

MINUTES OF THE 8TH CDA BOARD MEETING, 1992
HELD ON MAY 09, 1992
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The meeting of the CDA Board was held on Saturday the 9th May, 1992 at 1400 hours in the Conference Room of the Capital Development Authority. The following attended:

- (1) Mr. Farid-ud-Din Ahmad, - In chair
Chairman
- (2) Mr. Muhammad Rafiq Ahmad,
Member (Engineering)
- (3) Mr. Ahmad Waqar,
Financial Adviser/Member
- (4) Mr. S. Bilal Ahmad,
Member (Administration)
- (5) Mr. Sabir P. Chohan,
Member (Planning)
- (6) Mr. Muhammad Zubair Osmani,
Secretary to the Board.

2. Commissioner Rawalpindi Mr. Shahid Rafi was on leave, therefore, could not attend the meeting.

3. The following were also present in the meeting:

- (1) Director General (Design)
- (2) Director General (Services)
- (3) Director General (Environment)
- (4) Director Public Relations
- (5) P.S.O to the Chairman

4. The following attended the Board meeting on special invitation/advice:

- (1) Dy. Director General (Planning)
- (2) Director Revenue.

5. The meeting started with a recitation from the Holy Quran.

6. Minutes of the 7th Board meeting were presented which were confirmed.

7. Progress on implementation of decisions taken in 7th Board meeting was reviewed and the following decisions were taken:

7.1 Increase in water charges

F.A/Member informed of the progress made in the matter. It was desired that on the receipt of formal approval from the Cabinet Division, public notice should be published about the proposal for bringing the flat rates of water charges at par with the metered rates.

Action: F.A/Member

Dir. Revenue

**7.2 Imposition of Tax on annual value
of buildings and lands**

F.A/Member informed that a public notice on imposition of tax on annual values of building/lands will appear in the press on 10 May, 1992.

Action: F.A/Member

Dir. Revenue

**7.3 Guidelines for grant of NOC
to residential schemes proposed
outside ICT in Specified Areas
of Islamabad**

Member (Planning) informed that the summary which was sent to the Members to seek their approval through circulation had been received and was at present under submission to the Chairman.

Action: Member (P)

D.D.G (P)

7.4 Allotment of plot to State Life
Insurance Corporation of Pakistan
(sub para a)

D.D.G (Planning) informed that
offer letter for allotment of plot to
State Life Insurance Corporation of
Pakistan had been issued.

Sub para (c)

D.D.G (Services) informed that
no provision existed in the Municipal Bye
Laws about controls on signboards,
display and identity panels on commercial
buildings etc. Therefore, notices cannot
be issued. It was desired that the
matter may be re-checked and imprints on
over-head tanks of buildings on Jinnah
Avenue should be removed.

Action: Member (P)

D.G (Design)

D.G (Services)

D.D.G (Plg)

D.M.A

**7.5 Islamabad in the 21st Century -
a pine city - with sports and
culture as its objectives -
Development control guidelines**

D.D.G(Planning) was asked to
formulate detailed regulations in the
light of zoning plan approved by the
Board and forward them to the Cabinet
Division for approval.

The review report on the master
plan of Islamabad, since completed now,
should also be forwarded to the Cabinet
Division for approval of the same by the
Government.

Action: Member (P)

D.D.G (P)

**7.6. Review of Charges for conversion of
use from flats to offices for
Buildings on Jinnah Avenue, Islamabad**

Decision

It was decided that conversion charges with regard to plot No. 101 west G-7 Jinnah Avenue may be worked out by F.A/Member after which decision on the request of the owner for conversion would be taken.

Action: F.A/Member

D.G(Design)

7.7 Creation of residential plots in the unassigned open spaces in the developed Sectors F-6, G-6 and F-7

incidental spaces in different developed sectors of Islamabad should be reclassified as parks and must not, at any time be converted into residential plots." It was desired that the directive may be placed before the Board and a summary may be prepared regarding utilization of unassigned marginal land to residential in the parks and other uses which are compatible in the developed sectors G-6, G-7, F-6, F-7 and F-8 etc. which should be sent to the Government for approval.

Action: Member (P)

D.D.G (P)

7.8. Finalisation of consultancy agreement regarding Prime Minister's Secretariat with M/S NESPAK

Decision

It was decided that M/S NESPAK may be requested to accept the consultancy agreement regarding Prime Minister's Secretariat without the arbitration clause in view of the position explained above.

Action: D.G (Design)

8. The Board then took up items included in the agenda for consideration. Brief account of the

8.3. Definition of Discretionary quota plots

Decision

- i) All allotments of Industrial,
Agricultural and discretionary quota

plots shall be governed by conditions given in the allotment letters.

ii) Discretion exercised by the President, the Prime Minister and the Chairman CDA shall be treated at par.

iii) With regard to the terms and conditions of transfer of plots allotted to the affectees, a separate summary may be brought before the Board by the Planning Wing in its next meeting.

Action: Member (P)

Dir. L & R

8.4. **Second Appeal for payment of leave arrears under Rule 45 Part II of CDA Financial Procedure**

Decision

Board accepted the 2nd appeal of Mr. Javed Iqbal S/O Muhammad Sharif and approved payment of arrears under Rule 45 part II of CDA Financial Procedure.

