

From

Chief Town Planner,
Punjab, Chandigarh.

To

1. Senior Town Planner, (s) Patiala.
2. Senior Town planner (N),
Jalandhar.

Memo No. 2384-85CTP (Pb)/sp-25/P-32
Dated Chandigarh, the 18-6-84

Subject: Cases of storage of Kerosene oil.

Cases of storage of Kerosene oil etc. are being referred by the District authorities to the respective Divisional Town Planners for report.

The Kerosene oil storage/pump is a local requirement. Such storages/pumps need to be examined and approved in the commercial areas of the sector Plans and on the existing commercial character roads keeping in view the site conditions and fire safety requirements etc. Under delegation of powers, communicated vide Memo No. 10297-310-CTP(Pb)/P-9 dated 1.10.74, such cases need to be dealt and necessary advice sent at the Divisional Town Planner level only.

However, where required, cases pertaining to policy matters requiring advice on specific points/issues may be sent to Senior Town Planner/Chief Town Planner Punjab.

Chief Town Planner,
Punjab, Chandigarh.

Endst. No. 2386-94CTP(Pb)SP-25/P-32

Dated: 18-6-84

Copy is forwarded to Divisional Town planner Ludhiana/ Jalandhar/ Amritsar / Patiala/Bhatinda/Ferozepur/Gurdaspur/SAS Nagar/ Mandi Division at Chandigarh w.r.t Memo No. 10299-10310-CTP(Pb)/P-9 dated 1.10.74 for information and further necessary action as above.

Chief Town Planner,
Punjab, Chandigarh.

GUIDELINES FOR SETTING UP OF GASOLINE RETAIL OUTLETS FOR 2/3 WHEELERS.

GENERAL

The Ministry of Surface Transport, GOI, has decided to set up small petrol pumps keeping in view the ever-increasing demand of petrol for 2/3 wheelers. For the State of Punjab, Jalandhar and Ludhiana have been selected for this kind of small petrol pumps with the recommended size of 60ft. (depth) and 50ft. (frontage). However, the basic function of a petrol pump remains 'Service'.

DEFINITION

The terms petrol pumps is to be used as retail business engaged in supplying and dispensing gasoline and essential oils for 2/3 wheelers only.

SPACE REQUIREMENTS:

The space requirements for the location of filling station shall be as follows:-

- a) Filling station- (60' deep x 50' front)
Each filling station shall provide adequate space for proper movement of vehicles and no other activity apart from dispensing of gasoline is to be allowed.

TRAFFIC REQUIREMENTS

Filling station is a major generator of traffic therefore while granting NOC, the objective for the siting must, keep traffic hazard to the minimum.

These filling stations are not be sited too close to an inter-section/traffic island on the main road. The siting of petrol station has to be on a road with a minimum width of 40'. To ensure satisfactory and smooth movement of traffic, the minimum desirable distance from minor road x-section to a station must be 50' and minimum 150' from any traffic island/major road x-section.

STORAGE

In the filling station the storage and handling of gasoline should be in conformity with the restrictions and safety standards proposed under Explosive Act.

The standard design and layout of the station is to be as per the standard design approved by concerned oil company.

That all the conditions laid down or to be laid down by TCPO GOI and IRC from time to time with regard to the location of road side fuel filling station have to be complied with.

Copy is forwarded to the following in supersession of this office letter no. 12-46-CTP (Pb)/24-25, dated 7.4.94 and memo no. 1083-97-CTP(Pb)/SP-25, dated 27.4.94. The guidelines approved by STCP and LG for setting up of gasoline retail outlets for 2/3 wheelers has to be followed while examining such cases:

1. Senior Town Planner, (Hqr).
2. Senior Town Planner, Patiala,
3. Senior Town Planner, Jalandhar,
4. Senior Town Planner, Amritsar,
5. Senior Town Planner, SAS Nagar,
6. Senior Town Planner, Ludhiana,
7. District Town Planner, Ludhiana,
8. District Town Planner, S.A.S. Nagar,
9. District Town Planner, Ferozepur,
10. District Town Planner, Amritsar,
11. District Town Planner, Jalandhar,
12. District Town Planner, Hoshiarpur,
13. District Town Planner, Mandi Division,
14. District Town Planner, Patiala,
15. District Town Planner, Sangrur,
16. District Town Planner, Bathinda,
17. District Town Planner, Fatehgarh Sahib,
18. District Town Planner, Gurdaspur,
19. District Town Planner, Faridkot,
20. Dy. District Town Planner, Ropar and
21. Dy. District Town Planner, Kapurthala

Chief Town Planner
Punjab, Chandigarh

ਵਲੋ

ਮੁੱਖ ਨਗਰ ਯੋਜਨਾਕਾਰ,
ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ।

ਸੇਵਾ ਵਿਖੇ

1. ਜ਼ਿਲ੍ਹਾ ਨਗਰ ਯੋਜਨਾਕਾਰ,
ਲੁਧਿਆਣਾ/ਪਟਿਆਲਾ/ਜਲੰਧਰ/ਅੰਮ੍ਰਿਤਸਰ/ਐਸ.ਏ.ਐਸ.ਨਗਰ/ਫਤਿਹਗੜ੍ਹ
ਸਾਹਿਬ/ਸੰਗਰੂਰ/ਬਠਿੰਡਾ/ਫਰੀਦਕੋਟ/ਫਿਰੋਜ਼ਪੁਰ/ਗੁਰਦਾਸਪੁਰ/ਹੁਸ਼ਿਆਰਪੁਰ
3. ਡਿਪਟੀ ਜ਼ਿਲ੍ਹਾ ਨਗਰ ਯੋਜਨਾਕਾਰ,
ਰੂਪ ਨਗਰ/ਕਪੂਰਥਲਾ।

ਯਾਦਪੱਤਰ ਨੰ:182-95-ਸੀਟੀਪੀ(ਪਬ)/ਐਸ.ਪੀ-25

ਮਿਤੀ 19.1.2000

ਵਿਸ਼ਾ: ਮਾਫ਼ਾ/ਮਿੰਨੀ ਮਾਫ਼ਾ ਅਧੀਨ ਲਗਾਏ ਜਾਣ ਵਾਲੇ ਪੈਟਰੋਲ ਪੰਪਾਂ ਦਾ ਐਨ.ਓ.ਸੀ. ਜਾਰੀ ਕਰਨ
ਸਬੰਧੀ ਗਾਈਡਲਾਈਨਜ਼ ਬਾਰੇ।

