

CHAPTER III

CONSTRUCTION

1. **General.** For possession of plots, members after clearing all dues shall apply on prescribed form. DHA Islamabad will demarcate the plot on ground and hand it over to the member. Subsequently for preparation of architectural designs and other details members should engage licensed architect/engineer who is on the panel of DHA Islamabad. The plans shall be approved on submission. Construction should only commence once the drawings are approved by DHA Islamabad.
2. **Possession/Demarcation of Plots.** Following procedure is laid down: -
 - a. On clearing of all dues members should apply for possession of plots on prescribed form.
 - b. A site plan indicating details (**gate, man hole and water point location**) shall be provided to the member.
 - c. Demarcation of plot will be done when the submission drawings have been approved by TP & BC Dte.
3. **Two Adjacent Plots (Residential Only).** If member has two adjacent plots and he uses one plot for construction of his house and second as lawn, then he has to follow following procedure:-
 - a. Amalgamate the plots as per laid down procedure.
 - b. Give an undertaking that he will use the one plot for construction and other plot as lawn for time being and bye-laws of one kanal plot be applied in this case.
 - c. If he intends to undertake any construction or wants to sell the second plot then he will apply for sub-division of plot and follows the normal procedure in vogue.
4. **Preparation of Building Plans.** For preparation of building plans (new or alteration) the member should engage a licensed architect and structural engineer on the panel of DHA Islamabad.
5. **Submission of Drawings.** Member shall submit along with the application, three sets of drawings (in ammonia prints) covering following details: -
 - a. Size of sheet should be 30"x 40" and all details be given at a minimum scale of 1/8" on same sheet.
 - b. Plans, section and site plan /key plan showing width of the road.
 - c. External dimensions of building.
 - d. Internal dimensions of all rooms.
 - e. Total height of building with reference to reference point including level of finished floor, and split-levels (levels be indicated on plans also).
 - f. Location of reference svc manhole and its invert level and location of water connection shall be clearly shown on submission drawing.
 - g. Thickness and X-section of RCC structures.
 - h. Location and size of overhead and underground tank, sewerage plan showing location and X-section of septic tank along with in/outlet invert level.
 - j. Details of ramp, driveway and plinth (X-section) with reference to the reference point.
 - k. Foundation design (X-section).

- l. Schedule of open / covered areas.
 - m. Schedule of doors and windows.
 - n. Covered area calculation block plan.
 - o. Signature of Owner and the Architect on drawings along with required DHA Islamabad forms.
 - p. Drawings must be of acceptable Architectural standards.
 - q. 1 x set of working drawings duly signed by architect and structural engineer.
 - r. Attested copy of ID Card, Allotment letter, Possession form, Site Plan, NOC form duly verified from Transfer & Record Dte and Finance Dte, 3x set of submission drawings, soft copy of drawing (in CD), bearing capacity report and Prescribed dues (scrutiny fee water charges) as decided by DHA from time to time.
 - s. Security charges as per DHA's approved rates. These will be refunded at the time of issuance of completion certificate after deduction of charges / penalty (if any) imposed on violations during the course of construction.
 - t. Soil test report.
6. **Scrutiny of Drawings.** Following procedure will be followed:-
- a. Member will submit the plans with DHA Islamabad for approval as per DHA Islamabad Bye-laws.
 - b. Plans not conforming to DHA Islamabad bye-laws will be returned along with reasons by mail, otherwise member can collect approved drawing with permission letter and SOP for demarcation check within 07 days for residential and 20 days for commercial.
7. **SOP for Demarcation Check.** Members are advised to follow steps given below for demarcation of plot before taking over construction and thereafter for confirmatory check by survey team of DHA Islamabad:-
- a. Member to deposit the inspection chart with Town Planning Section of TP&BC Dte and also arrange following items at site for demarcation:-
 - (1) 4 pieces of PVC 4" Dia pipe 2-½' length each.
 - (2) Cement.
 - (3) Aggregate / sand.
 - (4) Required labours.
 - b. Concrete pillars will be grouted / installed by Survey Team in presence of owner / contractor on each corner of the plot, which should not be disturbed or removed.
 - c. Inspection Chart will be fwd to Building Control Section for inspection of building construction activities after completion of initial demarcation. It is primarily the responsibility of member to ensure the inspection of work on each stage of construction as per Inspection Chart and signature of building inspector of DHA.
 - d. **For residents.** Before taking over the construction of boundary wall, member must intimate TP Section for final demarcation on lien / DPC level. Town Planning as well as Building Control Section will also ensure that the plot is finally demarcated on lien / DPC level of boundary wall before taking any further construction.

