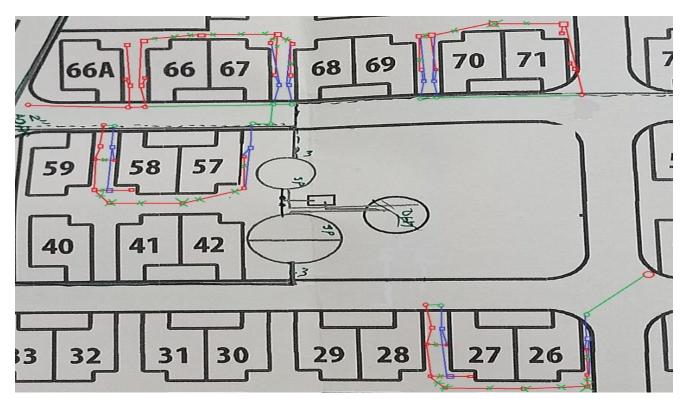
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# APPROVED ALTERATIONS & ADDITION OF A DU ALONG WITH PROCESS FOR APPROVAL

# **PREFACE**

- 1. AGM held on 18 Oct 2020 unanimously approved the presentation made by the Alterations and Additions Committee in the EGM held on 16 Feb 2020 for all types of Dwelling Units Type II, Type-III, Type III-H, Type V, Type V-H, and Type-VI without any amendments to the drawings presented by the Committee.
- 2. The BOM's in their convening letter dated 18 Sep 18 have given the terms of references to the committee as follows:
  - (a) Change in front elevation of the Buildings
  - (b) Change of number of Floors of the Building
  - (c) Change of Plinth area of the Building
  - (d) Action for the Existing DU's who have already modified without NOC
  - (e) The Committee may take care that the Occupation of each DU shall be limited to One Family as our infrastructure may not be sufficient for multiple families.
- 3. The Committee also considered additional issues / points listed below; some of them have been discussed in previous AGM's
  - (f) Sub-letting of DU's
  - (g) Encroachment / Utilisation of common places by extending the DU
  - (h) Commercial activities in the DU's
  - (i) Commercial complex
  - (j) Community Hall
  - (k) Rules for Extra Room allotted
  - (I) Rules for Extra Garages allotted.
  - (m) Renovation / Alteration / Additions of DU's Past.
  - (n) Process to give NOC for modifications to DU Past / Present / Future.
  - (o) Unauthorised Additions To DU's Above NOC's Norms Of Additions & Alterations Past Present - Future
  - (p) Security fencing within the colony, dividing colony broadly into 4 Zones [3 Closed+1 Open].
  - (q) For Flats "Demarcating of undivided portion of land" to the "Group of Blocks".
- 4. The Committee submitted its report to BOM's on 25<sup>th</sup> May 2019 and was discussed in AGM held on 28 Jul 2019 and unanimity was not arrived at and proposed an EGM be called before 31 Oct 2019 to take a final call.
- 5. The new BOM's vide letter JVVHOWA/HYD/2019-20 Lt No: 16 dated 01 Oct 2019 to A & A's Committee added additional terms of reference.
- (r) to submit "NOT EXCEEDING DRAWING's, giving SET BACKS for each type of DU
- 6. Prior to convening an EGM, BOM's during the combined meet of the Committee & BOM's, have asked to include
- (s) the fees to be paid for extensions carried out towards corpus fund of JVVHOWA and
- (t) the additional fees towards maintenance Fund and
- (u) the process to bar the Owners going beyond prescribed limits of extension-**steps to be taken**.
- 7. The Committee submitted its report on 22 Oct 2019. All points of "TERMS OF REFERENCE" are discussed with Sub-Para (a to u) as "HEADINGS" in subsequent report.

- 8. **EGM** was convened on **16 Feb 2020** and has approved the Alterations & Additions proposal along with the drawings in respect of TYPE II, TYPE III, TYPE III-H, TYPE V and TYPE V-H.
- 9. During TYPE VI Alterations and Additions and its Drawings presentation, one point for extension to the Rear upto 3 Ft from the edge of existing wall could not be considered uniformly, since at the rear, there is a **common drainage** for a **block of 3 DU's** and such **FOUR Blocks** [consisting of 3 DU's each] with a combined drainage system exists.
- 10. EGM has proposed the Committee to study the issue and present a report in the EGM being reconvened in a month. The committee submitted its solutions to the BOM's on **21 Feb 2020**, with a proposal to call for **EGM by 15 Mar 2020**. But EGM was not called.
- 11. The 4 blocks consisting of 3DUs per block, of TYPE VI having interconnected drainage with a single outlet at 1 DU and these are as follows with solution in Drawing:
- i) BLOCK DUs 66, 67 & 68; with outlet at DU no 66 and
- ii) BLOCK DUs 69, 70 & 71; with outlet at DU no 71 and
- iii) BLOCK DUs 57, 58 & 59 with outlet at DU no 59 and
- iv) BLOCK DUs 26, 27 & 28 with outlet at DU no 28. [DU 27 has already carried out the modification.
- 12. Committee members along with Chand, Plumber, Cmde V Kumar and other affected DU Owners who were available have visited and studied for a solution. The same is indicated in the Drawing:
- i) The present existing system is shown in **RED** color. Pipe lines crossing DU need to be blocked at both ends once modifications suggested for direct individual DU connections are carried out.
- ii) To be carried out activity is shown in **BLUE** COLOR by **Individual DU Owners**
- iii) To be carried out activity is shown in **GREEN** COLOR by **Society**.
- iv)Main drainage system shown in **GREEN** COLOR will be laid by the Society first with the drainage inspection pit created outside the respective DUs.
- v) Individual DU Owners are required to join the drainage lines of their DUs to the inspection pit created outside the respective DUs, as shown in the drawing in **BLUE** color.
- vi) DU 59: It is seen that there is no drainage block in the connection between DUs 58 & 59. However, as & when the drainage system at DU 58 gets choked, DU 59 needs to carry-out the modifications as shown or whenever extension of DU 59 is to take place.
- vii) **DU 27**: DU27 have already carried out the modification of connecting their drainage system outside their DU by a separate DRAINAGE line. Hence no action needed for this DU.