ਵੱਖ ਵੱਖ ਆਇਲ ਕੰਪਨੀਆਂ ਵਲੋਂ ਮਾਫ਼ਾ/ਮਿੰਨੀ ਮਾਫ਼ਾ ਸਕੀਮ ਅਧੀਨ ਪੈਟਰੋਲ ਪੰਪ ਲਗਾਏ ਜਾਣ ਦੀ ਸਕੀਮ ਉਲੀਕੀ ਗਈ ਹੈ, ਜਿਸ ਅਨੁਸਾਰ ਮਿੰਨੀ ਮਾਫ਼ਾ ਪੈਟਰੋਲ ਪੰਪ ਦੀਆਂ ਸਾਈਟਾਂ ਲਈ ਘੱਟੋ ਘੱਟ 2 ਏਕੜ ਰਕਬਾ ਤਜਵੀਜ਼ ਕੀਤਾ ਗਿਆ ਹੈ। ਭਾਰਤ ਸਰਕਾਰ, ਮਨਿਸਟਰੀ ਆਫ ਪੈਟਰੋਲੀਅਮ ਅਤੇ ਨੈਚਰਲ ਗੈਸ ਵਲੋਂ ਪ੍ਰਾਪਤ ਕੀਤੀਆਂ ਗਈਆਂ ਅਤੇ ਹਿੰਦੋਸਤਾਨ ਪੈਟਰੋਲੀਅਮ ਕੰਪਨੀ ਵਲੋਂ ਹਾਈਵੇਜ਼ ਉੱਤੇ ਰੀਟੇਲ ਆਊਟ ਲੈਟ ਮਲਟੀਪਲ ਅਸੋਸੀਏਟਿਡ ਫਸਿਲਟੀਜ਼ ਜਿਹੜੀਆਂ ਗਾਈਡਲਾਈਨਜ਼ ਪ੍ਰਾਪਤ ਹੋਈਆਂ ਹਨ, ਉਹਨਾਂ ਦਾ ਇਕ ਸੈਟ ਆਪ ਜੀ ਨੂੰ ਇਸ ਤਰ੍ਹਾਂ ਦੇ ਕੇਸਾਂ ਨੂੰ ਡੀਲ/ਪਰੋਸੈਸ ਕਰਨ ਲਈ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ। ਇਸ ਵਿੱਚ ਵੇਖਿਆ ਗਿਆ ਹੈ ਕਿ ਮਿੰਨੀ ਮਾਫ਼ਾ ਰੀਟੇਲ ਆਊਟ ਲੈਟ ਲਈ ਨਾਲ ਨੱਥੀ ਡੀਟੇਲ ਵਿੱਚ ਸੂਲਤਾਂ ਸਬੰਧੀ ਉਪਬੰਧ ਕੀਤਾ ਗਿਆ ਹੈ, ਜਿਸ ਨਾਲ 2 ਏਕੜ ਦੀ ਸਾਈਟ ਲੱਗਭੱਗ 15 ਪ੍ਰਤੀਸ਼ਤ ਰਕਬਾ ਕਵਰਡ ਕਰਨਾ ਸੁਝਾਇਆ ਗਿਆ ਹੈ।

2. ਉਪਰੋਕਤ ਤੋਂ ਇਲਾਵਾ ਇਸ ਤਰ੍ਹਾਂ ਦੇ ਕੇਸ ਪਰੋਸੈਸ ਕਰਨ ਲਈ ਨੈਸ਼ਨਲਹਾਈਵੇ/ਸ਼ਡਿਯੂਲਡ ਰੋਡ ਦੀ 30 ਮੀਟਰ ਦੀ ਰਿਸਟ੍ਰਕਸ਼ਨ ਨੂੰ ਵੀ ਧਿਆਨ ਵਿੱਚ ਰੱਖਿਆ ਜਾਵੇ ਅਤੇ ਇਹ ਯਕੀਨੀ ਬਣਾਇਆ ਜਾਵੇ ਕਿ ਪੈਟਰੋਲ ਪੰਪ ਦੀ ਸਾਈਟ ਸ਼ਡਿਯੂਲਡ/ਨੈਸ਼ਨਲ ਹਾਈਵੇ ਦੀ 30 ਮੀਟਰ ਦੇ ਵਿੱਚ ਲਗਾਈ ਜਾ ਸਕਦੀ ਹੈ। ਲੇਕਿਨ ਇਸ ਤਰ੍ਹਾਂ ਦੇ ਨਾਲ ਜਿਹੜੀਆਂ ਐਸੋਸੀਏਟਿਡ ਫੈਸਿਲਟੀਜ਼ ਹਨ, ਉਹ

30 ਮੀਟਰ ਹੱਟ ਕੇ ਢੁਕਵੇਂ ਲੇ-ਆਊਟ ਪਲੈਨ ਅਨੁਸਾਰ ਜਿਸ ਵਿੱਚ ਪਾਰਕਿੰਗ ਦਾ ਪੂਰਾ 2 ਉਪਬੰਧ ਯਕੀਨੀ ਬਣਾਇਆ ਜਾਵੇ। ਇਸ ਤੋਂ ਇਲਾਵਾ ਇਹ ਵੀ ਦੇਖਿਆ ਜਾਵੇ ਕਿ ਜੇਕਰ ਕੋਈ ਫਾਰੈਸਟ ਲੈਂਡ ਪੈਂਦੀ ਹੈ ਤਾਂ ਉਸ ਬਾਰੇ ਐਨ.ਓ.ਸੀ. ਸਬੰਧਤ ਵਿਭਾਗ ਤੋਂ ਪ੍ਰਾਪਤ ਕੀਤਾ ਜਾਏ। । ਜੇਕਰ ਇਸ ਤਰ੍ਹਾਂ ਦੀ ਸਾਈਟ ਕਿਸੇ ਨੋਟੀਫਾਈ ਕੰਟਰੋਲਡ ਏਰੀਆ ਵਿੱਚ ਪੈਂਦੀਆਂ ਹੋਣ ਤਾਂ ਉਥੇ ਚੇਜ਼ ਆਫ ਲੈਂਡ ਯੂਜ਼ ਦੀ ਲੋੜ ਪੈਂਦੀ ਹੋਵੇ ਤਾਂ ਕੰਪੀਟੈਂਟ ਅਥਾਰਟੀ ਤੋਂ ਚੇਜ਼ ਯੂਜ਼ ਲੈਣ ਲਈ ਯਕੀਨੀ ਬਣਾਇਆ ਜਾਵੇ। ਉਪਰੋਕਤ ਗਾਈਡਲਾਈਨਜ਼ ਅਨੁਸਾਰ ਇਸ ਤਰ੍ਹਾਂ ਦੇ ਕੇਸ ਪਰੋਸੈਸ ਕਰਨ ਲਈ ਕਾਰਵਾਈ ਕੀਤੀ ਜਾਵੇ।

ਨੱਥੀ/ਉਪਰੋਕਤ ਅਨੁਸਾਰ।

ਸਹੀ/-

ਜ਼ਿਲ੍ਹਾ ਨਗਰ ਯੋਜਨਾਕਾਰ(ਸ:ਮੁ)

ਵਾ: ਮੁੱਖ ਨਗਰ ਯੋਜਨਾਕਾਰ,
ਪੰਜਾਬ,ਚੰਡੀਗੜ੍ਹ

ਪਿਠਾਅੰਕਣ ਨੰ:196-200-ਸੀਟੀਪੀ(ਪਬ)/ਐਸ.ਪੀ-25 ਮਿਤੀ 19.1.2000

ਇਸ ਦਾ ਇਕ ਉਤਾਰਾ ਗਾਈਡਲਾਈਨਜ਼ ਦੀ ਕਾਪੀ ਸਮੇਤ ਹੇਠ ਲਿਖਿਆਂ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਅਗਲੀ ਕਾਰਵਾਈ ਲਈ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ :-

1. ਸੀਨੀਅਰ ਨਗਰ ਯੋਜਨਾਕਾਰ,
ਜਲੰਧਰ/ਲੁਧਿਆਣਾ/ਅੰਮ੍ਰਿਤਸਰ/ਪਟਿਆਲਾ/ਐਸ.ਏ.ਐਸ.ਨਗਰ।

ਉਪਰੋਕਤ ਤੋਂ ਇਲਾਵਾ ਸਬੰਧਤ ਸੀਨੀਅਰ ਨਗਰ ਯੋਜਨਾਕਾਰ ਨੂੰ ਬੇਨਤੀ ਕੀਤੀ ਜਾਂਦੀ ਹੈ ਕਿ ਉਹ ਆਪਣੇ ਸੁਝਾਓ ਮਾਫ਼ਾ ਸਕੀਮ ਤਹਿਤ ਰੀਟੇਲ ਆਊਟਲੈਟ ਦੀਆਂ ਸਾਈਟਸ ਵਿਕਸਤ ਕਰਨ ਲਈ ਸੁਝਾਓ ਦੇਣ ਦੀ ਕ੍ਰਿਪਾਲਤਾ ਕੀਤੀ ਜਾਵੇ।

ਨੱਥੀ/ਉਪਰੋਕਤ ਅਨੁਸਾਰ।

ਸਹੀ/-

ਜ਼ਿਲ੍ਹਾ ਨਗਰ ਯੋਜਨਾਕਾਰ(ਸ:ਮੁ)

ਵਾ: ਮੁੱਖ ਨਗਰ ਯੋਜਨਾਕਾਰ,
ਪੰਜਾਬ,ਚੰਡੀਗੜ੍ਹ

Detail of covered area under the Mini Mafa Scheme=2.00 Acres.

