

GOVERNMENT OF ASSAM
DEPARTMENT OF HOUSING AND URBAN AFFAIRS
ORDERS BY THE GOVERNOR
NOTIFICATION

No.UDD(T)399486/51: As approved by the Hon'ble Cabinet in its meeting dated 21.12.2023, the Governor of Assam is pleased to make the following policy to promote planned development under various Master Plan areas or Peripheral Areas or any other planning areas under the jurisdiction of areas under Development Authorities/Authorities or areas as specified below. -

1. Short title, extent and commencement-

- (1) This Policy may be called the **Assam State Township Policy, 2023**
- (2) It shall extend to the whole Master Plan areas or Notified Planning areas including the Guwahati Master Plan Area and peripheral areas of towns or master plans of the whole of Assam except for areas under Autonomous Districts, provided that if any District Council desires that all or any of the provisions of this policy shall apply to the Autonomous District concerned, a notification may be issued by the concerned Council to that effect and this policy shall then extend to that Autonomous District subject to such exceptions or modifications as may be specified in the notification.
- (3) This policy will be an addendum to the Assam Unified Building (Regulation) Byelaws, 2022 as schedule VII of the building bylaws.
- (4) They shall come into force on the date of their publication in the Official Gazette.

2. Definition and Explanation-

1. Introduction

In order to promote planned and integrated development under various Master Plan areas or Peripheral Areas of a Master Plan or any Planning area notified under the relevant section of the Assam Town and Country Planning Act, 1959 (as amended) by providing the basic infrastructure facilities and to safeguard the interest of the public at large by ensuring availability of residential plots/ houses and to encourage the Development Authorities/ Authorities for making partnership with the Private Promoters as well as to invite investment from the private parties in order to achieve Planned and Developed settlement in the Master Plan areas or in the Peripheral areas of the Master Plan areas or in any Planning area, the Government of Assam has decided to bring the **“Assam State Township Policy, 2023”** with an aim to build planned townships in the State of Assam.

2. The new policy shall create new employment opportunities and ensure development of environmentally sustainable townships. In this way, the main objective of the Assam State Township Policy, 2023 is to encourage well-planned urban development through private capital investment, so that housing can be provided to the general public at a reasonable price, and investors to provide a favorable environment for the operation of various businesses.

3. **Meaning of township under the Assam State Township Policy, 2023**

- (1) Under the Assam State Township Policy, 2023, 'township' means a well-planned and developed area, under which there is an integrated provision of living, working, and entertainment facilities including all physical and social infrastructure facilities. The Township shall include a Development Scheme/ a Town Planning Scheme/ a Land Pooling Scheme/ Development in an area where land belongs to a Promoter/Association of individuals or an area as notified by the Authority. Land development schemes with either individual or promoter-built cottage houses will come within the ambit of Township policy.
- (2) **Under the policy, the minimum area of land required for the township will be 10 acres.** The base year of the population for the purpose of size of the town or Master plan area will be as per Census, 2011. There will be no restriction on the maximum area of land in the township under the Assam State Township Policy, 2023.
- (3) The Policy will apply to the areas listed below:
 1. Area under the draft/final Master Plan of town/region;
 2. Area under the peripheral belt of the Master Plan of a town/region;
 3. All areas covered under Development Authorities, Assam State Housing Board, Urban Local Bodies, or under the jurisdiction of the district offices of the Directorate of Town and Country Planning Assam; as the case may be.
 4. Any other area as notified/approved by the Government for the purpose.
- (4) For the development of the township, it is essential to have easy access to facilities. The development of townships will generally be encouraged under the urbanizable area of Master Plans and along the fast-developing urban mass transit corridors of the state and in such areas where new growth centres of development are emerging including in peri-urban areas of the Master Plan.
- (5) "Authority" under this Policy means the Development Authority constituted by Govt. of Assam under Section 8-A of the Assam Town and Country Planning Act, 1959 (as amended) and Guwahati Metropolitan Development Authority constituted under section 4 of Guwahati Metropolitan Development Authority Act,1985. In areas where no such Authority is constituted, the Deputy Director/Assistant Director of Directorate of Town and Country Planning Assam under whose jurisdiction the area falls shall be considered as the Authority to carry out the provisions of this Policy or any other Authority constituted by Government for the purpose of implementation of this Policy.

PART-1

REGISTRATION OF PROMOTER FOR "DEVELOPMENT OF TOWNSHIP BY PRIVATE PROMOTERS ON PRIVATE LAND"

3. Qualifications for Promoters

(1) Private Promoters shall be eligible for the development of townships under the Assam State Township Policy, 2023. "Private Promoter" means any person, company, consortium, trust or association, or body of individuals whether incorporated or not, who holds or assembles land for development or acquires land by purchase or otherwise; agrees to and qualifies for a license to be issued by the Authority prior to commencement of work under this policy.

