

**“OFFICE ORDER”**

In pursuance of approval Board of Directors in its 53<sup>rd</sup> meeting held on 11<sup>th</sup> July, 2024 vide item No. 53 (7), the final rules for permitting of habitable attic floor in HIMUDA Colonies as per amendment of rule 16 of Himachal Pradesh Town & Country Planning department with immediate effect, which are tabulated as under:-

**Rule I: a) Fee as prescribed under Rule 16(3) (a) of HPTCP for case of habitable attic which involve premium FAR up to 0.25 shall also be levied apart from scrutiny fee.**

Sr. No.	Area projection below portion of roof height 2.1 or more ( in sqmt.)	Rates ( Rs.) in residential
1	Up to 40 sqmt.	50,000/-
2	40-60 sqmt.	75,000/-
3	60-100 sqmt.	1,00,000/-
4	More than 100 sqmt.	1000/- per sqmt.

b) The rates for uses other than residential use including real estate projects will be 1.6 times of above rates.

**Rule-2: Scrutiny fee for proposed attic in plots/ flats of HIMUDA colonies shall be governed as following:-**

**A) Residential**

S.N.	Component	Rate in Rs. / per sqmt.in M.C. Area.	Outside M.C Area.
1	EWS up to 120 sqmt&semi detached plot.	Rs. 6/-	Rs.3/-
2	LIG ( plot area from 120 to 150 sqmt.)	Rs. 12/-	Rs. 5/-
3	MIG (plot area from 150 to 250 sqmt).	Rs.20/-	Rs. 10/-
4	HIG ( plot area more than 250.sqmt.)	Rs.30/-	Rs. 15/-
5	For all category flats	Rs. 20/-	Rs. 10/-

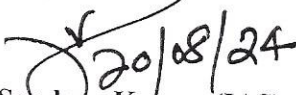
**B) Commercial**

S.N.	Commercial floor space including corridor.	M.C. Area	Outside M.C. Area.
1	Up to 10 sqmt.	Rs. 15/-	Rs. 10/-
2	11 to 20 sqmt.	Rs. 20/-	Rs. 15/-
3	21 to 40 sqmt.	Rs. 30/-	Rs. 20/-
4	41 to 80 sqmt	Rs. 40/-	Rs. 30/-
5	More than 80 sqmt	Rs. 50/-	Rs. 40/-

B) Fee for compounding of un-authorized attic will be charged @ 25% of the construction cost of built up area.


**Rule 5: Guidelines for compounding /approval of un-authorized attic floor in existing flats of HIMUDA colonies outside &inside the jurisdiction of Municipal area.**

- i) Allottee of top floor shall only be allowed to use the attic floor.
- ii) Cost of slab to be charged @ Rs. 5000/ per sqmt.
- iii) Allottee of such flat may ensure the structural stability at his own level.
- iv) No staircase shall be allowed from outside of flat to approach the attic floor. Allottee may construct internal staircase to approach the attic floor.
- v) Individual attic floor shall not be sold/ transferred.
- vi) Attic shall be allowed over & above area of existing slab area of the attic floor.
- vii) Roof height is allowed as per TCP notification dated 4-7-2023.

  
Sandeep Kumar (IAS),  
CEO-cum-Secretary,  
HIMUDA, Shimla-2.

Copy to the following for information and necessary action:-

1. Hon'ble Chairman, HIMUDA, Shimla-2.
2. Hon'ble Vice Chairman, HIMUDA, Shimla-2.
3. Chief Engineer (Design), HIMUDA, Shimla-2.
4. Chief Engineer (PFM &W), HIMUDA, Shimla-2.
5. Superintending Engineer (North/South), HIMUDA Circle Shimla and D/Shala.
6. Land Acquisition Collector, HIMUDA, Shimla-2.
7. Chief Accounts Officer, HIMUDA, Shimla-2.
8. Administrative Officer, HIMUDA, Shimla-2.
9. Law Officer, HIMUDA, Shimla-2.
10. Superintendent Admn. Section A, B & C HIMUDA, Shimla-2.

  
CEO-cum-Secretary,  
HIMUDA, Shimla-2.