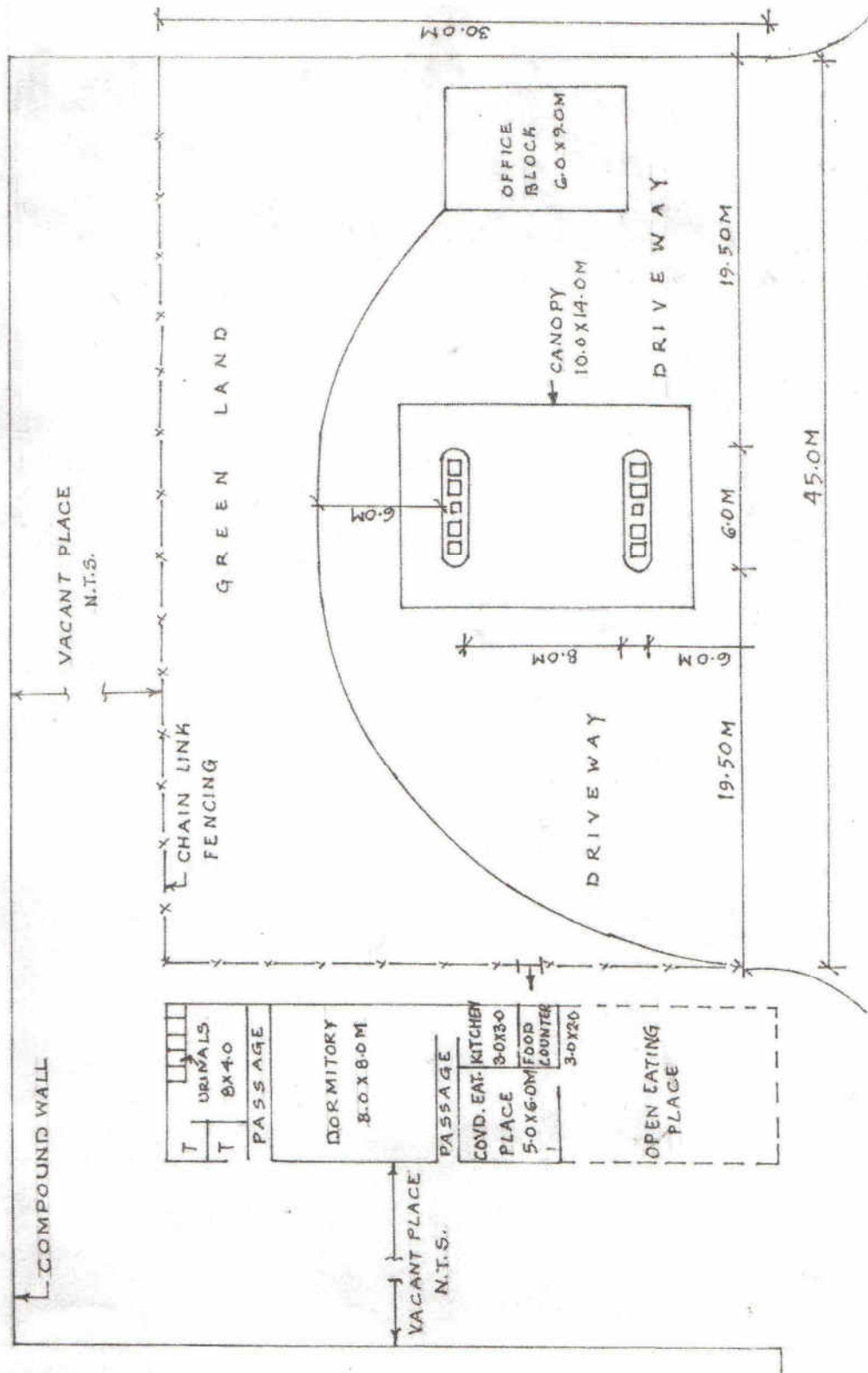
Petrol Pump	6m x 10 m = 10m x 14m=	60 Sq.M 140 Sq.M
Urinals	8m x 4m=	32 Sq.M
Dormitory	8m x 8 m=	64 Sq.M
Eat Place	5m x 5m=	25 Sq.M
Kitchen	3m x 3m=	9 Sq.M.
Food Counter	3m x 2 m=	6 Sq.M
Staff Quarter	8m x 30 m=	240Sq.M
Shopping Centre	13m x 4 m=	52 Sq.M
Fast Food	13m x 4m=	52 Sq.M
Dabha	13m x 11m=	143Sq.M.
P.C.O	10m x 5 m=	50 Sq.M
Washing Service Station	25m x 11m=	275 Sq.M.
Toilets	5m x 10 m =	50 Sq.M.
Rest Room & Toilets	12m x 10m=	120 Sq.M.
Para Media facilities	10m x 5 m=	50Sq.M.
Total:		1368 Sq.M.

=14717 Sq.M.

=0.34 Acs.

=17%

Parking & land scaping = 1.66 Acs.



MINI MAFAH LAYOUT
Scale 1:2.5M

ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ

(ਟਾਊਨ ਪਲੈਨਿੰਗ)

ਸੇਵਾ ਵਿਖੇ:

- 1) ਵਧੀਕ ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ,
ਪੁੱਡਾ ਮੋਹਾਲੀ/ਪਟਿਆਲਾ/ਜਲੰਧਰ/
ਲੁਧਿਆਣਾ/ਬਠਿੰਡਾ।
- 2) ਮੁੱਖ ਨਗਰ ਯੋਜਨਾਕਾਰ ,
ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ।
- 3) ਮੁੱਖ ਇੰਜੀਨੀਅਰ ,
ਪੁੱਡਾ , ਚੰਡੀਗੜ੍ਹ।
- 4) ਮਿਲਖ ਅਫਸਰ ,
ਪੁੱਡਾ,ਮੋਹਾਲੀ/ਪਟਿਆਲਾ/ਜਲੰਧਰ/
ਲੁਧਿਆਣਾ/ਬਠਿੰਡਾ/ਫਿਰੋਜ਼ਪੁਰ/ਅੰਮ੍ਰਿਤਸਰ ।

ਮੀਮੋ ਨੰ: ਪੁੱਡਾ-ਟਪਵ-02/945
ਮਿਤੀ 28.1.02

ਵਿਸ਼ਾ: ਨੈਸ਼ਨਲ ਹਾਈਵੇਜ਼ ਸ਼ਡਿਊਲ ਰੋਡਜ਼ , ਸ਼ਹਿਰੀ ਮਿਲਖਾਂ ਅਤੇ ਪੁੱਡਾ ਵੱਲੋਂ ਪ੍ਰਵਾਨਤ ਕਲੋਨੀਆਂ ਵਿੱਚ ਫੀਲਿੰਗ ਸਟੇਸ਼ਨ , ਫੀਲਿੰਗ-ਕਮ-ਸਰਵਿਸ ਸਟੇਸ਼ਨ ਲਗਾਉਣ ਸਬੰਧੀ ਗਾਈਡ ਲਾਈਨਜ਼ ਬਾਰੇ।

ਹਵਾਲਾ: ਇਸ ਦਫਤਰ ਦਾ ਪੱਤਰ ਨੰ: 8151-64 , ਮਿਤੀ 12.6.2000

2. ਉਪਰੋਕਤ ਪੱਤਰ ਰਾਹੀਂ ਜਾਰੀ ਕੀਤੀਆਂ ਗਈਆਂ ਗਾਈਡ ਲਾਈਨਜ਼ ਦੇ ਪੈਰਾ 11 (ਸੀ) ਵਿੱਚ ਸੋਧ ਕੀਤੀ ਗਈ ਹੈ , ਜਿਸ ਮੁਤਾਬਿਕ ਕੈਨੋਪੀ ਦਾ ਏਰੀਆ ਘੱਟ ਤੋਂ ਘੱਟ ਦੀ ਜਗ੍ਹਾ ਵੱਧ ਤੋਂ ਵੱਧ 25ਪ੍ਰਤੀਸ਼ਤ ਹੋਣਾ ਚਾਹੀਦਾ ਹੈ । ਲੋੜੀਂਦੀ ਸੋਧ ਉਪਰੰਤ ਗਾਈਡਲਾਈਨਜ਼ ਦੀ ਕਾਪੀ ਯੋਗ ਕਾਰਵਾਈ ਹਿੱਤ ਨਾਲ ਨੱਥੀ ਕੀਤੀ ਜਾਂਦੀ ਹੈ ।

