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**Haryana Municipal Building Bye-laws 1982**

*Published, vide Haryana Government Notification No. CSR 39/HA24/73/Ss. 201, 202 and 214/82 dated 1st March, 1982*

**NOTIFICATION**

Local Government Department

The 1st March, 1982

No. G.S.R.39/H.A.24/73/Ss. 201, 202 and 214/82. - In exercise of the powers conferred by sections 201, 202 and 214 of the Haryana Municipal Act, 1973, and with reference to Haryana Government, Local Government Department, notification No. G.S.R. 50/11.A.24/73/Ss. 201, 202 and 214/77, dated the 1st April, 1977, the Governor of Haryana hereby makes the following bye-laws, namely :-

**1. Title, extent and commencement.** - (1) These bye-laws may be called the Haryana Municipal Building Bye-laws, 1982.

(2) They shall apply to all the municipalities.

**2. Definitions.** - In these bye-laws, unless the context otherwise requires-

(i) 'Act' shall mean the Haryana Municipal Act, 1973.

(ii) 'Abut' - A building is said to abut on a street when the outer face of any of its external walls is on the street boundary ;

(iii) 'Applicant' shall mean a person who gives notice to the municipality of his intention to erect or re-erect a building and shall include his legal representatives ;

(iv) 'Architect' shall mean a person holding any of the qualifications laid down in Schedule I appended to these bye-laws and duly registered with a committee whether employed for preparation of plans or for supervision of construction or for both ;

(v) 'Area Plan' shall mean the plan of a space or piece of ground ; a portion of surface ;

(vi) 'Architectural Control Sheets' shall mean sheets of drawing with directions signed by the [Executive Officer or the Secretary, as the case may be.] and kept in his office showing the measure of Architectural Control and prepared under bye-law 15 ;

(vii) 'Balcony' shall mean a cantilevered horizontal projection from the wall of a building, without any vertical support and having balustrade or railing not exceeding one metre in height to serve as a passage or a sitting out place ;

(viii) 'Bersati' shall mean a habitable space on the roof of the building with toilet facilities ;

(ix) 'Base' applied to a wall or a column, shall mean the underside or that part of the wall or of the column which immediately rests upon the footing or foundation or upon any bracing member or other structure by which such wall or column is carried ;

(x) 'Basement' or 'Cellar' shall mean the lower storey of a building below or partly below ground level ;

(xi) 'Bressummer' shall mean a wooden beam or re-inforced concrete or a stone slab or a metallic girder which comices a wall ;

(xii) 'Building' shall mean any structure for whatsoever purpose and of whatsoever materials constructed and every part thereof whether used as human habitation or not and includes foundation, plinth, walls, floors, roofs, chimneys, plumbing and building services, fixed platforms, verandah, balcony, cornice or projection, part of building or anything affixed thereto or any wall enclosing or intended to enclose any kind of space and signs and outdoor display structures, tents and shanianas as tarpaulin shelters shall not be considered as building ;

(xiii) 'Building line' shall mean the line upto which the plinth of a building adjoining on a street or an extension of a street or on a future street may lawfully extend and includes the line prescribed, if any, in any scheme ;

(xiv) 'Classification of buildings based on occupancy' shall mean all buildings, whether existing or hereafter erected and shall be classified, according to the use or the character of occupancy, in one of the following grounds :-

Group A . . . 'Residential Buildings'

Group B . . . 'Public Buildings'

Group C . . . 'Commercial Buildings'

Group D . . . 'Warehouses and Industrial Buildings'

(A) 'Residential Building' shall mean a building used or constructed or adopted to be used wholly or principally for human habitation and includes all garages, stables or other houses appurtenant thereto ;

(B) 'Public Building' shall include a building used or intended to be used either ordinarily or occasionally, as a Church, Chapel, Temple, Mosque or any other place of public worship, Dharamshala, College, school, hostel, theatre, cinema hall, public concert room, public hall, public bath, hospital, Government offices and those of local bodies, [ \* \* \* ] lecture room, library, orphanage or rescue room or any other place of public assembly ;

1. Substituted by Haryana Notification No. CSR 5/3/HA24/73/Ss. 201, 202 & 214/80 dated 29.6.1980.

2. The words and signs "otel, restaurant" omitted by Haryana Notification No. S.O. 95/11.A. 24/73/Ss. 200 and 214/2007, dated 16.11.2007.

- (C) 'Commercial Buildings' shall mean a building of which the whole or a substantial part, such part being not less than 2/3rd of the entire floor area is used or intended to be used for business purpose ; and
- (D) 'Warehouse and Industrial Building' shall mean a building wholly or principally used as a factory, a workshop, motor-garage, warehouse, laundry, brewery, distillery, iron foundry or for any other similar purpose.
- (xv) 'Canopy' shall mean a cantilevered projection from the face of a wall over an entrance to the building at the lintel level provided that :-  
 (a) it shall not exceed five square meters in area ;  
 (b) it shall not be lower than 2.3 metres when measured from the ground ;  
 (c) it shall not be allowed at more than one entry ;  
 (d) it shall not extend 1.8 metres beyond the building line ; and  
 (e) there shall be no platform underneath it ;
- (xvi) 'Chhajja' or 'Sunshade' shall mean a sloping or horizontal structural overhang usually provided over openings on external walls to provide protection from sun and rain ;
- (xvii) 'Chimney' shall mean an upright shaft containing and enclosing one or more flues ;
- (xviii) 'Courtyard' shall mean a space open to the sky within the boundary of a plot, which is enclosed or partially enclosed, by building, boundary-walls or railing and may be at the ground-floor level or any other level within or adjacent to a building ;
- (xix) 'Covered Area' shall mean ground immediately above the plinth level covered by the building but does not include the spaces covered by :-  
 (a) garden, rockery, well and well structures, plant nursery, waterpool, swimming pool (if uncovered), platform round a tree, tank, fountain, bench, Chabutra with open top and unenclosed on sides by walls and the like ;  
 (b) drainage culvert, conduit, catch-pit, gully-pit, chamber, gutter and the like ; and  
 (c) compound wall, gate, unstoreyed porch and portico, slide, swing, uncovered staircases, areas covered by Chhajja and the like ;
- Note.* - For the purpose of these bye-laws, covered area equals the plot area minus the area due for open spaces.
- (xx) 'Damp proof' shall mean a course consisting of some appropriate water proofing material provided to prevent penetration of dampness or moisture from any part of the structure to any other part at a height of not less than 15 cms. above the surface of the adjoining ground ;
- (xxi) 'Detached Building' shall mean a building whose walls and roofs are independent of any other building with open space on all sides ;
- (xxii) 'Drainage' shall mean act, process, method or means of drainage, mode of discharge of water ; the system of drains ;
- (xxiii) 'Engineer' shall mean a person holding any of the qualifications laid down in Schedule II appended to these bye-laws and duly registered with any Class 'A' or 'B' committee, whether engaged for the supervision, construction or for the preparation of structural drawing or plans ;
- (xxiv) 'Erect or re-erect any building' includes :-  
 (a) any material alteration or enlargement of any building ;  
 (b) the conversion by structural alteration into a place for human habitation of any building, not originally, constructed for human habitation ;  
 (c) the conversion into more than one place for human habitation, of a building originally constructed as one such place ;  
 (d) the conversion of two or more places of human habitations into a greater number of such places ;  
 (e) such alterations of a building as affect an alteration of its drainage or sanitary arrangement or materially affect its security ;

- (f) the addition of any rooms, buildings, out-houses or any other structures to any buildings ; and
- (g) the construction in a wall adjoining any street or land not belonging to the owner of the wall, of a door opening on such street or land ;
- (xxv) 'Exit' shall mean a passage, channel or means of egress from any building, storeys or floor area to a street or other open space of safety ;
- (xxvi) 'External wall' shall mean an outer wall or vertical enclosure of any building not being a party wall, even though adjoining to a wall of another building and shall also include a wall abutting on an interior open space of any building but shall not include an outer verandah wall.
- (xxvii) 'Factory' shall have the same meaning as given to it in the Factories Act, 1948 (Act 63 of 1948) ;
- (xxviii) 'Floor Area' shall mean usable covered area of a building at any floor level ;
- (xxix) 'Floor Area Ratio' or 'F.A.R.' shall mean the quotient obtained by dividing the multiple of the total of the covered area (plinth area) on all floors and 100 by the areas of the plot i.e. -

*F.A.R. = Total covered area of all floors x 100  
 Plinth Area*

- (xxx) 'Flue' shall mean a confined space provided for the conveyance to the outer air of any product of combustion resulting from the operation of any heat-producing appliance or equipment employing solid, liquid, or gaseous fuel ;
- (xxxi) 'Foundation' shall mean that part of a structure which is below the lower most floor and which provides support for the superstructure and which transmits loads of the superstructure to the bearing materials ;
- (xxxii) 'Framed Building' shall mean a building the external walls of which are constructed of a frame of timber, iron, reinforced cement concrete or steel and such framing consisting of posts or columns and beams, filled in, wholly or partially with bricks, stones, iron-plates or other material ; and the stability of which depends upon such framing ;
- (xxxiii) 'Front' as applied to a building shall mean generally the portion facing the street from which it has access and in case of doubt as determined by the Executive Officer or Secretary as the case may be ;
- (xxxiv) 'Front Air Line' shall mean the plane contained between the ground in front of the building and the straight lines downwards and outwards from the line of intersection of the outer surface of any front wall of the building with the roof perpendicular to that line, and at an angle of 63-1/2 degrees to the horizontal ;
- Note.* - The 63-1/2 degrees angle has a tangent of 2:1 so that if the ground is level the air plane reaches the ground at a distance from the exterior wall equal to half the height of the structure above the level of that ground.
- (xxxv) 'Garage' shall mean a building or portion thereof, used or intended to be used for shelter, storage or parking of a wheeled vehicle ;
- (xxxvi) 'Ground Floor' shall mean the floor surface immediately above the ground around the building ;
- (xxxvii) 'Habitable room' shall mean a room occupied or designed for occupancy by one or more persons for study, living, sleeping, eating-kitchen if it is used as a living room, but not including bathrooms, water-closet, compartments, laundries, serving and storage pantries, corridors, cellars, attic and spaces that are not used frequently or during extended periods ;
- (xxxvii-a) 'hearing disabilities' mean deafness or hearing handicaps that might make an individual insecure in public areas because he is unable to communicate or hear warning signals ;

(xxxviii) (a) 'Height' (as applied to a building) shall mean the vertical distance measured, in the case of flat roofs from the average level of the centre line of the adjoining street to the highest point of the buildings adjacent to the street wall, and in the case of pitched roofs, upto the point where the external surface of the outer wall intersects the finished surface of the sloping roof and in case of gable facing the road, the mid-point between the eaves level and the ridge, architectural features serving no other function except that of a decoration shall be excluded for the purpose of taking heights, and if the building does not abut on a street the height shall be measured above the average level of the ground around and contiguous to the building;

(b) 'Height' (as applied to a room) shall mean the vertical distance measured from the finished floor surface to the finished ceiling surface. Where a finished ceiling is not provided, the underside of the joists or beams or tie beams shall determine the upper point of measurement and in the case of sloping ceiling the 'height' shall be the mean height of any such room, provided that at no point shall it be less than 2.3 metres.

(xxxix) 'Lay-out plan' shall mean the plan showing arrangement of building on ground;

(xl) 'Licensed Plumber' shall mean a person registered by the committee for the purpose of these bye-laws and possession on the qualifications as laid down in Scheduled III appended to these bye-laws;

(xli) 'Light Plane' shall mean the plane lying between the line of intersection of the floor of any room in a building with the outer surface or an exterior wall of the building and the straight lines drawn upwards from that line perpendicular thereto and at an angle of 63-1/3 degrees to the horizontal;

Note: For the purpose of the definition of light plane the outer surface of any verandah abutting on an interior side open space shall be considered to be the exterior wall of the building.