Note:-

- (1) The subject SOP is laid down for the convenience of members / contractors in order to avoid any violation / embarrassment at later stage. Please follow these SOP strictly otherwise members will be held responsible of any violation.
- (2) Rs 1,000.00 and Rs 500.00 will be charged on revision of initial demarcation on the disturbance of pillars and issue of new Inspection Chart in case of loss respectively.

8. **Inspection during Construction.** Inspection stages are listed as under: -a. **Demarcation check:-**

- (1) Before excavation.
- (2) After leaning of boundary wall

b. **In case basement is to be constructed then: -**

- (1) On ground demarcation of area to be dug in.
- (2) Foundation.
- (3) Roof level before pouring roof.

c. Ground floor at finish floor level including boundary wall.

d. On attaining roof height of Ground Floor before pouring in of roof.

e. On raising first floor and upper floors structure one foot above floor.

f. On attaining roof height of first floor and upper floors.

g. On attaining roof height of water tank and mumty, whichever is higher (if applicable).

h. On completion of Septic Tank prior to putting their cover.

j. Structural Engineer has to submit quality control proformae on different stages during the course of construction so that DHA can give the go ahead for next step (proformae are available with DHA).

k. Members who are found violating the bye-laws of DHA Islamabad during the course of construction, will be charged as approved by DHA from time to time and these charges will be deducted from security deposit.

9. **Working/Detail Drawing.** The member/contractor must keep one set of working/detail drawings on site, which may be made available to DHA Islamabad staff during inspection.10. **Addition/Alteration.** No construction, addition or alteration shall be allowed unless drawings are approved by DHA Islamabad. However, minor changes in the building drawing, not in contravention with the Bye-laws will be allowed after proper permission from DHA Islamabad. The changes shall be regularized through submission of revised drawings for approval.11. **Oversight in Scrutiny of Drawings.** Any oversight in the scrutiny of documents and drawings at the time of approval of the building plan does not entitle the member to violate the Bye-laws.

12. **Set Back/Compulsory Open Spaces**

- a.
- Residential**
- Minimum clear spaces to be left open for different categories of plots are as under: -

S/No	Area of plot (sq-yards)	Standard sizes	Front	Side	Side	Rear
(1)	1000	100' x 90'	20'	10' ☆	5'	7'
(2)	800	80' x 90'	20'	10' ☆	5'	7'
(3)	500	50' x 90'	13'	5'	5'	7'
(4)	400	45' x 80'	13'	5'	5'	5'
(5)	250	35' x 65'	10'	3'	3'	5'
(6)	200	30' x 60'	7'	3' ☆	Nil	3'
(7)	125	25' x 50'	5'	Nil ☆	Nil	3'

☆ Along porch side.

- b. In exceptional cases due to peculiar site condition/shape of plot, the DHA Islamabad may allow deviations and following is laid as guidelines: -

- (1) Set backs/compulsory open spaces be left on all sides.
- (2) Total area to be left open should in no case be less than laid for respective size of the plot.
- (3) Front set-back be kept as lawn (not on rear) according to size of plot.
- (4) The plots having 45ft frontage (1 Kanal only) shall have 3ft side set back instead of 5ft.
- (5) Smaller sized plots falling in the strip of large sized category of plots will follow the frontal set-back of the larger cat.
- (6) The plots having extra land on the sides and rear equal or more than the respective set-backs can extend bldg line upto plot line. Construction beyond plot line is not allowed in any case.