ਨੱਥੀ/ਉਕਤ ਅਨੁਸਾਰ।

ਸੀਨੀਅਰ ਨਗਰ ਯੋਜਨਾਕਾਰ,
ਪੁੱਡਾ , ਮੋਹਾਲੀ।

ਪਿੱਠ ਅੰਕਣ ਨੰ: ਪੁੱਡਾ ਟਪਵ-02/

ਮਿਤੀ:

ਉਤਾਰਾ ਸਕੱਤਰ/ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ,ਪੁੱਡਾ , ਚੰਡੀਗੜ੍ਹ ਨੂੰ ਇਸ ਦਫਤਰ ਦੇ ਪਿੱਠ ਅੰਕਣ ਨੰ: 8165 ਮਿਤੀ 12.6.2000 ਦੇ ਹਵਾਲੇ ਵਿੱਚ ਸੂਚਨਾਂ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ।

ਸੀਨੀਅਰ ਨਗਰ ਯੋਜਨਾਕਾਰ,
ਪੁੱਡਾ , ਮੋਹਾਲੀ ।

Minutes of meeting held under the Chairmanship of Chief Administrator (PUDA) in his office room on 30-5-2000 at 10.00 A.M. regarding finalization of Guidelines for the setting up of Filling Station, Filling-cum-Service Stations along National Highways, Scheduled Roads, Urban Estates and Colonies approved by PUDA.

Present:

- 1) Sh. P.R.Luthra, Chief Architect, Punjab
- 2) Sh. A.S.Mighlani, Addl. Chief Administrator, PUDA, Patiala.
- 3) Sh. G.R.Jakhu, Chief Engineer, PUDA, Chandigarh.
- 4) Sh. S.K.Mahindru, Senior Town Planner, SAS Nagar.
- 5) Sh. S.L.Kaushal, Senior Architect, PUDA, Mohali.
- 6) Ar.Sapna, Architect, Deptt. Of Architecture, Punjab.
- 7) Sh. L.S.Bhatia, PA(Works), PUDA, Chandigarh
- 8) Sh. Anchal Kapoor, D.M. (CQ), BPCL, Chandigarh.
- 9) Sh. Manoj Kumar, SSO,
- 10) Sh. J.K.Gupta, Senior Town Planner, PUDA, Mohali.

The issue of finalisation of guidelines for the setting up of Filling Station-cum- Service station, Filling Station to be set up along the National Highways, Scheduled Roads and within the Urban Estates set up by State Govt. and Colonies approved by PUDA was discussed in light of draft guidelines already issued vide letter dated 6-1-2000 in pursuance of the decision taken in the meeting held on 6.5.99 under the Chairmanship of Chief Administrator (PUDA) Comments on the draft guidelines received from Chief Town Planner, (Pb) and BPCL were considered in detail and after threadbare discussions detailed guidelines were finalised.

The guidelines for setting up of Filling-Cum-Services station and Filling Stations to be set up along the National. Highways, Scheduled Roads and within the Urban Estates set up by State Govt, and colonies approved by PUDA will be as under:-

i) **Size**

Minimum size for Filling-cum-Service Station and Filling Station shall be as per the recommendations of TCPO and shall not be less than 30m X 30m in case of Filling Station and 36 mX30m in case of Filling-cum-Service Station.

ii) **Ground Coverage**

- a) Maximum ground coverage permitted both under canopy and building shall not exceed 35% of the total area of the site.
- b) Maximum area permitted to be covered under the building shall not exceed 10% of the total area of the site.
- c) The area of the canopy shall not be more than 25% of the total area of the site.

- iii) **Set Backs**
 - a) **Front set back**

Front set back of the canopy shall not be less than 6 metres However, front set back in case of building shall not be less than 10 metres from the front boundary of the site .
 - b) **Side set backs**

Side set backs in case of Canopy/Building shall not be less than 6 metres when measured from the side boundary of the plot.
 - c) **Rear set back**

Rear set back of the canopy and building shall not be less than 4 metres.
 - d) All the distances in case of set backs mentioned above shall be reckoned from the boundary of the site, as the case may be.
- iv) **Height**
 - a) The maximum height permitted for canopy/building shall be restricted to 20 feet inclusive of the parapet.
 - b) Number of storeys permitted within the built up area shall not exceed one No mezzanine or basement within or under the built up area shall be permitted.
- v) **Uses to be permitted**
 - a) The built up area permitted on the site shall be for Filling-cum-Service Station/Filling Station (as the case may be) & uses allied/subservient to the main use, No other use shall be permitted in the site.
 - b) The allied uses shall include office room, sale and storage of lubricants, toilets, washing and service installation (in case of service station) air filling and water facilities.
 - c) In addition to above convenient store for storage and dispersing of eatables, soft drinks and gifts shall be permitted. However, total built up area for the convenient store shall not exceed 10% of the total permissible covered area under the building i.e. 1% of the total area of the site.
- vi) **Boundary Wall**
 - a) Height of the side and Rear boundary walls shall be restricted to 4 feet.
 - b) No boundary wall shall be constructed on the front.
- vii)
 - a) Entry and Exit to the site shall conform to the requirements of the IRC or TCPO as the case may be.
 - b) In case the site falls within a planned urban estate or an approved colony the entry and exit may be regulated as per the approved layout plan.
- viii) **Sub-Division of Site**
 - o sub-division of the site will be permitted.

ix) **Storage Tanks**

- a) Underground fuel storage tanks within the site shall be permitted provided the minimum distance from the boundary wall shall be 1.5 metres in case of tanks being buried in earth without any masonry pit around them.
- b) However in case the tanks are enclosed in a masonry pit the same can be permitted along the boundary wall. The stipulation laid down by the Explosive Department in this regard shall be strictly complied with.

x) **General**

- a) Above guidelines shall be applicable in case of Filling-cum-Service Station and Service Station where the minimum size of Filling Station shall be 30m X 30m.
- b) In case of existing Filling Station or Filling-cum-Service Station where the existing site is less than the size stipulated above, all cases pertaining to remodelling of such station shall be examined individually on merits within the overall framework of guidelines specified above.
- c) The above guidelines are to regulate the uses and the construction within the site. However, stipulations made in the IRC and TCPO guidelines with regard to siting, entry and exit, turning radii, width of the lanes, buffer strips, location of dispensing pumps etc. shall have to be met individually.
- d) Separate guidelines shall be framed for setting up of POL outlets with multiple associated facilities (MAFA) on the National Highways, State Highways and other important roads of the State in view of the guidelines issued by the Ministry of Petroleum and Natural Gas, Government of India.
- e) No portion of the road berms, whether on front or on sides of the site, shall be allowed to be used for any purpose other than landscaping subject to the policy stipulation in this regard.
- f) No building shall be constructed on the site without the approval of the site and building plans from the Competent Authority.

Meeting ended with a vote of thanks to the Chair.

(K.B.S.SIDHU)

CHIEF ADMINISTRATOR

DEPARTMENT OF TOWN & COUNTRY PLANNING PUNJAB

From

The Chief Town Planner,
Punjab, Chandigarh.

To

1. The Senior Town Planner,
Amritsar/Jalandhar/Ludhiana/Patiala/S.A.S.Nagar./HQ.I,II.
2. The District Town Planner, Amritsar/ Jalandhar/ Ludhiana/
Patiala/ S.A.S.Nagar/ Ferozepur/ Faridkot/ Bathinda/ Sangrur/
Fatehgarh Sahib/ Gurdaspur/ Hoshiarpur/ Kapurthala/ Ropar.