- viii) TYPE III-H drainage system has been inspected for all 30 DUs. Drainage system is interconnected between 4 DU's as a block at the rear. 8 DUs back to back, becomes one unit. It is adequate, provided it is cautiously used by all DU Owners by not letting Plastic material, construction waste, and no extension at the rear is permitted beyond the present building foundation.
- 13. AGM conducted on 18 Oct 2020 has approved the TYPE VI Proposals of Alterations and Additions along-with the Drawings presented in the EGM by the committee and with modifications suggested for the drainage system of the Four Blocks having interconnected drainage for Three DU as a Block.
- 14. AGM conducted on 18 Oct 2020 has overwhelmingly approved all the recommendations of the Alterations and Additions Committee without any exceptions to the proposals and Drawings in respect of TYPE II, TYPE III, TYPE III-H, TYPE V, TYPE V-H and TYPE VI.
- 15. AGM of 18 Oct 2020 has approved the drainage proposal for Type VI DU's proposed by the A&A's Committee. An estimate for the Works by JVVHOWA to be undertaken be obtained and financial approval be taken prior to commencement. After completion of works by JVVHOWA, Individual DU Owners need to connect up to the external drainage line outside their DU's.
- 16 EGM on 16 Feb 2020 has expressed that the drainage lines changed by a Block of TYPE II / III DU from the Original connection be restored back by the Owners, failing which BOM to take up the work and at the Cost of the Owners.

# **EXPLANATION OF TERMs- ALTERATION's and ADDITION's**

17. **ALTERATION** - means carrying out changes by having temporary structures for protecting the DU / DU items like doors and windows from Sun / Rain and also altering a kitchen platform inside to suit modern amenities, changing the doors and windows which are getting rusted / swollen with water seepage / termite infected, changing the floors, etc all of them do not involve structural changes to DU like shifting / removal / Construction of a wall.

18. **ADDITION** - means Structural changes being carried out to alter the size of the rooms / building - internally / externally and add additional structures to increase the plinth area of a DU.

# 19. TOTAL NO OF DWELLING UNITS IN JVVHOWA

Total Dwelling Units in JVVHOWA are **357 Nos** + Total No of Extra Rooms = **16 NOS** + Total No of Extra Garages <u>**4 Wheeler**</u> = **8 Nos** + Total No of Extra Garages <u>**2 Wheeler**</u> = **12 Nos** 

# 20. TYPES OF DWELLING UNITS:

A) Duplex Type VI=Total=**198 Nos** [**1 to 101+261 to 349**+61A,61B,62A,62B,66A,78A,85A & 93A]

B) Flats Type V = Total = **72 Nos** [102 to 173]

C) Flats Type II / III = Total = **42 Nos**[174 to 215]

D) Independent DU Type III-H = Total = **30 Nos**[216 to 245]

E) Duplex Type V-H = Total = **15** Nos[246 to 260]

21. Committee's report is based on "**PARTICIPATORY DECISION MAKING BY RECEIVING RESPONSES FROM A MAJORITY OF DWELLING UNIT OWNERS**". Received **221 responses out of 357 DU's** which amounts to **61.90%** and crossed 50% for each TYPE of DU.

# 22. FOUR MAJOR responses of DU Owner's are as follows:

## a) WHAT IS AN ALTERATIONS AND ADDITIONS TO A DWELLING UNIT:

173 out of 203 DU Owners i.e, 85.22% of responses received from all type of DU Owners have indicated:- "Any changes done to the DU as handed over by AFNHB – TEMPORARY / PERMANENT in Nature – either INTERNALLY / EXTERNALLY "CONSTITUTES" an "ALTERATIONS AND ADDITIONS TO A DWELLING UNIT".

## b) NECESSITY FOR ALTERATIONS AND ADDITIONS to DU:

178 out of 220 DU Owners 84.76% of responses received from all types of DU have RECOMMENDED as – "THERE IS A NECESSITY TO HAVE AN ALTERATIONS & ADDITIONS TO A DWELLING UNIT" "AS CONSTRUCTED & HANDED OVER by AFNHB"

## c) ALTERATIONS TO DU'S

100% responses received have recommended for ALTERATIONS to a DU can be carried out as there is NO STRUCTURAL CHANGE INVOLVED.

## d) TOTAL DEMOLITION of a<u>"DU"</u> or a <u>COMBINATION</u> of <u>DU's</u> and <u>IN LIEW CONSTRUCT</u> ANOTHER DU OR A <u>COMBINATION</u> OF <u>DU's</u>:

168 OUT OF 208 DU Owners i.e. 80.77% of responses received from all types of DU have "REJECTED" "DEMOLITION & RECONSTRUCTION" of Individual / Group of DU's consisting of **ALL** / **Any Type** or **in COMBINATION OF DU's**".

# 23. TERMS OF REFERENCES by BOM's

- (a) Change in front elevation of the Buildings
- (b) Change of number of Floors of the Building
- (c) Change of Plinth area of the Building
- (d) Action in the case of the Existing DU's who have already modified without NOC
- (e) The Committee may take care that the Occupation of each DU shall be limited to One Family as our infrastructure may not be sufficient for multiple families.

#### 

# (a) CHANGE IN THE FRONT ELEVATION OF THE BUILDINGS:

#### 24. INDEPENDENT DU'S:

**BOTH GROUND & FIRST FLOOR**: 73.50% from all type of DU Owners Recommended A&As to "Bothground and first floor PLINTH AREA of an Independent DU. Building Elevation to be Maintained to give SIMILARITY on FACIAL APPEARANCE of STONE MASONRY.

#### 25. MULTISTORIED DWELLING UNITS [FLATS]

(i) <u>REAR SIDE</u>: 89.15% of all type DU owners have recommended "A&A's be DONE WITHIN the MULTISTORIED DU's [Flats] by <u>EXTENDING PLINTH</u> to the <u>REAR SIDE</u>, by <u>UTILIZING</u> <u>UNDIVIDED PORTION OF LAND</u> considering <u>INDIVIDUAL BLOCK</u> as a <u>UNIT</u> and only if all members - [minimum 75% or more members of the block] agree to the A&As". Further, the extended balcony at the Rear can be a covered unit and an OPEN TERRACE in the FRONT. .

(ii) "INSTALLATION of LIFT" by EXTENDING THE PLINTH at FRONT /REAR END by UTILIZING UNDIVIDED PORTION OF LAND considering INDIVIDUAL BLOCK as a UNIT". 79.25% of all type of DU owners have recommended Lift, only if minimum 75% or more members of block agree to the A&As". The LIFT Machinery to be on Terrace and NOT on the Ground Floor.