(2) It will be mandatory to obtain a License for development of land under this policy where the total area of development is 10 acres or more. Such schemes shall be registered under the Real Estate (Regulation and Development) Act, 2016. Failure to register under the Real Estate (Regulation and Development) Act, 2016 shall attract penal action as provided in section 59 of the Act.

(3) A consortium can be formed by private Promoters, there will be no restriction on the maximum number of members of a consortium, but one member/company of the consortium will be designated as a 'lead member'. By default, the owner of the maximum quantum of land in the township area shall be the lead member of the consortium or otherwise nominated by members of the consortium by consent. Only the lead member shall communicate with the Development Authority/Authority. Individual turnover of different members will be mentioned separately in relation to the total average annual turnover of the consortium. Change of Memorandum of Understanding (MOU) will not be permissible without the permission of the Authority.

(4) The shareholding of various members in the Consortium may be in any proportion. To confirm the turnover, it will be mandatory to submit the audited balance sheet of the last 3 years and the certificate of Chartered Accountant registered with the Institute of Chartered Accountants of India. Under the policy, on the basis of the average annual turnover of the Promoter/consortium for the last three years, a one-acre licensed area will be allowed for every Rs 10 lakh turnover of the promoter for the township: -

Example:

Average Annual Turnover (of last three years)	Rs 30 crores
Permissible Licensed Area	300 acres

(5) After the license is issued to the Consortium by the Authority, change in members other than the 'Lead Member' will be permitted by the Authority in the same condition as was in the original MOU, so that the minimum required financial capacity of the original Consortium is not negatively affected. In case of change in the members of the Consortium, the revised MoU to be submitted, in respect of which the Authority will inform the Promoter within one month with its consent/disagreement.

(6) A company can be a member of any number of consortium, but in case of being a member of more than one consortium, the company will have to intimate the Authority in writing and submit an affidavit to the effect that the 'cumulative' sum of the financial capacity of the company included in all the said consortiums does not exceed its original financial capacity

and if the above affidavit is found to be untrue, the license of the consortium will be canceled by the Authority. In the affidavit, the company will clearly mention the turnover of the company in each consortium.

4. Procedure for application and issue of license

(1) In order to obtain the license, it is necessary that the ownership (registered sale deed) of the minimum 25 percent of the total area of the proposed township should be in favor of the Promoter or any member of the consortium. If a person is a member of the consortium, then the land owned by him will be counted in the above 25 percent, but the land under 'Land Pooling Agreement' or 'Promoter Agreement' or 'Agreement-to- Sale' will not be included in it. An application will be submitted by the Promoter/consortium to the Authority on the prescribed format for obtaining a license, along with an amount of Rs. 1000 (Rupees one thousand only) + G. S. T. 'Non- refundable processing fee has to be deposited in favour of the Authority.

(2) In order to ensure transparency, the application for a license under Assam State Township Policy, 2023, fees to be deposited, approval of the layout, issue of the demand letter, and all necessary clearances and exemptions will be done through a single window portal at the Authority Level. The authority shall facilitate in obtaining environmental clearance, and any other clearances. Application for obtaining clearances shall be forwarded by the Authority. Till such times, the portal is developed, the application for grant of license shall be processed offline.

If the application submitted for a license is found incomplete by the Authority, the Promoter will be given 30 days' time to provide the desired information. In case the information is not received within the said time limit, the application will be canceled by the Authority.

(3) If the application submitted for obtaining the license is found eligible, the Promoter/consortium will be informed by the Authority to deposit the license fee. On receipt of such notice, the concerned Promoter/Consortium has to deposit the prescribed fee within 30 days in favour of the Authority to obtain such license from the Authority. If no communication is received from the Authority, after a period of 60 days from payment of such fees, the license will be deemed to have been granted by the Authority. The rates of license fee will be as follows on the basis of the size of the city-

SI No.	Population of the master Plan area or of the City/Town (where there are no master plans) based on Census 2011 reports	License Fees
1	10 lakh and above population	Rs. 50,000/- per acre + GST
2	More than 5 lakhs but less than 10 lakhs	Rs. 25,000/- per acre + GST
3	Less than 5 lakh	Rs. 10,000/- per acre + GST

The amount of license fee will be payable as per the rates applicable and as indicated by the

Authority in the demand letter. Annual revision of the license fee rates will be done by the Authority on the basis of the price index of the Income Tax Department of the Government of India.

(4) After receipt of the of license by the Promoter/consortium and before commencement of sale of plots/houses within the Township area, the Promoter/consortium shall cause the project to be registered under RERA.