Memo.No.2175-95 CTP (Pb)/SP-25
Dated, Chandigarh, the : 8/10/2002

Subject: **Clarification regarding Inter-Section of Roads.**

According to T.C.P.O recommendations. while checking siting of Filling Stations, it is desired that there should not be any inter-section within 90 meters. It has been further observed that filling stations within urban area are examined according to T.C.P.O recommendations and sometime near the proposed site of filling station, there are streets/lanes abutting the road on which the filling station is proposed to be sited. Sometime doubts expressed by field offices that how to deal with such a situation? In order to avoid any such doubt/misgiving it is advised that if any street/lane is of 20ft or below and is meeting the main road on which filling station is proposed to be sited it may not be considered as an inter-section. However if the width of such street is more than 20~ then recommendations of T.C.P.O with regard to distance of inter-section from the site of filling station would be applicable.

Chief Town Planner,
Punjab, Chandigarh.

From

Chief Town Planner,
Punjab, Chandigarh

To

1. Senior Town Planner,
Jalandhar/Patiala/Ludhaiana/Amritsar/SAS Nagar/HQ-II, Sec22,
Chandigarh.
2. District Town Planner ,
Ludhiana/Patiala/Bathinda/Fatehgarh
Sahib/Faridkot/Ferozepur/Amritsar/Gurdaspur/Jalandhar/
Hoshiarpur/S.A.S Nagar/Mandi Divn. Punjab, Chandigarh.
3. Dy. District Town Planner, Ropar / Kapurthala.

Memo No. 1795-1814-CTP (Pb)/ S.P-25
Dated Chandigarh, the 5th August, 2004

Subject: Scrutiny of Petrol Pump/Filling Station cases.

In Supersession of the instructions issued from time to time from the headquarters, the scrutiny of Petrol Pump/Filling Station cases in the state of Punjab shall be done as per the guidelines listed below:-

- i) TCPO guidelines for urban area (i.e. within the Municipal Corporation/Municipal Committee limits where there is no Master Plan and in case of Master Plan, urbanisable limit of the M.P.)
 - ii) I.R.C Guidelines outside the urban areas on all other roads in the State.
 - iii) Ministry of Road Transport and Highways guidelines on National Highways within and outside the urban areas.
 - iv) Town & Country Planning Department, Punjab 2/3 wheeler guidelines through the State in Urban Areas as well as rural areas, and
 - v) PUDA guidelines in PUDA schemes and on the Schedule Roads along with any of the above guidelines applicable in that area.
2. Above instructions may also be brought in the knowledge of field officials who are engaged in the site inspections and field reports.

Dharam Singh.
Chief Town Planner.
Punjab, Chandigarh.

Subject: Recommendation made by Departmental Officers Committee regarding application of guidelines for the scrutiny of applications pertaining to setting up of filling stations and filling-cum- service stations in the state of Punjab.

The Departmental Officers Committee met on 13.8.04 (list of officers placed below at flag `A_) and deliberated upon the applicability of various guidelines issued by the different organizations/agencies for the scrutiny of application pertaining to the setting up of filling stations/filling-cum-service stations received from the District Magistrates in the state of Punjab. The following are the guidelines issued by the different agencies/organizations:-

1. The Location of Gasoline (Motor Fuel) filling stations and filling-cum-service stations in urban areas by Town & Country Planning Organization, Ministry of Works and Housing, Government of India.
2. Recommended practice for location and layout of roadside motor fuel filling and motor fuel filling-cum-service station by I.R.C.
3. Norms for location, layout and access to fuel stations along national highways by Ministry of Road Transport & Highways letter No.RW/NH-330323/19/99-DOIII dated 25.09.2003
4. Guidelines for setting up of Retail Outlets for 2/3 wheelers issued by the Department of Town & Country Planning Punjab.
5. Guidelines for setting up of filling stations/filling-cum-service station along National Highways/Schedule Roads in Urban Estates and colonies approved by PUDA issued by the Competent Authority, Punjab Urban Planning and Development Authority.

This department is already scrutinizing the building applications of Filling Stations and Filling-cum-Service Stations in light of the above guidelines. However, the officers felt and recommended that clear-cut area of application/operation of these guidelines should be made clear and gave the following suggestions:-

1. The Location of Gasoline (Motor Fuel) filling stations and filing-cum-service stations in urban areas by Town & Country Planning Organization, Ministry of Works and Housing, Government of India(T.C.P.O)

These guidelines be applied as per prevailing practice within limits of Urban Local Bodies where there is no Master Plan and in case of those Urban Local Bodies for which Master Plans have been prepared, these guidelines be made applicable with in urbanisable limits of the said Master Plans.

In these guidelines. Para-4.2.7 provides that minimum distance of property lines of filling stations from the central line of the road must not be less than 15

meters or $\frac{1}{2}$ of the proposed right of the way of the roads whichever is more. Variation can be approved in special case if allowed by the Competent Authority after complete investigation.

Above issue was threadbare discussed by the Officers and observed that approval of variation by the Competent Authority becomes very subjective and sometimes it is not possible to recommend or to reject any application on this very ground as different officers of the Department take different views being a subjective issue. In order to bring a unanimity, the minimum road width needs to be prescribed and only after that the variation by the competent authority may be allowed, so that subjectivity is omitted. Thus officers recommended that minimum road width of 20 meters on which the Petrol Pump is proposed to be located be considered for giving relaxation on merit under this para.

Under Para 4.2.2 it has been provided that a Filling or Filling-cum-Service Station should not be located opposite a break or opening in the central verge on dual carriageway, as this will encourage traffic to cross the road while entering the Filling or Filling-cum-Service Station. This para was also discussed in detail by the officers and observed that status of an intersection has not been defined in this para. It has been observed by the officers that in most of the cases number of lanes/streets/roads are making intersections on the major roads on which retail out let is being setup. To facilitate the General population it has been decided that an intersection of lane/street/road up to the width of 22' shall not be considered as an intersection.

2. Recommended practice for location and layout of roadside motor fuel filling and motor fuel filling –cum-service station by I.R.C.

These guidelines be applied outside the urban areas on roads except the NHWs. The officers deliberated the applicability of these guidelines and the difficulties being faced in the application/interpretation of the following para and made suggestions:-

Para 4.3 ` Fuel filling station should be well distributed on both sides of the road so that vehicles do not have to cut across the traffic to reach a fuel filling station. The fuel filling station on opposite sides shall be staggered. _

This para does not suggest any distance for staggering the fuel filling station on opposite sides of the road where central verge is not provided. In the subsequent paras distance between tangent point of the curve has been mentioned as 13 meters of curve of filling station and the curves of the side

road (as shown in the plate attached to these guidelines) measured in direction parallel to central line of the road. Keeping in view the safety of the vehicles moving one behind other, officers were of the view that this distance should be double of the SST which works out of be 26 meters. Thus total distance comes to 52 mt. on this basis officers recommended that the **staggering distance on opposite side to be kept as 52 mt. measured from site to site.** In addition to above, officers also recommended that if the sites of the petrol pumps, fall opposite to each other on the road without the central verge, then one of the site which comes later shall have acceleration and deceleration lane of 52 meters measured from the overlapping side boundary of two sites on any side of the road. And width of the metal portion of these acceleration and deceleration lanes shall not be less than 5.5 meters and these acceleration and deceleration lanes (service lane) will be within the land of the applicant.

Para 4.7 `The distance between the tangent point of the curves of the side road and that of the fuel filling station as shown in plate, measured in a direction parallel to the center line of the road, should not be less than 100 meters and the filling station should be located only in the outbound direction as shown in the plate However, on expressway and arterial road having dual carriageway, the distance from a junction should not be less than 300 metres. _

The officers deliberated this point in detail because Punjab being an agrarian state and fully covered under Land Consolidation where a number of revenue rastas/village roads/phirnies/approaches to farm houses make junctions with the major roads i.e. State Highways/National Highways. For this very reason in many cases road length up to 10 Kms. or even more than 10 Kms, does not qualify for setting up of a fuel station. To find out the solution and to come up with solid recommendation a detailed study was carried out by the field officers and observed that numbers of junctions were made at the time of consolidation.

