ building on which structure is to be fixed/ attached. (In case of joint title, name of the all title holders with copies of CNICs) _____Types of structure_____
3. Purpose of structure _____
4. Period for which registration is required _____
5. Detailed drawings and plans _____
6. Structural Stability Certificate _____
7. Earthquake Resistance Certificate _____
8. Indemnity Bond _____
9. Requisite NOCs by all relevant Board _____

SIGNATURE OF APPLICANT

**CERTIFICATE TO BE SIGNED BY THE OWNER/ LESSEE/ SUB-LESSEE/ ATTORNEY/
OCCUPANCY RIGHT HOLDER OF LAND/ BUILDING**

I/ We owner/ Lessee/ sub-lessee/ occupancy rights holder/ holders of plot No._____, survey_____ measuring _____ SQYD located at _____ Road, Street _____ has/ have given written permission to for applying for grant of registration for temporary structure, as specified above and for the period indicated above.

I/ We undertake to abide by the terms and conditions of the registration if granted and shall allow the staff of the Okara Cantonment Board, as authorized by the Executive Officer, to have access to and inspect the structure. However, in this regard an advance notice of 24 hours in writing to this effect shall be served by the Executive Officer or the authorized official. I/ We enclose the following documents:-

- (a) Copy of Fard/ GLR extract mentioning the location of temporary structure on a master/ zonal plan of the Cantonment.
- (b) Copy of approved building plan
- (c) Attested copy of agreement/ permission given to the applicant, if other than the owner/ lessee/ sub-lessee/ occupant.
- (d) Attested copies of CNIC's of persons having ownership/lessee/ sub-lessee/ attorney/ occupancy title.
- (e) Structural stability certificate of the building upon which the temporary structure is proposed.

(Signatures of owner/ Lessee/ Sub-Lessee/ Occupancy right holder)

FOR OFFICE USE

The documents enclosed with the application have been checked and found in order and complete/ deficient to the following extent.

(OFFICIAL INCHARGE)

ORDER OF THE EXECUTIVE OFFICER

- 1. Allowed if requested period is less than 30 days OR
- 2. To be put to the Board OR
- 3. Returned to the applicant for necessary action.

(EXECUTIVE OFFICER)

FORM-XII

SELF CERTIFICATION

**FOR GROUND BASED TOWER/ COMPOSITE STRUCTURE (ROOF TOP TOWER+ BUILDING)
FOR COMMUNICATION NETWORK**

See Bye-laws No. 183

Date:

It is certified that the Ground Based Tower/ Composite Structure (Rooftop tower + building) located at _____ (complete address) conforms to _____ the relevant Earthquake Resistance Design approved by _____ (name and address of the institute e.g. UET, NED etc.) The subject tower/ composite structure (rooftop + building) falling under seismic zone conforms to the latest UBC Code, PBC Code, SIESMIC PROVISION 2007 SRO No.970(I)/2008 and other provisions envisaged in the instructions issued by Pakistan Engineering Council from time to time.

The relevant particulars are as per data sheet enclosed.

(Authorized Signature)

FORM-XIII
REGISTRATION FOR TEMPORARY STRUCTURE
[See Bye-laws No. 17-2]

Date:

To,

Cantonment Executive Officer

Cantonment Board Okara

Subject: REGISTRATION FOR TEMPORARY STRUCTURE

Please refer to your notice, dated _____ on the subject.

2. Your notice under reference has been considered and approved by the Board vide CBR No. _____ dated _____, on payment of immediate advance registration fee of Rs. _____/- and annual fees for sharing of public rights of way for the period _____ to _____, subject to the following conditions, namely:-

- (a) All rules, Bye-laws and Bye-laws of the Board on the subject shall be adhered to in all respect.
- (b) Applicable annual fee for sharing of public right of way shall be paid to the Board in every calendar year before the 15th of January.
- (c) The use of the structure and the machinery which is the part of the structure shall not produce any acoustic effect and nuisance to the residents of the vicinity.
- (d) The structure shall be equipped with round the clock functional warning lights, except height of the structure itself plus height from ground is less than 100 ft.
- (e) The structure shall be electrically earthed and equipped with an earth conductor if the structure is composed of or fabricated from steel, aluminum or any other metal or alloy.
- (f) (add other conditions as deemed necessary by the Board on case-to-case basis.