(5) The license to the Promoter/consortium will be approved and issued by the Authority with the approval of the Government. The process of issuing a license by the Authority shall be completed within 60 days from the date of submission of the application by the Promoter.

(6) On granting License for a Township area, the area under the License shall be notified as "Development Scheme or a Town Planning Scheme" area under Assam Town and Country Planning Act, 1959 (as amended)/Guwahati Metropolitan Development Authority Act,1985 (As amended) as the case may be.

(7) No reclassification of Agricultural land shall be required, in the Township area, the provision of Section 12-D of Town and Country Planning Act, 1959 shall apply.

(8) License once issued will be valid for the entire duration of the project as declared by the Promoter. 'Project period' means period commencing from the date of issue of license till the date of issue of 'completion certificate' on completion of all the development work of the scheme.

(9) It will be necessary to obtain separate licenses for each township by the Promoter/consortium. A Promoter may apply for one or more licenses in one or more development areas and one or more can also become a member of the Consortium, but each of the licenses should be issued according to his financial capacity.

(10) In the total area approved for a license, before approval of the Layout Plan, reduction in area can be done by the Authority for valid reasons, however, the license fee shall not be reduced. Apart from this, in view of the practical difficulty in land purchase/mobilization, change in the physical boundaries of the site to a maximum extent of 20 percent of the total area of the licensed area will be allowed with the prior approval of the Authority, with the restriction that 25 percent of the land owned by the Promoter/Consortium should remain in the licensed area only.

(11) Action will be taken by the concerned District office, Directorate of Town and Country Planning Assam for the regulation of the license outside the master plan area or where the Development Authority has not been constituted. The development of a Township outside the Master Plan shall be notified by the Government as per provisions of the Town and Country Planning Act, 1959 (as amended). License for development of Township in such areas or in areas where Development Authority has not been constituted shall be issued by the Deputy Director/Assistant Director of Town and Country Planning.

(12) The Promoter/consortium may apply for extension in the area of the township, which shall be permitted only once by the Authority subject to the following conditions: -

- (i) A minimum of 75 percent land of the original licensed area has been purchased/assembled by the Promoter/consortium.
- (ii) The area proposed for expansion must be in continuation of the previously approved township. If there is a physical barrier between the original township and the extended area, the original township and the extended area permission for extension will be considered only after ensuring 'connectivity'.
- (iii) The financial qualification of the Promoter/consortium should meet the criteria for the extended area.
- (iv) For the extended area, processing fee and license fee will be payable by the Promoter/consortium at the rates effective at that time.

5. Process of Land Assembly

- (1) The land for the proposed township will be purchased/assembled by the Promoter/consortium and the land coming under the right of way of the 'approach road' of the project will also be purchased and developed by the Promoter at his own cost. In unavoidable circumstances, a maximum of 5 percent land of the project area can be made available through by negotiated settlement/grant of TDR by the Development Authority/Authority, if such land affects the connectivity and continuity in the township area.
- (2) After the license is issued to the Promoter for development of a Township, permission will not be granted for development/construction to any applicant other than the Promoter in the license area.

6. Incentives to Promoters

- (1) Only the Promoter/consortium will have complete rights related to development/construction under the licensed area. The development/construction by any person or entity shall be considered unauthorized and action shall be taken by the Development Authority/Authority in this regard.
- (2) A simplified and time-bound process of license issuance and layout plan approval shall be arranged by the Development Authority. Obtaining NOCs if any, required from external agencies shall be facilitated by the Development Authority/Authority.
- (3) An additional FAR of 20 shall be applicable for construction in the Township area over and above of all eligible FAR, this additional FAR of 20 shall be called the Township Incentive FAR. Total allowable FAR in any case within such Township shall be as per the provisions of the Assam Unified Building Construction (Regulation) Byelaws, 2022. However, in case of the area falling under TOD Zone, the FAR shall be applicable as per the Assam State Transit Oriented Development (TOD) Policy or Transit Oriented Development (TOD) Policy within Guwahati Metropolitan Area; as the case may be.

- (4) Government/Authority funding for development of infrastructure in the Township Projects shall be available if the Government/Authority so decides.
- (5) No reclassification of Agricultural land shall be required, in the Township area, the proviso 12D of the Town and Country Planning Act, 1959 shall apply.

7. Protection of interests of land owners/farmers.

If the land is purchased under this Policy, the affected land owners will be given appropriate compensation by negotiated settlement as per the Town and Country Planning Act, 1959.