After analyzing the picture brought out from the study the members recommended that all rastas/phirnies village roads and village link roads which take off or are emerging with main road up to width of 4 karms (22~0_) may not be considered as roads making Junctions within 100 metres from the tangent point of the fuel filling station to the tangent of such road.

As far as the junction within 300 metres the committee suggested that all intersections of National Highways State Highways and major district roads to be considered as major junctions up to distance of 300 metres measured from the tangent point up to curves of filing station and that of the road.

Para 6 : The para 6 relates to the provision of buffer strip under which sub-para 6.3 provides that the outer edge of buffer strip should be along the outer

edge of road land boundary for rural sections and that of footpath or cycle track of service road, if any, for urban sections. However, the future widening of the road should be kept in mind so that there is no obstruction to the improvements to the roads in all such cases. The distance from the outer edge of buffer strip from the central line of the edge of buffer strip from the central line of the carriage way should not be less than 7 metres for national highways and state highways and 6 metres for other roads where no cycle tracks exist or may be require in future. In case of dual carriage way, these distances should be measured from the centre line of the nearest two lanes of the carriage way.

The officers deliberated this issue in detail that in case of rural areas where most of the link roads are of the width 3 to 5 karms i.e 16'-6" to 27'-6" and have been made pucca and are termed as roads. Thus to meet with the fuel demand of agriculture sector it is essential to provide retail outlets in the remote areas (but normally the village link roads are maximum up to 5 karms) wide where the requirement of para 6 can not be met with. With a view to facilitate the setting up of retail outlets on rural link roads, the officers recommended the provision of set backs to achieve prescribed distance of 6 metres from outer edge of the buffer strip to the central line of the carriage way up to 2 metres. With this provision the retail outlet facility can be extended to the remote rural areas. However it is suggested that this provision only be made on 5 karms i.e 27'-6" wide roads to rule out the subjectivity of set back.

3. Norms for location, layout and access to fuel stations along national highways by Ministry of Road Transport & Highways letter No. RW/NH-330323/19/99-DOIII dated 25.09.2003.

The committee has recommended that these guidelines may be made applicable on all the National Highways passing through the state of Punjab whether National Highways are falling outside the limit of urban local bodies or within the limit of urban local bodies. The committee has also recommended that in any case if the road authority gives any relaxation to any applicant from these guidelines this department will not object to that.

4. Guidelines for setting up of Retail Outlets for 2/3 wheelers issued by the Department of Town & Country Planning, Punjab.

These guidelines are primarily prepared for the cities of Ludhiana, Jalandhar and Amritsar. The Committee has recommended the applicability of these guidelines in all urban as well as rural areas.

In addition to earlier circulated guidelines by the department the committee has suggested the following minimum requirements for ingress and egress:-

- (i) Maximum width of drive way should be 2.25 metres.
- (ii) Maximum angle of intersection to drive way with strip pavement should not be less than 60 degree.
- (iii) Maximum distance from any drive way from exterior property line should not be less than 6 metres.
- (iv) Maximum distance from any driveway to any exterior outlet should not be less than 3 meters.
- (v) The maximum distance between curves should not be less than 6.37 metres out of which 3.62 metres and 2.75 metres ingress and egress should be observed.
- (vi) The provision of buffer strip 2.5 x 9.0 metres.

Committee has suggested the above norms on the basis of which retail outlet of the 2/3 wheeler has to be designed by the concerned applicant/company. The committee has also recommended that while assessing the traffic volume the following requirements should be observed:-

- i) A filling station should not be sited too close to an intersection or a traffic island or a bridge or a culvert or a railway level crossing on the main road.
- ii) In case of main road provided along with a service road or a marginal access road, the access to the station should be provided from the service or marginal access road and not from the main road.
- iii) The minimum distance between two 2/3 wheelers fuel stations should be as under:-

Non-urban (Rural) Areas

- | | |
|--|----------|
| a) Undivided carriageway (for both side of carriage way) | 300 Mts |
| b) Divided carriageway (with No gap in median at this location and stretch) | 1000 Mts |

Urban stretches

- | | |
|--|---------|
| a) Undivided carriageway (for both sides of carriage way) | 300 Mts |
| b) Divided carriageway (with no gap in median at this location and stretch) | 300 Mts |

Minor and major junctions/intersections

Junctions/ intersections made by 22~ to 40~ wide road/ streets with the road on which 2/3 wheelers fuel filling station is proposed will be considered as minor junction/intersection, all other junctions/intersections made by more than 40~ wide road/street with the road on which 2/3 wheeler fuel filling station is proposed, will be treated as major junction/intersection.

5. Guidelines for setting up of Filling Stations/Filling-cum-Service Stations along National Highways/Scheduled Roads in Urban Estates and colonies approved by PUDA issued by the Competent Authority, Punjab Urban Planning & Development Authority.

Committee recommended the applicability of these guidelines in PUDA schemes and on scheduled roads along with the above referred 1 to 4 guidelines applicable in the particular areas.

(Approved by the Govt. vide SHUD No. 2016 dt. 29.9.04)
DEPTT. OF TOWN & COUNTRY PLANNING PUNJAB
Endst .No. 2719-41 CTP (Pb)/SP-25 Dt. Chandigarh. The 1-10-2004

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

1. Senior Town Planner, Amritsar/ Jalandhar/ Ludhaina/ Patiala/SAS Nagar/HQ-I & II
2. District Town Planner
Amritsar/Gurdaspur/Jalandhar/Hoshiarpur/Ludhiana/Ferozepur/Faridkot
/Patiala/Sangrur/Bathinda/SAS Nagar/ Fatehgarh Sahib/Mandi Div HQ.
3. Dy.Distt. Town Planner, Kapurthala/Ropar.

Dharam Singh
Chief Town Planner.
Punjab, Chandigarh.

Endst.No. 2742 CTP (Pb)/SP-25

Date: 1-10-2004

A copy is forwarded to Secretary to Minister for Housing & Urban Development w.r. to their No. 476 dt. 29.9.2004 for kind information of Housing Minister.

Dharam Singh
Chief Town Planner.

Punjab, Chandigarh.

Endst.No.2743 CTP (Pb)/SP- 25 dt.1-10-2004

A copy is forwarded to PA/Secretary Housing & Urban Dev. Deptt. w.r.t their No.2016 dt. 29.9.04 for information of Hon'ble Secretary.

Dharam Singh
Chief Town Planner.
Punjab, Chandigarh.



ਪੰਜਾਬ ਸ਼ਹਿਰੀ ਯੋਜਨਾਬੰਦੀ ਅਤੇ ਵਿਕਾਸ ਅਥਾਰਟੀ

ਪੁੱਡਾ ਭਵਨ, ਸੈਕਟਰ-62, ਸਾਹਿਬਜ਼ਾਦਾ ਅਜੀਤ ਸਿੰਘ ਨਗਰ-160062
(ਪਾਲਿਸੀ ਸ਼ਾਖਾ)

2019- 4.