(xlii) 'Load Bearing Wall' shall mean a wall designed to carry super imposed load in addition to its own load;

(xliii) 'Dead Load' shall mean the weight of all permanent stationary construction becoming a part of the structure;

(xliv) 'Live Load' shall mean all load except dead load that may be imposed on a structure and wind loads shall be considered as live loads;

(xlv) 'Loft' shall mean an intermediary floor in between two main floors but not more than 1.5 metres in height which may be adopted or constructed for storage purpose;

(xlvi) 'Mantl' or 'Stair Cover' shall mean a structure erected on the roof of a building at the head of a staircase to protect such a staircase from weather and not used for human habitation;

(xlvii) 'Material change of use' shall mean a change of whole or any part of building from one class of building to another;

(xlviii) 'Mezzanine floor' shall mean an intermediate floor in between two main floors, above ground level with area of mezzanine restricted to one-third of the area of that floor and with a minimum height of 2.3 metres and shall not be lower than 2.3 metres above floor level;

[(xlviii-a) 'non-ambulatory disabilities' mean impairments that regardless of cause or manifestation, for all practical purposes, confine individuals to wheelchairs;]

(xlix) 'Occupier' shall include any person for the time being paying or liable to pay rent or any portion of rent of the building in respect of which the word is used, or compensation or premium on account of the occupation of such building and also a rent-free tenant, but does not include a lodger, and the words 'occupy' and 'occupation' do not refer to the lodger.

An owner living in or otherwise using his own building shall be deemed to be the occupier thereof;

(l) 'Open space' shall mean an area forming an integral part of the plot open to the sky;

(li) 'Owner' shall mean the person who receives the rent for the use of the land or building or would be entitled to do so if they were let. It also includes:-

(a) an agent or trustee who receives such rent on behalf of the owner;

(b) a receiver, executor or administrator or a manager appointed by any court of competent jurisdiction to have the charge, or to exercise the rights of the owner;

(c) an agent or trustee who receives the rent of or is entrusted with or is concerned with any building devoted to religious or charitable purposes; and

(d) a mortgagee in possession.

(lii) 'Parapet' shall mean a low wall built along the edge of a roof or a floor not more than 1 metre in height;

(liii) 'Part wall' means:-

(a) a wall forming part of a building, and being used or constructed to be used in any part of the height or length of such wall for separation of adjoining buildings belonging to different owners or occupied or constructed or adapted to be occupied by different persons; or

(b) a wall forming part of a building and standing in any part of the length of such wall, to a greater extent than the projection of the footing on one side on the grounds of different owners;

(liiv) 'Partition wall' shall mean an interior non-load bearing wall, one storey or less in height;

(lv) 'Party wall' shall mean a common wall partly constructed on the plot of land, and partly on the adjoining plot and serving both structurally;

(lvi) 'Plinth' shall mean the portion of a structure between the surface of the surrounding ground and surface of the floor, immediately first above the ground;

(lvii) 'Plinth Area' shall mean the built-up covered area measured at the floor level of the basement or of any storey;

(lviii) 'Plinth level' shall mean the level of the ground-floor of a building above the surrounding ground;

(lix) 'Plinth height' shall mean the height of the ground floor above the adjoining street level, measured from the level of the centre of the street;

(lx) 'Plot' shall mean a parcel of land occupied or intended for occupancy by one main building, together with its accessory buildings and used customarily and incidental to it, including the open spaces required by these bye-laws and having frontage upon a street or upon a private way that has been approved by the authority having jurisdiction;

(lxi) 'Premises' shall mean passages, buildings, lands, easements and hereditaments of any tenure;

(lxii) 'Public sewer' shall mean a sewer constructed and maintained by Government or local authority;

(lxiii) 'Rain Water Pipe' shall mean a pipe or drain situated wholly above ground and used or constructed to be used solely for carrying off rain water directly from roof surfaces;

(lxiv) 'Rear air plane' shall mean the plane contained between the ground behind the building and the straight line drawn downwards and outwards from the line of intersection of the outer surface of any rear wall of the building with the roof perpendicular to that line, and at an angle 63-1/2 degrees to the horizontal;

(lxv) 'Row Housing' shall mean a row of houses with only front, rear and interior open spaces;

1. Added by: Harrier Notification No. S.O. 9531-A, 24/1973/Sec. 260 and 21/12007, dated 16.11.2007

[(lxxv-a) 'semi-ambulatory disabilities' mean impairments that cause individuals to walk with difficulty or insecurity. Individuals using braces or crutches, amputees, arthritis, spasms and those with pulmonary and cardiac ailments may be semi-ambulatory.]

(lxxvi) 'Semi-detached Building' shall mean a building detached on three sides with open spaces;

(lxxvii) [-]<sup>2</sup>

(lxxviii) 'Set Back Line' shall mean a line usually parallel to the plot boundaries and laid down in each case by the municipality beyond which nothing can be constructed towards the plot boundaries;

[(lxxviii-a) 'Sight disabilities' mean total blindness or impairments affecting sight to the extent that the individual, functioning in public areas, is insecure or exposed to danger;]

(lxxix) 'Special Areas' shall mean the areas shown as such on the zoning plans in which architectural control sheet apply;

(lxxx) 'Shear Wall' shall mean a wall designed to carry horizontal forces acting in its plane with or without imposed loads;

(lxxxi) 'Site' shall mean a parcel (piece) of land defined by definite boundaries;

(lxxxii) 'Storage tank' shall mean a tank or a cistern for storage of water which is connected to the water main by means of a supply pipe;

(lxxxiii) 'Storey' shall mean any horizontal division of a building so constructed as to be capable of being used as living apartment, although such horizontal division may not extend over the whole depth or width of the building, but shall not include mezzanine floor;

(lxxxiv) 'Street' shall mean any highway, street, lane, pathway, alley, stairway passageway, carriageway, footway, square, place or bridge whether a thoroughfare or not, over which the public have a right of passage or access or have passed and had access uninterruptedly for a specified period, whether existing or proposed in any scheme and includes all bonds, channels, ditches, stormwater drains, culverts, sidewalks, traffic islands, road side trees and hedges, retaining walls, fences, barriers and railings within the street lines;

(lxxxv) 'Street level' shall mean the officially established elevation or grade of the centre line of the street upon which a plot fronts and if there is no officially established grade, the existing grade of the street at its mid point;

(lxxxvi) 'Street line' shall mean the line defining the side limits of a street;

(lxxxvii) 'Structural Wall' shall mean a load bearing wall, i.e., a wall that carries load in addition to its own load;

(lxxxviii) 'Sub-soil drain' shall mean a drain used or constructed to be used solely for conveying to any sewer (either directly or through another drain) any water that may percolate through the sub-soil;

(lxxxix) 'Temporary Buildings' shall mean a building built of unburnt bricks, burnt bricks without mortar, corrugated iron bamboo thatch, wood, boarding or plywood but shall not include a building built of burnt bricks, cement blocks or stones laid in mortar;

(lxxx) 'Unsafe building' shall mean those buildings which are structurally unsafe, insanitary or not provided with adequate means of egress or which constitute a fire hazard or are otherwise dangerous for human life or which in relation to existing use constitute a hazard to safety or health or public welfare, by reason of inadequate maintenance, dilapidation or abandonment;

(lxxxii) 'Ventilation' shall mean the supply of outside air into a building through window or other openings due to wind outside and convection effects arising from temperature or vapour pressure difference (or both) between inside and outside of the building;

(lxxxiii) 'Water Closet' shall mean a privy with arrangement for furnishing the pan with water. It does not include a bath-room;

[(lxxxiii-a) Water seal latrine shall mean a latrine with a minimum water seal of 20 mm in which excreta is pushed in or flushed by water and is not required to be removed manually;]

[(lxxxiii-b) 'Wheel chair' means chair used by disabled people for mobility. The standard size of wheel chair shall be taken as 1050 millimeter x 750 millimeter;]

(lxxxiii) 'Zoning Plan' shall mean the detailed layout plan of the municipal area or part thereof maintained in the office of the municipality showing the sub-division plots, open spaces, streets, position of protected trees and other features in respect of each plot, permitted land use, building lines and restriction with regard to the use and development of each plot in addition to those laid down in the building bye-laws;

(lxxxiv) 'Words and expressions' not defined in the bye-laws shall have the same meaning as are assigned to them in the Haryana Municipal Act, 1973.

## PART-II

### Procedure for submission of application for building permit and execution of works.

13. Application for erection or re-erection of building. - (1) Any person intending to erect or re-erect any building in municipality shall make an application in writing through an architect registered with the Council of Architecture and empanelled with concerned municipality of the Executive Officer or Secretary, as the case may be, in Form BR I accompanied with a certificate in Form BR III and the following documents in quadruplicate:

(a) a site plan as required by bye-law 4;

(b) a building plan or plans as required by bye-law 5; and

(c) details and specifications of the work to be executed in Form BR II;

Provided that one copy of the plan shall be mounted on cloth and one copy shall be on the tracing paper;

Provided further that if the application is made through an architect empanelled with the municipality who is also registered with the Council of Architecture, accompanied by a certificate that the building plans conform to the provisions of the Haryana Municipal Building Bye-laws, 1982, as amended to date, he shall supervise the construction to ensure that the building constructed is in accordance with the plan certified and submitted by him. Such plans shall be sanctioned by the municipality concerned within fifteen working days after submission of application. In such cases scrutiny of the municipality shall be limited to the verification of ownership of premises;

Provided further that in case of building plans of multiplex, shopping mall or any other specialised activity for which State Government has framed policy, the application through municipality concerned shall be made to the Director, along with prescribed scrutiny fee. The Director shall accord the permission after getting the approval of the State Government and depositing the conversion charges, licence fee, service charges and external development charges fixed by Government from time to time.

1. Added by Haryana Notification No. S.O. 95/1.A. 24/1973/Ss. 200 and 214/2007, dated 16.11.2007.

2. Amended vide Haryana Notification No. GSR 36/1.A. 24/1973/S.201, 202 and 214/95 dated 7.1.1995.

3. Added by Haryana Notification No. S.O. 95/1.A. 24/1973/Ss. 200 and 214/2007, dated 16.11.2007.

1. Inserted by Haryana Notification No. GSR 36/1.A. 24/1973/S.201, 202 and 214/95 dated 7.1.1995.

2. Added by Haryana Notification No. S.O. 95/1.A. 24/1973/Ss. 200 and 214/2007, dated 16.11.2007.

3. Substituted by Haryana Notification No. S.O. 95/1.A. 24/1973/Ss. 200 and 214/2007, dated 16.11.2007.

(2) The application, plans and specifications shall be signed by the applicant and the architect.

(3) A refundable amount as mentioned in the Schedule VII, shall be deposited by the applicant with the application. This amount shall be refundable to the applicant after the issue of the completion certificate and after satisfying the Executive Officer or the Secretary, as the case may be, or his representative, regarding clearance of the site and removal of debris therefrom:

Provided that if debris is not removed within thirty days of the completion of the building, the aforesaid amount shall be forfeited.

4. **Site Plan.** - (1) The site plan shall be drawn to a scale of not less than:-

(a) 1 : 200 for sites upto 1000 sq. metres ;

(b) 1 : 400 for sites above 1000 sq. metres and below 4500 square metres;

(c) 1 : 800 for sites of 4500 square metres and above.