8. Land use distribution

According to the standards for residential, mixed, commercial, industrial (pollution-free) institutional, public and semi-public facilities, utilities and entertainment, parks and open areas, and traffic and transport and parking places under the township shall be as follows:

Sl No.	Land Use	Area Requirement
1	Residential	Maximum 60% of the total area
2	Commercial, Hospitality, Health, office, Institutional, Public & semi-public facilities, utilities and Entertainment	Maximum 30% of the total area
3	Roads, transportation, Parking area, Open space, and other utility and services.	Minimum 25 % of the total area
4	Affordable housing	Minimum 10 % of total residential built up area(construction)/area(plots)

- i. The provisions of the Assam Unified Building Construction (Regulation) Byelaws, 2022 (wherever applicable) shall be applicable.
- ii. Provisions of incentives for affordable housing/plots shall be as per the Assam Unified Building Construction (Regulation) Byelaws, 2022

(5) The township shall be planned and designed to meet the objectives of optimum use of land and safe habitat.

(6) Where the Township area is not covered by the Master Plan, the part of building by-laws controlling the structural and fire safety of the building along with the other norms relating to the respective use of the building as prescribed in the building by-laws shall be applicable. Deputy Director/Assistant Director of District Offices of the Town and Country Planning shall enforce such provisions of Assam Unified (Construction) Regulation Byelaws, 2022.

(7) Natural heritage areas such as woodland, wetland, flood plain, corridor of rivers/drains, wild life habitat, etc. shall be kept un-disturbed as far as practicable.

(8) The township will be self-supporting in terms of living, working, and entertainment, under which 'walk-to-work' and non-motorized transport will be encouraged so that carbon

emissions can be reduced.

(9) For environmentally sustainable development, the new township will be 'energy efficient', in the planning. water conservation (rainwater harvesting, water recycling), use of green cover, green buildings, solar power, etc. will be made an essential part.

9. Layout approval, development contract, project duration and completion Certificate

(1) After the license is issued to the Promoter/consortium, the layout plan will have to be submitted to the Authority within the timeline as given below:

- a. within 6 months if the area of the scheme is 10 to 20 acres,
- b. within 9 months if it is from above 20 to 30 acres,
- c. within 12 months if it is above 30 to 40 acre,
- d. within 15 months if it is above 40 to 50 acres,
- e. within 18 months if the area is above 50 acres.

For preparation of the Layout Plan, 95 percent of the total area of the township land must be owned by the Promoter/consortium. In this 95 percent land, that land can also be included, which has been assembled by the Promoter/consortium with the original land owner through a registered agreement in the form of a 'Land Pooling Agreement' or 'Promoter Agreement'. In Layout Plan, Circulation Plan including details of Road Cross-Sections, garbage disposal point, landscape plan, and Time-table for phase-wise completion of the Plan's implementation, project cost and financing arrangements, property management, maintenance of township and proposals for minimization of environmental and social impact will be included.

(2) The Layout shall be examined by the Authority and approval shall be granted. By the Authority with approval of the Government.

(3) Under the layout plan of any phase of the proposed township, partial completion certificate can be obtained by the Promoter subject to the following conditions: -

- (a) The part of the layout plan for which the partial completion certificate is applied, under which all the infrastructure facilities like roads, drainage, parks and open spaces, garbage disposal system, etc. have been developed.
- (b) EWS and LIG plots/building and community facilities, should have been completed proportionately.

10. Land use as provided in the Township shall prevail over the revenue classification of Land. No reclassification of Agricultural land shall be required as provided in section 12D of The Assam Town and Country Planning Act, 1959. This proviso shall apply to the Township area notified by the Development Authority.

11. Development of physical and social infrastructure facilities

Explanation (I) Internal development of land will mainly include the following works: -

- (a) Levelling of land (wherever necessary).
- (b) Roads and Parking
- (c) Drainage,
- (d) Water supply (individual or connected to public network) and sewerage
- (e) Solid waste management,
- (f) Provision of open space and plantation.
- (g) rainwater harvesting.
- (h) Reservation of land community centers and other public utilities and services.

(2) For township area upto 200 Acres, a minimum of 18-meter-wide access road should be available to the selected site for the township. For township area exceeding 200 Acres, a minimum of 24-meter-wide access road should be available to the selected site for the township. For the purpose of further widening of such road width, the Authority may acquire the additional land by negotiated settlement/by granting TDR.

(3) Provision of physical infrastructure facilities will be ensured as follows: -

The road network will have a well-defined hierarchy in which provision will be made from arterial to collector roads and service roads and proper linkages will be established with the road network inside the township.

