

## **Association of Independent Homes of Jaypee Greens (AIHOJPG)**

### **Repairs, Modifications & Additions to an existing building**

We understand that house owners would want to make additions and alterations in their houses to make it suitable for living as per their requirements. However it is equally important that we maintain the aesthetics and the design which has been the foundation of this beautiful complex. It is imperative that you know what is permissible with regard to structural and interior work and what is not, as well as the rules governing workmen.

NOC is required from the association for any repair, modifications or additions being carried out in the building. Also a list of workmen involved for the work need to be approved by the association. Both these need to be submitted to Jaypee facility management for necessary action.

### **What is Not Permitted?**

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|------------------------------|---|
| <b>Structural Alteration</b> | No alteration is permitted on load-bearing walls, beams, columns and structural supports within building.   |
| <b>External Façade</b>       | No changes are allowed on the external façade of the building. Balconies cannot be enclosed. Use of cladding material other than the existing one is not permitted.   |
| <b>Balcony &amp; Doors</b>   | <p>This is related to the external façade and hence doors and windows in balconies are not to be relocated. Further, there cannot be any change in the exterior elevation or change of design or color of doors and windows</p> <p>Chicks &amp; Awnings are generally not allowed. However, if a resident wants to put up chicks / awnings in any balcony, they must be light pastel beige in color to blend with the façade color.</p> |
| <b>Painting</b>              | Outside walls, balconies and all exterior areas should be painted with the same approved and existing colors. This is to maintain the aesthetics of the façade of the buildings. The approved shade range of colors are available with the association.   |
| <b>Roof</b>                  | No changes are allowed in the roof design or changing roof tiling to any other material or color  |
| <b>Additional Coverage</b>   | No additions to the existing plan, including covering of balconies/terraces, addition / extension of rooms, covering of any other open area.  |
| <b>Windows / Exhaust</b>     | No windows / exhaust are permitted on the wall shared with the neighbor's property, without the neighbor's permission.  |

## **What is Permitted?**

<b>Interiors</b>	All changes in the internal layout that would not affect the structure. Plumbing Electricals Painting Flooring Woodwork
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The above would not require a review by the association and NOC will be granted by the association without review.

Further, please check with the Facility Manager on what exactly is allowed and not allowed to avoid any misunderstanding.

## **Pre-requisites before Commencement of Work**

<b>NOC</b>	Prior to commencement of any civil work within the Apartment, it is necessary to obtain a No Objection Work Certificate (NOC) from the resident association. Please submit the following to the association office for NOC
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Form for obtaining NOC  
Details of the contractor, workmen to be employed.

It is mandatory to be a member of the association for obtaining the NOC and all dues to the association should have been paid.

<b>Worker Gate Pass</b>	Facility Management will issue Gate Passes for the contractor and his workers. These passes will be issued after proper verification and would be valid for a limited period of time.
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The passes will be worn by the workers at all times

## **Rules Governing Work**

<b>Overnight Stay</b>	No worker is allowed to stay overnight.
<b>Material Handling</b>	All materials shall be brought into the Jaypee Complex through the entry gate for materials. All materials will be stored within the boundary of the house. No material will be allowed to be stored on the walkways or road.
<b>Construction Waste</b>	All construction waste should be stored in an enclosed area to avoid spillage on pavement & roads and should be removed regularly.
<b>Work Timings</b>	Workmen will be allowed access between 0900 and 1800 hours on weekdays. However, work causing noise and disturbance to other occupants (e.g. drilling, hammering or polishing) should not be done between 1400 and 1600 hours as a matter of courtesy to fellow occupants, many of whom may be elderly or infants. <b>WORKMEN WILL NOT BE ALLOWED ACCESS ON SUNDAYS.</b>
<b>Pollution &amp; Safety</b>	If the work involves dust pollution, proper screening of the building must be provided. If the work involves safety issues, the building must be barricaded with steel sheets.

# No Objection Certificate

for Repairs, Modifications & Additions to an Existing Building

House Address		Date					
Owner's Name		AIHOJPG Member #					
Tenant/Rep. Name		Work Dates	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Start</td> <td style="width: 50%;">End</td> </tr> <tr> <td> </td> <td> </td> </tr> </table>	Start	End		
Start	End						

## Work Intended to be carried on the property

<u>Interior Work</u>	Tick	Duration in Weeks	Details
Plumbing			
Electrical			
Painting			
Flooring			
Woodwork			
Interior Civil			
<u>Exterior</u>	Tick	Duration in Weeks	Details
Structural Alterations			
Additional Coverage			
External Façade			
Balcony			
Paint			
Roof			
Neighbor Intrusion			

### Notes

If any of the Exterior Additions / Changes are ticked, please attach details / drawings / pictures of work to be carried out.  
 Drawings may need to be submitted, for Structural Alterations, and may be verified by an independent architect / engineer  
 If Additional coverage is being made, approval from Jaypee for additional FAR is needed & NOC from neighbors

### Declaration by House Owner / Representative

I declare that I have read the AIHOJPG guidelines for repairs, modifications & additions to an existing building, and confirm my full compliance. In the event of any deviation, I will inform the association & the facility management of the deviation immediately and take fresh NOC.

Signature	
Name	

### No Objection Certificate

This specific NOC is being issued on the specific request of the house owner / representative, based on the above declaration by the owner / representative of the house.

AIHOJPG or its representative will not be held responsible for the content of the certificate. In case of any misrepresentation of fact(s)/data or non-compliance by the house owner/representative, the NOC will be Null & Void.

Signature		Date	
		Name	
		Designation	