ਵੱਲ

1. ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ, ਗਮਾਡਾ, ਐਸ. ਏ. ਐਸ. ਨਗਰ।
2. ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ, ਪੀ.ਡੀ.ਏ., ਪਟਿਆਲਾ।
3. ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ, ਜੈ.ਡੀ.ਏ., ਜਲੰਧਰ।
4. ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ, ਗਲਾਡਾ, ਲੁਧਿਆਣਾ।
5. ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ, ਏ.ਡੀ.ਏ., ਅੰਮ੍ਰਿਤਸਰ।
6. ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ, ਬੀ.ਡੀ.ਏ., ਬਠਿੰਡਾ।
7. ਵਧੀਕ ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ(ਵਿੱਤ ਤੇ ਲੇਖਾ), ਪੁੱਡਾ/ਗਮਾਡਾ, ਐਸ. ਏ. ਐਸ. ਨਗਰ।
8. ਮਿਲਖ ਅਫਸਰ(ਪਲਾਟਸ/ਹਾਊਸਿੰਗ/ਰੈਗੂਲੇਟਰੀ/ਪ੍ਰੋਜੈਕਟ/ਈ-ਆਕਸ਼ਨ/ਪਾਲਿਸੀ), ਪੁੱਡਾ/ਗਮਾਡਾ, ਐਸ. ਏ. ਐਸ. ਨਗਰ।
9. ਮੁੱਖ ਲੇਖਾ ਅਫਸਰ, ਪੁੱਡਾ/ਗਮਾਡਾ, ਐਸ.ਏ.ਐਸ. ਨਗਰ।
10. ਸੀਨੀਅਰ ਨਗਰ ਯੋਜਨਾਕਾਰ, ਪੁੱਡਾ/ਗਮਾਡਾ, ਐਸ.ਏ.ਐਸ. ਨਗਰ।
11. ਸੀਨੀਅਰ ਆਰਕੀਟੈਕਟ, ਪੁੱਡਾ/ਗਮਾਡਾ, ਐਸ.ਏ.ਐਸ. ਨਗਰ।
12. ਸੀਨੀਅਰ ਲਾਅ ਅਫਸਰ, ਪੁੱਡਾ/ਗਮਾਡਾ, ਐਸ.ਏ.ਐਸ. ਨਗਰ।

ਨੰ. ਪੁੱਡਾ-ਪਾਲਿਸੀ ਸ਼ਾਖਾ/ਸ-1/2019/ 9672-96
ਮਿਤੀ: 22/3/19

ਵਿਸ਼ਾ: ਪੈਟਰੋਲ, ਡੀਜਲ ਅਤੇ ਐਲ.ਪੀ.ਜੀ./ਸੀ.ਐਨ.ਜੀ. (ਰਿਟੇਲ ਆਊਟਲੈਟਸ) ਦੀਆਂ ਸਾਈਟਾਂ ਅਲਾਟ ਕਰਨ ਸਬੰਧੀ ਪਾਲਿਸੀ ਨਿਰਧਾਰਨ ਕਰਨ ਬਾਰੇ।

ਉਪਰੋਕਤ ਵਿਸ਼ੇ ਦੇ ਸਬੰਧ ਵਿੱਚ।

2.0 ਪੁੱਡਾ ਅਤੇ ਵੱਖ ਵੱਖ ਵਿਕਾਸ ਅਥਾਰਟੀਆਂ ਅਧੀਨ ਪੈਂਦੇ ਰਕਬੇ ਵਿੱਚ ਰਿਟੇਲ ਆਊਟਲੈਟਸ ਦੀ ਸਾਈਟਾਂ ਦੀ ਡਿਸਪੋਜ਼ਲ ਕਰਨ ਸਬੰਧੀ ਪਾਲਿਸੀ ਮਿਤੀ 05-03-2019 ਨੂੰ ਪੁੱਡਾ ਅਥਾਰਟੀ ਦੀ 57ਵੀਂ ਮੀਟਿੰਗ ਵਿੱਚ ਮੱਦ ਨੰ: 57.08 ਰਾਹੀਂ ਪ੍ਰਵਾਨ ਕੀਤੀ ਗਈ ਹੈ। ਮੱਦ ਵਿੱਚ ਲਏ ਗਏ ਫੈਸਲੇ ਅਨੁਸਾਰ ਇਹ ਪਾਲਿਸੀ ਵੱਖ ਵੱਖ ਵਿਕਾਸ ਅਥਾਰਟੀਆਂ ਵੱਲੋਂ ਵਿਸ਼ੇ ਸਬੰਧੀ ਪਹਿਲਾਂ ਜਾਰੀ ਕੀਤੀਆਂ ਗਈਆਂ ਪਾਲਿਸੀਆਂ/ਸਰਕੂਲਰਜ਼ (ਜੇਕਰ ਕੋਈ ਹੋਣ) ਨੂੰ ਸੁਪਰਸੀਡ ਕਰੇਗੀ।

ਪੁੱਡਾ ਅਤੇ ਵੱਖ ਵੱਖ ਵਿਕਾਸ ਅਥਾਰਟੀਆਂ ਵਿਖੇ ਰਿਟੇਲ ਆਊਟਲੈਟਸ ਦੀਆਂ ਸਾਈਟਾਂ ਦੀ ਅਲਾਟਮੈਂਟ ਸਬੰਧੀ ਪ੍ਰਵਾਨਤ ਪਾਲਿਸੀ ਦੀ ਕਾਪੀ ਨਾਲ ਨੱਥੀ ਕਰਦੇ ਹੋਏ ਆਪ ਨੂੰ ਬੇਨਤੀ ਕੀਤੀ ਜਾਂਦੀ ਹੈ ਕਿ ਅਥਾਰਟੀ ਦੇ ਉਕਤ ਫੈਸਲੇ ਅਨੁਸਾਰ ਲੋੜੀਂਦੀ ਕਾਰਵਾਈ ਕਰਨੀ ਯਕੀਨੀ ਬਣਾਈ ਜਾਵੇ ਜੀ।

ਨੱਥੀ/ਉਪਰੋਕਤ ਅਨੁਸਾਰ।

2/3
ਵਿ. ਮੁੱਖ ਪ੍ਰਸ਼ਾਸਕ
ਸੁਪਰਡੈਂਟ(ਪਾਲਿਸੀ)

PUMP/GAS STATIONS/CNG STATIONS) SITES.

1. Applicability:

This Policy shall be applicable to dispose off Retail Outlet (Petrol/Diesel Pump/Gas Stations/CNG Stations) sites by PUDA (Including OUVGL) & All Special Development Authorities (established under Punjab Regional and Town Planning and Development Act, 1995) herein called 'Authority' on freehold basis.

2. Eligibility:

Only Government owned Oil Marketing Companies/Private Oil Marketing Companies/Government Department/State Government Undertakings, Entities/Institutions/Individuals holding LOI/licence to establish a pump, issued by Public/Private sector Oil Companies, herein after called the bidder, would be eligible to bid under this policy.

3. Mode of Disposal:

- i) Petrol Pump sites shall be sold by way of e-auction.
- ii) As and when the Authority intends to dispose of such retail outlet (Petrol/Diesel Pump/Gas Stations/CNG Stations) sites, an Advertisement will be published. The dimensions of the site would be annexed to such Advertisement/notice along with a layout plan of each site.
- iii) The reserve price of the petrol pump site shall be 135% of the residential reserve price of concerned Estate/Sector. Reserve Price shall be 150% of the residential reserve price for sites falling on National High ways.
- iv) Cancer Cess @ 2% Shall be payable extra over and above final bid price.
- v) The retail outlet may be used for the sale of petroleum products, auto washing and other allied activities of a retail outlet permitted by Licensing Authority. Further in sites upto 1200 Sq. Yds 15% of total area may be used for commercial purposes, and in sites above 1200 Sq. Yds. upto 25% of the total area may be used for commercial purposes. There shall be no further sub-zoning for utilizing commercial component.
- vi) Before placing the bid, the intending bidder will be required to deposit an amount equivalent to 2% of the reserve price as Earnest Money (refundable /adjustable) payable through e-auction portal of PUDA/Special Development Authorities.
- vii) The said retail outlet (Petrol/Diesel Pump/Gas Stations/CNG Stations) site shall be allotted to the highest bidder after the approval of Competent Authority. However, Authority reserve the right to accept or reject the highest bid without assigning any reasons.
- viii) No GLU, EDC, LF, SIF etc shall be chargeable on the retail outlet.