(2) The site plan fully dimensioned shall be prepared with sufficient accuracy to enable the site to be identified and shall show :-

(a) the boundaries of the site ;

(b) the direction of the North point relative to the site ;

(c) the street and road adjoining the site with their width clearly dimensioned and names (if any given), all existing roadside trees, lamp posts, electric, telegraph or telephone lines or poles or any other features or structures likely to affect the approach to the building;

(d) surrounding buildings in outline within a distance of 12 metres from the boundaries of the site ;

(e) all existing buildings or structures on, over and under the site or projecting beyond it in outlines besides distinctly indicating the proposed buildings including the number of storeys ;

(f) the area and proportion of the site to be covered by building and the area which is not to be built upon ;

(g) the levels of the site and of the plinth of the building in relation to those of the neighbouring streets, the levels of the all courtyards and open spaces in relation to the bed levels of the existing drains and sewers in the street or streets into which the building or site is to be drained ;

(h) means of access from the street to the building which the applicant intends to build;

(i) method of disposal of waste water, sewerage and storm water ; and

(j) position of water main.

5. **Building plan.** - (1) The building plan or plans shall be drawn to scale of not less than:-

(a) 1 : 50 for plots upto 1,000 square metres in size ;

(b) 1 : 100 for plots over 1,000 square metres.

(2) The plan shall, *inter alia*, indicate :-

(a) the plans of all the floors, all external elevations and sections (longitudinal and cross) illustrating distinctly all the different levels through floors, stair-cases, W.C. bath, kitchen and garage ;

(b) the plinth level of the building with reference to the level at the centre of the street or streets on which the proposed building is to abut ;

(c) the scheduled indicating the sizes of the doors, windows, openings and other methods of ventilation of each room ;

(d) the means of access to the building and its various floors together with the means of escape in case of fire, if required under the specific rules ;

(e) in the case of proposed additions and alterations to an existing building, all new works shall be indicated on the plan by an indelible distinctive colour as required by bye-law 6.

(f) the proposed method of drainage, including the position, forms and dimensions of all privies, (water seal latrine) urinals, drains and the method of disposal of sewage, sullage and storm water in full detail ;

(g) terrace plan indicating the drainage and slopes in the roof ;

(h) north point relative to the plan to the building ;

(i) dimensions of the projected portions beyond the permissible building line;

(j) the fire protection equipment as per the provisions of the National Building Code of India, 1983 (Part IV), as amended from time to time.<sup>1</sup>

Note - In case of large buildings, various blocks of the building may be drawn on separate sheets.

<sup>2</sup>(j) building plans of the buildings namely, industries with hot-water requirements for processing, hospitals, nursing homes, hotels, motels, banquet halls, guest houses, lodges, baral ghans, kalyan mandaps and building of similar use, barracks of armed forces, paramilitary forces, police, canteens, group housing society complexes, residential buildings on a plot of 500 square yards and above and all Government buildings, hostels of schools, colleges, technical/vocational institutions, tourist complexes and universities showing the solar water heating system, conforming to BIS (Bureau of Indian Standards) as Specifications IS 12953.]

6. **Colouring the plan.** - The colours to be used in the plans shall be as specified in the following table :-

Item	Site Plan		Building Plan	
	White Plan	Blue Print	White Plan	Blue Print
Existing work	Black outline	White	Black	White
Proposed work	Red filled in	Red	Red	Red
Drainage and Sewerage work	Red dotted	Red dotted	Red dotted	Red dotted
Water supply work	Black dotted	Black dotted	Black dotted	Black dotted
Work proposed to be dismantled	Yellow hatchet	Yellow hatchet	Yellow hatchet	Yellow hatchet
Open spaces	No colour	No colour		
Plot lines	Thick black	Thick black		
Permissible	Thick dotted	Thick dotted		
Building lines	Black	Black		
Existing streets	Green	Green		
Future street, if any	Green dotted	Green dotted		
Work to be regularised or deviation made	Red hatchet	Red hatchet	Red hatchet	Red hatchet
Fire Safety	Orange dotted	Orange dotted	Orange dotted	Orange dotted

\* Added by Haryana Government Notification No. S.O. 141-A, 24/1973/SS, 201, 202 and 214/2000 dated 21st December, 2000.

1. Inserted vide Haryana Notification No. GSR 36/II.A, 24/1973/S.201, 202 and 214/95 dated 2.4.1995.

2. Inserted by Haryana Notification No. S.O. 141-A, 24/1973/S.201, 202 and 214/2000, Dated 21.12.2000.

3. Added by Haryana Notification No. S.O. 95/II.A, 24/1973/SS, 200 and 214/2000, dated 16.11.2007.

7. **Type or design.** - In case the applicant wishes to follow a type or design of a building approved by the municipal committee, he may obtain the same, if any, from the [Executive Officer or the Secretary as the case may be,] on the prescribed fee. These building plans along with relative site plan shall nevertheless be submitted as required by bye-law 3.

8. **Information necessary to validate application.** - No application under bye-law 3 shall be considered to be valid unless it is made on the prescribed form and is accompanied by the requisite number of plans and documents together with the required fee as laid down in the schedule IV.

In case of failure of such compliance, the application together with plans shall be returned to the applicant for resubmission in accordance with the bye-laws.

9. **Sanction to erect or re-erect.** - After an application in the prescribed form containing the required information and accompanied by necessary documents and fee is received, the [committee] shall, after making such inquiry as it may consider necessary, pass an order within the period prescribed in section 205, either sanctioning it or rejecting it and convey the same in BR IV along with one mounted copy of the plan duly sanctioned or rejected as the case may be.

[Provided that no building plan shall be sanctioned by the committee unless it provides for a water seal latrine.]

Provided further that where the proposed building provides for more than two storeys, no building plan shall be sanctioned unless a letter box at some suitable place on the ground floor is provided for occupants of each floor of the building, separately.]

#### NOTES

**Deemed sanction.** - Bye-law 9 of the Bye-laws provides that after an application in the prescribed form containing the required information and accompanied by necessary documents and fee is received, the committee shall, after making such inquiry as it may consider necessary, pass an order within the period prescribed in Section 205, either sanctioning it or rejecting it and convey the same in BR IV along with one mounted copy of the plan duly sanctioned or rejected as the case may be. Section 205 of the Haryana Municipal Act provides that refusal must be intimated within sixty days from the receipt of notice of intention to erect building and in case no intimation is given within the prescribed period, the same would be deemed to have been sanctioned. Where nothing has been brought on the record to show that the municipal committee had sent any communication to the Corporation rejecting the plan within the prescribed period of sixty days of the resubmitting of the amended plan, it cannot be said that construction of the guest house is in violation of the bye-laws. The apprehension of the petitioner that the guest house may be used for commercial purposes by the Corporation is also unfounded as the counsel for the Corporation has undertaken that the same will not be used for any commercial purpose but shall only be used for the stay of the officers of the Corporation.

10. **Validity of sanctioned plans.** - Every sanction for the erection or re-erection of any building which shall be given or be deemed to have been given by a [committee] shall remain in force for one year only from the date of such sanction. Should the erection or re-erection of the building is not commenced within one year and completed within [three] years, as the

1. Substituted by Haryana Notification No. GSR 543/HA/24/735s. 201, 202 & 214/90 dated 29.6.1990.

2. Substituted by Haryana Notification No. GSR 543/HA/24/735s. 201, 202 & 214/90 dated 29.6.1990.

3. Inserted vide Notification, dated 7.4.1995.

4. Anu Khanna v. Life Insurance Corporation of India, 1991(2) R.R.R. 148(P&H).

5. Substituted by Haryana Notification No. GSR 543/HA/24/735s. 201, 202 & 214/90 dated 29.6.1990.

6. Substituted for the words "two" by Haryana Notification No. S.O. 95/HA. 24/1973/Ss. 200 and 214/2007, dated 16.11.2007.

case may be, the sanction shall be deemed to have lapsed with respect to that portion of the building which has not been completed but such lapse shall not bar any subsequent application for fresh sanction.

11. **Notice of commencement of work.** - A person who has been given sanction under bye-law 9 and intends to commence erection or re-erection of building shall give to the committee notice in writing of not less than one week stating therein the date and time on which the erection or re-erection of the building will commence.

12. **Occupation of building.** - (1) Every person who intends to occupy a building or a part thereof shall apply for occupation certificate in Form BR-V, which shall be accompanied by a certificate in Form BR-VII duly signed by an architect.

(2) No person shall occupy or allow any other person to occupy any new building or a part thereof for any purpose whatsoever until such building or a part thereof has been certified by the committee or by any person authorised by it in this behalf as having been completed in accordance with the permission granted and occupation certificate has been issued in his favour in Form BR-VI.

[3] The occupation certificate shall not be issued unless the debris and rubbish has been cleared from the area of the site and its surroundings and fire protection equipments shown in the sanctioned plan has been provided as per National Building Code of India, 1985 (Part IV) and the building is completed as per sanctioned plan. However, provisional occupation certificate pending the issue of final completion certificate may be issued for a period not exceeding six months, in case where one habitable room, a kitchen and a toilet, forming a part of sanction plan is completed.]

(4) If no orders are communicated to the applicant within <sup>2</sup>[60 days] of the receipt of the application, the permission shall be deemed to have been granted.

<sup>3</sup>[5] If the owner or registered architect as the case may be, submits a wrong report while making application under bye-laws 3(1), 9 and 12 or if any additional construction or violation is reported to exist at site or has concealed any fact or falsely justifies or mis-states regarding completion at or before the completion of such report, he shall be jointly and severally held responsible for such omission/commission and the architect's registration to work in municipality may be suspended or cancelled and he shall be liable to pay for any other penalty as may be decided by the municipality after giving an opportunity of being heard.]

<sup>4</sup>[(5-A) Completion certificate of the buildings mentioned in bye-law 5(2)(i) shall be issued after ensuring that the solar water heating system has been installed as per the provisions made in the approved building plans.]

(6) Where permission to occupy a part of the building has already been given separate permission shall be necessary for occupation of such other part as may be completed.

#### PART-III

##### Siting, Planning and Architectural Control

13. **Use of site, type and character of building.** - (1) Type and character of building including ancillary buildings that may be erected or re-erected on a site and the purpose for which these may be used shall not be other than that shown in the Area Plan or the approved layout

1. Substituted by Haryana Notification No. S.O./H.A. 24/1973/Ss. 201, 202 and 214/2000, dated 21.12.2000.

2. Substituted for the words "21 days" by Haryana Notification No. S.O. 95/H.A. 24/1973/Ss. 200 and 214/2007, dated 16.11.2007.

3. Substituted by Haryana Notification No. S.O. 95/H.A. 24/1973/Ss. 200 and 214/2007, dated 16.11.2007.

4. Added by Haryana Notification No. S.O. 95/H.A. 24/1973/Ss. 200 and 214/2007, dated 16.11.2007.

plan and where the site does not for a part of such an Area Plan or layout, the use shall be in conformity with the use of the surrounding area and the decision of the committee shall be final in this respect.

(2) (a) Every building that may be erected or re-erected on a site shall, in addition to the foregoing restriction, comply with the restriction shown in the zoning plan. The Architectural or Frame Control Sheets, wherever applicable, shall have precedent over the zoning plan or the building rules.

(b) Every building that may be erected or re-erected on site shall, in addition to other restrictions, comply with the provisions made in the National Building Code of India 1983 (Part IV), with regard to fire safety.]

(3) (a) Division of plot into smaller units is not permissible without obtaining the prior approval of the committee. In the event of division, the resultant plots shall not in any case be less than 85 square metres in area. However in case of projects under the slum clearance schemes or housing for economically weaker section of society undertaken by Government, local authority, Improvement Trust or any other semi-public agency, the minimum plot area shall not be less than 50 square metres.