- c.
- Commercial (10 TO 20 Marla).**
- Minimum clear spaces to be left open for different categories of commercial plots are as under:-

<u>S/No</u>	<u>Area of plot Sq-yds</u>	<u>Allowable covered area</u>	<u>Right side</u>	<u>Left side</u>	<u>Front side</u>	<u>Rear Side</u>
(1)	below 250	100 %	-	-	-	-
(2)	Below 500 to 250	75 %	5'-0"	5'-0"	-	5'-0"

- d. For plots measuring more than 20 marla shall be decided by the Executive Board on case to case basis.

13. **Covered Area**

- a.
- Residential**

- (1) Ground Floor shall comprise an area of building block plan by excluding car porch area and all the set-backs/compulsory open spaces. For further details please ref to para 10 & 18 chapter-III.
- (2) First Floor, if construction is envisaged on the first floor, the covered area of first floor shall be 90 % of ground floor covered area less car porch.

- (3) Basement, car porch, shades, mumty shall not be counted in covered area.
 - (4) In case of pergola, 25% of its area shall be counted for calculation of covered area. However, pergola shall not be permitted within the set-backs/compulsory open spaces.
 - (5) Maximum permissible basement area is 100 % of ground floor area less car porch.
- b. **Commercial.** Minimum area of the shop should not less than 100 sft. The detail of covered area up to 10 marla plot is as under:-
- (1) **Commercial plots in Main Commercial Zone**
 - (a) Basement : 100% of plot leaving space for septic tank and under ground water tank two basements are allowed, more than that subject to the approval of Authority.
 - (b) Ground Floor : 100% of plot
 - (c) Mezzanine floor : 70% of shop area excluding veranda
 - (d) First Floor and onward : 100%
 - (2) **Sector Commercial Plots**
 - (a) Basement : 100% of plot leaving space for septic tank and under ground water tank one basement is allowed, more than that subject to the approval of Authority.
 - (b) Ground floor : 100%
 - (c) Mezzanine floor : 70%
 - (d) First Floor : 100 %
 - (3) Maximum covered area of commercial building constructed on plot measuring more than 20 marla shall be decided by the Executive Board on case to case basis.

14. **Basement**

- a. **Residential.** Generally open basement is allowed to all members irrespective of topography of plots but with following conditions:-
- (1) The area of basement shall not be counted into total covered area.
 - (2) Additional charges i.e. Rs.1/sft will be levied on the covered area of basement exceeding 2/3rd of the ground floor area and total lower basement area.
 - (3) In case of open basement an NOC is required from the neighbour who has an existing structure so that the area can be dug in till the boundary wall of this neighbour. No such NOC is required in case of closed basement.
 - (4) In case of any damage to the adjacent building, the owner of the plot and Structural Engineer/Architect shall be jointly responsible for such damages and shall have to use proper engineering techs in order to avoid damage to neighbouring buildings. DHA Islamabad in no way shall be held responsible for such damages.
 - (5) The basement shall not be exposed more than 3'-6" from crown of the abutting road/zero level.
 - (6) Clear height of the basement shall not be less than 8 feet 6 inches and more than 10 feet.

- (7) In all cases, the building should look like two storey and the total height of building from the reference point shall not be more than 35 feet.
- (8) Basement will have to be completed as soon as possible.
- (9) If services, such as bath and kitchen etc, are provided in the basement, the owner must provide mechanical disposal from the basement to the upper level in all cases (irrespective of levels of DHA mains), so that there is no possibility of back flow in case of chokage of the sewer lines. DHA Islamabad will not be responsible for the consequences in any case.
- (10) Cost of additional services work shall be borne by the member.
- (11) The entry to the basement from rear and side set-back is allowed.
- (12) In no case the basement shall be allowed in the minimum prescribed set-backs.
- (13) In case of any damage to the adjacent property, the owner of the plot and Structural Engineer/ Architect shall be jointly responsible for such damages and shall have to use proper engineering techniques in order to avoid damage to neighbouring buildings. DHA in no way shall be held responsible for such damages.
 - (a) **Closed Basement.** Closed Basement, vaults, cellars and other structures, wholly or partly below the ground level/approach road level, shall be allowed by the authority with following conditions: -
 - i. Refer to preceding para 14a.
 - ii. Minimum one emergency exit will be provided, in case of emergency, hazards, and disasters.
 - iii. Construction of R.C.C retaining wall (as per structural design) at building line shall be compulsory.
 - (b) **Open Basement.** Generally open basement is allowed to all members irrespective of topography of a plot but with following conditions:-
 - i. Refer to preceding para 14a.
 - ii. Frontal set back will be left untouched as far as possible.
 - iii. Remaining set backs can be dug till the boundary lines of the neighbouring plots.
 - iv. In case of adjacent structure/building, NOC is mandatory from the neighbouring member regarding his/her no objection for excavation of subject plot upto his/her plot limits.
 - v. In case of any damage to the adjacent building, the owner of the plot and Structural Engineer/Architect shall be jointly responsible for such damages and shall have to use proper engineering techs in order to avoid damage to neighbouring buildings. DHA Islamabad in no way shall be held responsible for such damages.
 - vi. Construction of R.C.C retaining wall (as per structural design) at plot line on sides, rear and building line on front shall be mandatory if dictated by the ground conditions.

