

SOP FOR ALLOTMENT OF OPEN CAR PARKING (OCP)

TEMPORARY ALLOTMENT OF OPEN CAR PARKING (OCP) IN JVVFOWA

1. **Introduction.** The residential complex named Jal Vayu Vihar Greater Noida located at Plot No.8, Pocket P-4, Builders" Area Greater Noida Distt: Gautam Budh Nagar-201308 (Uttar Pradesh), was constructed by Air Force Naval Housing Board New Delhi and handed over to the flat owners in March 2003. These flats are administered by the Jal Vayu Flat Owners Association (JVVFOWA). The Association Bye-Laws are drawn in accordance with UP Model Bye Laws. Haphazard parking of vehicles within the society creates lots of problem for everyone and a review undertaken revealed:
 - a. While hundred percent parking spaces/ garages are provided with 'A' Type flats, the same is not the case with 'B' Type flats. Only 84 parking spaces/ garages are provided for 200 'B' Type flats. Today almost residents of all 'B' Type flats have at least one vehicle.
 - b. Unequal size of garages for 'A' Type flats. In every cluster of seven garages for 'A' Type flats, two are of very small size. These two garages can only accommodate very small size cars and are totally inadequate for parking of Sedan and bigger size of cars.
 - c. With increasing number of working people in each family, the average number of vehicles per family has increased from one to two and in many cases to even more. This average number will in all probability keep on increasing in future.
2. There is therefore a requirement to address this problem and see how the issue regarding parking of vehicles within the society premises can be better tackled. AFNHB during the designing and construction phase had however, earmarked number of locations (approximately 300 in number) in the open area for parking of vehicles. AFNHB being the guiding body was consulted to confirm if the open parking spaces can be allotted to flat owners. AFNHB vide their letter

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AFNHB/ADM/965-V dated 20 Aug 18 (Appendix A) confirmed that JVVFOWA can utilize the open parking space for allotment to flat owners subject to following conditions:

- a. The green area is maintained as approved by the Authority.
 - b. Movement of Fire vehicle should not be restricted.
 - c. Main roads and service roads are not encroached upon.
 - d. No temporary or permanent structure is to be erected in the area.
 - e. The Society/ allottees should not violate any terms and conditions of approval for utilizing the surplus/ common area.
3. Allotment of OCP area to flat owners has also been approved by GBM vide Para 2 of JVVFOWA letter JVV/MC/013 dated 18 Nov 2018. The guidelines, policy and procedure for allotment of OCPs for parking of vehicles are detailed in the succeeding paragraphs.
4. The Society shall make necessary arrangements to mark, paint, demarcate and sequentially number all the OCP area. It will be also ensured that the OCP areas demarcated for each vehicle shall be capable to accommodate passenger vehicle of all class and size. The approximate planned size for each OCP shall be NOT less than 4825 MM (190 inches) L * 2500 MM (98 inches) W. However, the OCP size shall be suitably adjusted/ reduced in case of any space constraints. Further, the existing earmarked OCP areas between the blocks C/D, E/F, K/L, and M/N shall NOT be changed and retained as provided by AFNHB.

Guidelines for Allotment of OCP

5. Following OCP areas will not be allotted to any resident and will be kept for Visitors parking and future requirements:
- a. OCP Marked as 'A' (alongside boundary wall near Security Office Main Gate) – This area is presently garden and can accommodate approximately 15 cars as has been

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catered for in the Society master plan.