(b) Each plot shall be accessible separately and independently through a public road laid out and constructed to the satisfaction of the committee.

(4) The committee shall be competent to refuse permission for construction on consideration of compact and economical development of the area till such time as availability of water supply, drainage arrangement, and other facilities are ensured to the satisfaction of the committee.

**14. Proportion of the site which may be covered with building.** - (1) The proportion upto which a site may be covered with building including ancillary buildings shall be in accordance with the following slabs, the remaining portion being left open in the form of any open space around the buildings or court-yard. -

**(A) RESIDENTIAL.**

Area of the plot	Maximum permissible coverage
(i) (a) for the first 225 sq. metres of the total area of the site.	55% of the areas of the site.
(b) for the next 225 sq. metres i.e. portion of the area between 225 and 450 sq. metres	35% of the such portion of the site.
(c) for the remaining portion of the site i.e. for the portion of the area exceeding 450 sq. metres.	25% of such portion of the site.

(ii) Subject to the restriction shown in the zoning plan of Architectural/frame control sheets no building shall contain more than 2 storeys. However, any building may have a Manti or Barsati with toilet facilities and the total area to be covered excluding the stair-case shall not exceed 25% of the maximum permissible coverage on the ground floor or 50 sq. metres, whichever is less.

(iii) A basement not exceeding 50% of the total permissible coverage on the ground floor intended to be used as storage and godown may be allowed if it satisfies the public health and structural requirements.

Provided that in the case of plots/sites measuring upto 85 sq. metres the proportion upto which a site may be covered including addition, alteration or re-erection shall be 75% of the area of the site. The covered area in case of plots exceeding 85 sq. metres and upto 225 sq. metres will be permitted subject to marginal adjustment so that the minimum coverage equivalent to 75% of 85 sq. metres is not reduced.

**(B) INDUSTRIAL**

Maximum permissible coverage on the ground	Maximum permissible floor Area/Ratio excluding the ancillary zone	Maximum height of the industrial building excluding chimneys
60% of area of the site	125%	21 metres.

**(C) COMMERCIAL**

In the case of sites for shop-cum-residential purposes or for shopping booths in planned areas, the coverage on such floor shall be in accordance with the architectural control sheet. In the rest of the areas the covered area restrictions shall be as per requirements for residential buildings.

Maximum F.A.R. shall not exceed 200% :

Provided that a basement, not exceeding the maximum permissible coverage on the ground floor (excluding the area under public corridors) and intended to be used only for parking, servicing and storage may be allowed if it satisfies the public health and structural requirements.

**(D) PUBLIC BUILDINGS**

(i) Coverage. - The maximum permissible coverage (including covered parking) on a plot of the size mentioned in column 1 below shall be as shown in the column 2 below :-

Area of plot	Maximum permissible coverage
Upto 10,000 sq. metres	33-1/3% of the area of the plot.
Above 10,000 sq. metres	25% of the area of the plot.
(ii) F.A.R.	(a) Maximum F.A.R. = 100% (b) Maximum height = 20 metres.

Provided that a basement, not exceeding the maximum permissible coverage on the ground floor (excluding the area under public corridors) and intended to be used only for parking, servicing and storage may be allowed if it satisfies the public health and structural requirements.

(2) The following projections shall not be counted towards the covered area, namely :-

- (i) pergola constructed purely for architectural effects ;
- (ii) a canopy, sunshade, chajja, balcony, or an architrave cantilevers from the face of any wall ;  
Provided that canopy projecting over an entrance to the building at the lintel level shall not be allowed at more than one entry and it shall not exceed five square metres in area ;
- (iii) cantilevered projections referred to in clause (ii) in the case of plots where architectural or frame control does not apply, projecting not more than 1.80 metres beyond the building lines in the front and rear of the main residential building and 1.00 metre along the sides thereof, when measured at right angle to the outer face of the respective wall;
- (iv) any such projection referred to in clause (ii) shall not be lower than 2.3 metres when measured from the ground.

**15. Architectural Control.** - In the case of building sites where architectural control is considered necessary by the Executive Officer or Secretary as the case may be, he shall cause to be prepared Architectural control sheets for this purpose showing the extent of architectural

1. Added by Haryana Notification No. S.O. 141/A, 24/1973/S.201, 202 and 214/2001. (Dated 21.12.2000)

1. Substituted vide Haryana Notification No. S.O. 141/A, 24/1973/S.201, 202 and 214/2002, dated 21.12.2002

control on the various units of the building or a portion of such building, in the following respects:-

- (a) Compulsory elevations for a particular building or a row of buildings.
- (b) Compulsory height on the front or on any side exposed to view from a street upon which a building shall have to be erected and completed within a certain period.
- (c) Compulsory height of floors.
- (d) Compulsory height and design of sills and top of windows in the first and higher storey.
- (e) Compulsory building line along which the building shall have to be erected and completed within a certain period.
- (f) Compulsory type designs of balconies.
- (g) Compulsory use of materials, texture and colour.

**16. Building lines.** - No building shall project beyond the building lines as shown on the zoning plan. However, in cases where zoning plan has not been prepared, the minimum set backs shall be as provided below:-

(i) Front Set Back :-

(a) If the depth of the plot is as shown in column (1) below, the minimum front set back forming an integral part of the site, the building from the boundary of the plot shall be as shown in column (2) below :-

Depth of the plot	Minimum set back from the boundary of the plot
	2
Upto 10 metres	1 metre
Above 10 metres and upto 20 metres	2 metres
Above 20 metres but not exceeding 30 metres	3 metres
Above 30 metres but not exceeding 40 metres	5 metres
Above 40 metres but not exceeding 50 metres	7.5 metres
Above 50 metres but not exceeding 60 metres	9 metres
Above 60 metres	12.5 metres

(b) (i) No construction work of a building shall, however, be undertaken within 4.5 metres from the centre line of any street as determined by the committee.

Note - This limiting distance shall be determined by the committee for the individual road-street width taking into account the traffic flow.

(ii) Rear Set Back :-

Every building shall have a rear set back of a minimum width of 3 metres

Provided that in the case of built-up areas, the depth of the rear set back shall be so adjusted that the covered area under bye-law 14 for plots 85 square metres is not violated or reduced in the case of plots between 85 square metres and 225 square metres.

(iii) Side Set back :-

Every semi detached and detached building shall have a permanent open air space, forming integral part of the site of not less than 3 metres in width on the side (s).

**17. Maximum height of a building.** - Subject to the restriction shown in the zoning plan or architectural/frame control sheets the maximum height shall be limited according to the width of the street, as given below :-

(a) (i) when the width of the street is less than 3.5 metres the maximum height shall be 4.6 metres ;

(ii) when the width of the street is 3.5 metres or more but less than 7.6 metres, the maximum height shall be 10.6 metres ;

Provided that a building with not more than two storeys with a barsati on top shall be allowed within the height of 10.6 metres.

(ii) when the width of the street is 7.6 metres or more but less than 12.2 metres the maximum height shall be 12.2 metres ;

(iv) when the width of the street is 12.2 metres or more the maximum height shall be the width of the street ;

(v) where the building abuts [on] more than one street, its maximum height shall be regulated by the width of such street so far as it abuts upon such wider street and also, to a distance of 24.4 metres from such wider street in so far as it abuts up on the narrow of such streets ;

Provided that -

(1) if the face of the building is set back from the street for any distance not exceeding the height specified above as applicable to the case such building may be erected or raised to a height greater than that so specified, but not so that, any portion of the building shall intersect any of a series of imaginary straight lines drawn from the set back line in the direction of the portion set back, at an angle of 45 degrees with the horizontal ;

(2) if a building is to be erected upon a corner plot, its height shall be regulated by the width of the two adjoining streets upon a point not more than 24.4 metres from the wider street.

(3) the height of martsies, parapet walls, lift rooms, water storage tank and cooling towers shall not be taken into account when calculating the maximum height of a building heretofore prescribed ;

(4) the height of a building on muchamahaz (dead load of street) shall be regulated by the width of the street.

(b) for buildings in the vicinity of aerodromes, the maximum height of such buildings shall be decided in consultation with the Civil Aviation authorities.

**18. Height of mezzanine storey and internal balconies.** - (1) A mezzanine floor or internal balcony shall not be permitted unless the height of the room is at least 5.2 metres on such mezzanine floor or balconies do not cover more than one-third of the room area.

(2) The height of such mezzanine floor or internal balcony shall not be less than 2.2 metres and it shall not be lower than 2.3 metres above the floor level.

**19. Minimum provision with regard to residential buildings.** - No building for residential use shall be constructed or allowed to be used till, in addition to living room or rooms, every dwelling unit provides a kitchen and toilet facilities.

**20. Minimum area of courtyard for the purposes of ventilation.** - The minimum area every enclosed courtyard of a residential building upon which habitable rooms abut shall be one fourth of the aggregate floor area of the rooms and verandahs, on the ground floor abutting on the courtyard ;

Provided that such courtyard shall not be less than 9 square metres in area and the minimum width of every such courtyard in any direction shall not be less than 3 metres. Notwithstanding the above the width of the courtyard shall not be less than half of the mean height of the abutting or enclosing walls:

Provided further that in determining the said aggregate floor area :-

(a) only one half of the floor area of such rooms and verandahs as abut on another courtyard or an open space or road of not less than 4 metres in width shall be taken in account ;

(b) any room which is separated only by an open verandah from the courtyard shall, for the purpose of this bye-law, be deemed to abut on such courtyard ; and

(c) the area of the courtyard for the purpose of this rule shall be area open to sky, clear of all projections.

**21. Minimum height, size and other requirement of ventilation regarding a habitable room and kitchen.** - (a) In case of every habitable room including a shop -

(i) the height shall not be less than 2.75 metres measured from the surface of the floor to the lowest point of ceiling (bottom of slab). In case of air-conditioned rooms, a height not less than 2.4 metres measured from the surface of the floor to the lowest point of the air-conditioning duct or the false ceiling shall be provided; and

(ii) the area shall not be less than 9.5 square metres where there is only one room with a minimum width of 2.4 metres. Where there are two rooms one of these shall be less than 9.5 sq. metres and the other shall not be less than 7.5 sq. metres a minimum width of 2.4 metres.

(b) In case of kitchen, -

(i) the height measured from the surface of the floor to the lowest point in the ceiling (bottom of slab) shall not be less than 2.75 metres except for the portion to accommodate floor trap of the upper floor; and

(ii) the area shall not be less than 5.5 sq. metres and with a minimum width of 1.8 metres. Where there is a separate store, the floor area of the kitchen may be reduced to 4.5 sq. metres. A kitchen which is intended for use as a dining room also, shall have a floor area of not less than 9.5 sq. metres with a minimum width of 2.4 metres.

(c) Every room to be used as kitchen shall have -

(i) unless separately provided in, a pantry, means for the washing of kitchen utensils which shall lead directly or through a sink to a grated and trapped connection to the waste pipe;

(ii) an impervious room; and

(iii) a flue, if found necessary.

**22. Bath room and water closet.** - (a) The size of the bath room shall not be less than 1.5 x 1.1.2 metres or if it is a combined bath and water closet, its floor area shall not be less than 2.8 sq. metres with a minimum width of 1.2 metres.

(b) The minimum floor area of a water closet shall be 1.1 sq. metres, the smallest side being 0.95 metre.

(c) The minimum area of a dry latrine, where no sewerage facility exist shall be not less than 1.75 sq. metres of which the smallest side shall be not less than one metre.

(d) The bath room and the water closet shall be provided with a permanent ventilation of a minimum of 0.2 sq. metre in addition to the door and window opening directly to the outside, which shall be not less than one forth of the floor area.

