

**THE URBAN DEVELOPMENT AUTHORITY LAW, NO. 41 OF 1978 OF THE  
NATIONAL STATE ASSEMBLY**

**REGULATIONS** made by the Minister of Urban Development and Housing under section 21 of the Urban Development Authority Law No. 41 of 1978 of the National State Assembly read with Section 8 of the Urban Development Authority (Amendment) Act No. 4 of 1982.

Mahinda Rajapakshe  
Minister of Urban Development  
and Housing

Colombo, ..... 2020.

**Regulations**

1. This regulation may be cited as the Urban Development Authority Planning & Development Regulations 2020.
2. By virtue of this regulation the extraordinary gazette notification No.392/9 dated 10.03.1986, No. 821/19 dated 01.06.1994, No. 935/6 dated 06.08. 1996, No.1597/8 dated 17.04.2009, No. 1603/53 dated 30.05.2009, No. 1701/13 dated 12.04.2011 shall be repealed with effect from this date and replaced by amended regulations.
3. The provisions of these regulations shall be applicable for every area for the time being declared by the Minister by notification published in the Gazette, to be an Urban Development Area.

**PART I**

**Preliminary Planning Clearance**

1. (1) Any person who carry out any Development Activity in a development area, may apply to the Urban Development Authority (*hereinafter referred as 'the Authority'*) in order to obtain a Preliminary Planning Clearance (*hereinafter referred to as the 'PPC'*).
- (2) Any Developer or his Agent (*hereinafter sometimes referred to as an 'applicant'*) who is desirous of obtaining PPC under this regulation shall make an application to the Authority according to **Form "A" as set out in Schedule 1** to these regulations.
- (3) An application may be forwarded online along with the relevant documents to the Authority.

- (4) Every application shall be forwarded with the relevant fee to the Authority in the manner as set out in **Schedule 2** to these regulations. In the event the fee payable exceeds a sum of rupees ten thousand (Rs. 10,000/-) an advance payment of rupees five thousand (5,000/-) shall be paid at the time the application is made and the balance shall be settled prior to the issuance of the PPC.
  - (5) The Authority may exempt the whole or a part of the payment of fees in respect of an application to pursue developments in connection with Religious Places or Government Low-income Housing Projects and in such circumstances, the Administrative Expenses incurred by the Authority, shall be charged from the applicant as set out in **Schedule 2**.
2. (1) Upon considering the merits of the duly filled application along with the necessary documents furnished by the applicant, the Authority may grant a PPC to the applicant subject to conditions. Where the Developer shall be obligated to disclose enhanced information that may be deemed necessary for the purpose of enabling the Authority to consider the application and decide on the desirability of imposing additional conditions, with the scale of the development.
    - (2) The PPC issued under these regulations shall not be deemed or serve as a development permit thus the applicant or his agent shall not commence or be permitted to carry out any Development Activity in the absence of a proper and valid permit to that effect.
  3. (1) A PPC issued under this regulation shall be valid for a period of one year
    - (2) Provided however, the Authority may at the request made by the applicant, extend the validity period of a PPC for a further period or a periods not exceeding 2 years upon considering the merits of such application/request.
    - (3) The PPC is non-transferable
    - (4) Where the applicant to whom the PPC was issued is desirous of transferring the PPC including all privileges afforded thereto to a third party during the validity period of the PPC, such applicant shall be required to make a formal request to the Authority through an affidavit supporting his request,
    - (5) Every application shall be made to the Authority in **Form "A" as set out in Schedule 1** to these regulations along with the written declaration as set out in **Annexure I and II**.
    - (6) Every applicant shall pay a fee as specified under **Schedule 2** of these regulations

## PART II

### Land Subdivision, Amalgamation, Resurvey and Development

4. (1) Prior written consent from the Urban Development Authority and Local Authority (*hereinafter referred to as the Relevant Authority*) shall be obtained for any Development Activity related to sub-division, amalgamation or resurvey of a land.

(2) An application shall be made to the Relevant Authority in **Form “B” including Annexure III, IV** as set out in **Schedule 1** to these regulations along with a written declaration of the same endorsed by a qualified person in **Annexure V** as prescribed in **Schedule 3**

(3) An application wherever possible shall be forwarded to the Relevant Authority online with the relevant documents.

(4) The applicant shall submit a **Letter of Indemnity** in **Form “C”** as set out in **Schedule 1** for the purpose of land sub-divisions, amalgamation.

5. Every applicant shall pay a fee as specified under **Schedule 2** of these regulations.

6. (1) Where the applicant is desirous of transferring the approval to a third party or any person connected to such applicant the approval issued for any Development Activity relating to amalgamation, sub division and re-survey, a request to that effect shall be forwarded along with an affidavit and relevant documents by the applicant to whom the approval was issued.

(2) Proposed for the any Development activity for the sub division, amalgamation and re surveying is in compliance with these Planning and Development regulations and other relevant laws,

7. Where any land-

(a) Precipitates any impact pertaining to the sensitivity of the existing environment,

The planning committee of the Relevant Local Authority may at its sole discretion direct the application to the Authority to get ratification for the proposed Development Activity for land sub division, amalgamation, re-survey is in compliance with the development plan and the environmental condition of such area.

8. Every applicant shall furnish a detailed block out plan prepared to a scale of not less than 1:1000, which indicates the proposed lots and the corresponding dimensions, direction, width and levels of all proposed streets, open spaces and space for other

amenities and the proposed use of every lot. Where site extent is too large to be drawn on a standard size paper, a plan prepared at 1:4000 scale may be submitted.

9. The Survey Plan for the proposed sub-division, amalgamation, resurvey or any other related development, shall be prepared in compliance with the standards, regulations and shall conform with the conditions stipulated hereunder: -
- (a) Where the development plan does not specify the minimum plot size of which a plot may be sub-divided, such sub-divided lot shall be not less than 150m<sup>2</sup>.
  - (b) The location of the existing Buildings, if any, shall be denoted by the scale.
  - (c) The scale of the plan, direction of North point and the assessment numbers of adjoining lots or buildings ought to be clearly indicated.
  - (d) The means of access to the site and the width of the access path shall be indicated.
  - (e) All existing and proposed drains and water courses shall be indicated with the directions of the water flow.
  - (f) A drainage system shall be provided in the scheme to drain off natural water and rainwater and such drainage systems shall be connected to common drains or other common waterways to systematically drain off excess water from the land. Where the levels of the existing drains are not receptacle of the outflow of the proposed drainage system, an alternative means of drainage shall be proposed and the space to accommodate the same shall be indicated in the plan.
  - (g) Where slopes could be identified in the land, existing height contours or spot levels of the site and levels of the road, may be requested by the Relevant Authority to indicate in the plan. In the slop is exceeds 10 degree couoture and spot levels shall be indicated in the plan
  - (h) In the case of hilly area, the slop angle with 10 degree or more, the plan shall be submitted indicating height of the contours or spot levels of the site and level of the road to the Relevant Authority.
  - (i) All boundaries of the plan prepared for the development shall be marked in black, and in case where previous boundary lines need to be indicated (superimposed) in the same plan, they shall be marked in red and a note to that effect shall be included in the plan.
  - (j) The previous survey plans, if any, shall be included in the plan for review. Where such survey plans are not available, a note to that effect shall be included in the plan, with ratification by the owner of the land and a note in respect of the original source used for the preparation of the plan shall be included in the plans.

- (k) The plan shall indicate all Street Lines, Building lines and any other road reservations, or limits if any, specified in the development plan.
- (l) An existing water courses, sewer lines, manholes, fences or boundaries, Retaining Walls, electricity and telephone lines shall be indicated in the plan.
- (m) The Relevant Authority may request to superimpose the entire land as a sketch, where a portion of a relatively large land is applied for approval.
- (n) The Geo coordinates of at least four meeting points of main boundaries covering the entire land, shall be indicated in the plan.
- (o) In the case of any land sub division, where the number of lots exceeds 10 and each lot is less than 250m<sup>2</sup> in extent, a minimum space of 20m<sup>2</sup> of land for a proposal for a waste management shall be provided and such space shall be indicated in the plan.
- (p) A space of 7<sup>1</sup>/<sub>2</sub>cm x 5 <sup>1</sup>/<sub>2</sub>cm shall be allocated in the front page of the plan to record the details of the Development Permit.
- (q) Each plan shall be prepared on standard metric size sheets of the international 'A' series and accompanied with five certified copies with the original copy.

**10.** Every person shall comply with the development plan and the Planning and development regulations, for the purpose of carrying out and / or engaging in any sub division, amalgamation and any other development in a particular land.

**11.** In the event the proposed sub division fails to conform to the regulations of the Authority, the Relevant Authority may direct the applicant to amend the proposed sub division so as to be in conformity with the regulations.

**12.** A parcel of land or lot designated or proposed for agriculture, horticulture or related uses shall be sub-divided only if the particular plan for such use or subdivision has been approved by the Relevant Authority.

**13.** (1) No person shall carry out or engage in any physical development of the site or any part thereof, except under the Authority and in accordance with the terms and conditions of the permit issued in that behalf by the Relevant Authority.

(2) Electricity and water supply including other infrastructure facilities for each lot shall be provided by the Developer.

- 14.** (1) Unless otherwise provided in the development plan, or Development Guide Plan (*hereinafter referred to as 'DGP'*), a sub-divided lot shall be not less than 150m<sup>2</sup> in extent (6 perches) and 6.0m in width of the frontage and 12.0m in depth.
- (2) Notwithstanding anything to the contrary, the Relevant Authority may at its sole discretion consider to relax the minimum site extent and other requirements in respect of an existing land parcel, if the proposed development is in compliance with these regulations.
- (3) Where a sub division is proposed for the purpose of a development in a condominium property, and if such sub divided portion is not used for common space, the minimum extent of the land shall be in compliance with these regulations.
- 15.** (1) In any case, where a permanent building exists in a land that is subject to sub-division or amalgamation, the minimum requirements for open space, light and ventilation, and other requirements for such building shall be in compliance with these regulations.
- (2) The Relevant Authority may request the Developer or his agent to furnish a copy of the approved building plan including floor area.
- 16.** A sub divided, amalgamated or re-surveyed land lots shall be utilized only for the purpose for which the Relevant Authority had approved the same, unless otherwise stated.
- 17.** Where sub-division of a particular land is adjoining a road, drain, river or any other water body or water source, the proposed plan for sub division of such land shall comply with the road reservations and other conditions imposed by the Relevant Institutions.
- 18.** (1) Every Lot in a sub-division shall have access with existing or proposed street in compliance with the requirements as specified under **Schedule 4**.
- (2) The minimum width of a carriageway for the street shall be not less than 3.0m.
- (3) Any carriageway of a road, which is less than 7.0m in width, shall have the same width, and drains and other requirements incidental thereto shall be reserved from such land.
- (4) The width of an Access Road shall be decided on the aggregate lots served by such Access Road.