# (b) CHANGE OF NUMBER OF FLOORS OF THE BUILDING:

#### 26. INDEPENDENT DU'S:

71.07% of all type DU Owners have <u>recommended</u> for all types [VI/V-H/III-H] Alterations & Additions to a DU for <u>increasing No of floors to a **maximum of ground + one floor only**. "<u>NOT RECOMMENDED</u>" for <u>MORE THAN GROUND+ONE FLOOR</u>.</u>

#### 27. MULTISTORIED DWELLING UNITS [FLATS]

CHANGE in Number of Floors for <u>MULTISTORIED FLATS</u> **IS NOT APPROVED/NOT RECOMMENDED**.

# (c) CHANGE OF PLINTH AREA OF THE BUILDING

28. The drawings approved is placed at the enclosure.

## 29. Area calculations of all types of DU's for Alterations and Additions is as follows:

SL	TYPE	TOTAL BUILT UP DU AREA in Sa Ft	BUILT UP AREA GARRAGE in Sa Ft	TOTAL DU AREA in Sa Ft	PROPOSED EXTENSION INCLUSIVE TERRACE AREA in Sq Ft	NEW TOTAL AREA GF+FF in Sg Ft	% EXTENSION	DETAILS OF AREAS PROPOSED FOR EXTENSION
1	TYPE II	648	32	680	87.15	767.15	12.82%	EXTENSION REAR SIDE: EXTEND THE MP ROOM AND KITCHEN TO KEEP IN FACE WITH THE EXISTING BED ROOM B1. THIS BEING AT THE REAR SIDE, COULD BE INCLUDED INTO THE DU BY AN ENCLOSURE.
2	TYPE III	760	32	792	87.15	879.15	11%	<b>EXTENSION REAR SIDE:</b> EXTEND THE MP ROOM AND KITCHEN TO KEEP IN FACE WITH THE EXISTING BED ROOM B1. THIS BEING AT THE REAR SIDE, COULD BE INCLUDED INTO THE DU BY AN ENCLOSURE.
3	TYPE V	1348	208	1556	173.375	1729.375	11.14%	EXTENSION REAR SIDE: EXTEND THE DINING ROOM AS A CLOSED VERANDHA AND JOIN TO THE EXISTING VERANDAH OF THE KITCHEN KEEPING IN FACE WITH THE VERANDAH. THIS BEING AT THE REAR SIDE, COULD BE INCLUDED INTO THE DU BY AN ENCLOSURE. EXTENSION FRONT SIDE: EXTEND THE LIVING & SD - ROOM'S AS A BALCONY KEEPING IN ALIGNMENT WITH FACE OF BED ROOM B1. THIS BEING THE FRONT END, THERE WILL BE NO EXTENSION OF ROOM AND SHOULD BE RETAINED AS AN OPEN BALCONY TO JOIN WITH THE LIFT OPENING, IF LIFT PROVIDED IN FRONT SIDE. LIFT PROVISION: a) 79.25% OF ALL TYPES OF DU OWNERS HAVE RECOMMENDED "INSTALLATION OF LIFT". b) LIFT PROVISION OF 3 FT X 4 FT MAXIMUM IS PERMITTED, WITH A PLATFORM JOINING THE BALONY [FRONT / REAR] OF THE OPPOSITE FLAT. THE LIFT MACHINERY to be on the TERRACE NOT on Ground Floor.

# FLATS:

# **INDEPENDENT DWELLING UNITS**

J	ТҮРЕ	TOTAL BUILT UP DU AREA in Sq Ft	BUILT UP AREA GARRAGE in Sq Ft	TOTAL DU AREA in Sq Ft	PROPOSED EXTENSION INCLUSIVE TERRACE	NEW TOTAL AREA GF+FF in Sq Ft	% EXTENSION	DETAILS OF AREAS PROPOSED FOR EXTENSION
4	TYPE III-H	715	15 [SCOOTER PARK]	730	820	1550	112.33%	GROUND FLOOR   1. SET BACK REAR SIDE: PRESENT SETBACK 3'9" TO BE   RETAINED, AS DRAINAGE LINES OF GROUP OF DU'S ARE   INTERCONNECTED AND NEED TO BE SERVICED IN   EVENTUALITIES.   2. SET BACK SIDE PASSAGE:   PASSAGE AS DRAINAGE LINES OF THE DU PASSES IN THIS   PASSAGE.   3. EXTENSION REAR:   BE EXTENSION REAR:   BEHACK SIDE PASSAGE:   ASAGE.   3. EXTENSION REAR:   BEHAD PRESENT LIVING CUM DINING   ROOM, REAR EXTENSION FOR STAIRCASE WITH A WIDTH OF 5   FC AN BE EXTENDED LEAVING A MINIMUM SET BACK OF 3 Ft   ROO THE REAR COMPOUND WALL EDGE.   NO PROJECTIONS IN THE SET BACK AREA IS PERMITTED   [EXAMPLE: WINDOW LINTEL / WINDOW OPEN OUTWARDS   PROJECTIONJ. THIS WAY, BETWEEN DU'S, CLEARANCES AT THE   REAR WILL BE 7 FT INCLUDING WALL AS IT IS TO BE USED FOR   OPEN OVERED [NOT CLOSED] CAR PARK.   b) SET BACK FRONT SIDE: a) NO SET BACK FROM PRESENT   KITCHEN AND COMPOUND WALL AS IT IS TO BE USED FOR   OPEN OVERED [NOT CLOSED] CAR PARK.   b) SET BACK FRONTS   BEMOLISHED AND EXTEND THE TERRACE OF EXISTING LIVING   CUM DINING ROOM TILL COMPOUND WALL - WITH NO SET   BACK. THE EXTENDED TERRACE SHALL NOT BE