(e) The minimum height of bath rooms and water closets shall not be less than 2.3 metres.

**23. Height of boundary wall, fence and type of gate.** - The height and design of the boundary wall, fence or gate, shall be in accordance with the provisions of the zoning plan and shall conform to the pattern laid down for such a plot on the zoning plan:

Provided that where no zoning plan has been prepared, the height and design of the boundary wall or fence or gate shall be as per standard design issued by the Department of Town and Country Planning.

**23-A. Rain-Water Harvesting.** - 1.(a) Arrangement of roof top rain-water harvesting will have to be made by the plot owner, constructing the building on the plot where the area of the roof is 100 square meters or more,

(b) the system of collection, conveyance and dispersion of rain-water for harvesting shall be made in such a manner that only clear-water is able to enter. No contaminated waste water from the building or surrounding area should find its way in this system.

(c) The entry points of the rain-water for harvesting shall be designed in such a manner that in normal days, these remain covered. Arrangements of segregation of the rain-water from the first shower (containing wash water) shall also be there.

(d) The arrangement of quick filtration of rain-water also be made in the rain-water harvesting well/tubewell so that rain-water does not pollute or choke the strata.

(e) the complete system of rain-water harvesting will be constructed within plot area available with the owner.

(f) The recharge well shall be located at a distance of not less than 10 meters away from any structure handling sewage industrial waste water (such as septic tank or effluent treatment plant etc.) This minimum distance of 10 meters will not be applicable to manholes or sewer lines although it will be ensured that they are leak proof.

(g) the detail proposal of the system comprising collections, conveyance and dispersion of rain-water harvesting well/tubewell will have to be shown on the building plan submitted for approval.

(h) Any Engineer not below the rank of Sub Divisional Engineer/Municipal Engineer will have the powers to inspect the system whenever considered necessary and the owner of building will ensure compliance.

(i) Urban Development Department, Haryana shall notify the area where such rain-water harvesting system is to be provided. Broad guidelines about the approximate depth of the recharge well and the sample strata chart will also be made available.

(j) The Water (Prevention and Control of Pollution) Act, 1974 (Act 6 of 1974), with all amendments made from time to time shall be applicable.

3. Constitution of the building as laid down in sub clause (l) shall be the part of the occupation certificate. Unless such construction is completed as per the approval, no occupation certificate shall be issued."

**[Part-III A]**

**Provision/facilities for physical handicapped persons**

**23-B. Scope.** - These bye-laws are applicable to all buildings and facilities used by the public. It does not apply to private and public residences.

**23-C. Site Development.** - Level of the roads, access paths and parking areas shall be described in the plan along with specification of the materials.

(i) **Access Path/Walk Way.** - Access path from plot entry and surface parking to building entrance shall be minimum of 1800 millimetre wide having even surface without any steps. Slope, if any, shall not have gradient greater than 5%. Selection of floor material shall be made suitably to attract to guide visually impaired persons (limited to coloured floor material whose colour and brightness is conspicuously different from that of the surrounding floor material or the material that emit different sound to guide visually impaired persons hereinafter referred to as "guiding floor material"). Finishes shall have a non-slip surface with a texture traversable by a wheel chair. Curbs wherever provided shall blend to a common level.

(ii) **Parking.** - For parking of vehicles of handicapped people the following provisions shall be made:

- (a) surface parking for two car spaces shall be provided near entrance for the physically handicapped persons with maximum travel distance of 30.0 metres from building entrance;
- (b) the width of parking bay shall be minimum 3.6 metres;
- (c) the information stating that the space is reserved for wheel chair users shall be conspicuously displayed;
- (d) guiding floor materials shall be provided or a device which guides visually impaired persons with audible signals or other devices which serves the same purpose shall be provided.

**23-D. Building Requirements.** - The specified facilities for the building for physically handicapped persons shall be as follows :-

- (1) **Approach to plinth level.** - Every building shall have at least one entrance accessible to the handicapped and shall be indicated by proper signage. This entrance shall be approached through a ramp together with the stepped entry.
- (i) **Ramped Approach.** - Ramp shall be finished with non-slip material to enter the building. Minimum width of ramp shall be 1800 millimetre with maximum gradient 1:12, length of ramp shall not exceed 9.0 metres having 800 millimetre high handrail on both sides extending 300 millimetre beyond top and bottom of the ramp. Minimum gap from the adjacent wall to the handrail shall be 50 millimetre.
- (ii) **Stepped Approach.** - For stepped approach size of tread shall not be less than 300 millimetre. And maximum riser shall be 150 millimetre. Provision of 800 millimetre high handrail on both sides of the stepped approach similar to the ramped approach.
- (iii) **Exit/Entrance Door.** - Minimum clear opening of the entrance door shall be 900 millimetre and it shall not be provided with a step that obstructs the passage of a wheel chair user. Threshold shall not be raised more than 123 millimetre.
- (iv) **Entrance Landing.** - Entrance landing shall be provided adjacent to ramp with the minimum dimension 1800 millimetre x 2000 millimetre. The entrance landing that adjoin the top end of a slope shall be provided with floor materials to attract the attention of visually impaired persons (limited to coloured floor material whose colour and brightness is conspicuously different from that of the surrounding floor material or the material that emit different sound to guide visually impaired persons hereinafter referred to as "guiding floor material"). Finishes shall have a non-slip surface with a texture traversable by a wheel chair. Curbs wherever provided shall blend to a common level.
- (2) **Corridor connecting the entrance/exit for the handicapped.** - The corridor connecting the entrance/exit for handicapped leading directly outdoors to a place where information concerning the overall use of the specified building can be provided to visually impaired persons either by a person or by signs, shall be provided as follows :-
  - (i) guiding floor materials shall be provided or devices that emit sound to guide visually impaired persons;
  - (ii) the minimum width shall be 1500 millimetre;
  - (iii) in case there is a difference of level slope ways shall be provided with a slope of 1:12;
  - (iv) Handrails shall be provided for ramps/slope ways.
- (3) **Stair-ways.** - One of the stair-ways near the entrance/exit for the handicapped shall have the following provisions :-
  - (i) the minimum width shall be 1350 millimetre;
  - (ii) height of the riser shall not be more than 150 millimetre and width of the tread 300 millimetre. The steps shall not have abrupt (square) nosings;
  - (iii) maximum number of risers on a flight shall be limited to 12;
  - (iv) handrails shall be provided on both sides and shall extend 300 millimetre. On the top and bottom of each flight of steps.

- (4) **Lifts.** - Wherever lift is required as per bye-laws, provision of at least one lift shall be made for the wheel chair user with the following cage dimensions of lift recommended for passenger lift of 13 persons capacity by Bureau of Indian Standards :-

Clear internal depth	..1100 millimeter.
Clear internal width	..2000 millimeter.
Entrance door width	..900 millimeter.

- (i) a handrail not less than 600 millimetre long at 1000 millimetre above floor level shall be fixed adjacent to the control panel;
- (ii) the lift lobby shall be of an inside measurement of 1800 millimetre x 1800 millimetre or more;
- (iii) the time of an automatically closing door shall be minimum 5 seconds and the closing speed shall not exceed 0.25 meter/second;
- (iv) the interior of the cage shall be provided with a device that audibly indicates the floor, the cage has reached and indicates that the door of the cage for entrance/exit is either open or closed.
- (5) **Toilets.** - One special water closet in a set of toilet shall be provided for the use of handicapped, with essential provision of wash basin near the entrance for the handicapped. It shall have -
  - (i) the minimum size of 1500 millimetre x 1750 millimetre;
  - (ii) minimum clear opening of the door of 900 millimetre and it shall swing out;
  - (iii) suitable arrangement of vertical/horizontal handrails with 500 millimetre clearance from wall;
  - (iv) at least 500 millimetre distance between the water closet seat and the floor.
- (6) **Drinking Water.** - Suitable provision of drinking water shall be made for the handicapped near the special toilet provided for them.
- (7) **Designing for Children.** - In the building meant for the predominant use of the children, it shall suit the height of the handrail and other fittings and fixtures etc.]

**PART - IV**

**Structural Materials and Control**

**24. Materials.** - All materials to be used for the erection or re-erection of a building shall conform to the specification and standards laid down in the Punjab Public Works Department specifications, 1963 edition as amended from time to time and as applicable to the State of Haryana.

**25. Site.** - No person shall erect or re-erect any building on any ground which has been filled up with offal or offensive vegetable or animal matter, or upon which any such matter is deposited unless and until the committee or an officer authorised by it certifies that such matter has been properly removed by excavation or otherwise has become or has been rendered innocuous.

**26. Foundations.** - (1) the foundations of every building shall be so constructed as to sustain the combined dead load of the building as well as the super imposed load and to transmit those loads to the sub-soil in such a manner that the pressure on the sub-soil shall not exceed the safe pressures specified below :-

	Safe allowable pressure in Metric Tons/sq. metres	At and beyond depths (in metres)
Soft wet peaty or muddy clay	5	2.5
	4	1.5
Ordinary earth	5	0.5
Artificial filling	5	0.5

Loams (loose)	9	0.5
Loams (compact)	11	0.5
Sandy loam	16	0.75
Sandy loam	16	1.0
Sandy loam	8	0.5
Clay (loose)	11	0.75
Clay (compact)	8	0.5
Clay (compact)	11	0.75
Clay (compact)	16	1.0

For eccentric loads, the maximum safe allowable pressure may exceed the values given above by 10 per cent.

(2) The loads shall not cause settlements of the buildings or any part of the building as may impair its stability.

(3) For buildings more than 3 storey high, foundations shall be designed after making stand-ard tests or establishing the safe bearing pressure of the soil and the foundation shall be taken down to such a depth or so constructed as to render the building immune from damage from upheaval and movement due to seasonal variations in the content of the moisture in the ground.

**27. Damp proof course.** - (1) Every wall of a building (including a pier forming a part of the wall or a compound wall) shall be provided with a damp proof course except when built of materials such as cement concrete (50 Kg. cement, 0.07 cubic metre sand and 0.14 cubic metre coarse aggregate) with or without the addition of any commercial damp proofing material.

(2) Materials specified as damp proof course shall be as indicated in the Punjab Public Work Department specifications 1963 edition as amended from time to time and as applicable to the State of Haryana.

(3) In external walls, the horizontal damp proof course shall be laid immediately above the plinth protection and a vertical damp proof course shall be provided on the interior face of the wall extending between the level of the horizontal damp proof course and the level of the upper surface of the concrete in the finished floor.

(4) In an internal wall, the horizontal damp proof course shall be laid in level with the upper surface of the concrete in the finished floor. The continuity of damp proof course between the internal and the external wall shall be secured by the insertion of bitumenised bricks of cement concrete bricks laid in cement mortar or any other damp proof materials.

**28. Loads.** - In addition to the dead load, the building shall be designed for the following live loads :-

Type of Floor	Minimum live load Kg. per sq. metre of floor area
1. Roof (Flat)	150
2. Floors of residential purposes including dwelling houses.	200
3. Floors of hospitals, hospital ward, bed rooms and private sitting room in hostel and dormitories	200
4. Office floors other than entrance hall floors of light work rooms	250 to 400
5. Floors of banking halls, office entrance halls and office floors below entrance halls and reading rooms	500
6. Shop floors used for display and sale of merchandise, floors of class rooms in schools, floors of work rooms, garages for vehicles not exceeding 2.5 tons gross weight, floors of places of assembly with fixed seating, churches, chapels, restaurants, circulation space in machinery halls, power stations, etc. where not occupied by plant or equipment	400

**पंजाब पब्लिक वर्क्स विभाग का नियम**

7. Floors of warehouses, workshops, factories and other buildings of similar category for light weight loads, office floors for storage and filing purposes, floors of place of assembly without fixed seating, public rooms in hostels/hotels, dance halls, waiting halls, etc. 500

8. Floors of warehouses, workshops, factories and other buildings of similar category for medium weight loads, floors of garages for vehicle not exceeding 4 tons gross weight. 750

9. Floors of warehouses, workshops, factories and other buildings of similar category for heavy weight loads, floors of book stores, mofs and pavement over basement projecting under public footpaths. 1000

Stairs, corridors, landings and balconies not liable to over crowding :

For item No. 1 loading	700
For item No. 2 loading	300
For all other classes	500
Balconies liable to overcrowding	500

**29. Floors.** - All floors of every building including floors of kitchen, bathrooms, latrines, urinals shall be damp and rot-proof and shall be constructed of materials so treated as to protect it from white ants, dry rot, wet rot and as per Punjab Public Works Department Specifications 1963 edition as amended from time to time and as applicable to the State of Haryana.