(5) Where a land is sub divided into a large number of Lots for which the main access required is 9.0m or more, at the end of the point of serving the excess number of lots, the width of such access road may be reduced up to 7.0m provided that, the minimum width of 7.0m shall be maintained in the balance portion of the access road.

(6) Every lot or site that is adjacent to the dead end of a road may have frontage less than the width specified in the regulations herein, essentially with a minimum width of 3.0m

**19.** (1) Where Street Lines are not applicable for any access road of a land sub division shall be made considering the existing physical width of such road.

(2) Where a land contains access by a road with a Street Line, the number of Lots in a sub-division of such land shall be decided on the basis of width of the Street Line of the road. Widening of such Street Line shall be made equally on either side from the centre line of such road and the land subjected to widening of such road shall be bequeathed to the Relevant Authority without any monetary consideration by a deed of conveyance or transfer for the purpose of widening of the road in accordance with the **Form “D” as set out in Schedule 1.**

(3) Where the Authority is of the opinion that undue hardship may be caused to any party, due to compliance with the minimum requirement of the width of a road for a residential lot as set out in the **Schedule 4**, the width of such road may be reduced, subject to the recommendation of the Planning Committee, if-

(a) the minimum width of 3.0m is available in the access road;

(b) the reduction shall not apply for new land sub divisions; and

(c) the proposal is to improve the status of an underserved settlement.

Provided that, every such street shall connect to a public or private road which has a width of not less than 7.0m and of which the owner possesses the right of way from such private street.

**20.** The minimum width of an access road to a Lot that is for residential use, shall be in accordance with the **schedule 4**

**21.** (1) Every street which is less than 9.0m in width and more than 30.0m in length, need to provide a turning circle of not less than 9.0m in diameter or any other space with the same diameter at a suitable location on the street, for turning vehicles.

- (2) Lots having an access road of not less than 9.0m in width shall be provided with a turning circle of 15.0m in diameter or any other space with the same diameter at a suitable location on the street.
22. The meeting point of the two roads shall be rounded off or splayed, maintaining a half of a width of the road towards both ends as may be necessary for the purpose of the safety of the users of the street.
23. (1) Where the parcels of land or site to be sub divided exceed 1 hectare or more an area of not less than ten per centum (10%) of the land or site excluding street shall be reserved for community, recreation and open spaces is an appropriate location.
- (2) Such reserved space shall be transferred to the Relevant Authority free of all charges as prescribed in **Form “D” in Schedule 1**
24. (1) In commercial land and industrial land sub division, if the minimum land parcels of sub division is not less than 2,024m<sup>2</sup> (80 perches) and all the road widths are not less than 9.0m, the land may be subdivided without reserving ten per centum (10%) of the land for community recreation and open space uses, subject to the condition that in the event of further sub division of any of the parcels the applicant should either-
- (a) reserve the ten per centum (10%) of the land so sub-divided; or
- (b) remit the ten per centum (10%) of the market value of the land so sub divided to the designated account held by the Relevant Authority.
25. In residential land sub division, if the minimum land parcel of sub division is not less than 1,012m<sup>2</sup> (40 perches) and the development is limited to two housing units per lot the land may be sub-divided without reserving ten per centum (10%) of the land for community recreation and open space uses but subject to the condition that in the event of further sub division or construction of more than of two housing units per Lot, the applicant should deposit the market value of the ten per centum (10%) of the land so sub divided or developed at the Relevant Authority.
26. (1) In the event the land to be sub divided is located 0.5km away from a public open space such as a lake, public playground and seashore etc. which is accessible to public which exceeds a land extent of 4047m<sup>2</sup> (1 acre) where the Relevant Authority so demands the applicant, shall be obliged to deposit fund maintained by the relevant Authorities a sum equivalent to the market value of the land which would have been set aside for the community recreation and open space requirement, in lieu of providing such space physically within the site.



(2) In the event the community recreation and open space requirement of a subdivision exceeds a land extent of 300m<sup>2</sup> (12 perches) where the Relevant Authority with the approval of the chairman of the Relevant Authority so demands, the applicant shall deposit in the funds of the Relevant Authority a sum equivalent to the market value of the portion of land required for open space for the sub division in lieu of providing the open space physically.

(3) In the event the applicant had failed to procure a development permit in respect of the whole or a part of any building activity or sub-division that had been embarked on or completed by the applicant, in accordance with the regulations imposed herein, such applicant shall be entitled to regularize such irregularity upon depositing in the consolidated fund of the Relevant Authority a sum equivalent to ten per centum (10%) of the total market value attached to the land parcel and/or reservation of 10 per centum (10%) of the land parcel so developed or sub divided.

(4) The funds collected from such deposits shall be used exclusively for the purpose of providing community recreation and open space development in the Relevant Authority area.

(5) A public open space which is allocated for community and recreational activities may be used for the construction of indoor pavilion, swimming pool, building for sports and recreational activities, subject to a maximum plot coverage of 25% and maximum height of 5.0m of such buildings.

(6) The applicant shall develop such open space in consultation with the Relevant Authority

27. (1) The Relevant Authority shall issue a development permit with guidelines for sub-division, amalgamation or any other developments within the land.

(2) A Certificate of Conformity (*hereinafter referred as the 'CoC'*) in respect of a land sub division or amalgamation shall be granted by the Relevant Authority in pursuance with **Regulation 82**, provided the requirements set out in the development permit is satisfied.

(3) No person shall have the right to advertise, promote or dispose the land so sub divided to a third party without the consent of the Relevant Authority until a CoC is issued.

## PART III

### Construction, Alteration or Renovation of Buildings

28. (1) A prior approval from the Relevant Authority shall be obtained for any development activities in respect of any construction, alteration or renovation of a Building.
- (2) Every application for a Development Permit shall be made to the Relevant Authority by the applicant in **Form “E” including written declaration of Annexure VI, VII** as set out in **Schedule 1** to these regulations along with a written declaration of the same endorsed by a Relevant Qualified Person in **Annexure VIII, IX, X** as prescribed in **Schedule 3**.
- (3) An application wherever possible shall be forwarded to the Relevant Authority online with the relevant documents.
- (4) Every application shall be forwarded with the relevant fee as set out in **Schedule 2**
29. An applicant shall submit a detailed development proposal in the relevant form for approval. Such proposal shall comply with the technical requirements prescribed by the Relevant Institutions or departments and the other requirements under the PPC.
30. (1) A development permit issued under these regulations shall be valid for a period of one year.
- (2) Provided however, that the Relevant Authority may on application extend the validity period of a permit for a further period or periods not exceeding 2 years if the Relevant Authority is satisfied that the Development Activity referred to in the permit has been commenced but not been completed due to unforeseeable circumstances.
- (3) An application for renewal of a development permit shall be made as set out in **Form “F” in schedule 1** along with the Post Permit Observation Report obtained under **Regulation 81** and the fee shall be paid as set out in **Schedule 2**.
- (4) The validity period of the development permit shall expire after the lapse of three years,
- (5) In any case if the applicant desires to further extend the development period of the permit upon the expiry of the validity period or periods of 3 years that was initially accorded thereunder, such applicant may apply for a fresh permit along with a copy of the approved building plan and the payment of the relevant fee as set out in **Schedule 2**.
- (6) Such request shall apply as per the paragraph 28(2) mentioned above.

(7) Where any applicant to whom the development permit was issued is desirous to transfer the permit in favour of a third party along with all privileges afforded thereto, during the validity period of the Development Permit, such applicant shall be required to make a formal request through an affidavit supporting such request.

(8) Every plan shall -

- (a) be prepared on standard metric size sheets of the international 'A' series;
- (b) include a title setting out the purpose of the development of such building or premises to which the plan relates;
- (c) be submitted with five copies

(9) The Relevant Authority may require additional copies of plans or details, specifications or other information or documents related to the same, if necessary.

(10) The applicant shall retain a copy of the approved survey plan and building plan at the site and shall present such copy to an officer of the Relevant Authority where necessary.

(11) A sketch plan of the surrounding area which is sufficient to locate the development site, shall accompany the application.

**31.** There shall be three categories of Buildings as follows: -

(1) Any Building consisting of five or more floors including the Ground Floor or any Building, the height of which is 15.0m or above the adjoining street, shall be considered as Buildings of Category "A",

(2) Any Building not being a high-rise Building which consists of -

- (a) four floors including the ground which is less than 15.0m in height where a wall or column is situated on the property boundary;
- (b) a building with a Basement
- (c) a pile or raft Foundation;
- (d) a roof expands exceeding ten (10) meters;
- (e) a place of public assembly or a public building; and
- (f) a building which is wind sensitive such as Warehouse or Factory;

shall be considered as Buildings of Category "B";

(3) (a) Any Building less than 100m<sup>2</sup> consisting Ground Floor and one upper floor which does not fall under Category "B" shall be considered as Buildings of Category "C";

(b) Any Building less than 400m<sup>2</sup> and height less than 12.0m which does not fall under Category “B” shall be considered as Buildings of Category “CII”;

(c) Any Building which exceeds 400m<sup>2</sup> and more than 12.0m and less than 15.0m in height which does not fall under Category “B” shall be considered as Buildings of Category “CIII”

**32.** All building floor plans, sections and elevations shall be drawn in the following scale and consist of:

(a) site plan - 1:1000 or a suitable scale depending on the extent of the land.

(b) floor plans and sections of a building 1:100 except where the size of the building is too large for the plan to be drawn on the required standard size paper. In such instances, the Relevant Authority may accept drawings prepared to a scale not smaller than 1:200.

**33.** A plan corresponding to any development in a building related work submitted for the purpose of obtaining a development permit shall include the details set out in **regulations 34, 35, 36 and 37,38** in recommended colours and symbols.

