



Through E-mail only

From

The Chief Administrator, HSVP
(Town Planning Wing), Panchkula.

To

1. All the Administrators of HSVP.
2. All the Senior Town Planners of the State.
3. All the District Town Planners of the State.
4. All the Estate Officers of HSVP.

Memo. No. CTP/DTP(PB)/SB/148261,

Dated: 04/3/23

Subject: Comprehensive instructions regarding permission for changing the number and sizes of dwelling units/transfer of membership and increase in FAR in case of allotment made to Co-operative Group Societies/Welfare Housing Organization under Group Housing Schemes of HSVP.

Reference:- In continuation of instructions circulated vide this office memo no. CTP/DTP(N)/JS/54-112 dated 02.01.2009.

The subjected matter has been examined in light of HSVP TOD policy dated 18.03.2019 and TDR policy of Town & Country Planning Department, Haryana. It has been observed that HSVP may allow requests for increasing the number and size of dwelling units within the FAR, density and other prescribed parameters, which are permissible as per HSVP TOD policy dated 18.03.2019 and TDR policy of T&CP Department, Haryana as amended from time to time. Further, it has been decided that the charges under policy instructions dated 02.01.2009 need revision on the lines of decision already taken in case of compounding charges of residential/commercial buildings. The revised charges for change in the number and size of dwelling units/transfer of membership shall be as under:-

The new rates shall be as under:-

• **Change in size of dwelling units**

Size of dwelling units (in Sq.mtr.)	Amount to be charged (per member)
Upto 75	20,000/-
76-200	60,000/-
201 to 350	80,000/-

• **Change in membership of the society/organization (Where there is no change in total number of members).**

For the 1 st time	40,000/-
For the 2 nd time	80,000/-
For the 3 rd time	1,20,000/-

Note:-Change in Membership/increase in number of members of Society/Organization is subject to density & FAR parameters/provisions of relevant Group Housing Scheme/HSVP policies:

• **Increase in membership of the society/organization**

For increase of each dwelling unit after increase in membership HSVP shall charge 25% of the collector rate per sq.ft. of that area from the Society/Organization (For additional FAR in TOD/TDR).

Note:-In case of increase in Membership of society 'L' form duly vetted from Zonal Administrator and Estate Officer shall be forwarded for approval of Chief Administrator, HSVP.



हरियाणा शहरी विकास प्राधिकरण

O/o Chief Town Planner,
HARYANA SHEHRI VIKAS PRADHIKARAN

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Panchkula

• **Applicability**

The change in membership can be considered only before the grant of Occupation Certificate to any Society/Welfare Housing Organization. Once the dwelling units are constructed and OC is granted, provisions of Haryana Apartment Ownership Act apply on the society/organization for further sale/transfer of built up dwelling units.

• **Redevelopment**


The allottee Society/Organization can avail the benefit of TOD/TDR as per applicable norms only after demolition of existing structure, in this case also the additional the FAR shall be charged at 25% of present collector of defined landuse (either Commercial or Residential).

• **Updation of record of change in membership**

It has been observed that the societies take permission of concerned ARCS for change/increase in membership and do not timely present the revised Form-L in the office of concerned Estate Officer, where it merely becomes a case of ex-post facto approval.

The approval for the change in membership accorded by ARCS should be incorporated in a time bound provision (within 30 days) making it binding for the society to present revised Form-L to the concerned Estate Officer within that period, failing which the permission for transfer granted by ARCS would become invalid. This provision shall apply prospectively from the date of issue of these instructions and cases, if any, where the societies have not got the record updated by presenting the revised Form-L and paying the requisite fee to HSVP shall also be governed by this new fee structure/charges.

The other terms & conditions of earlier policy instruction dated 02.01.2009 shall remain same. This policy shall be applicable from the date of issue of this letter and all such matters referred to above shall henceforth be dealt with as per above policy.

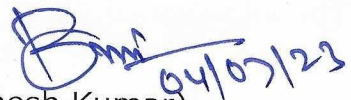

9 (Bhuvnesh Kumar)
Chief Town Planner,
For Chief Administrator, HSVP

Endst. no. CTP/DTP(PB)/SB/ 148266

Dated: 4/7/23

A copy of above is forwarded to the following for information and further necessary action please:-

1. PS/ACSTCP for kind attention of Additional Chief Secretary to Government Haryana, Town and Country Planning Department, Haryana.
2. PS/DGTCP for kind information of Director General, Town & Country Planning Department, Haryana, Chandigarh.
3. The Administrator(HQs) HSVP, Panchkula.
4. The Chief Controller of Finance HSVP, Panchkula.
5. The Chief Engineer HSVP, Panchkula.
6. The Chief Engineer-I HSVP, Panchkula.
7. The Chief Information & Technology Officer, HSVP with the request to host the instructions on the HSVP website.
8. The Enforcement Officer HSVP, Panchkula.
9. The Dy. ESA HSVP, Panchkula.


9 (Bhuvnesh Kumar)
Chief Town Planner,
For Chief Administrator, HSVP