**30. Walls.** - (1) No wall shall be constructed of easily inflammable materials. For the purposes of this sub-byo-laws, easily inflammable material will not include teak, sal, shisham and deodar, kail wood or other woods as per I.S.I. specifications for such work.

(2) No masonry wall other than partition wall shall be built in clay mortar to a greater height than one storey and such walls shall be plastered or pointed so as to render it impermeable and damp proof. The minimum thickness of such a wall shall in no case be less than 20 centimetres.

**31. Thickness of walls.** - Where walls of buildings are constructed of bricks, stones blocks or of other hard and incombustible material laid in horizontal beds of courses, every wall or part of a wall shall be so designed and constructed as to be capable of safely sustaining and transmitting the dead loading and the superimposed loading to which it may be subjected, calculated in accordance with the Scheduled V annexed to these byo-laws so far as it is applicable and the horizontal and inclined forces to which it may be subjected without undue settlement or deflection and without exceeding the intensity of pressure on the materials as given under:-

Maximum permissible uniformly distributed compressive stresses on walls with slenderness ratio of unity

Content	Lime	Sand	Maximum Stress in K.G./Sq.cm. corresponding to bricks of crushing strength in K.G./Sq. Cm.		
			36	70	106
1		3	3.5	7.0	10.5
1		4	3.5	7.0	10.5
1	1	6	3.5	7.0	10.5
2	2	9	3.5	5.5	8.5
	3	12	2.5	5.0	7.0
	1	2	2.5	5.0	7.0
		1.5	2.5	4.0	5.0

Burnt bricks in mud mortar	3
Coursed rubble masonry (other than Ashlar in cement mortar 1:4)	10
Coursed rubble masonry (other than Ashlar in lime mortar 1:2 or cement	5

Random rubble masonry in cement mortar 1:4	9.0
Random rubble masonry in lime mortar 1:2 or cement mortar 1:6	4.5
Ashlar masonry in cement mortar 1:3 with 1:3:6 mass concrete backing	13.0
Ashlar masonry in lime mortar 1:2 or cement mortar 1:6 with 1:4:8 mass concrete backing	6.5

*Explanation.* - Average crushing strength of individual burnt bricks when determined by standard test approved by the Public Works Department to be not less than 105 kg. sq. cm. Allowable stress can be increased by 20 per cent in the case of local loadings.

For occasional loads such as wind and earth quakes, the allowable stress can be increased by 33 per cent.

When shearing or tensile stress occurs, the permissible stress to be taken is one-tenth of the maximum pressure figures given above.

**32. Slenderness ratio.** - Slenderness ratio must not exceed 12 and reduction in the permissible pressure figure given for slenderness ratio exceeding six shall be carried on according to the table given below :-

Slenderness ratio	Reduction in maximum permissible pressures due to slenderness ratio exceeding six.
7	10%
8	20%
9	30%
10	40%
11	50%
12	60%

*Explanation.* - Slenderness ratio on any storey height of a wall or a pier is the ratio of the effective storey height to the thickness of the wall. The effective storey height to be taken as :-

For walls with no lateral support at top	$\frac{1}{3}$ actual storey height
For walls with lateral support at top	$\frac{3}{4}$ actual storey height
Piers with no lateral support at top	2 actual storey height
Piers with lateral support at top	actual storey height

**33. Hollow bricks and block walls.** - Where any wall or any part of a wall is constructed as a hollow wall, -

- (i) the cavity between the inner and outer parts of the wall shall throughout be of a width not exceeding 10 centimeters (cm);
- (ii) the inner and outer parts of the wall shall be securely tied together with suitable bonding ties of adequate strength of galvanized iron tarred and sanded stone ware, copper, bronze or other suitable materials, the ties being placed at distances apart not exceeding 1 metre horizontally and 0.5 metre vertically;
- (iii) the inner and outer parts of the wall shall each be not less than 10 cm. thick throughout except that in a wall not exceeding 6 metres length and 6 metres in height, the thickness of each part may not be less than 10 cm. throughout if all courses of less height than 15 cm. are put together with cement mortar or the wall has at least twice the number of ties required by the preceding clauses;
- (iv) the cavity may be reckoned as part of the thickness prescribed for walls by these bye-laws where such thickness does not exceed 20 cm. but shall not be so reckoned where such thickness exceeds 20 centimeters. All external cavity walls shall be ventilated.

**34. Roofs.** - (1) Every roof shall be weather proof and fire resistant and in no case shall be built of mat, sirki, cloth grass or thatch or any other easily inflammable materials and it shall be structurally safe against dead and live loads as prescribed in bye-law 28 above and prevailing wind pressure.

(2) Subject to above provision, every roof shall be of any material and specifications as prescribed in Chapter 13 of the Punjab Public Works Department specifications, 1963 edition as amended from time to time and as applicable to the State of Haryana.

#### Staircases

**35. Staircases in residential buildings.** - Every building which is of more than one storey, intended to be used as a single family or two family residential building, shall be provided with at least one staircase having minimum width of 0.8 metre constructed of fire-resisting materials through-out.

**36. Residential buildings with multiple dwelling units other than the above, commercial, public and industrial buildings.** - (1) Every building intended to be used as multiple residential building or a commercial or public or industrial building shall be provided with at least one staircase extending from ground level to the highest floor having minimum clear width in accordance with the following table :-

Number of users up to 100	1.2 metres
---------------------------	------------

Provided that for every additional 50 persons or part thereof, the width of the stairs shall be increased by 0.1 metre, until a maximum of 3.0 metres is reached.

(2) Single staircase of the width mentioned above may be replaced by two or more staircases provided none of the two or more substituted staircases shall not be less than 1.2 metres in width. Staircases so provided shall be built in fire-resisting materials.

(3) In addition to the above, if a service or a spiral staircase is provided its width shall not be less than 8 centimeters.

*Explanation.* - For the purpose of this bye-law, each 5 square of covered area in the case of residential building shall be deemed to be occupied by one person.

**37. Minimum dimension of steps.** - (1) No staircase in a residential building shall have a riser of more than 0.20 metre and a tread of less than 0.25 metre.

(2) No staircase in a commercial, public or industrial building shall have a riser of more than 0.18 and a tread of less than 0.27 metre.

(3) Notwithstanding anything contained in (1) and (2) above, staircases in private portions of public buildings and industrial building not open to the general public may be of the sizes and materials mentioned in bye-law 35.

**38. Materials.** - All staircases and walls enclosing the staircases in public buildings and industrial buildings shall be of fire proof materials.

**39. Uniformity treads in and in risers on staircases.** - Treads and risers of each flight in a staircases or of several flights in the same staircase in public and industrial or a residential building shall be of uniform width and height.

**40. Location of staircase.** - No part of any higher storey of any building shall be more than 30 metres from some staircase or ramp leading to the ground floor.

**41. Ventilation of staircase.** - Every staircase shall be adequately ventilated and lit to the satisfaction of the committee.

**42. Head room in staircase.** - The minimum clear head room in any staircase shall be 2.10 metres measured from the top of the riser to the lowest point of the ceiling above.

**43. Provision of hand rails.** - (1) In every staircase at least one hand rails shall be provided.

(2) Where steps are provided from the ground to the building, hand rail may not be provided if the steps do not go above 1.5 metre height and are not less than 1 metre in width.

#### **Lobbies, Corridors, Passages and Balconies**

44. **Lobbies, corridors, passages and balconies.** - The minimum width of any lobby, corridor, passage or balcony in residential building shall be at least one metre and shall be of fire-resisting materials, and if supported, shall be carried on supports of fire-resisting materials.

45. **Residential buildings with multiple dwelling, commercial and industrial building.** - The minimum width of any lobby, corridor, passage or a balcony in these buildings shall be as given below :-

(a) No. of users from 1 to 20

1.0 metre

(b) No. of users from 20 to 100

1.2 metre

Provided that for every additional 50 persons or part thereof the width of a staircase shall be increased 0.1 metre, until a maximum of 3.0 metre is reached.

Walls and roofs shall be of fire-resisting materials, and if supported, shall be carried on supports of fire-resisting materials.

#### **Chimneys and Flues**

46. **Application.** - This section shall not apply to the erection or re-erection of chimney shafts for the furnaces in commercial or industrial buildings, the design or which shall be specifically approved by the committee but it shall apply to the erection or re-erection of chimney shafts for open fires and small domestic boilers.

**Explanation.** - Small domestic boilers shall mean boilers which do not require flues exceeding 500 square cms. in area.

47. **Materials.** - Every chimney shall be constructed of burnt bricks, concrete bricks or blocks or of any other good, hard and incombustible material properly and solidly put together.

48. **Design and Construction.** - Every chimney which is built against or forms a part of a wall and extends to or below the surface of the ground shall be built on solid foundations which shall comply with the requirement of the bye-laws relating to the foundations of structural walls. It shall have a damp proof course at the top and if the wall with which it is built requires to be provided with a damp proof course at the bottom, the chimney shall be provided with the same. It shall also be properly bounded or otherwise securely tied with the wall which it is built.

49. **Floor beneath fire place.** - Floor of and around every fire place shall be of concrete or similar fire-proof materials and shall project suitably.

50. **Jamb and back of fire place.** - The jamb of a fire place opening shall be of adequate width and the back of the chimney opening in a party wall shall be 20 cm. above the top of the opening. Where the flues in a party wall are not back to back the required 20 cm. of solid wall at back of the fire place shall be carried up to the floor of the room above.

In an external or internal wall the back of the opening and all sides of the flues shall be at least 10 cm. thick.

51. **Flue size.** - Every fire place shall have a flue giving a brick opening of not less than 20 cm. x 20 cm. or not less than 75 sq. cms. if a pipe is used.

52. **Treatment of inside of chimney flues.** - The inside of every chimney flue shall be properly rendered or pargetted, so that flue is carried upward unless the whole flue is built with fire brick or fire proof piping of fire clay of at least 2 cm. in thickness in which case the spandrel angles shall be filled in solid with brick work or other incombustible materials.

53. **Wood work in chimneys.** - In any wall no timber shall be placed nearer than 20 cm. to the inside of any flues or chimney expanding except that wooden plugs in any wall or chimney breast can be driven nearer than 15 cm. to the inside of any flue or chimney opening.

Under any chimney opening, no timber shall be within 40 cm. from the upper surface of the hearth.

54. **Chimney stacks.** - (a) Chimney stacks or smoke flues shall be carried up to a height not less than 1 metre and not more than six times the least width of the chimney above the adjoining roof and shall be built at least 10 cm. thick. The maximum height for any stack may be exceeded if it is adequately secured against overturning.

(b) Height of chimney stack may be reduced as 45 cm. when the roof is made up of fire-resisting materials. The top six courses of all stacks shall be built in cement mortar.