#### **SITE PLAN**

**34. (1)** A site plan or a blocking out plan shall be prepared indicating among others the details stipulated hereunder: -

a. boundaries of the development premises and the length and the width of the premises and distance between the existing building to the boundary with dimensions in figures;

b. the scale of the plan, the north-point and the numbers of premises relating to adjoining lots or buildings, as may be specified in the approved survey plan;

c. the means of access to the site;

d. all Street Lines, Building Lines, and road widening line and a service road, or drainage reserve and such other details as may be marked in Development Plan approved by the Minister or any Street Line imposed by the Relevant Authority;

e. distance from the proposed building to all existing drains, watercourses, sewer lines, manholes, fences, Retaining Walls and slopes on the lot or adjoining Lots with dimensions in figures;

- f. the highest known Flood Level of the site as recorded by the Irrigation Department, Sri Lanka Land Development Corporation or any other institutions if such land is subject to inundation;
- g. height contours or spot levels of the site and of adjoining roads, with slopes steeper than 45 degrees and exceeding one and a half meters (1.5m) in height to be indicated;
- h. in the case of hilly area Geotechnical Investigation shall be carried out for even in a single storey building where degree of slope angle more than 10 and /or in the event of soil is instability.
- i. any formation of a new slope or embankment and the provision of a Retaining Wall or other structure to stabilize such slope or embankment which is safe for such prevailing site, if the slope or embankment is taller or steeper;
- j. plan of the wall or structure prepared under the conditions as may be determined by the Relevant Institution or Geological Engineer's report, to be submitted to the Relevant Authority for approval;
- k. proposed surface or ground drain and its point of discharge or connection to an existing drain or a watercourse;
- l. proposed sewer line and manhole and their respective connecting point to an existing sewer line and manhole;
- m. proposed landscape arrangements;
- n. all parking arrangements for the proposed development; and
- o. proposed electrical and telecommunication lines and their connections to an existing network.

### **FLOOR PLAN**

**35.** A floor plan of each floor and roof of the Building shall be prepared encompassing among others the details stipulated hereunder: -

- (a) statement specifying the purpose for which every part of the floor is to be used;
- (b) the type of materials to be used for the walls, super structure and floor slabs of the building or in the building works and the maximum permissible live loads that such floor slabs are designed to carry;

- (c) all Rooms, compartments, corridors, staircases, verandas and roof terrace of a building and the thickness of the wall and columns thereof;
- (d) dimensions of every Air Well, back yard, court yard and open spaces in and around the building and the distances between the External Walls of the building and to the centre line of road/s, road reservation and drainage reservation within the lot or adjoining thereto;
- (e) dimensions of spaces between all walls, columns and piers;
- (f) the positions of all sanitary appliances, vent pipes and floor traps and their connections to drain lines;
- (g) surface drainage in or around the building with arrows indicating the direction of flow of water and the outlet drains into which the water discharges and the sizes of such outlet drains;
- (h) the means of escape from fire and the fire prevention measures taken in respect of the building including the location of fire extinguishing equipment and installations of lighting protection measures in case of high rise buildings;
- (i) each floor of the building which is to be air-conditioned, mechanically ventilated or pressurized, and whether such part is to be air conditioned by means of a centralized system or package unit and where possible the position of the Air Conditioning plants or units shall be indicated on the floor plan;
- (j) allocated space for parking bays, ramps, staircases, landings, generators, electrical transformers, central point of LP Gas distribution etc.;
- (k) all pipes and appurtenance used for the harvesting of rainwater shall be differentiated by colour and markings.
- (l) where a Condominium property is concerned, the statutory requirements given under the Apartment Ownership Law No. 11 of 1973 and its amendments shall be complied with and plans shall be prepared and endorsed by a Relevant Qualified Person; and
- (m) the position of garbage disposal point as may be required by the Relevant Authority.

## **SECTION DRAWINGS**

**36.** The cross, longitudinal and other section drawings of the building shall be delineated the disposition of the adjoining ground and shall be prepared incorporating the details enumerated hereunder: -

(a) types of materials used and the thickness of all walls, floors, roofs, ceilings, Foundations, pillars, beams, roof terrace and other related parts of the building.

(b) existing ground level and where the building site is to be raised or lowered, any proposed new ground level, with a statement regarding new ground level where it may affect the stability of all adjoining lands or buildings and the steps taken to safeguard the same;

(c) the distance from any existing or required Retaining Wall or slopes of the site, which exceeds 1.5m in height to the proposed building, and the boundaries of the adjoining land which is within 10.0m of the Retaining Wall or slope and the distance to any existing building on such adjoining land; and

(d) dimensions in figures of the doors, windows or openings of ventilation, the height of every storey, height of the ceiling and the Ground Floor level and footway level of the building in relation to the existing ground and street level thereof, and the clear distances between the boundaries and the External Walls of the Building.

## **ELEVATION**

**37.** The front, rear and side elevation of the building shall be submitted in accordance with the specifications stipulated hereunder;

(a) all External Walls, external columns, parapet walls and doors, windows or openings of ventilation, canopies, balconies and the roof of the building with dimensions in figures and the types of materials to be used for the construction of such External Walls, external columns, parapet walls, openings, canopies, balconies and roof as may be required by the Relevant Authority;

(b) where the detailed guidelines of the Relevant Authority are required, every existing building within the premises indicating its height, floor levels, External Walls, doors, windows, roof and other external and visible features and the types of materials used in the construction thereof;

(c) the levels of every adjoining footway, Verandah Way, street and ground of the building and the levels of all proposed counterparts of the footway, Verandah Way, street and ground.

## STRUCTURAL DETAILS AND CALCULATIONS

38. The detailed structural engineering design of any building works shall be submitted to the Relevant Authority in the form of plans and sections, together with a copy of the design calculations. Where such design is submitted to the Relevant Authority an electronic copy shall also be submitted.
39. The detailed structural engineering drawings and design calculations based on the soil report shall be prepared under the provisions of these regulations, and any other written Law relating to building construction and certified by the Relevant Qualified Person who prepared the same as set out in **Schedule 3** and shall include the followings: -
- (a) the superimposed load for which each floor system or part thereof has been designed;
  - (b) the results of any soil test carried out, the calculations for determination of soil bearing capacity and complete boring investigation and details of the soil;
  - (c) the type of Foundations to be used; and
  - (d) the type of piles, method of pile drilling and type of machinery which is to be used for piling work, if applicable.

## DESIGNS FOR BUILDING SERVICES

40. (1) Where the floor area is 400m<sup>2</sup> or more, or where the Relevant Authority deems necessary, the clearance from the Relevant Institution shall be obtained for all Building services including plumbing, mechanical, electrical and electronic installations of developments.
- (2) The plans for installations, extension or alteration of the building services shall be prepared by a Relevant Qualified Person, as set out in **Schedule 3** and submitted to the Relevant Authority for approval.
41. (a) Every residential building exceeding 15.0m height or has five units; and
- (b) Every non-residential building exceeding 15.0m height or 400m<sup>2</sup>
- must comply with the fire safety requirements as may be required by the Relevant Authority and Fire Service Department;
42. (1) Every plan submitted for approval shall be clearly drawn and produced in prints. All extensions to the existing building works shall be indicated clearly and new



additions shall be marked in red color. Where the plan consists of more than one unit such units shall be clearly marked in different colors.

(2) All parts of an existing building which are to be removed shall be marked in black color broken lines on the plan.

**43.** Where any building work consists of repair or alteration to an existing building or any addition thereto, a plan of such building work submitted under these regulations, if so required by the Relevant Authority, shall be accompanied with a certificate by a Relevant Qualified Person to the effect that he has examined the Building and in his opinion, the Building is capable of bearing such loads which may be increased or altered by reason of such repair, alteration or addition.

**44.** (1) The **Green Building Certificate** issued by the Authority shall be obtained in respect of every development which contains a floor area of 400m<sup>2</sup> or more, save and except private single unit residential building;

(2) An application for obtaining **Green Building Certificates** shall be forwarded to the Authority according to the **Form "G"** as set out in the **Schedule 1** together with the Building Application. An application to the Relevant Authority where ever possible shall be forwarded online by the submission of relevant documents.

(3). Every Development Activity specified in paragraph 44(1) shall comply with **the "Minimum Certificate Level"** of the Green Building Rating as set out in **Schedule 5**.

(4) Every application shall be forwarded with relevant fee as specified in **Schedule 2** to these regulations.

## **PART IV**

### **Planning, Designing and Calculation of the Development**

**45.** (1) The Permissible Floor Area for a development within any plot of land shall depend on the factors enumerated hereunder -

(a) the extent of land;

(b) the length of the boundary of the land directly abutting the road, from which the land has right of way (road frontage);

(c) Width of the road that provide access to the land;

(d) the Zone Factor which indicates the development density specified for the area,

(e) the other conditions imposed by the other relevant Laws or regulations.

- 46.** (1) The Permissible Floor Area in respect of a Development Plan shall be computed based on **Form “A” “B”** and in the absence of a Development Plan computed based on **Form “C” and “D”** respectively as set out in **Schedule 6**. Such Permissible Floor Area shall exclude the spaces allocated for parking facilities, air conditioned plant and other service machinery of such building use.
- (2) Space provided for parking in excess of the ten per centum (10%) of the regulatory parking requirements may be permitted in respect of a Development Plan specified in sub-regulation **46(1)**, and any additional space shall be included in the Permissible Floor Area.
- (3) The floor area of the roof terrace shall be included in the Permissible Floor Area where it is used for an activity other than the Ancillary Facilities of such Building.
- (4) The varandha, Balcony, cantilever etc. is projected beyond 1.2m it shall be taken when compute the Permissible Floor Area.
- (5) The relevant Zone Factor shall be used for calculating Permissible Floor Area, with respect to a Development Plan and specified in **sub-regulation 46(1)**.
- 47.** The extent of the land plot, excluding the portion that falls within the Street Line/s shall be considered for the purpose of computing as the Permissible Floor Area for the Development Activity.
- 48.** The plot coverage shall comply with the requirements specified in the relevant Development Plan.
- 49.** (1) The width of the Street Line shall be considered as the width of the access road for the purpose of calculation of the Permissible Floor Area, where there is no Street Line which is applicable for a road, the existing physical width of the road from which the land has right of way, shall be considered for the same.
- (2) Where there is more than one access road over which the land has a right of way having a width not less than 6m leads towards two different roads, both roads shall be considered to decide the Permissible Floor Area for a given development. In this situation PPC shall be applied from the Authority.
- 50.** Where the existing road width is 6.0m and the Street Line/ Proposed Road Width is demarcated /marked only on a single side of the Access Road, the land owner occupying the opposite plot is required to award ½ of the compensation value of the

other side for the same frontage to the Relevant Authority in order to derive a tangible benefit from the development.