- b. Marked as 'B' (in front of main entrance to Community Hall) – Common Parking for visitors. This area can accommodate approximately 10 cars as has been catered for in the Society master plan.
- c. Marked as 'C' (Shopping Complex area) – Common Parking. This area can accommodate approximately 6 – 8 cars.
- d. The following areas shall be suitably modified to cater for additional OCPs:
 - i. Along the B – G Blocks boundary wall (along the West boundary wall) (Area D). The total available length of the boundary wall in this area is 154 meters. The OCP (25 numbers) in this area shall be created to allow for parking of vehicles parallel to the boundary wall.
 - ii. In front of 'X' Block (along the South boundary wall) (Area E). The total available length of the boundary wall in this area is 110 meters. The OCP (25 numbers) in this area shall be created to allow for oblique (angled) parking of vehicles.
 - iii. In front of 'U' Block (along the Volley ball park side) (Area F). The total available length of the boundary wall in this area is 80 meters. The OCP (8/10 numbers) in this area shall be created to allow for parking of vehicles parallel to the Volley ball park alongside the Volley ball park.
 - iv. In front of 'T' Block (between Mother Diary and Mandir) (Area G). The OCP (6/7 numbers) in this area shall be created to allow for parking of vehicles parallel to the Volley ball park alongside the Volley ball park.
 - v. Along LHS of 'R', 'Q' and 'S' Block (near the East boundary) (Area H) (Appendix C). This area shall need to be modified and OCPs created for 30 vehicles.
- e. The table showing the areas and the approximate number of OCP that can be made available for allotment is placed at Appendix 'D'. In due course, this shall be updated

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to as implemented on ground.

- f. Areas marked as OCP space can be used for allotment to residents on temporary basis with a clear and categorically understanding that all the rights of these OCP remain with the JVVFOWA, Greater NOIDA (UP).
- g. Allotment of OCP shall be for a specific vehicle and the allotment of OCP shall NOT be transferable to anyone else.
- h. A Committee under the stewardship of Secretary/ Vice-President will be constituted to oversee the allotment of OCP.
- i. Allotment shall be done only once a month and details of all allotments will be uploaded on the web-site and displayed on the society notice boards.
- j. Nominal rent, as decided by the management/ GBM, shall be charged from the vehicle owner for each allotted OCP.
- k. The Society shall recover 12 months' rent in advance for OCP at the time of initial allotment of OCP. The rent shall, subsequently, be payable/ recoverable in blocks of 12 months.
- l. Any excess rent shall be refunded by the Society at the time of surrendering of the OCP.
- m. Vehicles of defaulters of rent shall be locked/ clamped.
- n. The Society shall reserve the right to cancel the allotment of OCP to any individual, in case of any specific requirement of the Society or for default by the allottees.
- o. Allotment of OCP shall be done for a specific vehicle and the vehicle number shall be marked on the allotted OCP.
- p. Allotment shall be done after confirming the details about the ownership of vehicle with the RC book. A copy of the RC book will be kept in office files as record.

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- q. As far as practically feasible, residents shall be allotted OCP nearest to their flats/ block.
- r. OCP shall only be allotted for vehicles that display the Society vehicle sticker.
- s. OCP areas adjoining/ on RHS (WEST SIDE) of Blocks 'B', 'C', 'D', 'E', 'F', 'G' shall be allotted for persons residing in Blocks 'B', 'C', 'D', 'E', 'F', 'G' respectively.
- t. OCP areas adjoining/ on LHS (EAST SIDE) of Blocks 'H', 'J', 'K', 'L', 'M', 'N', 'P' shall be allotted for persons residing in Blocks 'H', 'J', 'K', 'L', 'M', 'N', 'P' respectively.

6. Priority of allotment.

- a. Owners residing in the society shall have priority over tenants.
- b. Owners/ Tenants of 'A' Type Flats having the smallest garage and whose vehicle cannot be accommodated in their own garage.
- c. Owners/ Tenants of 'B' Type Flats NOT having any garage.
- d. Owners whose vehicle cannot be accommodated in their own garage.
- e. Owners of second vehicle.
- f. Tenants whose vehicle cannot be accommodated in their own garage.
- g. Owners of third vehicle.

7. Charges for OCP.

- a. Allotment of all OCPs shall be on chargeable basis and this amount shall be recovered at the time of allotment for 12 months at a time.
- b. Nominal rent of Rs 100/- pm shall be recovered for the allotted OCPs for first vehicle.
- c. Nominal rent of Rs 200/- pm shall be recovered for the allotted OCPs for second vehicle.