- b. **Commercial.** Basement is allowed to all members irrespective of topography of plots but with following conditions:-
- (1) An NOC is required from the neighbour who has an existing structure so that the area can be dug in till the plot line of this neighbour.
 - (2) In case of any damage to the adjacent building, the owner of the plot and Structural Engineer/Architect shall be jointly responsible for such damages and shall have to use proper engineering techniques in order to avoid damage to neighbouring buildings. DHA Islamabad in no way shall be held responsible for such damages.
 - (3) The basement shall not be exposed more than 3'-6" from crown of the abutting road/zero level.
 - (4) Clear height of the basement shall not be less than 8 feet 6 inches.
 - (5) Basement will have to be completed as soon as possible.
 - (6) If services, such as bath and kitchen etc, are provided in the basement, the owner must provide mechanical disposal from the basement to the upper level in all cases (irrespective of levels of DHA mains), so that there is no possibility of back flow in case of chokage of the sewer lines. DHA Islamabad will not be responsible for the consequences in any case.
 - (7) Cost of additional services work shall be borne by the member.
 - (8) Construction of R.C.C retaining wall (as per structural design) at building line shall be compulsory.
15. **Finish Floor Level.** Finish floor level of ground floor shall not less 3'-6" in case of basement and 1'-6" without basement for commercial buildings.
16. **Height of The Building.** In view of extensive landscape a zero point shall be indicated on demarcation as "reference point". All height will be counted from this point. Following shall be adhered to:-
- a. **Residential.**
- (1) Maximum height of the building including water tank/mumty or any structure should not exceed 35 feet. In exceptional cases where site permits increase in height, Rs. 10,000.00 will be charged per additional one foot to a maximum of 37 feet after the approval of authority.
 - (2) Maximum height of finish floor level should be within 3'-6" feet. However members are advised to plan adequate finish floor level in low-lying area 200 feet of adjoining area next to flood bunds.
 - (3) Minimum clear floor heights be kept as 10 feet.
 - (4) Reference point shall be the intersection of gate centre line & reference road crown.
- b. **Commercial.**
- (1) **Commercial Plots in Sectors (4 to 20 Marla plots).** Height of building may be increased to 47 feet for accommodating machine room for lift and water tank and stair mumtee (Ground + two floors).