Action: Member (E)

Dir. A & A

Dir. M.F.O

8.5. Refund of Penalty

Decision

Request of the applicant for refund of the forfeited amount was not approved.

Action: F.A/Member

Member (A)

Dir E.M-II

**B.6. Transfer of Commercial Plots (Tax
and allied charges billing)**

Forward the Board

Decision

- a) In future, no allotments
should be made without clear-cut

specification of all the shares in a commercial plot through a joint application from all the co-owners/shareholders.

b) The consent of all the co-owners/shareholders shall be required in cases of transfer of unspecified shares in commercial properties.

c) For the existing commercial plots/buildings for which allotment letters have already been issued, Director Estate Management II should write to all the co-allottees/co-owners of commercial properties to indicate their specific shares in commercial plots and identifiable complete units in commercial buildings where possible. Compliance should be sought through 'Registered Acknowledgement Due' letters and public/press notices. A time frame should be stipulated, and it should be clarified that in the absence of a response the operative presumption shall be that of an

equality of shares between/among all the co-allottees/co-owners/shareholders.

d) As an interim measure, in cases of multiple ownership of a commercial property the co-allottees/co-owners/shareholders may be asked to designate a "managing co-owner" from amongst themselves, through a duly notarised affidavit/declaration. Such a "managing co-owner" should deal with all legal, administrative and financial matters relating to the jointly-owned commercial property, excepting its sale/transfer. All demands against such a multiple ownership commercial property should be raised/issued in the name of the designated "managing co-owner", and he alone should be liable to satisfy them on behalf of all the other co-owners. After completion of the commercial building, the "managing co-owner" shall also be responsible for its maintenance and upkeep. The original affidavit/declaration

should be obtained by the Directorate of Estate Management, and true copies thereof should be placed in the relevant files of the other concerned Directorates. The CDA should encourage such arrangements on a continuing basis.

f) Indication of specific shares in commercial plots and identifiable units in commercial buildings, as also the issuance and recovery of separate bills, shall connote mere partitioning of shares, and shall in no way authorise or tantamount to actual or physical sub-division of the commercial plot/property.

g) A 'Clearance/No-Demand Certificate' must invariably be obtained from the Directorate of Revenues before any transfer of property is effected.

h) No new/additional water connection shall be granted without a "Clearance/No-Demand Certificate" from the Directorate of Revenues.

i) The CDA should obtain authorisation for and arrange appointment of its own 'Recovery Officer'.

j) For future, the water requirement and the number of water connections with independent underground and overhead water storage tanks required in a building must be certified by the Architect in the Building Plans.

k) In future, the number of water connections and their diameters must conform to the number and diameters of the water connections as certified by the Architect in the Building Plans.

Action: F.A/Member

Member (A)

Dir. Revenue

Director Letter Supp
DD (B&BC)
B&M-4

**8.7. Approval of Building Plans and Designs
of Major Buildings and Factories in
Islamabad**

Decision

- i) The Architect/Designer shall prepare the design and submit to the Authority in two stages. The first stage submission will be called as Provisional submission and second

stage submission will be called as
Final submission.

ii) Provisional Submission

At the first stage, the
Architect/Consultant and Owner/
Allottee will present their scheme
before a Vetting Committee
comprising the following:

- (1) Chairman, CDA
- (2) All Members of CDA Board
- (3) D.G (Design)
- (4) D.G (Services)
- (5) D.G. (Environment)
- (6) (5) Two local practising
Architects (By Invitation)
D.G (Design) will
extend invitations.

iii) The Architect who prepares the
plans, or the Owner/Allottee shall
submit the design scheme in
following format to the Building
Control Cell and obtain a date on
which presentation of the scheme
will be made:

- a) Complete schematic plans
of all floors and external
developments including
parking lots and accesses.

- b) Block models and elevations and/or

Detailed Model;

and

Perspective View and Elevations.

- c) Other details which the architect would think are necessary to elaborate his design scheme.

iv) Alongwith these a pay order of scrutiny fee computed on the basis of total covered area shall be submitted. (The rate of scrutiny fee are being worked out and will be finalised soon based on practices in Lahore, Karachi and other major cities).

v) On the given date, the Architect/Consultant along with the Allottee/Owner shall explain the scheme before the Vetting Committee which, after the presentation, shall decide to approve or disapprove the initial scheme. If approved, provisional approval shall be given and the Architects/Consultants shall

be asked to go ahead with the scheme and prepare and submit final drawings. If disapproved, the architect and owner shall be asked to modify their design. The Vetting Committee shall meet every month regularly on a specified date.

vi) Final Submission

Following details would be required to be submitted in final submission:

- a. Site Plan
- b. Contour Plan (Survey Report)
- c. Detailed Floor Plan.
- d. Elevation and Sections.
- e. Perspective View.
- f. Covered area details.
- g. Opening details.
- h. Brief specifications of finishes.
- i. Soil Investigation Report in case the building is more than 3-storey high.
- j. Plumbing)
Drawings)
)
- k. Electrical) along with
Drawings) criteria
)
- l. Structural)
Drawings)

vii) Final submission will be made in Building Control Cell which will approve the plan or convey observations in case the drawings are not complete within thirty days. In case the design is substantially changed from provisionally approved scheme, the case will be forwarded to CDA Board under intimation to Architects and Allottees.

viii) No scrutiny fee shall be charged for religious buildings.

ix) Approval of Buildings designed by CDA inhouse shall also follow the above procedure. However, scrutiny fee shall be exempted in that case.

x) Town Planning/Schemes, Public Parks, Monuments, road junctions, roundabouts, fly-overs, bridges within F.C.T either designed by CDA or by private Consultants shall follow the same procedure for approval.

xi) Architects of Embassies in Diplomatic Enclave should be asked

to make presentation of
architectural designs of Embassy
Buildings.

xii) Construction Schemes including
those of the Government should be
presented before the Vetting
Committee.

xiii) Vetting Committee should meet
on first Wednesday and last
Wednesday of each month.

Action: Member (P)

D.G (Design)

D.D.G (P)

Dir. Arch

8.8. Introduction of Computerisation programme

Decision

i) CDA Officers who have the expertise of using and operating computers may submit proposals for the purchase of P.Cs.

ii) The officers of the CDA formations where need for computers is established, would be nominated for training in the field. Provision of computers to such formations would be encouraged. ~~will be provided to these formations after successful completion of training.~~

Action: F.A/Member

Member (P)

8.9. Allotment of residential plots
to minor affectees

Decision

The Board decided that Wafaqi Mohtasib may be requested to review his decision recommending allotment of plot to a minor in case No. Reg-1/1867/88 and case file be put up to Chairman by Member (Planning).

Action: Member (P)

Dir. L & R

8.10. Plot No. 13 Markaz G-8, Islamabad

Decision

It was decided that Planning Wing should examine the availability

of services, floor area ratio and parking requirements in order to evaluate the proposal for conversion of the plot.

Action: F.A/Member

Member (P)

SSA B,

8.11. Construction/Operation of a Shopping Mall

Decision

The Board decided that the Planning Wing should prepare an advertisement for the pre-qualification of Organisations/Agencies for the construction of a Shopping Mall, Office Complex on BOT (Build Operate and Transfer)/Joint Venture basis.

Action: Member (P)

D.D.G (P) (P)

8.12. Allotment of plot to NESPAK for their Office Building at Islamabad

Decision

The Board approved the allotment of a plot measuring 150'x200' in Sector G-5/2, to NESPAK. It was also decided by the Board that the cost of land shall be determined on the basis of three times the reserve price, based on the policy adopted earlier.

Action: Member (P)

D.D.G (P)

Dir. E.M. — 11

8.13. Allotment of Additional Land to
Jamia-tul-Ahle-bait Sector F-7/4,
Islamabad

Decision

The Board approved the allotment of 1622 square yards of additional land for the extension of Jamia Tul Ahlebait in Sector F-7/4 Islamabad free of cost with the condition that 50% of the allotted area would be brought under construction and the remaining 50% utilised for set backs, including open parking.

Action: Member (P)

D.D.G (P)

Dir E.M-II

8.14. Conservancy charges from
properties in Islamabad

Decision

It was decided that
'Conservancy Charges' should be
levied as follows:

- | | |
|--|---|
| a. Residential Houses
including Govt.
quarters, and
Industrial
properties. | 20 paises
per sq. yd.
(plot size)
per annum. |
|--|---|

- | | |
|--|---|
| b. Commercial Properties, including Hotels and Motels and Offices. | 48 paises per sq. ft. (covered area) per annum. |
| c. Institutional Properties. | 25 paises per sq. ft. (covered area) per annum. |
| d. Religious Buildings, Public Parks, Playgrounds, Fire-stations, Buildings being used for Welfare purposes from which no income is derived. | 100% Exemption. |

'Conservancy Charges' should be billed for and realised in advance annually together with the 'tax on the annual value of buildings and lands'.

Since 'conservancy charges' are charges for actual and material services to be rendered, these should not be subject to any rebates, concessions and/or exemptions, except as provided in paragraph d, above.

The proposal shall be processed under the provisions of

'The Capital Development Authority
(Imposition of Taxes) Rules, 1981',
and shall take effect from the date
of its notification in the official
Gazette.

Action: F.A/Member

Dir. Revenue

8.15. Pre-qualification of Constructors/
Firms - Amendment in Paras.

Decision

The proposal to make amendment in para 93(1) of CDA Procedure Manual Part III was not approved.

Action: F.A/Member

Member (E)

Member (P)

8.16. Allotment of Commercial Plot
for Swimming Pool in Markaz F-6,
Islamabad

Decision

Board approved the first option and desired that Finance Wing should work out the commercialization charges on the total built up area meant for commercial use, excluding the area under ^{in the} Swimming Pool, Gymnasium, Machine Room and Baths adjacent to and related with the Swimming Pool.

Action: F.A/Member

Member (A)

Dir. E.M-II

Dr PRC.

Dr BRC.