55. **Pipes for conveying smoke.** - No pipe for the purpose of conveying smoke or other products of combustion shall be allowed to project through the wall externally. Elsewhere such pipes may be of mild steel 4 mm. thick or of cast iron or of sheet metal for domestic cooking ranges only and shall be luted at a distance of at least 20 cm. from any combustible substance.

### **PART-V**

#### **Drainage and Sanitary Installations**

##### **General**

56. **Carrying out drainage work and application for permission.** - (1) No person shall carry out any water-borne sanitary and drainage installations or carry out any works connected therewith within any building or site without the previous permission of the [committee] and without complying with the provisions of Water Supply and Drainage and Sanitation Bye-laws.

(2) Every person intends to carry out these works shall apply for permission as laid down in Water Supply Bye-laws, Drainage and Sanitary Installation Bye-laws.

57. **Work to be executed under the supervision of plumber.** - Execution of all works for the laying out of any drainage system or for the carrying out of water-borne sanitary installations shall be done through a licensed plumber duly registered with the committee.

##### **Basis Requirements for Water-borne Sanitary Installations**

58. **Adequacy of water-supply for installation of water-borne sanitary installations.** - Before undertaking the water-borne sanitary installation in any building, water supply to the premises shall be ensured to the satisfaction of the committee.

59. **Sanitary fitting and execution of works to conform to P.W.D. specifications.** - All sanitary fittings, drainage pipes including soil and waste pipes and other articles used in the execution of these works shall be as per standards and specifications laid down for such articles in the Punjab Public Works Department, specifications, 1963 Edition as amended from time to time and as applicable to the State of Haryana and if there are no standards or specifications laid down for any articles in such specifications, then the articles shall be as per standard and specifications laid down by the Indian Standards Institute.

1. Substituted by Haryana Notification No. GSR 543/HA/24/735s, 201, 202 & 214/80 dated 29.6.1990.

### Sanitary Fixings

60. **Minimum sanitary facilities required for residential buildings.** - (1) Dwellings with individual convenience shall have at least the following fitments :-

- (a) one bath-room provided with a tap ;
- (b) one water closet ;
- (c) one nahani or sink either in the floor or raised from the floor.

Where only one water closet is provided in a dwelling, the bath and water closet shall be provided separately.

Minimum sanitary facilities required for buildings other than residences.- (2) The requirements for fitment for drainage and sanitation, in the case of buildings other than residences, shall be in accordance with "Drainage and Sanitary Installations Bye-Laws."

61. **Specifications for water-supply and sanitary installations.** - Detailed specifications in respect of water-supply and water-closets, urinals, laying of draining, manholes, soil pipes, rain water pipes, waste water pipes, traps, overflow pipes, methods of disposal, septic tank, absorption pits, disposal of effluents formalities for completion and application for connection with sewers, size of drain pipes etc. shall be as per the provisions of the Water Supply and Drainage and Sanitation Bye-laws respectively.

### PART-VI

#### (a) REGISTRATION

62. **Registration of Architect.** - An Architect who is holding any of the qualifications laid down in Schedule I, and desirous of registration with the committee, shall make an application [-] on the prescribed form R-1, along with such fee as shown in Schedule VI.

[Provided that no fee shall be charged with the application from the Architects who are already registered with the Council of Architecture.]

62A. **Empanelment of architects.** - Any architect registered with Council of Architecture who wants to empanel himself for self-certification of the building plans, shall get himself empanelled with concerned municipality by depositing Rs. 10,000/- in municipal council, Rs. 5,000/- in municipal committee and annual empanelment renewal fee of Rs. 2,000/- in municipal council, Rs. 1,000/- in municipal committee respectively.]

63. **Registration of Engineers.** - An Engineer who is holding any of the qualifications laid down in Schedule II of desirous of registration with the committee shall make an application to the [-] on the prescribed form R-2 along with such fee as is shown in Schedule VI.

64. **Registration of plumbers.** - A plumber who is holding any of the qualifications laid down in Schedule III and desirous of registration with the committee shall make an application [-] on the prescribed form R-3, along with such fee as is shown in Schedule VI.

1. The word "in the Chief Executive Officer" omitted by Haryana Notification No. GSR 543/HA24/73Ss. 201, 202 & 214/90 dated 29.6.1990.
2. Proviso added by Haryana Government Notification No. GSR 59/HA24/73/S.201, 202 and 214/88 dated 9.8.1988.
3. Added by Haryana Notification No. S.O. 95/H.A. 24/1973/Ss. 200 and 214/2007, dated 16.11.2007.
4. The word "to the Chief Executive Officer" omitted by Haryana Notification No. GSR 543/HA24/73Ss. 201, 202 & 214/90 dated 29.6.1990.
5. The word "to the Chief Executive Officer" omitted by Haryana Notification No. GSR 543/HA24/73Ss. 201, 202 & 214/90 dated 29.6.1990.

#### (b) RENEWAL

65. **Renewal.** - The licence or registration, as the case may be, issued under bye-laws 62, 63 and 64 shall be got renewed from year to year on payment of such fee as is prescribed in Schedule VI and such fee shall be for a calendar year.

66. **Penalty.** - Any architect, who commits a breach of or abets the breach of these bye-law shall on conviction by a magistrate be punishable with a fine which shall not be less than three hundred rupees and not more than two thousand rupees and when the breach is a continuing breach, with a further fine of one hundred rupees for every day after the first during which the breach continues and shall also be liable to cancellation of empanelment.]

67. **Repeal and savings.** - Any bye-law relating to the Building Bye-laws and applicable to any municipality immediately before the commencement of these bye-laws hereby repealed:

Provided that any order made or action taken under the bye-laws so repealed shall be deemed to have been made or taken under the corresponding provision of these bye-laws.

### SCHEDULE-I

[See Bye-law 2 (iv) and 62]

#### Qualifications For Architect

1. Bachelor Degree in Architecture awarded by Indian Universities established by an Act of the Central or State-Legislature.
2. National Diploma (formerly All India Diploma) in Architecture awarded by the All India Council for Technical Education.
3. Degree of Bachelor of Architecture (B. Arch.) awarded by the Indian Institute of Technology, Kharagpur.
4. Five-year Full Time Diploma in Architecture of the Sir J.J. School of Art, Bombay awarded after 1941.
5. Diploma in Architecture awarded by the State Board of Technical Education and Training of the Government of Andhra Pradesh with effect from 1960 (for the students trained in the Government College of Arts and Architecture, Hyderabad).
6. Diploma in Architecture awarded by the Government College of Arts and Architecture Hyderabad till 1959, subject to the condition that the candidates concerned have subsequently passed a special final examination in architecture held by the State Board of Technical Education, Andhra Pradesh and obtained a special Certificate.
7. Diploma in Architecture awarded by the University of Nagpur with effect from 1965 the students trained at the Government Polytechnic, Nagpur.
8. Government Diploma in Architecture awarded by the Government of Maharashtra or former Government of Bombay.
9. Diploma in Architecture of Kalabayan Technical Institute, Baroda.
10. Diploma in Architecture awarded by the School of Architecture, Ahmedabad.
11. Membership of the Indian Institute of Architects.
12. Any person registered with the Council of Architecture constituted under the Architects Act, 1973 with a view to carrying on the profession of Architecture.

1. Substituted by Haryana Notification No. S.O. 95/H.A. 24/1973/Ss. 200 and 214/2007, dated 16.11.2007.

13. Any person who does not hold the aforesaid qualifications, but being a citizen of India and who has been engaged in practice as an architect and registered with the committee for a period of not less than five years prior to the date of commencement of these bye-laws :

Provided that for C Class committee, a qualified Draftsman with five years' experience and duly registered with the concerned C Class committee may be considered as an architect for the purpose of these bye-laws.

#### SCHEDULE-II

[See Bye-law 2 (xxii) and 63]

##### Qualifications for an Engineer

Qualifications recognised by the Institute of Engineers (Indian) in the Civil Engineering Branch for Associate Membership of the Institute :

Provided that for Class B Committees and C Class Committees, a diploma holder in Civil Engineering with five years' experience may be considered as a qualified Engineer.

#### SCHEDULE-III

[See Bye-law 2 (xxxvii) and 64]

##### Qualifications of Plumber

One of the following or higher qualifications shall be essential :-

1. Qualification approved by the Institute of Engineers for its associate membership.
2. Diploma in Civil Engineering from any College or Institution recognised by Government of Haryana, with at least 3 years' experience in Sanitary Engineering Works.
3. Plumber of at least 5 years' practical experience and who has passed the test conducted by the P.W.D. Public Health Department, Haryana.

#### SCHEDULE-IV

[See Bye-law 8]

The Schedule of fees will be as below :

1. Residential, industrial, religious and educational institutions	... 0.20 paise per cubic metre subject to a minimum of Rs. 10.
2. Commercial	... Rupee one per cubic metre with a minimum of Rs. 20
3. Cinema	... Rs. 5 per cubic metre
4. Other buildings not covered by 1 to 3 above	... 0.15 paise per cubic metre
5. *[-]	*[-]
6. Miscellaneous work-minimum fee	... Rs. 10

\*Omitted by Haryana Government Notification No. GSR78/IIA2478/S 291, 292 and 214 dated 14.10.1988.  
Note. - This shall not apply to the municipal buildings or Government buildings.

#### SCHEDULE-V

[See Bye-law 31]

1. **Dead loading.** - For the purpose of calculating the dead loading of a building or any part of a building, the weight of the materials shall be assumed to be those set out in I.S.I. specifications.

2. **Superimposed loading.** - For the purpose of calculating the superimposed loading on slabs, beams, pillars, piers and walls the minimum superimposed load on each floor and on

the roof of a building shall be estimated as equivalent to the dead load specifications in the following table for the appropriate type of building, floor or roof.

Sl. No.	Description of building, floor or roof	Kilogram per square metre of area covered
1	Rooms of residential buildings, flats, hotels, hospital rooms and wards, corridors, staircases and landings of residential buildings and flats	200
2	Office floors above entrance floor	250
3	Office entrance floor and floor below entrance floor	100
4	Religious places, schools, reading rooms, art galleries and similar buildings	350
5	Retail shops and garages for cars of not more than two tons dead weight	400
6	Assembly halls, drill halls, dance halls, light workshops, public spaces in hotels, hospital corridors, staircases and landings for the buildings mentioned in this table other than described at Serial No. 1 above, cinemas, restaurants and grand stands	500
7	Warehouses, truck-stores, stationary stores and buildings specially used, and garage for motor vehicles exceeding two tons dead weight. Aerial load to be calculated but not less than	1,000
8	Flat roofs and roofs inclined at an angle with the horizontal of not more than twenty degrees	150
9	Roofs inclined at an angle with the horizontal of more than twenty degrees (per square metre of horizontal area)	50

(a) For the purpose of calculating the total load to be carried on pillar, pier and walls of building or more than two storeys in height, the superimposed load for the roof and topmost storey shall be calculated in fully in accordance with the schedule of loading set out above, but for the lower storey, a reduction of superimposed loads may be allowed as under :-

##### Reduction of superimposed loads on pillars, piers and walls

For the first storey below the topmost storey	10 per cent reduction of its superimposed load
For the second storey below the topmost storey	20 per cent reduction of its superimposed load
For the third storey below the top most storey	30 per cent reduction of its superimposed load
For the fifth storey and each lower storey below the top-most storey	50 per cent reduction of its superimposed load.

These reductions may be made by estimating the proportion of floor area carried by each pillar, pier or wall. No such reduction shall be allowed on any floor scheduled for an applied super-imposed load exceeding five hundred kilogram per square metre.

(b) Except as hereinafter provided, the wind pressure on a building shall be assumed to be not less than 100 kilograms per square metre in any horizontal direction.