- (2) **Commercial Plots in Main Commercial Zone (4 to 20 Marla plots)** Height of building shall be 72 feet including machine room for lift, water tank and stair mumtee (Ground + Four Floors).
 - (3) **For all Category Commercial Plots (20 Marla and above).** Maximum height of commercial building constructed on plot measuring more than 20 marla shall be decided by the Executive Board on case to case basis.
 - (4) Reference point shall be the intersection of building centre line & reference road crown.
 - (5) Minimum clear height of mezzanine floor should not be less than 7'-0" and for all other floors (Ground, basement & above) should not be less than 9'-0".
17. **Mezzanine Floor (Commercial Plots).** Mezzanine is allowed, ceiling height should not be less than 7'.
18. **No of Storeys.**
- a. **Residential.** Maximum two storeys (ground + first) are permitted. Number of storeys will be counted from the frontal street/road.
 - b. **Commercial**
 - (1) **Commercial plots in Sectors (4 to 20 Marla plots).** Ground + two floors
 - (2) **Commercial plots in Main Commercial Zone(4 to 20 Marla plots)** Ground + Four Floors
 - (3) **For all Category Commercial Plots (20 Marla and above)** Maximum storeys of commercial building constructed on plot measuring more than 20 marla shall be decided by the Executive Board on case to case basis.
19. **Under Ground Water Tank.** Should be constructed preferably with the provision that bowzer filling is facilitated from outside.
20. **Projection/Shade**
- a. **Residential.** Sun shades to be kept as under:-
 - (1) In front set-back not more than 3 feet.
 - (2) In side set-backs not more than 2 feet.
 - (3) In rear set-back not more than 2 feet.
 - (4) No rooms shall be constructed on the projections/shades projecting beyond the building line.
 - b. **Commercial**
 - (1) Maximum 3 ft beyond plot line above mezzanine floor.
 - (2) Conversion of projections into habitable area only in front. However, rear may be used for balconies only.
 - (3) Minimum height above street/road level from centre of street/road to projection, balconies and sunshades 17 ft.
21. **Open Stair Case**
- a. **Residential.** Open stairs be planned within building line. Spiral or straight stairs would be allowed subject to the following: -
 - (1) These stairs are provided for servant room located at first floor or in case of no mumty these are used for access to roof for maintenance only.

- (2) In no case, open stairs are allowed in the set-back.
 - (3) Suitable width of stairs shall be designed.
 - (4) A suitable visual barrier of adequate height shall be provided alongside the stairs and in front of servant rooms for the privacy of neighbouring houses.
- b. **Commercial.** The riser of all buildings shall not be more than 6 inches and the tread shall not be less than 10 inches except for residential houses where the maximum riser shall be 7 inches and the minimum tread will be 9 inches. However, for stair cases to lofts, circular staircases to non-public access mezzanines and heights not exceeding 7'-6" staircase risers and treads will be worked out through the following formula $2R + T = 22$ where R is riser and T is tread and the minimum T is 6 inches.

22. **Mumty**

- a. **Residential.** Mumty area shall not be used as living area, bathrooms are also not allowed. The detail is under:-
- (1) Above 500 sq-yds - 400 sft
 - (2) 400 to 500 sq-yds - 250 sft
 - (3) Below 400 sq-yds - 200 sft
- b. **Commercial.** Mumty area shall not be used as living area or bathrooms, however it can be used for machine room, lift room or generator room. 30% of plot areas can be utilized as mumty for machine room, lift room or generator room.

23. **Miscellaneous (For Residential)**

- a. **Entry Gates (Residential Only).** Position of the gate will be kept as per DHA Islamabad approved format. Two gates shall only be allowed in case of corner plots or in case of plots having roads on any two sides. Non-corner plots having frontage 70 ft and above can have two gates on the same side only. Member will have to pay additional dues as per DHA Islamabad policy for all above mentioned cases.
- b. **Ramp.** Drive way is to have four minimum 6" dia independent conduits for laying services like telephone/gas/water supply etc under it. This should be indicated in the plan of the house. Specification of ramp/driveway will be as under:-
- (1) Extension of ramp beyond the plot line is not allowed.
 - (2) In case of sloppy area, the ramp will have to be adjusted by lowering the porch area. However, in exceptional cases due to site conditions, member may be allowed to adjust the ramp within the foot path area according to the layout of the ground, subject to prior approval from DHA Islamabad.
- c. **Size of Rooms.** The minimum area of a room meant for human habitation shall not be less than 100 sft.
- d. **Car Porch**
- (1) Sizes of car porches for different category of residential plots are as under:-

Area of plots (Sq-yards)	Standard Sizes (including side set-back)
Above 500	a. 25'-0" x 16'-0" b. 12'-0"x16'x0" (2nd porch)
500 sq-yds only	a. 25'-0" x 16'-0" b. 12'-0"x16'x0" (second porch)
400 & 250	a. 17'-0" x 14'-0" b. 10'x0" x 13'x0" (second porch)
200 & 125	a. 10'-0" x 13'-0" b. 10'-0" x 10'-0" (second porch)

Note:-

For corner plots _____ (a) & (b).