(EXECUTIVE OFFICER)

Copy to:

Schedule-I**APPLICABLE FEES FOR B.T.S TOWER**

S. No.	Description of Fees	Per Annum
(1)	(2)	(3)
1.	One time registration fee for tower	Fixed by the Board
2.	Annual fee for sharing of public right of way	Fixed by the Board
3.	Annual temporary structures registration fee other than tower	Fixed by the Board

FORM-XIV

CERTIFICATION OF STRUCTURAL SOUNDNESS OF BUILDINGS

Date:

I/we certify that:

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 _____ Cantonment Board Okara 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 floors designed _____.

2. The structure designed has been based on following codes/ Bye-Laws 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 / SQFT was adopted based on

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.

Name of Structural Engineer: _____

Signature: _____

CBC License No. _____

PEC Registration No. _____

FORM-XV
FIRE-SAFETY CERTIFICATE

(Certificate to be submitted with building application Form-III)

I Mr/Mrs. (Structure Engineer) hereby undertake as follows:

1. The structure of proposed building shall be designed by me in accordance with the provisions in these Building Regulations.
2. I shall carry out regular site inspections to see the quality of the material especially of steel and concrete to be used in the building and installation of fire safety equipment.
3. I shall ensure testing of the fire safety equipment in the structure during the course of construction through Resident Engineer.
4. I shall submit the required certificates at the following stages along with consulting Architect and Resident Engineer:
 - a. Construction up to Plinth Level
 - b. Construction up to 38ft (11.58 m) Building Height
 - c. On completion of the construction

.....

Signature of Fire Safety Engineer

Name _____

Address: _____

PEC Registration License No. _____

FORM-XVI**SUBMISSION OF FIRE SAFETY PRECAUTIONS OF BUILDING PLAN**

(For F.A.R. Based Buildings)

To

I/We M/S _____ Certify that we/our consulting MEP Engineer Mr./Mrs./M/s _____
 had submitted drawings/documents as per the following checklist for the Fire Safety Precautions
 of the building on Plot No._ _____ situated on _____

Dated: / / .

FIRE SAFETY PRECAUTION APPROVAL CHECKLIST

Unique Project Ref:

Project Title:

Type: Building Commercial/ Commercial Cum Residential

Fire Safety Precautions are available to download from (cbokara@gov.pk)

S. NO	FIRE SAFETY SYSTEMS	Quantity Provided (NOs/Dims.)	TYPE	MAKE	COUNTRY OF ORIGIN	TESTING CERTIFICATES	COMMENTS
1.	Emergency Fire Exits					Yes / No / Not Applicable	
2.	Emergency fire exits of non-combustible material					Yes / No / Not Applicable	
3.	Portable Fire Extinguishing					Yes / No / Not Applicable	
4.	Two extinguishers in stage area, in each dressing room and one immediately outside each entry in theatres;					Yes / No / Not Applicable	
5.	Fire Escapes/ Emergency Staircase					Yes / No / Not Applicable	

S. NO	FIRE SAFETY SYSTEMS	Quantity Provided (NOs/Dims.)	TYPE	MAKE	COUNTRY OF ORIGIN	TESTING CERTIFICATES	COMMENTS
6.	400 square yards and above will have at least one emergency staircase					Yes / No / Not Applicable	
7.	Fire Rated Doors					Yes / No / Not Applicable	
8.	one emergency staircase located within 100 ft.					Yes / No / Not Applicable	
9.	elevators / lifts					Yes / No / Not Applicable	
10.	elevators / lifts with in-built emergency landing devices					Yes / No / Not Applicable	
11.	elevators / lifts with earthquake, seismic sensors installed					Yes / No / Not Applicable	
12.	All required safety features for elevators					Yes / No / Not Applicable	
13.	Handicapped Accessibility compliant as per the following ADA requirements					Yes / No / Not Applicable	
14.	Elevator hall and car buttons as per AD requirements					Yes / No / Not Applicable	
15.	Braille plates					Yes / No / Not Applicable	
16.	Two way communication					Yes / No / Not Applicable	
17.	Chimes / verbal announcements					Yes / No / Not Applicable	
18.	Accommodation of a wheelchair					Yes / No / Not Applicable	
19.	Door protective / re-opening devices					Yes / No / Not Applicable	
20.	Emergency control					Yes / No / Not	