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	TYPE	TOTAL BUILT UP DU AREA in Sq Ft	BUILT UP AREA GARRAGE in Sq Ft	TOTAL DU AREA in Sq Ft	PROPOSED EXTENSION INCLUSIVE TERRACE	VEW TOTAL AREA GF+FF in Sq Ft	% EXTENSION	DETAILS OF AREAS PROPOSED FOR EXTENSION
5	TYPE V-H DUPLEX	1347	0	1347	1050.52	2397.52	78.00%	<b>GROUND FLOOR</b> 1. <u>SET BACK REAR SIDE and SIDE PASSAGE</u> : REAR SIDE 5 FT SIDE PASSAGE 5'10" FROM COMPOUND WALL EDGE. 2. <u>EXTENSION REAR</u> : KITCHEN BE EXTENDED REAR WITH A SET BACK OF 5 FT TILL IT IS IN LINE WITH BED ROOM B1. NO PROJECTIONS IN THE SET BACK AREA IS PERMITTED [EXAMPLE: WINDOW LINTEL / WINDOW OPEN OUTWARDS PROJECTION]. THIS WAY, BETWEEN DU CLEARANCES AT THE REAR WILL BE 11 FT INCLUDING WALL THICKNESS. 3. <u>EXTENSION FRONT</u> : a) EXTENDED THE TERRACE IN FRONT OF DINING HALL TILL COMPOUND WALL - AND NO SET BACK. THE EXTENDED TERRACE SHALL NOT BE ENCLOSED EITHER AT GF or FF. IT CAN BE USED AS CAR PARK BELOW AND AN OPEN AREA ABOVE. b) EXTENDED THE TERRACE IN FRONT OF DR ROOM WITH 5'4" AS SET BACK. THE EXTENDED TERRACE SHALL NOT BE ENCLOSED EITHER AT GF or FF. IT CAN BE USED AS SCOOTER PARK OR SIT OUT BELOW AND AN OPEN AREA ABOVE. <i>FIRST FLOOR</i> 4. <u>EXTENSION REAR</u> : BED ROOM 3 CAN BE CONSTRUCTED ABOVE THE EXTENDED KITCHEN 5. <u>EXTENSION FRONT</u> : HALL CAN BE CONSTRUCTED ABOVE THE DR AND EXTENDED DR ROOM ONLY. NO FURTHER EXTENDED KITCHEN 5. <u>EXTENSION FRONT</u> : HALL CAN BE CONSTRUCTED ABOVE THE DR AND EXTENDED DR ROOM ONLY. NO FURTHER EXTENSION PERMITTED IN THE FRONT SIDE. <u>SECOND FLOOR</u> 6. NO SECOND FLOOR BUILDING EXTENSION IS PERMITTED. ONLY TEMPORARY SUNSHADE MAY BE ERRECTED.
		1562	193	1755	773	2528	44.05%	<b>GROUND FLOOR</b> 1. <u>SET BACK REAR SIDE &amp; SIDE PASSAGE</u> : REAR SIDE 3FT FROM WALL EDGE & SIDE PASSAGE NO EXTENSION 2. <u>EXTENSION REAR</u> : BOTH <u>GROUND FLOOR</u> AND <u>FIRST</u> FLOOR OF THE BUILDING CAN BE EXTENDED UPTO A MAXIMUM SUCH THAT A SET BACK OF 3 Ft FROM REAR WALL EDGE IS MAINTAINED AND NO PROJECTIONS IN THE SET BACK AREA IS PERMITTED [LIKE WINDOW LINTEL / WINDOW PROJECTION]. THIS WAY, BETWEEN DU'S - CLEARANCE AT THE REAR WILL BE 7 FT INCLUDING COMPOUND WALL THICKNESS. 3. <u>SET BACK FRONT SIDE</u> : NO SET BACK. 4. <u>FRONT EXTENSION</u> : EXTEND TERRACE IN FRONT OF HALL TILL COMPOUND WALL. THE EXTENDED TERRACE SHALL NOT BE ENCLOSED EITHER AT GF or FF. IT CAN BE USED AS CAR PARK BELOW & AN OPEN AREA ABOVE

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SL	ТҮРЕ	TOTAL BUILT UP DU AREA in Sq Ft	BUILT UP AREA GARRAGE in Sq Ft	TOTAL DU AREA in Sq Ft	PROPOSED EXTENSION INCLUSIVE TERRACE	NEW TOTAL AREA GF+FF in Sq Ft	% EXTENSION	DETAILS OF AREAS PROPOSED FOR EXTENSION			
6	TYPE VI DUPLEX	1562	193	1755	773	2528	44.05%	<b>FIRST FLOOR:</b> 5. FRONT EXTENSION: EXTENSION ON FIRST FLOOR FRONT SIDE IS PERMITTED ONLY TO THE EXTENT ABOVE THE PRESENT LIVING & DINING AREA. NO FURTHER EXTENSION IS PERMITTED ON FIRST FLOOR FRONT SIDE. <u>SECOND FLOOR</u> 6. NO SECOND FLOOR BUILDING EXTENSION PERMITTED ONLY TEMPORARY SUNSHADE MAY BE ERRECTED. 7. <u>DRAINAGE ISSUE</u> : FOUR BLOCKS COMPRISING OF THREE DWELLING UNITS EACH HAVE COMMON DRAINAGE SYSTEM AT REAR SIDE. DURING REAR SIDE EXTENSION OF ANY OF THESE UNITS, DRAINAGE SYSTEM OF ADJACENT DU TO BE SUITABLY CO JOINED AND NOC OF ADJACENT DU IS A MUST IN THIS RESPECT.			

# (d) <u>ACTION IN THE CASE OF EXISTING DU'S WHO HAVE</u> <u>ALREADY MODIFIED WITHOUT NOC</u>

30. **70.63%** of all type DU Owners have recommended "<u>Approval</u> Of<u>Already Carried Out Additions &</u> <u>Alterations / Renovations to the DU</u>" as long as the front elevation is maintained for both Independent and Multi-storied Flats as per the new guidelines of terms of Reference (a), (b) and (c) above [now formulated].

## (e) <u>THE COMMITTEE MAY TAKE CARE THAT THE OCCUPATION OF</u> <u>EACH DU SHALL BE LIMITED TO ONE FAMILY AS OUR</u> <u>INFRASTRUCTURE MAY NOT BE SUFFICIENT FOR MULTIPLE FAMILIES</u>

31. **INFRASTRUCTURE OF THE COLONY**: Infrastructure that could get affected due to increase in number of persons in a DU are **ELECTRICITY**/ **SEWERAGE**/ **VEHICLE PARKING and WATER**. All FOUR will be dealt below:

#### 32.ELECTRICITY SYSTEM:

As on date there has been **ISSUES** on the **DISTRIBUTION BOARDS** [DB's] & its **FUSES**, **Wiring** from <u>DB's to House meters</u>, and <u>TRANSFORMERS to DB's</u>. **Transformer** capacity, has been satisfactory. There is a need to **appoint a committee** for **ELECTRICAL LOAD audit** of colony electrical system. Committee to study various distribution loads of each transformer such that 25%-30% spare capacity to be available for each transformer. If necessary Transco be approached for Upgradation & Maintenance of transformers and DB's on a regular basis.