51. Where there are more than one road bearing width of not less than 6.0m, permitting access to the adjoining plot of land, all such frontages shall be considered proportionate to the portion of the widest road frontage when computing the Permissible Floor Area
52. (1) A land or part thereof that falls within the reservation of a proposed road of a Development Plan, shall be transferred or conveyed to the Relevant Authority or physically amalgamate to the said road without consideration, by a deed of transfer, at the time of execution of such development.
53. Where any proposed development may cause an adverse impact on the vehicular traffic flow in the area, environmental conditions of the surroundings, fire risk, safety of the public, health hazards, security reasons associated with developments, archaeological value and the character of the surrounding developments etc, the Authority may limit the extent of any development, notwithstanding the proposal for such development is in compliance with the maximum Permissible Floor Area.
54. After the Authority satisfied itself that the requested levels are fulfilled may return a percentage of processing fee for **Green Building Certificate** as mentioned bellow.
  - (a) for “Silver Level” - 10%
  - (b) for “Gold Level” - 30%
  - (c) for “Platinum Level” - 50%

Provided that, the Developer shall provide adequate evidence that such development may achieve the specified rating, as set out in the **Schedule 5**.

### **OPEN SPACES AND BUILDING SET BACKS**

55. (1) An open space shall be provided inside or around the proposed building as set out in the **Schedule 6 in Form “C” in an area with a Development plan. In the absence of a Development Plan, Schedule 6 in Form “F”** shall be applicable.
- (2) Where an open space is provided in a Building as an alternate access to such building, for maintenance of such building or separating it from adjoining properties, such open space shall be not less than 1.0m in width.
- (3) The Building Line is deemed immaterial in so far as all buildings contain a setback of 1.0m from the Boundary Wall.

(4) 50% of the open space of the land shall be used for green garden or to maintain green shade except the hard landscape.

**56.** (1) Where any site has irregular shapes and it is impracticable to provide an open space to the entire width of the rear of the site or where the site is abutting several roads, the Relevant Authority may, as it deems appropriate, direct the Developer to provide an alternative means of open space at the rear of the site.

(2) Any land which takes an irregular shape shall have a minimum of 3.0m frontage of which the development shall be permissible from the point of which the width of the land is 6.0m.

(3) Where a reservation of a river or canal falls within the rear side of the building exists, such reservation may be considered as rear space. However, a rear space shall be provided in the **Schedule 6 in Form "C" in an area with a Development Plan. In the absence of a Development Plan, Schedule 6 in Form "F"** shall be applicable

**57.** (1) The Relevant Authority may impose building setbacks as per the requirements of any other applicable Laws or regulations.

(2) Any Building work which involves a wall construction on a boundary, such wall shall be a Blind Wall and prior to any construction of such wall, an application shall be submitted to the Relevant Authority for obtaining a Development Permit, along with -

(a) a declaration from a Relevant Qualified Person as set out in the **Schedule 3** to the effect that the construction shall not cause any damage to the adjoining properties;

(b) If the Building comprises of more than 4 floors where an Insurance Policy to cover all damages which may occur to adjoining properties as requested by the Relevant Authority

(c) A letter of Indemnity as set out in **Form" H" in Schedule 1**

**58.** (1) All constructions shall be in compliance with the Street Lines imposed by the Road Development Authority or Relevant Institution or as set out in the Development Plans.

(2) The maximum height of the Boundary Wall shall not exceed 2.0m excluding the height of the gate unless otherwise specified in the Development Plan. An additional 1.0m height that shall be constructed with transparent materials may be permitted at the request of the applicant.

(3) A Boundary wall or security hut not exceeding 5.0m<sup>2</sup> of floor area may be permitted within the Building Line upon entering into an agreement with Relevant Authority. Where an extension of the road is required, the owner or the Developer shall remove such Boundary Wall or security hut without any claim.

(3) Where the owner agrees to renounce any land which falls within the Street Line, by the execution of an appropriate legal instrument to the Relevant Authority, as the case may be, the Relevant Authority may consider the full width of the Street Line as the physical width of the road in order to determine the access road to a development site.

**59.** No part of any Building or a fixture shall project: -

(a) over a street; or

(b) into a Street Line or acquisition line as indicated in relevant documents or plan approved by the Relevant Authority.

**60.** (1) The overhangs, canopies, wings or other sun-shading devices of a Building may be permitted beyond 1.2m from the Building Line, or towards the rear space provided so that it does not go beyond the Street Line.

(2) Where such a Balcony or a terrace is facing an adjacent property, a minimum of 1.0m distance shall be maintained from the outer edge of such Balcony or terrace to the relevant boundary.

(3) Where any space is provided for a Balcony or any other use up to the boundary of the adjoining property, such boundary shall be considered as a Blind Wall and a minimum of 2.0m height Guard Wall shall be maintained.

**61.** (1) For the purpose of these regulations, the side which is furthest from the road having access to the land on which the building is situated shall be considered as the rear of such building;

Provided that, where the building has access from more than one road, unless otherwise directed by the Relevant Authority, the side which is furthest from the widest road which the land gets the right of way shall be considered as the rear of such building.

(2) Where the rear space of a building is abutting to a public road or a private road which contains a right of way and is not less than 6.0m in width, the rear space need not be provided.

(3) Any construction that obstructs the light and ventilation of such rear space, mentioned in sub-regulation 61(1) and 61(2) shall be denied save and except the open well and an additional spiral stairway for the emergency exit.

**62.** Any uncovered footway, arcade or verandah shall -

(a) be located within the building lot; and.

(b) continue along the entire portion of the building lot abutting the street or be as directed by the Relevant Authority.

**63.** Where a Building is erected at a junction of two streets and where the degree of splay or rounding off is not specified in the Development Plan or any other relevant document, the corner of such Building shall be splayed or rounded off as specified in **regulation 22** to a height not less than 6.0m above the street level.

**64.** Where a footway or any open space has been provided for the maintenance of a building, such footway or space shall not be used for any other purpose. Any construction of a roof above the full length or part of such footway or open space, in a manner that may reduce the space of such footway or open space shall not be permitted.

### **HEIGHT OF BUILDINGS**

**65.** (1) the height of a Building and the number of floors thereof shall be in accordance with the provisions of these regulations, unless otherwise specified in the Development Plan.

(2) Unless otherwise specified in a Development Plan, the maximum height of a Building for an Existing Lot shall not exceed 10.0m, where -

(a) the extent of the land is less than 150m<sup>2</sup> , or

(b) the land gets access from a road where the width is less than 3.0m, or

(c) the road frontage of the land is less than 6.0m wide.

**66.** The area of any habitable room in a residential Building shall be as set out in the **Schedule 7**.

**67.** (1) The minimum height of rooms in residential buildings shall be –

a. 2.8m average height and 2.4m at the lowest point for living rooms and bed Rooms;

b. 2.8m average height and 2.4m at the lowest point for kitchen; and

- c. not less than 2.2m for bathrooms, lavatories, water closets, verandah, balconies, terraces and garages.
- (2) The height of Ground Floor rooms in a shop shall be not less than 3.0m and the height of upper floor rooms shall be not less than 2.8m average and 2.4m minimum at the lowest point.
- (3) The height of classrooms in a school shall be not less than 3.5m average and 2.5m minimum at the lowest point.
- (4) The height of rooms used for the accommodation of patients in a hospital shall be not less than 3.5m average and 2.8m minimum at the lowest point.
- (5) The height of rooms in a Factory shall be not less than 3.5m average and 2.8m minimum at the lowest point.
- (6) (a) The height of a habitable room in a resort shall be not less than 3.0m;
- (b) In a resort, the provision of the **sub-regulation 67(7)** shall apply to lavatories, water closet, cloak rooms, kitchens, corridors and rooms which are rarely used.
- (7) (a) Any building other than any of those specified in sub-regulations 67(1) to 67(6) of these regulations, the height of the room on the Ground Floor shall be not less than 2.8m and any part on upper floors shall be not less than 2.4m.
- (b) Save and except in a paragraph (a), any roof terrace used as open or covered garden, the height shall be not less than 2.6m
- (8) (a) A minimum of 1.0m distance shall be maintained between the boundary of a land and the excavation line of the Basement subject to the following condition;
- (i) If there is a Building Line such Basement floor can excavate up to the Building Line.
- (b) The minimum height of the Basement shall be not less than 2.4m, if it is below the ground level and used for stores, vehicle parking and utility services
- (c) The minimum height of a Basement shall be not less than 3.0m, if it is used for shops, offices, commercial buildings, Factory or allied activities.
- (d) If the Basement floor is used for purposes other than as mentioned in the paragraph (c), it shall be constructed in accordance with these regulations and other conditions imposed by the Relevant Authority.

(9) Notwithstanding the provision of the sub regulation 67(7) and 67(8), a building or part thereof intended to be used for car parking purposes except the Ground Floor, the minimum height of any part including the underside of the ceiling, beams, ducts, sprinkler, heads, service pips, lightings, fixtures and etc. shall be not less than 2.4m.

(10) The minimum height of any covered footway and stairways constructed within the building, shall be not less than 2.4m. The following item shall be not permitted where the height is less: -

- (a) beams;
- (b) stairways and landings;
- (c) screens; or
- (d) signboards or advertisement

**68.** (1) The minimum width of the stairs and the minimum dimensions of treads and risers shall conform with the specifications set out in the **Schedule 8**.

(2) (a) Where a Building is not a Public Building, the minimum height of a hand rail or Guard Wall shall be not less than 1.0m.

(b) Where a Building is a Public Building, the minimum height of a hand rail or Guard Wall shall be not less than 1.1m.

**69.** The lifts of required standards shall be installed at the main entrance and other suitable locations in the buildings exceeding four floors or more than 15.0m in height as set out in **Schedule 9**. A letter from a suitable qualified person shall be submitted affirming the installation of the same.



## VENTILATION

**70.** (1) Every Building shall be provided with: -

(a) natural lighting by one or more means eg: glazed windows, skylights, fanlights, doors or any other natural light transmitting media approved by the Relevant Authority;

(b) natural ventilation by one or more means eg: windows, skylights, fanlights, doors, louvers or ventilation openings.

(2) In a building where the size of windows and openings through which natural light and ventilation is obtained into a room or space shall be not less than 1/5 of such room or space and at least 50% of the device shall be opened.