For non-corner plots _____ (a) only.

- (2) 2 x car porches shall be allowed for corner plots, plots with two entries as well as for non-corner plots having frontage 70 ft and above.
 - (3) Second car porch shall fall within the permissible projection/shade i.e. 2'-0" but with side porch columns resting over the boundary wall.
 - (4) The covered area of porch falling in the permissible building block shall be counted in the total covered area, irrespective of its size/shape etc.
 - (5) Roof of porch may be of pergola type, however, there shall be no relaxation in area of porch due to the type of roof.
 - (6) For the plots having area more than 200 sq-yds; porch columns shall have a clear distance of at least 10 feet from the outer edge of the front boundary wall; however projection of 3'-wide towards front only is allowed.
 - (7) For 200 & 125 sq-yards; porch columns shall not extend beyond the front building line; however, projection from porch column towards front only can extend by 2'-6".
 - (8) Construction is not allowed on roof of car porch.
 - (9) Storm water from the roof of porch shall be drained within the plot.
 - (10) A high-roof car porch up to First Floor level shall be permissible in side set-back.
 - (11) Porch columns shall rest-over the side boundary wall and its floor level shall not exceed 1' from abutting road level.
- e. **Boundary Wall.** Member who constructs boundary walls first shall be entitled to make 9 inch thick wall using 4 ½" of the adjoining plot, provided the layout has been got approved from the Authority. However, no space from right of way of road/street shall be utilized for this purpose. The boundary wall shall be considered as Common Boundary Wall and both neighbours shall have full right to use it on their respective sides/top. The maximum height of boundary wall shall not exceed 7 ft from the crown of the adjacent road.

f. **Bay Windows.** The area of bay window shall be counted into total covered area. The detail is as under:-

- | | | | |
|-----|---------------------|---|--|
| (1) | 500 Sq-yd & above | - | Bay window projection upto 25 % width of set-back (front & rear only) would be allowed to a maximum upto 2'-6" and length upto 10'-0". |
| (2) | Less than 500 sq-yd | - | Same as above but only in front set-back and length not more than 6'-0". |

24. **Miscellaneous (For Commercial)**

a. Fire safety room, electrical room, telecom room, sui gas meter room, room for security guard can be provided in second and third basement or at top in the mummy.

b. Steps beyond 4ft from the plot line are strictly forbidden.

c. **Arcade**

- (1) For more than 10 marla minimum width of passage/corridor 8'-0" is must in front of shop.
- (2) Minimum clear open space between columns inner edge to wall is 5'-6" for 10 marla.
- (3) For less than 10 marla minimum width of passage/corridor 6'-0" is must in front of shop.
- (4) Minimum clear open space between columns inner edge to wall is 4'-6" for less than 10 marla.
- (5) Level difference between arcade and shop may not be more than 6".
- (6) Lightening in the arcade shall be the responsibility of back shop owner.
- (7) Clear height shall not be less than 8'-6".
- (8) Spill over from the shops is not allowed in the Arcade.
- (9) No steps shall be allowed in the Arcade.

d. **Hoardings**

- (1) The content of display has to be approved by DHA before hand and payment of fee as prescribed by Authority from time to time.
- (2) Fixing arrangement like hooks etc should be planned adequately.
- (3) On the facia of shop 2' wide space be provided to fix hoardings.
- (4) For the visual display hoardings large screen TV has to be in such a place so that attention of the drivers is not distracted.
- (5) Sound is not allowed in advertisement.
- (6) Electrical & Structural responsibility of Neon signs shall be of the owner.
- (7) The name of the owner, mobile number and address has to be displayed on the side of his/her hoarding.
- (8) Any hoarding at any time can be dismantled by DHA.
- (9) The size, shape, weight, look, structure stability and electrical safety, to be submitted to DHA for approval, of the large hoarding are the responsibility of Civil / Mechanical Engineer.

e. **Stair Hall**

- (1) Every building of more than one story shall have a clear width of stairs not less than 4'.
- (2) Not to be constructed with inflammable material.
- (3) All stair cases should be of R.C.C.
- (4) Walls to be made in RCC and with fire rated doors having fire rating of 3 hours.
- (5) All stair halls have to be connected with the basement and the roof top.
- (6) The distance from any point to the nearest stair case shall not exceed 100 ft. The minimum clear head room under beams and stair landing shall be 7ft.