#### 33. SEWERAGE SYSTEM:

The sewerage system in the last couple of years has been Good and no issues for the last 25 yrs. GHMC has laid large pipes through the colony which carries load from neighbouring colonies. If necessary, GHMC System can be used as a buffer in case families increase in the colony.

#### 34. PARKING of VEHICLES:

a) Parking Lines be marked in total Colony. Vehicles should be parked within this line. Boards be displayed for No PARKING / Parking within lines. Vehicle stickers issued and displayed. Temporary parking locations for visitors be displayed.

b) Action be taken for all non-compliance of 2/4 Wheeler's by releasing tyre air and a fine of Rs 50 / 100 / 200 / 500 for each repeat / wrong parking. Also, <u>Place large size GRANITE stones</u> at all 4 wheels for a car. After 4 warnings with date and time [Office copy Proof be shown to police] Police complaint to be lodged to tow the vehicle away.

#### 9

#### 35. WATER SYSTEMS: - report [enclosed – next page]

As per the water consumption report from Apr 2014 and Jan 2019 following is stated: As for as Water requirements of the Colony is considered, sanctioned agreement per DU is: (i) Agreement made with HWSSB to supply 400kl/day water (12000 kl/mth) with a provision of 10% excess allowance with no cost increase i.e. 440kl/day (13200 kl/mth) (30 days) of water. (ii) It is observed from records of past 58 months [upto Jan 2019] that a maximum quantity drawn was 9762 kl/mth in Jun 2015 and a minimum quantity was 7072kl/mth in Feb 2018.[P.S:<u>Above 9000</u> Kl/Mth is in year 2014-15].[TABLE IS AS PER DESCENDING ORDER OF MONTHLY CONSUMTION iii) Hence, from the colony water <u>UTILISATION/CONSUMPTION</u> load, it is observed that more than 25% to 30% surplus water is available from 2016 to 2019[12000\*75%=9000 Kl/Mth & 13200\*70%=9240] in the colony for expansion. Hence, Colony has sufficient buffer for family increase in DU's upto 25%.

#### WATER CONSUMPTION REPORT JVVHOWA FROM APR 2014 TO JAN 2019

	Month	Units Consumed / Drawn		Month	Units Consumed / Drawn		Month	Units Consumed / Drawn		Month	Units Consumed / Drawn
1	Jun-15	9762	1	Jul-14	8996	1	Oct-18	8269	1	Jan'17	7946
2	Apr-14	9718	2	Sep-15	8987	2	Aug-18	8264	2	Dec'16	7945
3	May-14	9718	3	Aug-14	8964	3	Oct-14	8193	3	Nov-18	7943
4	Aug-15	9661	4	Nov-14	8960	4	Jun'16	8169	4	Sep-14	7898
5	Oct-15	9650	5	Dec-14	8862	5	Jan-19	8148	5	Apr'18	7883
6	Mar-15	9497	6	Mar'18	8852	6	Dec'17	8147	6	Apr'17	7740
7	May-15	9496	7	Aug'17	8735	7	Feb-15	8133	7	May'17	7732
8	Dec'15	9290	8	Jun-14	8724	8	May'16	8108	8	Feb'17	7702
9	Apr-15	9106		Feb'16	8713	9	July'16	8101	9	Mar'17	7699
10	Jan-15	9045	10	Jul-15	8695	10	Sep'16	8086	10	Sep'17	7565
11	Nov-15	9008	11	Jan'16	8553	11	Aug'16	8075	11	July'17	7556
		103951	12	Apr'16	8484	12	Jan'18	8056	12	Jul-18	7440
SUMN	/IARY		13	Jun'17	8413	13	Dec'18	8046	13	Jun'18	7254
No of	Consu	Consumpti	14	Mar'16	8405	14	Nov'16	8032	14	Oct'17	7210
Mont	mption	on	15	Sep-18	8365	15	Nov'17	8015	15	Feb'18	7072
hs	Total	487398	16	May'18	8305	16	Oct'16	8007			114585
58	Average 2014-19	8403.41			139013			129849			
47	2016-19	8158.45									

## 36. OCCUPATION OF EACH DU SHALL BE LIMITED TO ONE FAMILY RECOMMENDATIONS: FAMILY LIMITS IN A DU

- i) <u>FAMILY</u> is <u>DEFINED</u> & <u>STRICTLY</u> <u>RESTRICTED</u> TO <u>PARENTS / GRAND PARENTS / CHILDREN &</u> <u>GRAND CHILDREN</u> & Belong to the <u>SAME FAMILY</u> <u>in the whole DU</u> & <u>NO</u> <u>TENANT</u> [Bachelor / Different Family] <u>Could Stay in the DU</u>. Maximum Members in a DU be restricted to **TWO ADULT MEMBERS** PER BED ROOM [ONLY] of a DU [Children Exclusive].
- ii) DU's strictly be Let Out to **FAMILIES ONLY**. No student group / No group of Male's or Female's or a combination of Male's Female's hostel is permitted in any DU/DU's.
- iii) 75.88% of all type DU owners have recommended <u>ONLY ONE FAMILY as defined</u> at (i) above for both INDEPENDENT/MULTISTORIED DU [with MORE THAN ONE Independent Entry]. Different families NOT PERMITTED to live in a separate ENTRY DU's / Multi-Storied [Multiple entry DU]. ADDITIONAL TENANT "<u>NOT</u>" permitted who do not form part of the same Family.
- iv) DU's with more than permitted number of persons be charged "<u>Additional Four Times</u> <u>Maintenance</u>" and also DU undertaking Commercial activity /Non Family occupied DU's be penalized "<u>Additional Four Times Maintenance</u>" charges.