(3) Every such opening shall open to: -

(a) an area which opens to sky; or

(b) a public road or a street from which the building has right of way; or

© a courtyard, open space or Air well shall suitably located within the Building and complying with the provisions of **Schedule 10**.

(4) With respect to a building other than specified in sub-regulation 70 (5), no part of the room served by the sources mentioned 70(3) above shall be more than 10.0m away from such opening in a direction perpendicular to the plane of the opening. Further no part of such room shall be less than 3.0m away from the edge of the opening in a direction parallel to the plane of the opening.

(5) Where the building is used for a Factory, workshop or Warehouse, no part of the Room served by such source shall exceed: -

(a) less than 12.0m away from such opening in a direction perpendicular the plane of the opening. Further no part of such room shall be less than 5.0m away from the edge of the opening in a direction parallel to the plane of the opening;

(b) vertically not more than 9.0m away from a source, if such source is a ventilation device in the roof of the room or other natural ventilation.

(6) (a) Where the sources of natural light and ventilation is from the Balcony, verandah or porch the depth of the Room served by such sources shall not exceed 10.0m

measured from the outer face of the enclosure wall of the Balcony, verandah or porch;

- (b) The front of the said Balcony, verandah or porch that served such room shall have an opening to absorb external air, the area of which shall be at least 75% of the floor area of such Balcony, verandah or porch

**71.** (1) An air-well or a courtyard meant for obtaining natural light and ventilation shall comply with the requirement as set out in **Schedule 10**.

(2) An Air well for natural light and ventilation of toilets, store Rooms, garage, washing areas shall be as set out in **Schedule 10**

(3) The internal Air well or courtyards provided for the purpose of natural lightning and ventilation shall not be obstructed.

(4) Where the shortest side of the Air well is less than 5.0m, overhangs, canopies, sun shading devices, eaves or balconies projected over such Air well shall not exceed 0.5m.

(5) The floor of an internal courtyard shall either be paved or turfed and maintained as an internal garden with a proper drainage system.

(6) The distance between the means of natural light and ventilation in a room of a building with Ground Floor and upper floor, and the opposite boundary of the open space, shall be not less than 2.3m.

(7) The minimum distance between the means of natural light and ventilation for water-closets, toilets or bathrooms and the opposite boundary of the open space shall be 1.0m.

Provide that, where twenty-four hours (24) exhaust fans are in operation in rooms, the distance between the External Walls of which the exhaust fans are installed and the opposite boundary of the open space shall be not less than 2.3m.

(8) Unless otherwise specified in the Code of Fire safety, the minimum dimensions of an opening for natural light and ventilation for enclosed staircase, corridor or lobby shall be in accordance with **regulation 70 (2)**.

(9) In case of Terrace Houses of depth greater than 12.0m there shall be permanent means of ventilation from front to rear by suitable vents in all front, back and cross

walls at each floor and such vents shall have a net opening area of not less than **0.5m<sup>2</sup>**.

- (10) For the purpose of determining light and ventilation requirements, any room may be considered as a portion of an adjoining room where half of the common wall is opened/exposed and unobstructed.
- (11) Where any room is located in a Basement and has the capacity to attract natural light and ventilation, such room shall have at least 1/3 (one third) of the height of its External Walls above the ground level and requirement of **regulation 70 (2)** shall be fulfilled.

### **MECHANICAL VENTILATION AND AIR CONDITIONING**

- 72.** (1) Where Air-Conditioning, Mechanical Ventilation or artificial lighting is installed or intended to be installed in a Building: -
- (a) such installations shall be in accordance with the relevant provisions of these regulations considering the particular type of use of the building or part thereof;
  - (b) where the Air Conditioning unit, Mechanical Ventilation system or artificial lighting is not used in a building, an approval shall be obtained by fulfilling the requirements of these regulations for obtaining natural light and ventilation.
- (2) Where fresh air is obtained by mechanical means by supplying a minimum of 3 air changes per hour in a room for residential purposes, the area of openings of the natural ventilation source may be reduced to half of that specified in **regulation 70 (2)**, but shall be not less than 0.5m<sup>2</sup>.
- (3) Except as set out in **regulation 70**, Mechanical Ventilation shall be provided in every room of non-residential purpose, staircase, corridor or lobby where the relevant requirements for natural ventilation under these regulations are not fulfilled.
- (4) (a) Where Air Conditioning, Mechanical Ventilation or artificial lighting is installed in a building, a minimum one third (1/3) of the area on every floor of such building shall have openings to benefit from natural source of ventilation.
- (b) Where underground constructions are involved in the development, 100% of the area shall be provided with Mechanical Ventilation and artificial, lighting installed in compliance with the standards specified by the Construction Industry Development Authority (CIDA) and a generator shall be installed to facilitate emergency power

requirements. A certification from a Relevant Qualified Person shall be submitted confirming the installation of the same.

(c) Where an Air-Conditioning machine is installed, the adjoining boundary must maintain a distance of 2.3m length.

(d) Such installations referred to in sub-regulation (4)(b), shall be on the recommendation and certification issued by the Relevant Qualified Person.

## **PARKING**

**73.**

(1) Every proposal submitted along with the application for a Development Permit, shall comply with the parking requirements set out in the **Schedule 11**.

Notwithstanding the above, each development shall provide a minimum number of parking stalls as set out in **Schedule 11**.

(2) The standard specifications for parking stalls for each type of vehicle and minimum width of aisles shall be as set out in **Form “A” and “B” in Schedule 12**.

(3) Where the planning committee deems that the provision of the parking space as specified in paragraph 73(1) and 73(2) is not practicable, a service charge shall be levied as set out in the **Schedule 2**.

(4) No parking space shall be permitted within the Building Line reservation.

(5)(a) Where the Planning Committee deems that the provision of parking space cannot be provided as specified in paragraph 73(1) and 73(2) in this regulation the Authority may exempt of service charge from the Developments of the non-profit making Organisations, Development of the Charitable Organisations, Government Departments on the provision of a minimum of 50% of the required parking space.

(b) For developments by non-profitable and charitable organisations and Government Department where service charge is exempted as provided in paragraph 73(5), the applicant is required to provide documental evidence to verify their status

(6)(a) The width of the access and entry and exit point to residential parking areas shall be not less than 3.0m if entry and exit are separately provided. However, where entry and exit are provided collectively, the width of the access and entry and exit points shall be not less than 6.0m

(b) Where the entry and exit are provided separately in a parking area for commercial purpose, the width of the access and entry and exit point shall be not less than 4.5m and where the entry and exit are provided collectively, the width shall be not less than 6.0m

(7) In a building where more than two parking spaces are required to be provided, all vehicle maneuver of parking and reversing shall be located inside the site. No reversing shall be permitted from or into the street.

(8) In the event parking is available for two stalls or less, angle parking with direct access from the street shall be permitted, provided that-

- (a) The angle parking is 45 degree or less; and
- (b) There is no bus halt, bus shelter or bus bay within 5.0m from any part of such opening for parking; and
- (c) There is no pedestrian crossing within 25.0m from any part of such opening for parking; and
- (d) There is no intersection with any other paved road within 25.0m from any part of such an opening for parking; and
- (e) Physical obstructions will be placed to the satisfaction of the Relevant Authority excluding more than two vehicles from parking in such space provided; and
- (f) There is no dire requirement for commercial vehicle parking; and
- (g) The street is not a National Highway/ road.

(9) The Relevant Authority may reduce the width of a driveway for the parking area to 3.0m, where a development site has a road frontage less than 12.0m and depth less than 40.0m if: -

(a) a traffic holding base of required size, has been provided at acceptable locations, along such drive way to the satisfaction of the Relevant Authority;

(b) the total parking requirements of such development does not exceed ten (10) parking lots.

(10)

(a) the maximum gradient of ramps shall not be steeper than 1:8 for ramps of 12.0m or less. In the case of longer ramps, the gradient shall not be less than 1:10

(b) for every such ramp, a flat space of not less than 6.0m shall be provided at the edge of the proposed or existing Street Line and in the absence of an existing or proposed Street Line, from the boundary of a plot of land shall be provided.

- (10) The width of ramps shall not be less than 3.5m clear of all footways and other obstructions where entry and exit are separately provided and contain 6.0m.
- (12) A minimum clear height of 2.1m shall be retained on the ramps and in multi-storied parking areas.
- (13) Security clearing and parking control activities such as barriers, booth and lifts shall not be located within a minimum clear distance of 6.0m from the edge of the street to such barrier. For each 25 parking stalls or part thereof, the aggregate clear distance shall be increased by 6.0m, which may be provided in one and the same lane or in multiple lanes.
- (14) In the case of slopping floors for parking areas, the gradient of such shall not exceed 1:20
- (15) Where a sidewalk continues across the openings for entry or exit to any, parking area, the Relevant Authority shall specify alterations if any to be made at the Developers cost, to the curbs or any part of such a sidewalk to maintain mobility of pedestrians, with special consideration to handicapped persons. The Relevant Authority may also require the Developer to paint and maintain a pedestrian crossing across such openings.
- (16) A minimum inner and outer turning radius shall be provided as set out in **Form “C” in Schedule 12.**
- (17) (a) Mechanical parking (fully automated systems, vertical system or Stack type system, Puzzle type system) can be provided where the guidelines deal with the car parking provision and layout aspects. Notwithstanding the guidelines, each mechanised parking proposal shall be evaluated on its own merits. Designers shall be required to seek clearances or approvals on other operational aspects of the systems such as fire system, security etc. from other relevant institutions. The Relevant Authority does not regulate the mechanism of the parking system and car lift. Requirements for mechanical car parking as specified in **Form “D”, “E” and “F” of Schedule 12.**
- (b) mechanism of the system does not come under the jurisdiction of the Authority.
- (c) ratio of car lifts to parking capacity is 1:50.
- (d) maximum number of parking lots to be served by car-lifts shall not exceed 200.

(e) a minimum of 2 lifts shall be provided

(18) The Authority may require a Traffic Impact Assessment (*hereinafter referred to as TIA*) of the proposed development, as specified in **Schedule 13**.