4. Deposit at fall of hammer amount

- i) 10% (ten) of total bid amount after adjusting 2% Earnest Money shall be payable online alongwith Cancer Cess within maximum of 3 days acceptance of bid conveyed by SMS/E-mail.
- ii) In case the final bid price accepted by the Authority is less than the collector rate prevailing at the time of conveyance deed then the bidder shall be liable to pay Income Tax applicable to Authority on the difference between collector rate and bid price.

- iii) In case the bidder does not deposit the full of hammer amount within stipulated period then the earnest money shall be forfeited and the bidder shall not have any claim to it whatsoever.

5. Payment of balance amount:

- i) 15% within 30 days from the date of acceptance of bid
- ii) Allotment letter will be issued within 30 days after the receipt of 15% of bid amount.
- iii) Balance 75% of the amount shall have to be paid in 8 half yearly instalments with first instalment payable at the end of six months from the date of allotment.

5.1 In case successful bidder does not deposit the 15% amount within 30 days to complete 25% of the bid amount from the date of auction, then the amount already deposited by him including cancer cess shall be forfeited and the applicant shall have no claim in this regard.

5.2 This period of 30 days can be extended in case of extreme hardship up to a maximum of 90 days i.e. (60 days more) subject to receipt of a written request from the applicant to Estate Officer within a period of 30 days from the date of acceptance of bid on a payment of 1.5% surcharge on the due amount and 15% penal interest on total plot price (except 10% already paid) for the delayed period. Allotment letter will be issued only after the receipt of the 25% amount of the bid.

6. Interest rate applicable on balance payments and discount on Lump Sum payments.

- i) Interest rate applicable on balance payment shall be 9.5% per annum compounded semi-annually.
- ii) Penal Interest in case of default shall be 15% p.a compounded semi-annually.
- iii) Allottee can make lump sum payment of the balance 75% within 60 days from the date of allotment and in that case 7.50% discount on the balance Principal amount i.e. 75% shall be given.
- iv) In case of Lump Sum payment towards total bid amount is made beyond 60 days then this discount shall be given on Principal amount not yet due apart from that included in next instalment.

6.1 In case any instalment or a part there of is not paid by due date, then without prejudice to any action under section 45 of the Punjab Regional and Town Planning and Development Act, 1995, 15% p.a. penal interest compounded semi-annually will be levied on the instalment for the period of delay up to 3 years, beyond which delay shall not be condoned under any circumstances and the site shall be resumed.

7. Possession of Site

The sites put to auction shall be ready for possession in terms of development of basic amenities and the possession of these shall be handed over to the successful bidders within a period of 90 days from the allotment letter. In case the allottee fails to take possession of the site within the stipulated period, it shall be deemed to have been handed over on the due date.

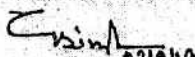
8 Other Conditions

- i) No successful bidder whose bid is accepted shall be permitted to withdraw or surrender bid on any ground, and in case it does so, the earnest money shall stand forfeited in full.

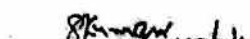
- ii) The Chief Administrator of the Authority or any other officer authorized by him reserves the right to accept or reject the highest bid or withdraw the site without assigning any reason, even if the bid is higher than the reserve price. In case the highest bid is not accepted, the earnest money shall be refunded in full.
- iii) The number of filling points shall be installed at the site as per norms fixed by the Government of India/State Government.
- iv) The site is being allotted for use as a Retail Outlet (Petrol/Diesel Pump/Gas Stations/CNG Stations) only. It shall not be used for any other purpose and no fragmentation / subdivision of the site or change of land use shall be permitted. Violation of any of these conditions or any other condition shall render the site liable for resumption.
- v) The allottee shall be allowed to undertake construction after the possession of site is given subject to the sanction of the building plan by the Competent Authority.
- vi) The land rights shall continue to vest in the name of the Authority until final clearance of site dues.
- vii) The exact size of the site and its dimensions are subject to variation as per actual measurement at the time of delivery of possession of the site.
- viii) The successful bidder shall have to start operation of retail outlet within a period of maximum three years from date of allotment. Else he shall be bound to seek extension for a maximum period of six months on payment of fee equivalent to 5% of allotment price. This can be given twice for 6 months each, post which site would be resumed.
- ix) On completion of the building, the allottee shall apply in the prescribed form to obtain completion/occupation certificate from the Competent Authority. The allottee will not be allowed to change any part of the building or construct additional building without the prior approval of revised building plan by Competent Authority.
- x) The allottee shall have to pay all general and local taxes, rates, cesses charges and fee as and when imposed or assessed on the said plot/ building by the competent authority. This shall include maintenance charges in respect of infrastructure facilities and other facilities as determined by the Authority or by the Municipal Corporation or Municipal Committee or any other statutory authority, as the case may be.
- xi) The site is offered on 'as is where is' basis and the authority will not be responsible for levelling the site or removing the structures, if any, thereon.
- xii) The Competent Authority may, by his officers and representative at all reasonable time in reasonable manner after 24 (twenty four) hours notice in writing, enter in and upon any part of the plot/building erected thereon for the purpose of ascertaining that the allottee has duly performed and observed the conditions to be observed under prevalent Acts, Rules and Regulations as amended from time to time.
- xiii) The Competent Authority shall have full rights, powers and authority at all times to do through its officers and representatives all acts and things which may be necessary and expedient for the purpose of enforcing compliance with all or any of the terms and conditions and reservations imposed and to recover from the allottee as first charge upon the said site, the cost of doing all or any such act and things and all costs incurred in connection therewith or in any way relating therewith.
- xiv) Construction on the site shall be regulated by the Zoning plan / Punjab Urban Planning and Development Authority (Building) Rules 2018 and policies/Guidelines

framed from time to time by the Government and shall the building plans approved from the the Competent Authority.

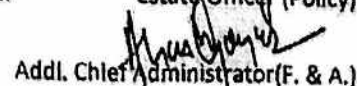
- xv) The allottee shall be liable to obtain access to road from the concerned Competent Authority/Authorities at his own level.
- xvi) Suitable entry and exit retro reflective signboards, as per norm/ specification shall be installed for guidance of motorist as per the condition of license or guide lines issued by Government of India.
- xvii) It shall be the responsibility of the successful bidder to obtain all necessary approvals from State Government and Centre Government to run a retail outlet.
- xviii) Stipulation of No construction zone and Green buffers shall be adhered to and no Commercial built-up activity shall be allowed within No Construction Zone or Green Buffer Zone.
- xix) Allowable Commercial uses are retail outlets, departmental stores, restaurants only. No warehouse/storage activity, marriage palace, hotel, usage of tents or any other fire hazard activity or threat to the pump users, shall be allowed. Any other use of commercial component shall be allowed with the approval of the concerned Chief Administrator of the Authority.
- xx) A set-back of minimum 10 m shall be left for commercial component from ROW of the road.
- xxi) Commercial component shall be allowed in a separate building. It shall neither be sub divided nor sold out.
- xxii) For sites upto 1200 Sq. Yds. allowable FAR would 1:0.3 and for sites above 1200 Sq. Yds. it will be maximum of 1:0.5 subject to fulfilment of norms of setback, parking and fire.
- xxiii) Parking for commercial component shall be provided near commercial component as per prevailing building rules for commercial activity.
- xxiv) Transfer of such sites shall not be allowed until one year from the successful operation of retail outlet.
- xxv) Occupation certificate for commercial component shall not be provided until the retail outlet is made operational.
- xxvi) The allottee shall be liable to get all other approvals required under any other law/rules at his own to operationalise the petrol pump.
- xxvii) Subject to the provisions of the Act, all the disputes and/or differences which may arise in any manner touching or concerning this allotment shall be referred to an Independent Arbitrator directly or indirectly related to this office who shall be appointed by the Chief Administrator (Name of the concerned Authority _____). Arbitration shall be governed under the provisions of Arbitration and Conciliation (Amendment) Act, 2015. (Name of the Authority _____) and the allottee shall be liable to share the fee of the arbitrator in equal proportion.


Sr. Law Officer


Sr. Town Planner


Estate Officer (Policy)


Estate Officer (Plots)


Addl. Chief Administrator (F. & A.)