



# Pakistan Defence Officers Housing Authority

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## **BUILDING PLAN CHECKLIST FOR SUBMISSION OF TOWN HOUSES SECTOR 14B - DCK**

<b><u>Documents Required For Building Plan Submission</u></b>		
1.	Application for approval of building plan (DCK Form 1)	<b>1</b>
2.	Undertaking by the owner/ applicant on <b>Rs.100/-</b> Non-Judicial Stamp paper attested by <b>Notary Public</b> (DCK Form 1-A)	<b>1</b>
3.	<b>Data Entry Form</b> (Submission Form)	<b>1</b>
4.	Allotment / Transfer Order/ Amalgamation/ Division/ Mutation/ Information Later/ Intimation Letter (Photocopy)	<b>1</b>
5.	Commencement of Building Work Order (Photocopy)	<b>1</b>
6.	Valid Site Plan (Photocopy)	<b>2</b>
7.	Certificate of structural soundness of building by Vetting Engineer	<b>5</b>
8.	Updated PEC Registration Certificate of Structural Vetting Engineer	<b>1</b>
<b><u>Important Instructions</u></b>		
1.	Kindly ensure to furnish original receipt, while corresponding with CCC Staff.	
2.	Original signature of owner/architect and engineer is required on building plans. Scanned/ faxed/ photocopy of signature will not be entertained.	



## DCK FORM 1



### APPLICATION FOR APPROVAL OF BUILDING PLAN

To  
DHA City, Karachi.

1. In pursuance of Para 1 of DCK – Development & Construction Byelaws 2017, I/we hereby apply for permission to erect/re-erect, make additions to and/or alterations in the building on plot No. \_\_\_\_\_ situated at \_\_\_\_\_ DCK in accordance with the Building Plans submitted herewith for sanction. All required documents and drawings are attached as per checklist.
2. I/we undertake that I/we shall be personally responsible in case for any violation of these Byelaws, accompanying the sanction of the approved building plan/plans.

Signature: \_\_\_\_\_  
Owner/Lessee/Allottee/Attorney

Phone No: \_\_\_\_\_

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



## DCK FORM 1-A



### UNDERTAKING BY THE OWNER/APPLICANT

*On Rs.100/- Stamp Paper*

1. I \_\_\_\_\_ (owner) hereby undertake to abide strictly by the Plan approved by the Defence Housing Authority for construction of Building on my Plot No. \_\_\_\_\_ DCK. I also undertake to get my construction work checked by DCK staff at the required stages of construction and obtain the NOC(s). Any violation of compulsory open spaces, building byelaws, unauthorized construction or deviation from approved plan observed at any time during or after the construction is liable to be demolished. Furthermore, I shall be liable to pay any fine/penalty imposed by the DCK in addition to demolition stated above on which the decision of DCK shall be final and binding upon me.
2. In case of construction of basement, I/we undertake to ensure sound structural design by Registered Structural Engineer. If any damage is done to the neighboring structure due to my/ our basement, it will be my/ our responsibility to make good the damage/ losses. In the event of my/our failure to do so, same shall be made good by the owner/DCK at my/our cost or any other measures as deemed fit by DCK.
3. In case of construction of swimming pool I/we undertake to fulfill all conditions as specified under the DCK Byelaws 2017.
4. In case of solar/wind energy system, I/we undertake to ensure sound structure design of the same and fulfil all requirements as specified under DCK Byelaws 2017.
5. I/ we further undertake and endorse in full conscious, that I/we shall not erect/paste/put any political and religious flags, posters and emblems etc. on any part of the building.
6. That the above declaration is true and correct to the best of my/ our knowledge and belief

**DEPONENT**



### DCK FORM 3



## CERTIFICATION OF STRUCTURAL SOUNDNESS OF BUILDING BY DESIGN & VETTING ENGINEER

1. I/we have been appointed as consulting Structural Engineer by Mr./Ms. \_\_\_\_\_ for the structural design of residential / commercial / amenity building on Plot No. \_\_\_\_\_ DCK, which is:
  - a. To be constructed from \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_. (OR)
  - b. Under construction since \_\_\_\_/\_\_\_\_/\_\_\_\_.
  
2. Structure designed is based in accordance with construction codes as prescribed by Building Code of Pakistan/ACI/- \_\_\_\_/UBC- \_\_\_\_/other code(s) \_\_\_\_\_, DCK Byelaws rationally coupled with engineering knowledge and judgment where necessary.
  - a. Sub-surface investigation carried out by M/S \_\_\_\_\_ (Name of Firm) on \_\_\_\_/\_\_\_\_/\_\_\_\_
  - b. Design bearing capacity of \_\_\_\_\_ Tons/Sft was adopted.
  
3. **My/our contractual responsibilities are limited to:**
  - a. Structural analysis and design (including pool & generator pad – if applicable).
  - b. Structural design of alternative power system-solar/wind (If applicable).
  - c. Preparation of working structural drawings.
  - d. Checking bar bending schedule prepared by the contractor(s)/ builder(s).
  
4. **Following are attached:**
  - a. Set of working structural drawings.
  - b. Set of design calculations along with soil investigation report.
  
5. I/we undertake that if I/we discontinue supervision of the work, I/we shall give immediate intimation thereof, as required under the DCK Byelaws.

Signature of Structural Engineer: \_\_\_\_\_

Name/Firm \_\_\_\_\_

PEC Regn No. / Dated: \_\_\_\_\_

### **Counter signed by Vetting Engineer:**

Signature: \_\_\_\_\_

Name/Firm \_\_\_\_\_

PEC Regn No. / Dated: \_\_\_\_\_