### **WATER DISPOSAL AND SEWERAGE**

- 74.** (1) Every dwelling unit shall have at least one water closet and every other type of building shall be provided with an adequate number of water closet, urinals, wash basins and other sanitary conveniences as set out in the **Schedule 14**.
- (2) Every Sewerage and waste water outlets shall be connected to an existing public Sewerage system and the Relevant Institutions may, require the Sewerage and waste water to be pre-treated to conform to acceptable standards prior to the connection to the public Sewerage system.
- (3) Where the Relevant Authority decides that the outlets cannot be connected to the public system, Sewerage shall be disposed through septic tank and waste water to a soakage pit.
- (4) Where housing schemes located in an area where public Sewerage disposal systems are not available and individual septic tank or package treatment plants cannot be provided, common septic tanks and soakage pits shall be provided in cluster wise. Number of housing units in such cluster shall be limited to maximum of five (5). Provided however, the Relevant Authority may consider any alternative system if recommended by a Relevant Qualified Person.
- (5) A Sewerage treatment plant shall be provided for a condominium housing development that exceeds fifteen units (15), with standards imposed by the relevant institutions for such Sewerage treatment plant.

### **SUPPLY OF WATER**

**75.**

- (1) Every building shall be provided with a protective water supply system. Provided that, where the pipe borne water supply system is not available, a suitable water supply system shall be provided for the development activities on the recommendation of Relevant Institutions.
- (2) Where the provision of connection to the public water supply system is impracticable a system connected to a private source shall be provided.

- (4) Where the Relevant Authority deems that the supply of water is irregular, taking into consideration the condition of the building and other landmarks of the area, every such building shall be provided with water storage tanks and pumps of such capacity as may be determined by the Relevant Institutions.
- (4) A well-used for the supply of drinking water shall be located 15.0m away from the cesspit or a soakage pit of a septic tank and 1.0m from the boundary.
- (5) A well which is to be located at 10.0m away from the cesspit or a soakage pit or a septic tank may be permitted upon the recommendation of a Geologist or the Medical Officer of the relevant area, in absence of pipe borne water.

### **RAINWATER HARVESTING**

#### **76.**

- (1) Every existing or proposed building, shall be provided with adequate drainage facilities to drain off water from roof, inclusive of gutters of appropriate sized and fixed to prevent leakage or overflow, down pipes and related appurtenance, in order to provide for rain water harvesting and to provide minimal rain water to fall directly from the roof to the ground.
- (2) With respect of the disposal of rain water, the following shall be prohibited: -
  - (a) Direct discharge from roof to street drain;
  - (b) Connection to a septic tank, soakage pit, open trench or public Sewerage system.
  - (c) Discharge into an adjacent property.
- (3) The requirements set out in **Part I, Part II in Schedule 15 shall** be complied with for the disposal of rainwater. Provided that, the provisions of this paragraph shall not apply to any premises, which is less than 6 perches (150m<sup>2</sup>)
- (4) Every application submitted for construction of a building shall be as follows: -
  - (a) a sketch of the plan of the surrounding area including existing water drains;
  - (b)The floor plan (of each story where the building consists of more than one floor) with the roof or any area which consists of a Flat Roof, all pipe lines of the drainage, sizes and location of storage and infiltration and outlet drains which discharges the rain water, with arrows indicating the direction of the flow of the water.



- (c) the cross and longitudinal sections of the building, including storage tank, down pipes and appurtenances incidental thereto.

(5)

- (a) The provision in **sub regulations 76(1) to 76(4)** herein shall be applicable to the uses of buildings specified in **Part I of Schedule 15** to these regulations and the Maximum Equivalent Rainwater Holding provisions requirement for each of such category shall be as set out in the **Part II of the Schedule 15**:  
Provided that, where any applicable building uses or rainfall band is not clearly identifiable, Relevant Authority shall, considering all conditions, make the required identification of the rain fall band  
Provided further that, the proposed distribution of the rainwater holding provision shall be computed in accordance with the storage and ground water infiltration of the premises as set out in **Part II of the Schedule 15**.

- (b) Where common rainwater holding facilities are proposed by one or more owners of adjacent properties, such joint facility shall be located at such place as may be determined by the Relevant Authority, provided the Relevant Authority directs that prior written consent of all owners to the implementation of a joint facility be obtained.

(6) The factors stipulated hereunder shall be taken into consideration when assessing the Equivalent Rainwater Holding Provision of any premises;

- (a) Availability of space for storage of water for fire requirements and the measures adopted to meet such fire requirements;

(b) 100m<sup>2</sup> of unpaved ground sufficient for 0.5m<sup>3</sup>;

© location of infiltration trenches specially for rainwater;

- (d) any facilities available on adjacent premises where, the written consent of the owner thereof has been obtained for the use of such facilities.

(7) The factors stipulated hereunder shall be taken into consideration when assessing the Equivalent Rainwater Holding Provision: -

- (a) storage spaces for public main supply;

(b) availability of septic tank effluent soakage pit or trench.

(8) The rainwater system and plans shall be prepared by a Relevant Qualified Person in accordance with these regulations and shall be-

- (a) constructed as specified in the plan

- (b) consist of necessary instruments capable of discharging the first flush of rain;
  - (c) structures infiltrated in to the ground, by means of either a waste water soakage pit, a dug or bore well, pond or other similar measure, ensuring that the optimal use of water is achieved for home, garden and landscaping purposes.
- (9) The storage structure of rainwater shall be covered and protected against all possible accidents and shall-
  - (a) be built in compliance with required standards;
  - (b) have necessary methods for the elimination of dust, vermin and other contaminants;
  - (c) be of such design which shall not contrivance any other building regulations or aesthetic consideration imposed by the Authority;
  - (d) be located at appropriate location above, below or on the ground level, to facilitate the maximum use of the water storage.
- (10) Where water is not used for home gardening or any other purposes structure shall be of such specified dimensions in order to be able to contain the quality of water directed to it to in ensure proper infiltration.
- (11) There shall not be direct cross floor between the rainwater and the public main systems.
- (12) There shall be filtration devices as specified by the Relevant Institutions where the rainwater is used.

## **WASTE DISPOSAL**

**77.**

- (1) The waste generated within any premises or public space shall not be disposed in a manner that may cause harm or be hazardous to the public health or environment.
- (2) Any identified waste shall not be disposed to any space intended to be used as public place, wetland or any environmentally sensitive area.
- (3) A proposal for solid waste disposal with spaces provided for collection and temporary storage shall be submitted in respect of buildings which are residential and non-residential with a floor area that exceeds 400m<sup>2</sup> and 100m<sup>2</sup>, respectively.
- (4) The Authority may require the applicant to obtain a clearance from the Relevant Institutions or the Relevant Authority for the disposal of solid waste.

## **ELECTRICAL AND PLUMBING WORKS**

- 78.** Every civil, electrical and plumbing works of a building shall be certified and carried out under the supervision of the Relevant Qualified Persons as set out in **Schedule 3**, in order to ensure maximum safety and sanitary conditions within such building or premises.
- 79.** A space dedicated for a Generator shall be provided in every building which is more than 15.0m in height or in any other building in which the Relevant Authority may direct to do so, considering the use of such building.

## PART V

### Commencement of Building Works

#### 80.

- (1) No development shall be commenced, continued or completed unless and until the development permit is issued by the Relevant Authority.
- (2) Every development shall be in compliance with the limits and conditions set out in the development permit.
- (3) The Relevant Authority may permit a Temporary Building which facilitates the commencement or continuation of building works, for a particular period as per **Regulation 104**.

#### 81.

- (1) The Relevant Authority shall carry out inspections during the construction period, once in six months, for such buildings that exceed a floor area of 400m<sup>2</sup> from the date of the development permit being issued, in order to confirm and ensure that the development work is being carried out in accordance with the design for which the development permit was granted, and thereby issue a **Post-Permit Audit and Monitoring Report** to the applicant.
- (2) If the applicant not respond to the Relevant Authority within fourteen days (14) from the date of the letter issued by the same, the Authority Relevant Authority shall forward such report for further action.
- (3) A letter to obtain the final **Post Audit & Monitoring Report** shall be lodged with the Relevant Authority.
- (4) The fees payable for such report shall be made in pursuance with the terms **set out in schedule 2**

## PART VI

### Certificate of Conformity

#### 82.

- (1) No applicant shall be permitted to occupy or permit or acquiesce the occupation of any third party after completion of the development until the issuance of a CoC from the Relevant Authority, certifying the fact that the development is in compliance with the approved Development Plan.
- (2) Every application for the purpose of obtaining CoC shall be made to the Relevant Authority along **with Form "I" as set out in the Schedule 1**. An application to the Relevant Authority wherever possible shall be forwarded online by the submission of relevant documents.
- (3) The fees payable for such applications shall be made in pursuance with the terms set out in **Schedule 2**.

#### 83.

- (1) The Relevant Authority shall ensure that all conditions specified in the development permit issued for such development are fulfilled prior to applying for the CoC.
- (2) Such application shall accompany a certificate, where applicable, from a Relevant Qualified Person as set out in **Schedule 3**, confirming that the subdivision, amalgamation or re-survey has been carried out as per the Approved Plan and adhering to the conditions specified in the Permit.
- (3) Where the development involves the construction of roads and culverts or any other engineering work related to development, the application shall accompany a certificate from a Relevant Qualified Person, as set out in the **Schedule 3**, confirming that such works have been carried out as per the Approved Plans and conditions specified in the Permit.

#### 84.

- (1) Upon completion of the building or part thereof in accordance with the Approved Plan, the applicant or occupant shall request for a CoC from the Relevant Authority in order to occupy such building.
- (2) Notwithstanding a CoC for partial completion has been issued for the occupation of such building, it is mandatory to obtain a further certificate upon completion of the entire building, according to these regulations.

(3) In applying for the CoC under **regulation 82** for a completed building or part thereof the applicant shall: -

(a) fulfill all conditions specified in the development permit;

(b) pay all relevant fees;

(c) If applicable;

(i) submit a certificate from a Relevant Qualified Person as set out in **Schedule 3**, confirming that the development has been carried out under his supervision and in compliance with the Approved Plan and adhering to the conditions specified in the development permit.

(ii) submit a certificate from a Chartered Civil or Structural Engineer as set out in the **Schedule 3**, confirming that the development has been carried out under his direct supervision and in compliance with the structural details pertaining to the Approved Plans and development permit.

(iii) submit a certificate from a Relevant Qualified Persons well-versed in mechanical, electrical, drainage, Air Conditioning or other related fields, as set out in the **Schedule 3**, confirming that such works of the building have been carried out under his supervision and in compliance with the approved plans, development permit.

(iv) submit certificates for fire services, electricity, water supply, Sewerage disposals, waste water disposal and solid waste management obtained from Relevant Institutions;

(v) submit any other certificates mentioned in the Development Permit.