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## 10 37. <u>ADDITIONAL TERMS OF REFERENCES CONSIDERED</u>

- f) Sub-letting of DU's
- g) Encroachment / Utilisation of common places by extending the DU
- h) Commercial activities in the DU's
- i) Commercial complex
- j) Community Hall
- k) Rules for Extra Room allotted
- I) Rules for Extra Garages allotted.
- m) Renovation / Alteration / Additions of DU's Past.
- n) Process to give NOC for modifications to DU Past / Present / Future.
- o) Unauthorised Additions To DU's Above NOC's Norms of Additions & Alterations-Past-Present-Future
- p) Security fencing within the colony, dividing colony broadly into 4 ZoneS [3 Closed + 1 Open].
- q) For Flats "Demarcating of undivided portion of land" to the "Group of Blocks".

# f) <u>SUB-LETTING OF DU'S</u>

#### 38. **SUB LETTING of a DU** is **NOT PERMITTED** either by OWNER / TENANT.

**ACTION:** The BOM's are required to intimate the DU OWNER / TENANT [under intimation to the Owner] by a Letter / Mail / SMS on the subject giving him 15 days' notice to ensure that Sub Letting be stopped immediately from the date of Notice. BOM's be given the powers by AGM to collect "**ADDITIONAL FOUR TIMES**" the maintenance charge from the DU OWNER / TENANT from the date of intimation that the DU has been SUBLET till the date it is stopped.

# 39. g) <u>ENCROACHMENT / UTILISATION OF COMMON</u> <u>PLACE BY EXTENDING THE DU</u>

40. If DU OWNERS / TENANT are UTILISING COMMON PLACES or EXTENDING their DU ON A TEMPORARY or PERMANENT BASIS, the BOM's are required to take following action.

**ACTION:** The BOM's are required to intimate the DU Owner / Tenant by a Letter / Mail / SMS on the subject giving 15 days' Notice to ensure that the **ENCROACHMENT** / **UTILISATION** of common places be dismantled / vacated from the date of Notice failing which, the BOM's be given the powers by AGM to take action of **REMOVAL OF THE ENCROACHMENT AT THE COST OF THE OWNER.** BOM's could take the assistance of POLICE **and** / or - GHMC's / Legal action as deemed fit. Owner / Tenant be charged "<u>ADDITIONAL FOUR TIMES</u>" maintenance charge from the date of **NOTICE** / **ENCROACHMENT** / **UTILISATION** of common place or as approved in AGM.

# 41. h) COMMERCIAL ACTIVITIES IN THE DU'S

**No Commercial activity is permitted in the DU**. The BOM's are required to intimate the DU OWNER/TENANT [under intimation to Owner] by a Letter/Mail/SMS on the subject giving a notice that Commercial activity be stopped immediately within 15 days' of the notice.

If Commercial activity is not stopped within 15 days of notice, BOM's to collect "**ADDITIONAL FOUR TIMES**" the maintenance charge from the DU OWNER / TENANT from date of notice till date it is stopped. Additionally, in case of Owner carrying out commercial activities, after notice, appropriate actions by BOM's be taken as decided by the AGM from time to time.

# 42. i) <u>COMMERCIAL COMPLEX</u>

Commercial complex should have earmarked undivided portion of land for future utilization and parking facility in the overall undivided portion of land.

# 43. (j) <u>COMMUNITY HALL</u>

- a) Provision for air conditioning the hall and
- b) Provide circulating fans both in the hall & outside in dining Hall [covered shed].
- c) Improve the sound system in the Hall.
- d) Community hall should also have earmarked undivided portion of land for future utilization and parking facility in the overall undivided portion of land.

#### 11

# 44. k) <u>RULES FOR EXTRA ROOM ALLOTTED</u>

91.28% of all type DU Owners have recommended - CARRYING OUT INTERNAL ALTERATIONS to EXTRA ROOM WITHOUT AFFECTING BUILT UP AREA and **Strictly for use as:** 

i) "INTERNAL" to DU Flat or DU Owner".

ii) "SEPERATE PERSONAL USE" of the DU Owner".

iii) "SERVANT ROOM" by the DU Owner".

iv) DU owners have "NOT RECOMMENDED" EXTRA ROOM TO BE "LET OUT" as a "SEPERATE ENTITY USE" BY THE DU Owner / TENANT". If let out, the Owner be charged the Full Maintenance amount.

# 45. I) RULES FOR EXTRA GARAGES ALLOTTED

85.23% of all type DU Owners have recommended carrying out INTERNAL MODIFICATIONS in ADDITIONAL GARRAGE allotted to DU Owners WITHOUT AFFECTING BUILT-UP AREA and Strictly for use as:"

- i) "GARRAGE" by the DU Owner".
- ii) "PERSONAL USE" of the DU Owner".
- iii) "SERVANT QUARTERS" of the DU Owner".
- iv)DU Owners have "NOT RECOMMENDED" GARRAGE TO BE "LET OUT". Use as a "SEPERATE ENTITY USE" BY THE "DU Owner / TENANT".
- v) If let out, the Owner be charged the Full Maintenance Amount.

# 46. m) RENOVATION / ALTERATION AND ADDITIONS OF DU'S-PAST

- g) 70.63% of all type DU owners have recommended "APPROVAL of ALREADY CARRIED OUT [PAST] ADDITIONS & ALTERATIONS / MODIFICATIONS / RENOVATIONS to the DU" as long as the FRONT ELEVATION is MAINTAINED and is in agreement with the NEW GUIDELINES FORMULATED for both Independent and Multi-Storied Flats.
- ii) Those DU's that are in deviation from the present guidelines are required to bring their DU's to the approved condition.
- iii) All Past DU's who have carried out Additions and Alterations are required to obtain NOC from the JVVHOWA for subsequent clearance from GHMC.
- iv)ALL Past DU's who have carried out Additions and Alterations are required to submit the Final Layout of their DU to the JVVHOWA office for record to be maintained for the individual DU.

# 47. n) <u>PROCESS TO GIVE NOC FOR MODIFICATIONS TO DU –</u> <u>PAST / PRESENT / FUTURE</u>.

48. Process of giving NOC will be discussed in **TWO parts**. Firstly, <u>MODIFICATIONS</u> of DU's already completed [**PAST**] and Secondly, MODIFICATIONS to - **PRESENT / FUTURE** of DU's.