12. The hierarchy of roads in the Township shall be as follows:

Sl No.	Type of Road	For Township area 10 Acre up to 100 Acre Road Width (in Metre)	For Township area above 100 Acre up to 200 Acre Road Width (in Metre)	For Township area above 200 Acre Road Width (in Metre)
1	Arterial Road (principal network, intra-urban travel)	12	18	24
2	Collector Road , (collects traffic from local roads and feed to arterial or sub-arterial road)	8	10	18
2	Local Road, Road (provides access to the abutting property)	6	8	10

13. Allocation / Disposal of Assets

(1) The Promoter/consortium shall have the right to allot, sell or receive advance amounts against plots/buildings/flats/other developed properties under its plan only after obtaining the

approval of the detailed layout plan from the Authority.

- (2) The proposed Township area shall be notified as “Development Scheme/ Town Planning Scheme” area under the appropriate provision of the Assam Town and Country Planning Act, 1959 (as amended) or Guwahati Metropolitan Development Authority Act, 1985. Registration of deed of sale governed by section 62 of the Assam town and Country Planning Act, 1959, and section 111 of the Guwahati metropolitan Development Authority Act, 1985.

14. E.W.S. and L.I.G. standards.

(1) Income limit of the beneficiary – For EWS the annual income of the family shall not exceed Rs. 3.0 lakh and for LIG Annual family income shall be between Rs.3.0 lakh and Rs. 6.0 lakhs. Any revision made by the Government of India from time to time shall be applicable.

(2) The Carpet Area of residential units and maximum plot areas for EWS and L.I.G category shall be as follows: -

Sl No.	Income Bracket	Carpet Area of the Dwelling Unit (in square meter)	Plot Area (in square meter)
1	EWS	Upto 33	66
2	LIG	Upto 66	120

(3) Procedure for allotment of buildings - The process of selection of beneficiaries will be first come first serve basis.

(4) To promote affordable housing in plots earmarked for EWS and LIG segments, an entity will be allowed to purchase such plots provided that the purchasers shall have to submit an undertaking to the Authority to the effect that only houses of EWS and LIG segments shall be constructed over such land.

15. Role and Responsibilities of the Promoter

(1) The Promoter shall ensure compliance with the prescribed Planning norms for the township in this policy and based on these norms, the Layout Plan shall be prepared and presented to the Authority for approval.

(2) Government policies and B.I.S. and I.S. or relevant code of practice shall be followed.

(3) Before starting the development work all the legal statutory and other no-objection certificates required as per the rules will be obtained from the competent Authority.

(4) The Promoter will be free to allot/sell properties within the Township (developed plots / constructed buildings). The promoter shall sale plots/properties that belong to the promoter share on its own including the affordable houses.

(5) Under the township, the land will be made available by the Promoter to the concerned institutions for police stations, fire stations. Apart from this, land will be made available for other community facilities like community hall, School, etc. The sale price of such land shall be as per the market price.

(6) Appropriate provisions will be made for the conservation of water and energy, use of solar energy, and maintenance of 'green cover' in Land-Use Planning, development/construction works and operation and maintenance of the proposed township. It will be mandatory for the Promoter to obtain environmental clearance from the competent Authority as per the rules.

(7) Depending on the location of the township area, the Authority shall work out terms and modalities of maintenance of the township after completion of the infrastructure of the township.

(8) The Promoter shall comply with the relevant provisions of the Real Estate (Regulation and Development) Act, 2016, and the rules made there under.

(10) The expenditures to be made for the development of the township as per the layout plan shall be indicated in a report annexed with the Layout Plan indicating private and Government funding for the development of the infrastructure.

16. Action against the Promoter in case of default

In case of non-compliance with various provisions and timelines of the policy by the Promoter, action will be taken against the Promoter as provided in the Real Estate (Regulation and Development) Act, 2016.

17. Role and Responsibilities of Government Agencies

(1) Approval of the Layout plan, issue of the demand letter, and providing all types of no-objections (NOC) and exemptions necessary for the development of the township shall be the responsibility of the concerned Development Authority/Authority.

(2) The role of the Government agencies will be as 'facilitator and regulator'. For this purpose, the Authority should ensure coordination with various departments/organizations of the State Government for the township project, arrange for necessary Clearances for project approvals, monitor the project at the local level and try to solve the difficulties in implementation, control illegal construction in the license area. The townships to be developed under this Policy do not become a liability on the State Government in the future so the planning and design of the infrastructure will be ensured in such a way that the developed township is self-supporting. It shall also be the responsibility of the Development Authority and its external agencies to ensure that the Integrated Township is inclusive of the urban poor with necessary provisions for housing of economically weaker and low-income groups.

(3) The State Government and its agencies will issue various clearances related to development and construction-related permissions and environmental clearances at a fast pace.

