

Memo No. 476 ; Dated : 06.09.2010

To

Chief Administrator,
HUDA, Sector-6, HUDA Complex,
Panchkula.

SUBJECT:- PROCEDURE FOR APPROVAL OF SERVICE PLAN ESTIMATES OF LICENCED COLONIES.

Please refer to the matter cited as subject above.

It has been observed that lot of time is taken in the procedural formalities for approval of service plan estimates of the licenced colonies. Approval of service plan estimates is an important component of the licencing procedure, as with its approval relates the finalization of the amount of the bank guarantee of internal development works and execution of development works at site.

In order to avoid delay in the procedure for approval of service plan estimate of the licenced colonies, it has been decided that henceforth, the colonizer will submit the service plan estimates in the field office of concerned Executive Engineer, HUDA, with a copy of letter to Director, Town and Country Planning, Haryana, Chief Administrator, HUDA, Chief Engineer, HUDA and concerned S.E. HUDA. The colonizer will prepare the service plan estimates on the copies of the approved layout plan in case of plotted colony and on the approved layout/building plans of group housing colonies, commercial colonies and IT Park. While submitting the service plan estimates, the colonizer will give a certificate that service plan estimates have been prepared as per the approved layout plan/building plans.

The concerned XEN, HUDA and S.E, HUDA, will send the report to Chief Engineer, HUDA, with a copy to Director, Town and Country Planning, Haryana, within three weeks from the date of receipt of service plan estimates. Chief Engineer, HUDA will send the comments to Director, Town and Country Planning within two weeks. Approved service plan estimates will be issued within three weeks, subject to submission of bank guarantee of internal development works by the colonizers.

In view of above, it is requested that instructions may be issued to Chief Engineer, HUDA, Superintending Engineers/ Executive Engineers in the field, to adhere to the time schedule for sending the comments on the service plan estimates of the licenced colonies.

(Kamal Kumar)
Senior Town Planner (M)
For: Director, Town and Country Planning,
Haryana, Chandigarh.

Endst. No. 477-509

Dated: 6.9.2010

A copy is forwarded to the following for information and necessary action:-

1. Chief Engineer, HUDA, Sector-6, HUDA Complex, Panchkula.
2. Senior Town Planner, Panchkula Circle, Faridabad Circle, Gurgaon Circle, Rohtak Circle and Hisar Circle, with a request to inform the above time schedule to the concerned S.E. and Xen HUDA.
3. All the District Town Planners (HQ).
4. All the District Town Planners in the State.
5. All the colonizers to whom licences have been granted.

(Kamal Kumar)
Senior Town Planner (M)
For: Director, Town and Country Planning,
Haryana, Chandigarh.