## 49. PROCESS TO GIVE-NOC for MODIFICATIONS of DU ALREADY COMPLETED [PAST]

- (i) BOM's to issue a circular to all DU Owners **to obtain a NOC for** Additions / Modifications already carried out in their Dwelling Unit from what has been handed over by AFNHB. DU's where only Alterations are carried out as defined are required to intimate that "NO MODIFICATIONS / ADDITIONS have been carried out".
- (ii) DU Owners should submit a sketch of modifications carried out along with photographs to show the present state of the DU with a specific time frame of one month maximum.
- (iii) On receipt of the above info, BOM's to scrutinize and physically verify each DU as is and then to give an NOC to those DU's where Modifications / Additions have been carried out, if the document provided is correct or else ask the DU Owner to correct the info, if it is not correct.
- (iv) After receipt of NOC, the DU Owner to obtain approval from Municipal Authority within 2 months and submit the approved municipal copy to BOM's.
- (v) BOM's will then have to update the data of the relevant DU.
- (vi) If Municipal authority does not give an approval, the same be provided to BOM's for record.

#### 50. PROCESS TO GIVE - NOC FOR MODIFICATIONS OF DU'S OF PRESENT / FUTURE REQUIREMENTS:

- (i) DU Owner to provide the drawings for proposed Additions / Modifications alongwith structural changes approved by a competent authority.
- (ii) DU Owner is to provide NOC from all neighbours to BOMs for the proposed changes. If NOC is not given by any neighbour, the BOM's may seek the opinion of the concerned neighbours & if no reply / no suitable reply is received, BOM may take a decision to give NOC with caution to adhere strictly the terms of approval.
- (iii) DU owner to indicate DATE of proposed start & proposed completion minimum THREE weeks before commencement date so that sufficient time is available for approval process to give NOC by BOM's.
- (iv) DU Owner has to give an undertaking that during process of construction "**NO**" deviations structurally will be carried out from proposed / approved drawing. If any structural changes are needed during construction from that approved, a revised drawing be given to BOM's 10 days in advance for approval.
- (v) DU Owner is to give an undertaking that work timing will be between 7AM to 8PM only and that a Canvas Cover / Tarpaulin will be put towards the neighbour's house to avoid any dust & smell during the process of work for Neighbours.
- (vi) DU Owner is also to give an undertaking that if during the process of work, any damage is caused to the neighbour's DU's or Common property, he/she will replace it / do good with a new one at his/her cost within 15 days of occurrence to the satisfaction of the affected party.
- (vii) DU Owner will have to give an undertaking that his material for work or debris will not obstruct the neighbourhood and debris will be cleared on a regular basis whenever it reaches a tractor load.
- (viii) On receipt of above seven undertaking from the DU Owner, BOMs could give provisional approval / NOC as per the revised rules / Bye Laws of JVVHOWA for Alterations / Modifications of the DU.
- (ix) The DU Owner has to get the Municipal approval for the plan based on NOC and submit the Municipal approval drawing to the BOM's prior to commencement of works.
- (x) Work should commence **only after approval from BOM's** who will give **work commencement certificate** after receipt of approved drawing from the Municipal Authority. It should include work completion date as submitted by DU Owner + 15 days. No work material is permitted after this date. Fresh approval of work completion to be taken from BOM.
- (xi) No material is to be brought to site prior to WORK COMMENCEMENT ORDER from BOMs'
- (xii)One BOM's Rep is to monitor on weekly basis the work under progress & ensure no deviations are taking place in the construction. DU Owner is to give the state of work and likely work completion / progress to BOM's on a monthly basis on 10<sup>th</sup> of every month following the date of work commencement certificate.
- (xiii) Once all structural changes have been completed in the DU, the DU Owner is required to submit revised drawings to the BOMs before other internal works commence / progress.

## 51. o) UNAUTHORISED ADDITIONS TO DU'S ABOVE NOC'S NORMS OF ADDITIONS & ALTERATIONS PAST - PRESENT - FUTURE

#### (i) <u>PAST UNAUTHORISED ADDITIONS TO DU'S ABOVE AGREED NORMS [NOC'S] OF</u> <u>ADDITIONS & ALTERATIONS</u> –

52. After BOMs issue a circular / letter on approved Alterations and Additions:

- a) All past DU Owners who have carried out A&A's to their DUs which are **NOT as per Approved norm** by the AGM, needs to bring their DU's to the conditions as per approved set of Rules.
- b) Only after the DU is brought to Approved Norm, a NOC from the BOM's can be issued for regularization with the Municipal Authorities.
- c) Those refusing to revert to the approved norms, within a reasonable time fixed by AGM [2 months from date of issue of letter / circular], BOM's be Authorised by AGM to proceed with such DU Owners legally as the case may be or any means as decided by BOM's.
- d) Further, AGM may approve to **impose ADDITIONAL FOUR times** the **Maintenance charges** on such DUs from the date of Circular / letter till the date the DU are brought as per NOC norms.
- e) Further, AGM to Authorise BOM's to ensure that <u>no construction material of any nature are</u> <u>permitted for use by the DU Owner till Work Order Issued</u>, even if the Owner brings the material, the BOM's be authorized by AGM to remove / confiscate the same at the cost of the DU Owner.

#### 53. ii) PRESENT / FUTURE - UNAUTHORISED ADDITIONS TO DU'S ABOVE THE NOC'S ISSUED

- a) BOM's are required to issue a Notice to the DU Owner of Unauthorised Additions / Modifications being carried out over and above the approved NOC and DU Owner is to stop all work forthwith and get the additional modifications demolished and comply to the approved NOC within a maximum of one week.
- b) If Unauthorised Additions / Modifications being carried out does not demolish and comply to the approved NOC, no material be permitted by the BOM's to be parked at the DU for further construction and if any material is brought to site, the same be removed / confiscated at the cost of the DU Owner.
- c) Further construction be permitted, if the revised drawing within the rules permitted is given by the DU Owner and approved by BOM's. Structures that are not as per rules to be removed by the DU Owner before further work is permitted.