(vi) submit **final report of Post Audit & Monitoring**, obtained from the Authority as per the regulation 81.

(1) The Chairman or an authorized representative of the Relevant Authority may enter at a reasonable time into a building while the building works are underway, in order to determine whether all the provisions of these regulations have been complied with, prior to the issuance of a CoC is issued.

- (2) The authorized representative of the Relevant Authority shall produce his identity before entering or inspecting a Building or any development premises.

**86.**

- (1) The Relevant Authority may grant or renew a CoC for occupation of a building or part thereof, where the planning committee deems that the deviation from the Approved Plan of the building or non-compliance with a requirement on the plan of the building or development permit or non-completion of the construction of such building is neither of a serious nature nor in any way detrimental to the well-being and safety of the person who may occupy the building or part thereof.
- (2) The Authority may revoke the development permit or the CoC issued for such development at any time if the Relevant Authority discovers that the applicant had violated a term or condition stipulated in the development permit or the CoC.

**87.**

- (1) The CoC of a Building or part thereof except single unit residential building shall be displayed on a suitable location for the awareness of the occupants.
- (2) The fire certificate together with particular floor plan showing the evacuation route or routes of fire shall be displayed at a suitable location of each floor in residential buildings of which the height exceeds 15.0m or exceeds five units and in non-residential buildings of which the floor area exceeds 400m<sup>2</sup>.
- (3) No person can be exempted from the obligation of compliance with the Approved Plan and the development permit after obtaining such CoC.
- (4) The Authority may revoke or cancel a CoC for the occupation of a building, if the Authority is of the opinion that the construction has been erected in violation of the conditions attached to the Development Permit.
- (5) Where a building or part thereof is intended to be used for a purpose other than any use specified in the CoC, the owner of the building shall notify the Authority the proposed use thereof and obtain the approval from the Authority.
- (6) Where a Fire Certificate has been issued for a building where the whole or part of which is being used or occupied, all necessary steps shall be taken to ensure that the fire escape route is not be obstructed, unless otherwise directed by the Chief Fire Officer.

**88.** Any owner, occupier or Developer of a building or part thereof who, without any reasonable cause, contravenes or fails to comply with **regulations 82 and 87** commits an offence.

**89.**

(1) No person shall occupy or permit any person to occupy in a building or part thereof, or construct any structure in a land amalgamated or subdivided, without a CoC.

(2) A person who contravenes the provisions of **regulation 89 (1)**, commits an offence.

### **PUBLIC BUILDING CERTIFICATE**

**90.**

(1) An owner, occupier or their agents of a Public Building or part thereof which: -

(a) provides access to general public; or

(b) accommodates more than hundred (100) persons per day,

shall apply for a **Public Building Certificate** in addition to a COC, from the Relevant Authority prior to the occupation or use of such Building or part thereof. No person shall occupy, use or permit any other person to occupy such building or part thereof in the absence of a Public Building Certificate.

(2) Every application for the purpose of obtaining a Public Building Certificate shall be made to the Relevant Authority along with the **Form “J” of the Schedule 1 including a written declaration as set out in Annexure XI, XII and XIII.**

(3) An application for the renewal of a Public Building Certificate shall be accompanied by:

(a) a certificate from the Relevant Qualified Person confirming that the building is structurally sound to hold more than 100 occupants;

(b) four copies (4) of the plan of every floor of the building or part thereof, drawn to a scale not smaller than 1:200 and setting out the relevant information in distinct colours and signed by the owner or his Developer of the building or part thereof;



- (c) a statement of the intended use and occupants of the building or part thereof,
- (d) the approved path ways of fire escape of the building or part thereof and any other requirement in the Code of Fire Precaution for buildings as may be imposed by the Chief Fire Officer;
- (e) the position and type of every fire extinguishing equipment installed in the building or part thereof in accordance with the Code of Fire Precaution for buildings or Chief Fire Officer;
- (f) the position and size of every window and other opening in every External Wall for lighting, natural ventilation, Air Conditioning system and other means of ventilation, if any; and
- (g) the position of every lift, escalator, fire protection system, portable fire extinguishers and other service equipment.

(4) The fee payable according to the **Schedule 2**

(5) A Public Building Certificate shall be valid for a period of five years and may be renewed for a period or periods not exceeding 2 years upon a request made by the owner, occupier or his agent at least two months prior to the expiry of such permit.

(6) A certificate from one or more qualified persons certifying that they have examined the building or part thereof and every system and equipment referred to in **regulation 90 (3)** and in accordance with the provisions of these regulation made thereunder and the Code of Fire Precaution for buildings shall also be submitted.

(7) The name, qualifications and other relevant particulars of the person designated to act as a Safety Officer for the building or part thereof under regulations **90**, shall be provided by the Developer when applying for Public Building Certificate.

(8) With respect of an application for the renewal of a Public Building Certificate under **regulation 90 (5)**, the floor plan referred to in **regulation 90(3) (b)** shall not be required to be submitted if there is no change of such plan.

(9) Where an application for the issuance or renewal of a Public Building Certificate is made under **regulation 90 (5)**, the Relevant Authority may

refuse to issue or renew such certificate on such terms and conditions as the Relevant Authority may deem fit.

(10) The Relevant Authority may revoke any Public Building Certificate that has been issued or renewed under these regulations, in the event of:-

(a) a breach of any term or condition of the certificate;

(b) a failure to comply with the provisions of **regulation 90 (3)**;

(c) any misrepresentation of particulars in the application, plans or documents;

(d) a fire hazards within the building or part thereof, has gone out of control, due to the failure to entertain adequate fire safety measures to the satisfaction of the Chief Fire Officer.

**91.** The owner, occupier or their agent of a Public Building or part thereof which has a floor area of more than 400m<sup>2</sup> or an occupancy load of more than one hundred persons (100) shall designate a responsible person to act as a Safety Officer, for the purposes of: -

(1) enforcing good housekeeping rules and fire safety precautions within the building or part thereof;

(2) supervising the maintenance of all means of fire escapes, lifts and fire protection systems and maintenance of equipment within the building or part thereof;

(3) organizing periodical fire drills in order to ensure that all persons employed in or using the Building or part thereof are familiar with all means of escapes in case of fire;

(4) supervising the safety and security surveillance systems of the building.

**92.** (1) The owner or Developer of a building or part thereof, which has an occupant load of more than one hundred persons (100) contravenes or fails to comply with **regulations 90 and 91** commits an offence under the section 28 of Urban Development Authority Act no 41 of 1978.

93.

- (1) With respect to every development which is registered for **Green Building Certificate**, the owner or Developer shall ensure, at the time of applying for the Certificate of Conformity, that the development complies with: -
  - (a) minimum certificate level of the **Green Building Rating**;
  - (b) the agreed level for which the additional benefits under the **Regulation 54** are granted.
- (2) The Relevant Authority may direct the owner, Developer or their agent to take necessary corrective measures to the development, in order to comply with the minimum certificate level of the **Green Building Rating**, within the criteria set out in **Schedule 5**, before the issuance of the Certificate of Conformity.
- (3) Where the owner or the Developer fails to conform to the minimum certificate level or the agreed level of the **Green Building Rating**, the Relevant Authority may impose a surcharge on the development as set out in the **schedule 2**.

## PART VII

### CHANGE OF USE

94.

- (1) No Building shall be occupied for any purpose except the purpose for which the CoC was issued.
- (2) After the development plan is published in the *Gazette*, the Authority shall:-
  - (a) carry out a survey on the usage of the property;
  - (b) notify the owner or occupier who has violated the conditions of the permit regarding the nature of the violation; and
  - (c) inform the owner or occupier to apply for a change of use, if it is so desired.
- (3)
  - (a) Where any owner or occupier intends to change the use of the building, an application may be made as per **Form "K" as set out**

**in Schedule 1** and submit copies of approved survey plan, Building plan, CoC and payment of assessment receipt to the Authority. The fee shall be made as set out in the **Schedule 2**.

- (b) The Authority may grant a temporary permit for a change of use for a period of one year, provided the proposed use is in compliance with the zoning regulations of the Development Plan, and compatible with the existing land use pattern and no adverse impacts may be caused to the existing environment, the parking, open space and other requirements within the site, width of the access roads and infrastructure are satisfactory and the safety and security of the neighbours are ensured.
  - (c) The Authority may decide to renew the period for change of use upon the request of the applicant if it was evident to the satisfaction of the Authority that the prerequisites for a change of use described in the forgoing provision had been successfully complied during the preceding year for which a temporary permit was granted to effectuate the change of use.
- (4) Where the Authority decides that the proposed change of use may adversely affect the conditions referred to in **sub-regulation 3(b)**, the Authority may revoke the temporary permit without any payment.
- (5) Where an Approved Plan is available and if any party intends to change the use permanently, an approval shall be obtained from the Authority for the proposed use based on the planning and building regulations of the development plan.

## **PART VIII**

### **OTHER CONDITIONS**

- 95.** (1) The Relevant Authority shall not accept an application for a Preliminary Planning Clearance, Development Permit, or CoC, if: -
- (a) the plans, drawings or calculation submitted under these regulations, are beyond the scope of professional competence of a Relevant Qualified Person;
  - (b) the information and the particulars provided in the application are incomplete or inaccurate;
  - (c) the application is not duly certified by the applicant and Relevant Qualified Person.

- (3) The Relevant Authority shall direct the applicant or Developer to display a hoarding at the site indicating the nature of the proposed development, for public view for a period of thirty (30) days.
- (4) Where the approval or a permit is not granted for any Development Activity, the Relevant Authority shall bring to the actual notice of the applicant the reasons for such refusal, and tender copies of the relevant plan whilst retaining one copy of the plan in the custody of the Relevant Authority. Notwithstanding the grounds of refusal, the Relevant Authority shall not be liable to refund whole or part of the any fees paid to the Relevant Authority.
- (5) The Relevant Authority shall not accept an application for Preliminary Planning Clearance, Development permit or Certificate of Conformity an appeal shall be made according to the **Form “L” as set out in Schedule 1.**
- (6) Every application shall be forwarded with the relevant fee as set out in **Schedule 2**

**96.** Where an applicant is aggrieved by the decision of a Relevant Authority in respect of his application for a Preliminary Planning Clearance, Development Permit, or Certificate of Conformity, an appeal may be made in writing to the Minister within thirty days (30) of the communication of such decision to him.