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d. Nominal rent of Rs 300/- pm shall be recovered for the allotted OCP for the third vehicle.

8. **Penalty.**

a. The penalty for vehicles found NOT parked in their earmarked/ allotted space shall be Rs 100/- for first offence, Rs 200/- for second offence and Rs 500/- for the third and all subsequent offences.

b. Vehicles found NOT parked in the allotted garages/ OCPs shall be clamped and released after payment of penalty.

c. Vehicles parked in unauthorized OCPs shall also be clamped and released after payment of penalty.

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Appendix 'C'

PLANNED LOCATION OF OCPs				
1.	Alongside boundary wall near Security Office Main Gate	A	18 cars	Visitors parking. Not available for allotment
2.	In front of main entrance to Community Hall	C	10 cars	Not available for allotment
3.	Shopping Complex area	D	6 – 8 cars	Not available for allotment
4.	LHS (East SIDE) of A Block	-	4 cars	OCP 01 – OCP 04
5.	RHS (WEST SIDE) of A Block	-	10 cars	OCP 05 – OCP 14
6.	RHS (WEST SIDE) of B - C Block	-	4 cars	OCP 15 – OCP 18
7.	Between C – D Blocks	-	30 cars	OCP 19 – OCP 49
8.	RHS (WEST SIDE) of D - E Block	-	4 cars	OCP 49 – OCP 52
9.	Between E – F Blocks	-	30 cars	OCP 52 – OCP 81
10.	RHS (WEST SIDE) of F - G Block	-	4 cars	OCP 82 – OCP 85
11.	Alongside RHS (WEST SIDE) boundary wall (along B – F Blocks)	-	25 cars	OCP 86 – OCP 110
12.	RHS (WEST SIDE) of H Block (Dust bin side)	-	8 cars	OCP 110 – OCP 117
13.	Between G – J blocks (near the transformers)	-	12 cars	OCP 118 – OCP 129
14.	LHS (EAST SIDE) of H Block	-	2 cars	OCP 130 – OCP 131
15.	LHS (EAST SIDE) of J - K Block	-	4 cars	OCP 132 – OCP 135
16.	Between K – L blocks	-	17	OCP 136 – OCP 152

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			cars	
17.	LHS (EAST SIDE) of L - M Block	-	4 cars	OCP 153 – OCP 156
18.	Between M – N blocks	-	17 cars	OCP 157 – OCP 173
19.	LHS (EAST SIDE) of N - P Block	-	4 cars	OCP 174 – OCP 177
20.	RHS (WEST SIDE) of Q - R Block	-	4 cars	OCP 181 – OCP 184
21.	RHS (WEST SIDE) of R Block transformer	-	10 cars	OCP 185 – OCP 194
22.	LHS (EAST SIDE) of R transformer, Q and S Blocks (As per Appendix C)	Area H	35 cars	OCP 195 – OCP 229
23.	Between Q – S blocks	-	15cars	OCP 230 – OCP 244
24.	RHS (WEST SIDE) of S - T Block	-	4 cars	OCP 245 – OCP 249
25.	In front of 'T' Block (between Mother Diary and Mandir)	Area G	6 cars	OCP 250 – OCP 255
26.	In front of 'U' Block (along the Volley ball park side)	Area F	8 cars	OCP 256 – OCP 263
27.	LHS (EAST SIDE) of U Block	-	6 cars	OCP 264 – OCP 269
28.	LHS (EAST SIDE) of W Block	-	6 cars	OCP 270 – OCP 275
29.	In front of 'X' Block (along the South side boundary wall)	Area E	25 cars	OCP 276 – OCP 300

Note:

- LHS/ RHS is as viewed from the entrance into the society through the Main Gate.
- If there is additional requirement of OCP, the same can be created between 'V' and 'W' Blocks and on the south side boundary wall opposite 'X' Block