(4) Government agency's Investment in the Township Project:

Government agencies may contribute to the development of Roads, drains, water supply, garbage transfer stations, etc. from various funds for projects/schemes. Such funding shall be

made subject to the condition that the Government-funded infrastructure shall be treated as public property like any other Government/Authority project and will be maintained by the Development Authority/ Local Body.

18. Township Incentive FAR

- (1) An additional FAR of 20 shall be applicable for construction in the Township area over and above of all eligible FAR, this additional FAR of 20 shall be called the Township Incentive FAR. Total allowable FAR in any case within such Township shall be as per the provisions of the Assam Unified Building Construction (Regulation) Byelaws, 2022. However, in case of the area falling under TOD Zone, the FAR shall be applicable as per the Assam State Transit Oriented Development (TOD) Policy or Transit Oriented Development (TOD) Policy within Guwahati Metropolitan Area; as the case may be.

19. Force Majeure

(1) If at any time during the validity period of the license the performance, in whole or in part, or of any obligation under the license is prevented or delayed by reason of any war, affray, or natural calamities, the information about the occurrence and termination of each force majeure event shall be intimated by the licensee to the Authority through e-mail.

(2) The licensee shall not claim an extension of time referred to in sub-paragraph (1) above over and above the period affected by the force majeure.

PART-2

DEVELOPMENT OF TOWNSHIP BY PRIVATE PROMOTER ON TOWN PLANNING SCHEME OR DEVELOPMENT SCHEME OR A LAND POOLING SCHEME AREA.

20. In order to provide good infrastructure and to ensure timely development of major township projects on land so owned by the Urban Local Bodies/Development Authorities or notified by the Development Authority/Authority, they would be allowed to involve the Private Promoters for the development of townships. The following guidelines are issued in this regard.
21. This policy of participation of private Promoters shall apply to an area declared by the Development Authority as a Development scheme, a Town Planning scheme or a Land Pooling scheme.
22. The following procedure, terms, and conditions shall be applicable for the development to the township under the public-private participation (PPP) model.
 - a) The minimum size of the land parcel shall be 10 Acres.
 - b) Development Authority/Authority shall identify and notify the area.
 - c) An Expression of Interest (EOI) shall be invited for selection of the Promoter to develop the township on a PPP basis.
 - d) The Promoter on selection shall also be free to purchase land in the notified area by negotiated settlement.

23. Eligibility Criteria for the Promoter:

Sl No	Area of Land in Acres	Minimum turnover (in last 5 years) in Rupees (In total, not average)	Minimum number of Tech. Staff on payroll (for at least the last one year)	Experience in land development/ building construction.	Time period for completion of the complete project
1	2	3	4	5	6
(a)	<20.	50cr.	10	5yrs.	2yrs.
(b)	Above 20-50	75cr.	20	6yrs.	2yrs.
(c)	Above 50-100	100cr.	30	7yrs.	3yrs.
(d)	Above 100-300	200cr.	40	8yrs.	3yrs.
(e)	Above 300	300cr.	50	10yrs.	3yrs

Note: -

- (i) Detailed qualification of Technical staff shall be indicated in the EOI by the Development Authority/Authority.
- (ii) To avoid complicity on the part of eligibility, the Promoter can apply through a new company/entity constituted especially for the execution of the project, for which the owner or parent company shall be considered for the qualification. The experience enquired in column 5 shall be calculated on the basis of the experience of the applicant company along with the previous /present experience of the owner of the parent company in the real estate sector subject to the condition that one of the Directors of the applicant company shall also be the Director of the parent company.
- (iii) The Development Authority/Authority on the basis of the justified delay can extend the completion time period by an additional 2 years.

24. Preparation of BID Documents and Specification of infrastructure.

1. The Development Authority/Authority shall prepare the bid document and other required documents giving technical and financial details of the proposed scheme. Specification and details of all the infrastructure facilities to be provided for the internal as well as external development shall be provided. This would include the construction of approach road, internal road network, laying of water supply pipeline and distribution network, sewerage-drainage facilities in the area, provision for rainwater harvesting, recycling of water, provision for the sewerage treatment plant in the area, plan for disposal of the solid waste of the area, electrification and street lighting in the area, tree plantation, development of open parks, development of public amenities and utilities, such as open parks, playground, school, police station,

dispensary/health centre, gymnasium/clubhouse, etc. shall be prepared as per needs and requirements of the area.