# 54. p) <u>SECURITY FENCING WITHIN THE COLONY, DIVIDING THE</u> COLONY BROADLY INTO 4 ZONES [3 CLOSED + 1 OPEN].

#### <u>PLAN NO (I)</u>

i) **ZONE NO 1**: DU NO 1 TO DU NO 78A. Close road no 1, 2 & 3 and the road in between at DU no 81 & 82. Inlet to this block of DUs is to be at rear end road of DU no 81 & 82 to permit road access for incoming vehicles standing for check prior to entry. Being entry from double road will not block the traffic on North – South road. Exit could be at road no 2 at DU no 34.

ii) **ZONE No 2:** DU no 269 to 296 + DU No 102 to 173 + DU No 227 to 260. Close road after shopping complex at DU No 297. This could be used as entry point. Close the road near DU No 227. This can be used as exit point.

iii) **ZONE No 3:** DU No 174 to 218. Entry & Exit points can be at DU No 216.

#### PLAN NO (II)

iv) If the **North Gate can be closed** for vehicular traffic, than Additional DU's Nos: 280 to 284 + DU's Nos: 297 to 300 + DU's Nos: 301 to 349 [Total 58 DUs] will also get security by closing the road at DU No 280. Then **only 2 Zones** are sufficient.

v) As on date **No Zones** is feasible for DUs located on **North – South** and **East – West Roads**. DUs not going to be covered in the Zones are DU Nos 78A to 101 + DU Nos 35 to 39 + DU Nos 60 to 65 + DU Nos 261 to 268 apart from DU's Nos: 280 to 284 + DU's Nos: 301 to 349. **Total 126 DUs** out of **357 DU**are not in any security zone. If North gate is closed, than only 68 DU's will not be security zone.

## 55. q) <u>FOR FLATS – "DEMARCATING OF UNDIVIDED PORTION</u> <u>OF LAND" TO THE "GROUP OF BLOCKS"</u>

This issue has been covered by the Alterations and Additions Committee as concerns were projected by some Multi Storied Flat DU Owner's during the process of Participative Decision Making.

56. For Flats – "Demarcating of undivided portion of land" to the "Group of Blocks" has not been presented nor discussed in the EGM / AGM.

57. Even though this subject does NOT form part of ALTERATION and ADDITION to any DU, a study on the present position was made in respect of Undivided Portion of Land of Multi Storied Flat DU with the available documents.

58. Based on the Committee Report of 25 May 2019, Survey of the Areas was undertaken with the approval of the BOM's covering the Multi Storied Flats Area. Since survey has been done, BOM's can make a proposal during the next AGM after a detailed study and considering the other Properties of JVVHOWA which needs to have an Undivided portion of Land and Common Parking areas along-with Velvet handshake.

59. Other documents to be considered prior to taking a decision on Undivided portion of Land are:

- i) The gift deed done by JVVHOWA to the GHMC have also to be studied
- ii) Allocating Un-divide portion of Land for Akash Ganga and
- iii) Allocating Un-divide portion of Land for Market / School Building and
- iv) Allocating Un-divide portion of Land for allocating Parking areas for both Akash Ganga and School / Market Block facilities.

60. This can be taken up after the Alterations and Additions Approval Document is prepared and promulgated.

## 61. <u>ADDITIONAL TERMS OF REFERENCE GIVEN BY THE BOM'S VIDE</u> <u>LETTER JVVHOWA/HYD/2019-20 LT NO:16 DATED 01 OCT 2019</u>

r) Fees to be paid for extensions carried out towards corpus fund of JVVHOWA and

s) Additional fees towards maintenance Fund and

t) Process, to bar the Owners going beyond prescribed limits of extension-steps to be taken

u) To submit "DRAWING's with **NOT EXCEEDING A & A's** to each type of DU giving **SET BACKS** 

# 62. r) <u>FEES TO BE PAID FOR EXTENSIONS CARRIED OUT</u> <u>TOWARDS CORPUS FUND OF JVVHOWA</u>

63. DU undertaking any Additions to the DU [not Alterations, as it does not involve Change in Area of the DU] should pay a Corpus of Rs 300/- per Sq Ft of extension **permitted as an advance at the time of giving NOC** and **prior to commencement of work for that type of DU to the JVVHOWA**. The final Corpus amount will be recalculated at the end of the construction @ Rs 300/- per Sq Ft of Addition carried out by the individual. Those who enclose as a ROOM by a temporary structure, will pay @ 50%, that is, Rs150/- per Sq Ft.

TYPE OF	EXISTING	PROPOSED	INCREASE IN	Expected	Expected CORPUS
DU	PLINTH AREA	EXTENSION OF	PLINTH AREA	CORPUS Amount	@ 50% for Temp
	IN SQ FT	PLINTH AREA		@ Rs300/- PER	enclosed Room @
				SQ FT	Rs150/- Per Sq Ft
TYPE II	680 SQ FT	767.15 SQ FT	87.15 SQ FT	Rs 26,145/=	Rs 13,073/=
TYPE III	792 SQ FT	879.15 SQ FT	87.15 SQ FT	Rs 26,145/=	Rs 13,073/=
TYPE III-H	730 SQ FT	1626.22 SQ FT	896.22 SQ FT	Rs 2,68,866/=	Rs 1,34,433/=
TYPE V	1556 SQ FT	1729.38 SQ FT	173.38 SQ FT	Rs 52,014/=	Rs 26,007/=
TYPE V-H	1347 SQ FT	2397.92 SQ FT	1050.92 SQ FT	Rs 3,15,276/=	Rs 1,57,638/=
TYPE VI	1755 SQ FT	2528 SQ FT	773 SQ FT	Rs 2,31,900/=	Rs 1,15,950/=

# 64. s) ADDITIONAL FEES TOWARDS MAINTENANCE FUND

It is NOT proposed to collect any Maintenance Fund as Maintenance charges are same for all type of DU irrespective of Plinth Area.

# 65. t) <u>PROCESS, TO BAR THE OWNERS GOING BEYOND</u> <u>PRESCRIBED LIMITS OF EXTENSION-STEPS TO BE TAKEN</u>

66. Process, to bar the owners going beyond prescribed limits of extension-steps to be taken have been amply spelt out when the following topics have been discussed above

n) Process to give NOC for modifications to DU – Past / Present / Future.

o) Unauthorised additions to DU's above NOC's norms of Additions & Alterations Past-Present-Future.

# u)<u>TO SUBMIT "DRAWING'S WITH NOT EXCEEDING</u> <u>A & A'S TO EACH TYPE OF DU GIVING SET BACKS</u>

67. Colored Drawings with Setback and proposed Alterations and Additions for each Type - Type II, Type-III, Type III-H, Type V, Type V-H, and Type-VI is placed at the enclosure