f. **Façade Code**

- (1) Maximum effort to make the elevation in uniformity.
- (2) Module of pillars/column with equal openings and the size of columns be the same.
- (3) Drainage of storm water will not be through spouts but through down pipes.
- (4) No sanitary pipes services for kitchen as well as bath rooms be allowed on the face of the shop.
- (5) AC heat exchangers, services pipes, electrical cables, telephone cables and dish cables are not allowed on the face.
- (6) Passages for all the above services have to be provided in design.
- (7) Advertising hoardings has to be designed and uniformity has to be observed.
- (8) If the face is glass cleaning trolley and trolley rail has to be provided.
- (9) Services not to be exposed.
- (10) False ceiling, night lighting, cleaning in front of the shop in the corridor or arcade is the responsibility of the shop owner.

g. **Provision for Special Persons**

- (1) Minimum one toilet for handicapped equipped with special fixtures.
- (2) Minimum one lift in all commercial and public buildings which can accommodate a wheel chair.
- (3) Ramp from foot path level to entrance of the building.

h. **Generator**

- (1) On the roof top or in the basement along with ATS panel.
- (2) The standby generator for complete building load will be encouraged.

j. **Toilets**

- (1) Be provided in each commercial block
- (2) Separate arrangement for ladies is mandatory. One WC for the disabled is encouraged.
- (3) Cleaning and maintenance of the toilets is the responsibility of the owner.

k. **Lifts.** Lifts / Escalator shall be provided in building where the climb is more than four storeys (ground floor + 3) & shall conform to the technical provision of BS5656 or latest.

l. **Swimming Pool**

- (1) Only for the plots measuring Above 20 Marla and above.
- (2) Proper filtration plant will be installed.

- (3) It should be properly covered.
- (4) Any damage to neighbouring structure will be made good by the owner.
- (5) The roof top may be used for the purpose.
- (6) Provision of the swimming pool in basement is not allowed.
- (7) The swimming pool should be properly fenced and lifeguard is to be appointed.
- (8) Changing room. Toilets, filtration room are necessary.
- (9) Swimming pool services detail drawings are to be provided for approval.

m. **Installation of Antenna Tower & Lightning Conductor**

- (1) Permission will be valid for one year which may be renewed ever year with prescribed fee
- (2) The position of the tower has to be incorporated in design of the building the weight and placement has to be taken care of in the building structure.
- (3) Buildings more than 20 meter high are to be provided with a lightning conductor.

n. **Tandoor and Flour Grinding Machine**

- (1) Permission for fixing is essential from DHA.
- (2) No wood as fuel will be used.
- (3) Flour grinding machine is not allowed also industrial and semi industrial activities are not allowed.

o. **Bye-Laws about Fire Safety and Security System**

- (1) Width of stair flight shall not be less than 4'.
- (2) Stair hall shall have concrete walls.
- (3) Stair hall doors shall have fire rating of 3 hours.
- (4) All building shall be equipped with fire hose and GI/C.I exposed pipes painted in red with fire fighting wall cabinets on each floor covering a distance of 150' on each side.
- (5) Separate fire motor shall be installed in the basement and the fire fighting detail drawing shall be provided with the detail drawing.
- (6) Steel structure shall have a fire safety of 3 hours and ½ hour for non structural members.
- (7) State of the alert security system, approved by the Authority shall be mandatory for all building constructed in DHA Islamabad.

p. **Parameters for Educational Institutions**

- (1) Parking Space. All educational institutions shall leave 20 feet wide parking space in addition to the space (ROW) on all the side of their leading roads. Parking shall also be provided in the basement for vehicles of the staff as approved by the Authority.
- (2) Clear Space. All educational institutions shall leave 30 feet clear space at front whereas 10 feet space at other three sides between the compound wall and the building directions.
- (3) Ventilation Each classroom should have at least two doors, one on each end for better and free ventilation. Adequate cross/forced ventilation shall be provided at opposite directions.
- (4) Lavatories. An adequate number of lavatories should be provided at each floor.
- (5) Water Points. Electric water cooler shall be provided on as required basis.