2. In the bid document, investment in infrastructure proposed to be made by the Government/Development Authority is to be indicated.
3. After getting clearance from the Authority Meeting, the Development Authority/Authority shall invite an Expression of Interest (EOI) for the development of the township at the identified location giving a period of at least 21 days for receipt of proposals.
4. The selected Promoter shall prepare the Layout Plan indicating detailed infrastructure, and use of land in the Township area.
5. The Layout plan shall be examined by a Committee to be constituted by the Development Authority/Authority consisting of at least four persons out of which there shall be two technical experts, one each in the area of Town Planning and Civil Engineering/Architecture. The third expert shall be a finance and accounts officer. The fourth expert shall be as nominated by the Chairman of the Development Authority. The Layout plan should also provide the building/construction specifications to be adopted by the Promoter. The estimated Project cost as well as the economics of the scheme should also be worked out.
6. Based on the recommendations of the Committee the proposal to develop the area through PPP model shall be sent to State Government for approval as per relevant provisions of the Assam Town and Country Planning Act,1959/ Guwahati Metropolitan Development Authority Act, 1985 as the case may be.
7. Nature of Land Parcel on which Township can be developed on PPP mode:
 - a) The land allotted by the State Government to the local bodies/Authority.
 - b) Land parcel purchased by the local bodies or Development Authorities/Authorities for development of the township.
 - c) Land purchased by the Promoter in the notified area or purchased jointly by the Promoter with the Development Authority/Authority.
 - d) Land parcel purchased by the Development Authority and then clubbed with land parcel of the Private Promoter.

25. Bid Evaluation:

The bid shall be evaluated by the Development Authority.

1. The criteria for selection shall be the maximum area/ percentage of the developed land to be offered by the promoter to the concerned local body/Authority.
2. The Development Authority/Authority may specify earnest money to be taken from the bidder.
3. The successful bidder shall make all expenditures at his own level on the development of the township as per the layout plan. Any expenditure made by the

Government/Development Authority/Local Body/Authority etc. shall be indicated in the bid document in advance.

4. In order to enable the promoter to raise financial resources from the market/financial institutions he may be allowed to do so against the land parcel which has been earmarked for the Promoter. The Promoter shall be free to dispose of the Promoter share.
 5. During the course of development, the Development Authority/Authority would engage a third-party quality inspection team to ensure that quality work is being done. Quality certification may be done at various stages of the work.
 6. The State Government or the Development Authority/Authority with the permission of the State Government would be free to put any other condition or modality or review the norms to safeguard the interest of the Development Authority/Authority as well as for the successful implementation of the Project.
26. Definitions, technical Specification and Land use, classification/reclassification of land, Physical and social infrastructure facilities, hierarchy of roads, Affordable housing standards, and Responsibility of Government/Development Authorities shall be the same as per clauses 4, 9,11,12,13,15 and 18 as provided in Part-1 of this Township Policy.
27. No reclassification of Agricultural land shall be required, in the Township area, the provision 12D of Town and Country Planning Act, 1959 shall apply.
28. For township area upto 200 Acres, a minimum of 18-meter-wide access road should be available to the selected site for the township. For township area exceeding 200 Acres, a minimum of 24-meter-wide access road should be available to the selected site for the township. For the purpose of further widening of such road width, the Authority may acquire the additional land by negotiated settlement/by granting TDR.
29. A maximum of 5 percent land of the project area can be made available through by grant of TDR by the Development Authority/Authority if such land affects the connectivity and continuity in the township area.
30. Development Authority/Government/Local Body Investment in the Township Project:
- Government/Development Authority/Authority/Local Body etc. may contribute to the development of Roads, drains, sewerage, water supply, and garbage transfer stations, etc. from various Government funds for projects/schemes. Such funding shall be made subject to the condition that the Government-funded infrastructure shall be treated as public property like any other Government/Authority project and will be maintained by ULB/Development Authority/Govt. agencies etc.
- 31. Allocation / Disposal of Assets**
- a. The Promoter/consortium shall have the right to allot, sell or receive advance amounts against plots/buildings/flats/other developed properties under its plan only after obtaining the approval of the detailed layout plan from the Authority.

b. The proposed Township area shall be notified as “Development Scheme/ Town Planning Scheme” area under the appropriate provision of the Assam Town and Country Planning Act, 1959 (as amended) or Guwahati Metropolitan Development Authority Act, 1985. Registration of deed of sale governed by section 62 of the Assam town and Country Planning Act, 1959, and section 111 of the Guwahati metropolitan Development Authority Act, 1985.

c. The total FAR (Township FAR) in the Township area shall be determined by the road width connecting the Township area and total area of the Township. The individual plots within the Township shall carry a FAR tag as assigned to the plot. However, sum total of all the FAR area of all plots shall not exceed the total FAR of the Township FAR including the incentive FAR.