**2. Amendment of rule 16.**—In rule 16 of the Himachal Pradesh Town and Country Planning Rules, 2014 (hereinafter referred to as the 'said rules'),—

(a) For sub-rule (2), the following shall be substituted, namely:-

“(2) Every application submitted under sub-section (2) of section 15-A or clause (a) of section 16 or sub-section (1) of Section 30 or Section 30-A (beyond the limits as specified under section 30-A) of the Act or the Real Estate Project shall be accompanied by fee as specified below:—

Sl. No.	Component	Unit	Municipal Corporation Limits		Outside Municipal Corporation Limits i.e. adjoining Planning/Special Area Limits	
			Residential Use Rs.	Other than Residential Use Rs.	Residential Use Rs.	Other than Residential Use Rs.
1	2	3	4	5	6	7
1.	Fee for Building permission/ancion /revision of building plan.	M <sup>2</sup> (Built-up Area)	40.00	80.00	30.00	60.00
2.	Fee for addition/ alteration/ re-validation.	M <sup>2</sup> (Built-up Area)	30.00	60.00	20.00	40.00
3.	Fee for approval of Sub-division of land.	M <sup>2</sup> (Plot Area)	30.00	60.00	20.00	40.00
4.	Fee for Change of Land Use from the use as prescribed in the Interim Development Plan/ Development Plan to propose land use or from original use of site, where Interim Development Plan/ Development Plan not prepared.	M <sup>2</sup> (Plot Area)	50.00	100.00	40.00	80.00
5.	Fee for Change of Existing Building Use.	M <sup>2</sup> (Built-up Area)	40.00	80.00	30.00	60.00

## Application for Erection of attic/regularization of attic floor

From

\_\_\_\_\_

To

The Chief Executive Officer,  
H.P. Housing and Urban Development Authority,  
Shimla.

Subject:- Submission for Erection of attic/ regularization of attic floor.

Sir,

1. I/We hereby inform that I/we intend to construct the attic/regularize the attic floor on industrial/residential/commercial plot No.\_\_\_\_\_/flat No.\_\_\_\_block No\_\_\_\_\_of Himachal Pradesh Housing & Urban Development Authority Colony at \_\_\_\_\_.
2. The building plans for above stated plot No.\_\_\_\_\_/flat No.\_\_\_\_block No\_\_\_\_\_have been prepared by \_\_\_\_\_ (Name of Architect with Registration No.).
3. The following documents in quadruplicate accompany this application:-
  - (a) Plans of attic floor with roof plan, two elevations and two sections are required to a scale of 1:100.
  - (b) Layout plan of the plot showing the outline of the proposed attic floor in red line and existing building/structure to be shown in green colour. The lines of drainage and water supply to a scale of 1:200 for site up to 1000 square meters are required to be shown.
    - 1:500 for site 1000 square meters to 4500 square meters;
    - And 1:1000 for 4500 square meters and above;
  - (c) Structural stability certificate.
  - (d) The materials to be used in the construction to be clearly specified under the following heads:

### ITEM:

- i) Superstructure in attic floor.
- ii) Floors
- iii) Joinery
- iv) Roofs
- v) External finish
- vi) Internal finish

4. I/we agree further to undertake to construct and complete the attic floor exactly in accordance with the approved plans. In case of any unauthorized deviations as objected by the representative of the Chief Executive Officer, H.P. Housing and Urban Development Authority. I/we promise to demolish the portion of the attic or allow the same to be demolished at my/our risk and cost/without any reservations.

( If not applicable , strike off.)

5. The construction of attic floor will be supervised by my/our Architect/Engineer (give name and address in block letters) -----  
-----  
-----

( If not applicable , strike off.)

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

Signature-----

Name-----

Address:-----  
-----

**FORM-F**  
**[ See form -A, 4. ( c) ]**

**STRUCTURE SAFETY/ STABILITY CERTIFICATE**

Certified that building plans submitted for approval by Sh.-----  
for the construction of house on HIG/MIG/LIG Plot . No. ----- measuring -----  
sqm. at HIMUDA Colony ----- satisfy the safety requirements as stipulated  
under Indian Standard codes that are relevant for earthquake protection structure and the  
information given there in is factually correct to the best of our knowledge &  
understanding.

It is also certified that the structural design including safety from natural hazards  
has been prepared in accordance with prevailing relevant IS codes by duly qualified  
Structural Engineer at least B.E. ( Civil) or equivalent.

- 1      Signature of owner.      -----  
Name in block letters.      -----  
Address.      -----  
-----  
-----
- 2      Signature of Architect with C.A.No.      -----  
Name in block letters.      -----  
Address.      -----  
-----  
-----
- 3      Signature of the Structural Engineer.      -----  
Name in block letters.      -----  
Address.      -----  
-----  
-----