- (6) Residential Accommodation. No residential accommodation shall be built for the staff in the premises allocated for institute. However, guardrooms may be constructed in the premises with the approval of the Authority.
- (7) Height of Rooms. Minimum of 12 feet clear height shall be provided for main rooms such as classrooms, laboratories, etc. The clear height of these rooms may be 10 feet if air-conditioning is proposed and implemented.
- (8) Master Plan. School administration shall submit a Master Plan of the use of space even if they may not be interested to construct the total area initially. The Master Plan shall clearly indicate the playing areas, which shall never be utilized for construction purposes. The assessment of such areas shall be made keeping in the view the standard sizes of playground for various games.
- (9) Minimum Height. Minimum height of the educational institutions shall be restricted to 44 ft with three storeys if it is constructed in area other than residential area, whereas it shall be 30 ft with two storeys in residential area.
- (10) MI Room. A room for medical treatment shall be provided.

25. **Structures on Roof**. Only the following structures of permanent nature may be constructed on roofs provided they are designed and built to the satisfaction of the Authority: -

- a. Chimneys/air conditioning and other ducts, vents and wind catchers.
- b. Water tank suitably designed.
- c. Radio and television antenna post.
- d. Parapet walls of 3 feet high. In case of accessible roof, the provision of railing parapet wall would be compulsory.
- e. Stair tower/mumty.
- f. Lift rooms, Sky light, etc
- g. Other structure, which the DHA Islamabad may permit by general or specified order.
- h. No mobile phone antennas and billboards are allowed on roof of house for residential plot, however, allowed for commercial subject to approval of Authority.

26. **Construction Period**. The member must complete construction on the plot within a period of 3 years from the date building plan is approved.

27. **Completion Plan**. The building will not be occupied or rented out unless completion certificate/NOC is obtained from DHA Islamabad.

- a. The member shall submit completion plan within 40 days of the completion of the entire work. The documents to be attached with completion plan are as under: -
 - (1) 3x set of drawings.
 - (2) Prescribed dues as decided by DHA from time to time.

(3) Inspection Chart duly signed by the concerned Officer during construction along with respective proformae signed by the architect (Form # 2 & 3[☆]) & structural engineer (Form#4) for adherence to bye-laws & quality control in construction respectively.

[☆]
In case of commercial not required.

(4) Soft copy of drawing.

- b. After the receipt of completion drawing, DHA Islamabad technical staff shall arrange to inspect such work and after inspection either approve or disapprove or regularize minor deviations with penalty, at rates as approved by the DHA Islamabad from time to time.
- c. In case of no violation; completion case shall be put up to the DHA Islamabad Executive Board for final approval.
- d. In case of violation the member shall be asked either to pay the prescribed penalty against minor deviations or completion plan shall be returned unsanctioned with an order for demolition of the subject un-authorized construction.
- e. In case member intends to construct the building in phases, the sequence of construction in phases duly numbered shall be indicated on the submission drawing. For purpose of obtaining NOC of a building, the minimum requirement is completion of ground floor in all respect.
- f. Member can only occupy the building after getting completion certificate/NOC of the building. Illegal occupants shall be charged as per DHA Islamabad Building Bye-laws.
- g. Membership of DHA Islamabad club will be subject to completion certificate.
- h. Illegal occupants and violators will not be entertained with social & civic facilities of DHA Islamabad (i.e. Jacaranda Club, Water bowzer, Ambulance, concession in Jungle restaurant, Car stickers and provision of cable network etc).

28. **Instructions for Shop Owners**

- a. Garbage shall not be thrown in front of houses / shops / public buildings. Shopkeepers shall place dustbin in front of their shops and place the garbage in dustbin from where it shall be picked up by Authority.
- b. In order to avoid inconvenience to the customers, air conditioners shall be installed at the height of 8 feet from the level of veranda and proper arrangements shall be made for drainage of water. Preferably split type of air conditions may be installed.
- c. Wall chalking, writing on walls and pasting of posters etc. on the walls shall not be allowed.