S. NO	FIRE SAFETY SYSTEMS	Quantity Provided (NOs/Dims.)	TYPE	MAKE	COUNTRY OF ORIGIN	TESTING CERTIFICATES	COMMENTS
						Applicable	
21.	Handrails Heights					Yes / No / Not Applicable	
22.	Stand Pipe Equipment (Hose Reel)					Yes / No / Not Applicable	
23.	Stand pipes standards as per following:					Yes / No / Not Applicable	
24.	Not less than 2.5-inch diameter pipes					Yes / No / Not Applicable	
25.	Number of standpipes					Yes / No / Not Applicable	
26.	Standpipes location					Yes / No / Not Applicable	
27.	Galvanized iron/gunmetal					Yes / No / Not Applicable	
28.	Stand pipe risers					Yes / No / Not Applicable	
29.	More than one stand pipe they will be interconnected at their bases by pipes equal in size					Yes / No / Not Applicable	
30.	Fire department approved in-let connection					Yes / No / Not Applicable	
31.	Every storey with a one and half inch diameter flexible hose not less than 100'-0" long, with a half inch nozzle, being in an approved rack or cabinet					Yes / No / Not Applicable	
32.	Standpipe will be fed by an overhead water tank reserved solely for this purpose					Yes / No / Not Applicable	
33.	Dry Riser					Yes / No / Not	

S. NO	FIRE SAFETY SYSTEMS	Quantity Provided (NOs/Dims.)	TYPE	MAKE	COUNTRY OF ORIGIN	TESTING CERTIFICATES	COMMENTS
						Applicable	
34.	A dry riser & Wet Risers					Yes / No / Not Applicable	
35.	Present 3 components to meet BS 5041 BS5306, BS 9990 or other					Yes / No / Not Applicable	
36.	External Inlets					Yes / No / Not Applicable	
37.	External cabinet or enclosure marked "DRY RISER INLET"					Yes / No / Not Applicable	
38.	Pipe Work					Yes / No / Not Applicable	
39.	Dry riser distribution systems is of Galvanized steel pipe based on British standards laid down requirements for the pipes internal diameters or equivalent National Fire Protection association (NFPA) requirements.					Yes / No / Not Applicable	
40.	Vent Pipe					Yes / No / Not Applicable	
41.	Outlet Points					Yes / No / Not Applicable	
42.	Automatic Sprinkler System					Yes / No / Not Applicable	
43.	Every public use / institutional building which serves restrained or handicapped persons.					Yes / No / Not Applicable	
44.	Covered car parking areas					Yes / No / Not Applicable	
45.	Out garages or terminals					Yes / No / Not Applicable	

S. NO	FIRE SAFETY SYSTEMS	Quantity Provided (NOs/Dims.)	TYPE	MAKE	COUNTRY OF ORIGIN	TESTING CERTIFICATES	COMMENTS
46.	Cottage manufacturing display or sale of combustible materials and products					Yes / No / Not Applicable	
47.	All areas of theatres except auditorium, music hall and lobbies					Yes / No / Not Applicable	
48.	All building areas used primarily for storage of goods					Yes / No / Not Applicable	
49.	Immediate vicinity of generators or any electrical equipment					Yes / No / Not Applicable	
50.	All generators or any electrical, Information and Communications Technology (ICT) equipment FM-200 (Clean Agent and IFC 227 ea system)					Yes / No / Not Applicable	
51.	Construction of sprinkler System					Yes / No / Not Applicable	
52.	Suitably Marked "Fire department connection-Automatic sprinklers"					Yes / No / Not Applicable	
53.	Automatic sprinkler system will be fed by overhead water tank reserved					Yes / No / Not Applicable	
54.	Set off automatic alarm system simultaneously					Yes / No / Not Applicable	
55.	Readily accessible outlet valve to control all sources of water supply					Yes / No / Not Applicable	
56.	Fire Fighting Pumps according to NFPA/Building Codes of Pak. Fire Safety Provision 2016					Yes / No / Not Applicable	
57.	Fire Alarm Systems according to NFPA/ Building Codes of Pak. Fire Safety Provision 2016					Yes / No / Not Applicable	

*Note: Fire evacuation plans to be attached along with this form for approval.

We/I certify that all the above information provided is True to my knowledge and we hereby undertake full responsibility.

PUBLIC SALE CONSTRUCTION CYCLE