Provided that where the height of a building is less than twice its width and where the building is stiffened by walls and floors, the wind pressure may be neglected.

(c) A super-imposed load which may roll or move on wheels shall be calculated as being equivalent to a static loading which exceeds the weight of the rolling or moving load by not less than fifty per cent.

3. **Partitions.** - Where the position of a partition in a building is definitely located in the region, the actual weight of the partition shall be included in the dead floor load.

Where the position of a partition is not definitely located in the design a uniformly distributed load to allow for it, shall be added to the dead floor load, and for all such floors used for officers, the minimum total allowance for partitions shall be at the rate of 100 kilograms per square metre of floor area.

**SCHEDULE-VI**

(See Bye-laws 62, 63, 64 and 65)

	Registration	Renewal
<b>Architects</b>	Rs. 250	Rs. 100
Class 'A'	100	50
Class 'B' and 'C'		
<b>Engineers</b>	250	100
Class 'A'	100	50
Class 'B' and 'C'		
<b>Plumbers</b>	50	25
Class 'A' 100		
Class 'B' and 'C'	50	

**FORM BR-I**

[See Bye-law 3(f)]

**FORM OF APPLICATION**

Residential, Commercial, Public or Industrial

Class of Building  
From

To  
The [ ] Executive Officer/Secretary,  
Municipal Committee.  
Sir,

1. We apply for permission to erect/re-erect/add to/alter a building/wall, in accordance with the plans submitted herewith, on plot Nos. \_\_\_\_\_ Block No. \_\_\_\_\_ House No. \_\_\_\_\_ Situated at \_\_\_\_\_ Street/Road \_\_\_\_\_

2. I/We attach herewith, in quadruplicate-

- (a) a site plan showing the position of the site proposed to be built upon;
- (b) plans, elevations and sections;
- (c) water-supply, drainage and sanitary installation plans;
- (d) structural drawings for the foundations and roofing system together with a prescribed certificate duly signed by a qualified Engineer in Form BR-III;
- (e) specifications of the proposed building.

3. The requisite fee has been deposited, - vide Receipt No. \_\_\_\_\_ Book No. \_\_\_\_\_ dated \_\_\_\_\_

4. The construction of the building shall be supervised by \_\_\_\_\_ Architect/Engineer (Registration No. \_\_\_\_\_)

1. Substituted by Mysore Notification No. GSR 54301A24/7358-201, 202 & 214/90 dated 29.6.1990.

Dated

Enclosures :

Signature of applicant

**FORM BR-II**

[See Bye-law 3(i) (c)]

**SPECIFICATIONS**

The material to be used in the construction may be clearly specified under the following heads :-

Item	Specification
(a) Foundations	.....
(a) Walls	.....
(c) Damp-proof course	.....
(d) Floors	.....
(e) Roofs	.....
(f) Windows and Doors and other wood-work	.....
(g) Steel work	.....
(h) Internal finish	.....
(i) External finish	.....
(j) Water-supply	.....
(k) Sanitary and drainage installation	.....
(l) Electric installation	.....

Signature of Architect/Engineer

Signature of applicant

**FORM BR-III**

(See Bye-law 3)

CERTIFICATE to be submitted alongwith the building application duly signed by a qualified Engineer.

Certified that the structural parts of the entire building on plot No. \_\_\_\_\_ Block No. \_\_\_\_\_ House No. \_\_\_\_\_ situated \_\_\_\_\_ Street/Road belonging to Shri/Smt \_\_\_\_\_ have been designed by me on the basis of calculations and are considered safe in accordance with the permissible stresses and slenderness ratios as laid down in these bye-laws.  
Engineer.

**FORM BR-IV**

(See Bye-law 9)

**FORM FOR SANCTION**

From  
The [ ] Executive Officer/Secretary,  
Municipal Committee  
To

1. Substituted by Mysore Notification No. GSR 54301A24/7358-201, 202 & 214/90 dated 29.6.1990.

Memo No. \_\_\_\_\_  
 Dated the \_\_\_\_\_  
 Reference your application for permission to erect/erect/add to/alter a building on plot No. \_\_\_\_\_ Block No. \_\_\_\_\_ situated at \_\_\_\_\_ Street/Road in accordance with the plans submitted with it.  
 Permission is hereby :-  
 (i) granted for the aforesaid construction subject to the provision of the Haryana Municipal Building Bye-laws, 1977, as amended from time to time  
 (ii) refused for reasons given below :  
 \_\_\_\_\_  
 (iii) sanctioned for construction subject to the following amendments :  
 \_\_\_\_\_  
 Enclosures : \_\_\_\_\_

[Executive Officer/Secretary]

**FORM BR-V**

[See Bye-Law 12(1)]

**APPLICATION FOR PERMISSION TO OCCUPY**

From \_\_\_\_\_  
 To \_\_\_\_\_  
 The [Executive Officer/Secretary]  
 Municipal Committee,  
 Sir,

I/We hereby give you notice that the the building described below and sanctioned with your order No. \_\_\_\_\_ dated \_\_\_\_\_ a part of the building has been completed on \_\_\_\_\_ in all respects according to the sanctioned plans.

2. Completion certificate from the Architect/Engineer, who supervised the construction of the building is submitted herewith

3. Kindly issue an occupation certificate as required by Bye-law 12 of the Haryana Municipal Building Bye-laws, 1977.

Description of Building  
 Block No. \_\_\_\_\_ House No. \_\_\_\_\_  
 Plot No. \_\_\_\_\_ Street/Road \_\_\_\_\_  
 Dated : \_\_\_\_\_

Signature of applicant.

1. Substituted by Haryana Notification No. GSR 543/11A24/738s. 201, 202 & 214/90 dated 29.6.1990.  
 2. Substituted by Haryana Notification No. GSR 543/11A24/738s. 201, 202 & 214/90 dated 29.6.1990.

**FORM BR-VI**

[See Bye-laws 12(1) and 12(2)]

**FORM OF OCCUPATION CERTIFICATE**

From  
 The [Executive Officer/Secretary]  
 Municipal Committee,  
 To

Memo No. \_\_\_\_\_  
 Dated the \_\_\_\_\_

Whereas \_\_\_\_\_ has applied for the issue of an occupation certificate in respect of the building described below, permanent/provisional permission for a period of six months is hereby granted for the occupation of the said building.

2. Permission is refused for the occupation of the said building for reasons given below :-

- (1)
- (2)
- (3)
- (4)

3. Description of building :-

Block No. \_\_\_\_\_, Plot No. \_\_\_\_\_

Road/Street \_\_\_\_\_

Dated : \_\_\_\_\_ [Executive Officer/Secretary]

**FORM BR-VII**

[See Bye-law 12(4)]

**COMPLETION CERTIFICATE BY AN ARCHITECT AND STRUCTURAL ENGINEER**

I do hereby certify that the following work \_\_\_\_\_ (insert full particulars of work) has been supervised by me and has been completed to my satisfaction in accordance with the sanctioned plan, that the workmanship and the whole of the material used are good, that no provision of the Haryana Municipal Building Bye-laws, 1977 and no requisition made, conditions, prescribed or order issued thereunder has been transgressed in the course of the work.

Block No. \_\_\_\_\_ House No. \_\_\_\_\_

Plot No. \_\_\_\_\_ Street/Road \_\_\_\_\_

Particulars of work \_\_\_\_\_

Dated : \_\_\_\_\_ Signature  
 Architect and Structural Engineer.

1. Substituted by Haryana Notification No. GSR 543/11A24/738s. 201, 202 & 214/90 dated 29.6.1990.  
 2. Substituted by Haryana Notification No. GSR 543/11A24/738s. 201, 202 & 214/90 dated 29.6.1990.

**FORM R-1**

(See bye-law 62)

**FORM OF APPLICATION**

From \_\_\_\_\_

To \_\_\_\_\_

The <sup>1</sup>[Executive Officer/Secretary,]

Municipal Committee, \_\_\_\_\_

Sir,

I/We apply for registration to practice as Architect to enable me/us to submit Building Plans and/or supervision of Building construction for plot in the Municipal Area.

I/We hold necessary qualifications enabling me/us for getting registration/renewal with the Municipal Committee. Copies of Certificates/testimonial duly attested (applicable only in case of first registration) are enclosed herewith.

A Demand Draft No./Cash/GR No. \_\_\_\_\_ amounting to Rs. \_\_\_\_\_ in favour of the <sup>2</sup>[Executive Officer/Secretary] is enclosed herewith as registration/renewal fee for the calendar year \_\_\_\_\_.

Yours faithfully,

Name \_\_\_\_\_

Full Address \_\_\_\_\_

**FORM R-2**

(See Bye-law 63)

**FORM OF APPLICATION**

From \_\_\_\_\_

To \_\_\_\_\_

The <sup>3</sup>[Executive Officer/Secretary,]

Municipal Committee, \_\_\_\_\_

Sir,

I/We apply for registration to practice as Engineer to enable me/us to the preparation of Structural Plans/Supervision of Building in Municipal Area.

I/We hold necessary qualifications enabling me/us for getting registration with the Municipal Committee. Copies of certificates/testimonials duly attested are enclosed herewith (applicable only in case of first registration).

1. Substituted by Haryana Notification No. GSR 543/HA24/735s. 201, 202 & 214/90 dated 29.6.1990.

2. Substituted by Haryana Notification No. GSR 543/HA24/735s. 201, 202 & 214/90 dated 29.6.1990.

3. Substituted by Haryana Notification No. GSR 543/HA24/735s. 201, 202 & 214/90 dated 29.6.1990.

A Demand Draft No./Cash/GR No. \_\_\_\_\_ amounting to Rs. \_\_\_\_\_ in favour of the <sup>1</sup>[Executive Officer/Secretary] is enclosed herewith as registration/renewal fee for the calendar year \_\_\_\_\_.

Yours faithfully,

Name \_\_\_\_\_

Dated : \_\_\_\_\_

Full address \_\_\_\_\_

**FORM R-3**

(See Bye-law 64)

From \_\_\_\_\_

To \_\_\_\_\_

The <sup>2</sup>[Executive Officer/Secretary,]

Municipal Committee \_\_\_\_\_

Sir,

I/We apply for registration to practice as Plumber to enable me/us for carrying out plumbing work in the Municipal Area.

I/We hold necessary qualifications enabling me/us for getting registration/renewal with the Municipal Committee. Copies of certificates/testimonials duly attested are enclosed herewith.

(Applicable only in case of first registration)

A Demand Draft No./Cash/Gr. No. \_\_\_\_\_ amounting to Rs. \_\_\_\_\_ in favour of the <sup>1</sup>[Executive Officer/Secretary] is enclosed herewith as registration/renewal fee for the calendar year \_\_\_\_\_.

Yours faithfully,

Name \_\_\_\_\_

Dated : \_\_\_\_\_

Full Address \_\_\_\_\_

(Sd). \_\_\_\_\_

**Haryana Municipal (Control and Regulation of Burial and Burning Grounds) Bye-laws 1976**

Published vide Haryana Government Notification No. GSR 381.../76 dated 12th March, 1976.

- (1) These bye-laws may be called the Haryana Municipal (Control and Regulation of Burial and Burning Grounds) Bye-laws, 1976.
- (2) They shall apply to all the municipalities.

1. Substituted by Haryana Notification No. GSR 543/HA24/735s. 201, 202 & 214/90 dated 29.6.1990.

2. Substituted by Haryana Notification No. GSR 543/HA24/735s. 201, 202 & 214/90 dated 29.6.1990.

3. Substituted by Haryana Notification No. GSR 543/HA24/735s. 201, 202 & 214/90 dated 29.6.1990.