32. Incentive in Township Project

- (1) Only the Promoter/consortium will have complete rights related to development/construction under the notified area. The development/construction by any person or entity shall be considered unauthorized and action shall be taken by the Development Authority/Authority in this regard.
- (2) A simplified and time-bound process of layout plan approval shall be arranged by the Development Authority. Obtaining NOCs if any, required from external agencies shall be facilitated by the Development Authority/Authority.
- (3) An additional FAR of 20 shall be applicable for construction in the Township area over and above all eligible FAR, this additional FAR of 20 shall be called the Township Incentive FAR. Total FAR in case shall not exceed 400 in the Township area.
- (4) Government/Authority funding for the development of infrastructure the Township Projects shall be available if the Government/Authority so decides.
- (5). No reclassification of Agricultural land shall be required, in the Township area, the proviso 12D of the Town and Country Planning Act, 1959 shall apply.

33. After the grant of a license to a Promoter under part-1 or after selection of a Promoter under part-2 of this Policy, Development Authority/Authority shall execute an agreement with the Promoter with a detail term of reference and deliverables in the Township area.

34. Grievance Redressal Mechanism

A committee will be constituted under the chairmanship of the senior most secretary of the department of Housing and Urban Affairs to solve the practical difficulties arising in the effective implementation of the Assam State Township Policy, 2023.

35. Right of amendment

(a) The Government reserves the right to make necessary amendment to whole or part of this policy time to time as felt necessary.

(b) The Government reserves the right to cancel or terminate whole or part of this Policy.

36. Interpretation

In case of any issue raised regarding interpretation of any of the section, part or the whole of this Policy; the decision of Govt. shall be considered as final.

(Kavitha Padmanabhan, IAS)
Commissioner and Secretary to the Govt. of Assam
Department of Housing and Urban Affairs

Memo.No.UDD(T)399486/51-A:

Copy to

1. Director(i/c), Town & Country Planning, Assam. He is requested to circulate the policy and to furnish a copy to the Deputy Director, Directorate of Printing & Stationery, Govt. Press, Bamunimaidam, Guwahati, Assam for publication in the next issue of the Assam Gazattee.
2. P.S to Hon'ble Minister to the Govt. of Assam, DoHUA for kind information of the Minister.
3. P.S to the Commissioner & Secretary to the Govt. of Assam, DoHUA for kind information of the Commissioner & Secretary.

By orders etc,

Additional Secretary to the Govt. of Assam,
Department of Housing & Urban Affairs Assam,

FORM-I

Application for Grant of License for Township Development

[Your Company/Organization Name]

[Address]

[Email Address]

[Phone Number]

[Date]

To:

..... **Development Authority**

[Address]]

Subject: Application for Grant of License for Township Development

Dear [Regulatory Authority Name],

We hereby submit this application for the grant of a license for the development of a township within [Location/City], [State],

1. Project Overview:

A brief overview of the township development project, including its location, size, objectives, and anticipated socio-economic impact.

2. Applicant Information:

- (a) Name of Applicant: [Full Legal Name]
- (b) Legal Entity Type: [Corporation/Partnership/etc.]
- (c) Registration Number: [If applicable]
- (d) Address: [Physical Address]
- (e) Contact Person: [Name, Title]
- (f) Email Address: [Contact Email]
- (g) Phone Number: [Contact Phone]
- (h) Identity (PAN card and Aadhaar card both)

3. Proposed Township Development:

- Total Area of the Township: [acres]
- Purpose of the Township: [Residential/Commercial/Mixed-use, etc.]
- Planned Facilities: [Housing, Schools, Parks, Commercial Areas, etc.]
- Infrastructure Development: [Roads, Utilities, Waste Management, etc.]
- Environmental Considerations: [Sustainability measures, green spaces, etc.]
- Project Timeline: [Start and expected completion dates]

6. Socio-Economic Impact:

- II. Local Employment Generation: [Expected job opportunities for local residents]
- III. Community Development: [Ways the township will contribute to community growth]
- IV. Social Infrastructure: [Schools, hospitals, recreational facilities, etc.]

7. Benefits to the State:

- Economic Contribution: [Anticipated taxes, fees, and other contributions]
- Social and Infrastructure Development: [How the project aligns with the authority's goals]
- Positive Environmental Impact: [Any sustainable practices contributing to environmental goals]

8. A cadastral map of the entire proposed township area indicating the Dag numbers and PP number are enclosed. Also name of owners of individual Dag numbers are attached in a sheet separately indicating both Dag numbers, PP numbers, village and mauza.

Information provided are true to my knowledge and belief.

We are prepared to provide any additional information or documents as required. We look forward to the opportunity to discuss our proposal in greater detail.

I/391499/2024

Sincerely,

[Your Name] [Your Title]

[Your Company/Organization Name]

[Email Address]

[Phone Number]

Sd/-
(Kavitha Padmanabhan, IAS)
Commissioner and Secretary to the Govt. of Assam
Department of Housing and Urban Affairs