**97.**

- (1) Where an application for any Development Activity is submitted, the approval shall be granted with or without terms and conditions, if: -
  - (a) the information required by the Relevant Authority is provided and the particulars in the application is duly completed;
  - (b) the proposed development is free from objections from any Government Institution or any private party; and
  - (c) the proposed development or any part thereof may not affect the proceedings of an on-going litigation in a court of Law or the *status quo* of the property, an investigation being carried out by the Commission to Investigation Allegations of Bribery and Corruption, Human Rights Commission or any other statutory body.

(2) Where any building or building work has been approved with or without conditions, a single copy of its plan shall be obtained by the owner of the premises, Developer or a Relevant Qualified Person prior to the commencement of the construction of such building.

**98.** The Relevant Authority may revoke any approval or permit, if there is a contravention of the provisions of these regulations, providing false or incorrect information, failure to comply with whole or part of the terms and conditions of approval or permit or failure to submit plan and other particulars as required by the Relevant Authority.

**99.**

(1) Where any provision of any other Law requires or where the Authority has identified Buildings or places which are of architectural, environmental, aesthetic or archaeological value, any addition or alteration to such buildings or places shall not be carried out by the owner or the occupier without the prior approval of the relevant institutions or Authority.

(2) The maintenance, conservation or change of use of such building or property may be permitted where such maintenance, conservation or change of use are in compliance with the planning and Development Regulations.

**100.**

(1) The Relevant Authority may grant approval for any development of a condominium property which is deemed to be a development by stage or part under the Condominium Management Authority Law, as set forth hereunder: -

(a) the approval shall be obtained for the entire development proposal at the first stage of the development;

(b) all regulatory requirements shall be assessed for the total development;

(c) where any changes are done to the Approved Plan, the entire plan with amendments shall be re submitted for approval.

(2) Further sub-division or separation into units of a condominium property shall not be permitted, if it is contrary to these regulations where sub division or separation allows only for the preparation of condominium deed without physical separation.

(3) The final certificate from the Condominium Management Authority shall be obtained prior to the sale of such condominium units.

- (4) Any development of a residential condominium property shall be in accordance with the Apartment Ownership Law, No. 11 of 1973 and its amendment.

## **DEVELOPMENT GUIDE PLAN**

### **101**

- (1) Every Development Activity carried out within DGP area, shall be in compliance with building setbacks, reservations, land use, environmental improvements, infrastructure services, roads and traffic flow, location of open spaces, heights of buildings, intensity of developments, conservation, redevelopments, building construction and its facades, advertisements, preservation of trees, safety and security measures specified in the relevant development plan.
- (2) Until the preparation of the DGP, the Authority may direct the owner, Developer or the Relevant Qualified Person to cause relevant modifications in such development proposal, so as to be consistent with the contemplated development in the area, as may be proposed in such DGP.

## **ADVERTISEMENT**

### **102.**

- (1) The display of commercial advertisements, billboards, hoardings, exhibition stalls, telephone booths etc. shall be in compliance with the provisions of the DGP of such area. If there is no DGP available, such activities shall comply with these regulations.
- (2) No person or institution shall erect, display or maintain any activity specified in the regulation 102(1) without, prior approval of the Relevant Authority.
- (3) A sketch plan of any activity mentioned in **regulation 102(1)** shall be submitted to the Relevant Authority for approval and a certificate from a qualified structural engineer shall be forwarded where necessary, before exhibiting of the same in any area.
- (4) Every installation for commercial advertisement, billboard or hoarding etc. shall not cover any important landscapes, landmarks or public places (eg: school, temple, church, cemetery, court etc.) in the area, shall be compatible with the landscape of the area. Proposed commercial advertisements, hoardings or billboards etc. shall be in compliance with the environmental values of the place, identity and the architectural character of the location and its surroundings.

- (5) The permission shall not be granted for the display of advertisements, which contain messages that are detrimental or likely to be detrimental to the inherent qualities and characteristics of the proposed development zones or contain nude or obscene pictures.
- (6) No advertisement, billboard or hoarding etc. shall be erected, maintained and displayed in a manner that disturb the vehicular movements and likely to misguide the users of the roads. The colour, shape, font types and symbols used for advertisement shall not be similar or identical to the road symbols.
- (7) Every advertisement, billboard or hoarding etc. shall be erected away from the boundary limits which has access to roads and it shall not cause any disturbance for access roads.
- (8) No advertisement panel shall obstruct any door, window, emergency door, staircase or any other means of obtaining light and ventilation.
- (9) No advertisement, hoarding or billboard etc. shall be erected in front of a commercial building or a Public Building, in a manner that would cover more than 50% of the frontage of such building.
- (10) No advertisement, billboard or hoarding etc. shall be erected or displayed with the support of trees, telephone or electricity posts, rocks, bridges, parapet walls, walls, vehicles or road sign board.
- (11) Every advertisement, billboard or hoarding shall be maintained in a pleasant and protective manner.
- (12) The display of advertisements or notices may be permitted for a limited period of time for special commercial events, cultural or religious festivals or any other special occasion. All hoarding erected temporarily shall be removed on the first day of the week after such event, festival or occasion and the place of display shall be restored to the original condition.
- (13) Where any advertisement, bill board or hoarding etc. erected on a temporary basis for a special event exists after the completion of such event, the Relevant Authority may direct the removal of such advertisement, bill board or hoardings within fourteen days of prior notice. If such advertisement, bill board or hording is not removed within fourteen days, the Relevant Authority may remove such advertisement, bill board or hoarding etc. and the owner of such property shall reimburse the Relevant Authority for any cost or expenses associated with such removal.



## COMMUNICATIONS TOWERS

### 103.

- (1) An application for communication towers shall be submitted to the Relevant Authority through the Telecommunication Regulatory Commission along with the recommendations of relevant other institutions and the final recommendation of the Telecommunication Regulatory Commission.
- (2) The specification for antenna towers shall be as set out in **Schedule 16** of these regulations.
- (3) Following special concerns need to be considered;
  - (a) Location specific planning and Development Regulations enforced for the area by the Authority.
  - (b) Location of tower shall be in a manner that do not disturb the scenic beauty especially in an area not accustomed to tall structure.
  - (c) Possibilities shall be looked in to for encouraging operators to share towers as much as possible with a view to optimize the visual impacts created due to erection of several towers in the same location.

## TEMPORARY BUILDINGS

### 104.

- (1) In the case of a Temporary Building, a plan or the application for permission to erect the building may be approved by the issue of a temporary permit on such terms and conditions as the Relevant Authority think fit;
- (2) A temporary permit for the erecting of a Temporary Building which is used under paragraph 104(1), shall be valid for such period of time as may be specified in the permit.
- (3) The permit shall be valid for not more than one year
- (4) Where the Temporary Building is;
  - (a) a shed for entertainment purpose; or
  - (b) a shed for funeral, religious or other purposes; or

- (c) a builders working shed, or store or any other shed used in connection with any new building works; or
- (d) a container used on a temporary basis for any activity
- (e) a hording or frame for the display of advertisements or sign boards or other advertising devices; or
- (f) a protective hording, catch platform or side walk shed on street or footway in connection with any building works; or
- (g) a scaffolding on a street; or
- (h) a stall or shed in a building or other premises for a trade fair, fun fair or exhibition purposes.

**105.** Every Public Building shall be in compliance with the Protection of the Right of Persons with Disabilities Act, No. 28 of 1996 and its amendments.

**106.**

- (1) Clearances shall be obtained from the Relevant Institutions for any underground or ground level water supply lines, sewer lines, drainage lines, telecommunication lines or electric lines that are located in the land, or on near the boundary
- (2) Where high tension electricity supply lines are situated, every building shall be away from a vertical distance of 4.5m and horizontal distance of 2.5m from such lines and clearance shall be obtained from the Ceylon Electricity Board.

**107.** Where any existing building is unsafe for the occupants or other persons, the Relevant Authority shall: -

- (a) direct the owner of the property to carry out any modification to such building or ,
- (b) the Relevant Authority shall direct the applicant to demolish such building or remove such building if owners are unable do so;
- (c) take any other appropriate measures to prevent any accident;
- (d) recover all costs incurred for removal of such building from the owner

**108.** The applications for the approval of construction in any developments for the 'Prescribed Projects' under the Part IV (c) of the National Environmental Act No. 47 of 1980 and its amendments shall be in compliance with the requirements of the said Act.

**109.** Where any new development in relation to religious purposes is required, the consent shall be obtained from the general public who reside within 500m of the area through Grama Niladhari of the Division and submit a certificate from the Divisional Secretary and the Relevant Institution.

**110.**

(1) All construction works excluding single unit private residential buildings which fall outside category "B" shall be examined by the Relevant Qualified Person in every six months until the completion of the same.

(2) After the examination as in regulation 110(1), a progress report of the building work shall be submitted to the Relevant Authority by the qualified persons until the completion of the building works.

**111.**

(1) The Relevant Qualified Person whose services is terminated shall notify the Authority in writing of such termination of the services, within fourteen days (14) there from. With effect from the date of such termination, building work shall not be commenced, carried out or resumed unless any other qualified person has been appointed by the Developer and notified the Authority in writing of this appointment.

(2) A notice of the termination of services given by a Relevant Qualified Person shall be accompanied with a summary report and certificate of the building works.

**112.** The developments on both sides of existing or proposed Express ways shall be in compliance **with the Schedule 17.**

**113.** Where solar energy is used for the building, the maximum height for installation of solar panels on a Flat Roof shall be 1.2m.

**114.**

(1) The development plan shall be valid for a period of ten years from the date of its grant. It shall be amended or revised from time to time.

(2) Where the necessary updates or revisions are not completed before the expiry of the period of validity of the plan, an additional period of one year may be granted by the Authority.

115. In the event of any inconsistency between the Sinhala and English texts pertaining to the interpretation of the plan, Sinhala Language shall prevail.

## **PART IX**

### **DEFINITIONS**

In these Regulations, unless the content otherwise requires;

**“Access Road”** means any street used as a means of access to a building or a plot of land; of whether or where such building or plot of land contains a right of way over it or not.

**“Administrative Expenses”** means the inspection fee and documentation fee

**“Air Conditioning”** means the processing of treating air so as to control, simultaneously its temperature, humidity, purity, distribution and movement to meet the requirement of the air-conditioned space of a building or part thereof.

**“Air well”** means any space within the building which opens to the sky for the purpose of obtaining natural light & ventilation.

**“Ancillary Facilities”** means extra uses of a building which directly facilitate the main use; such as parking area, swimming pool, generator Room etc.

**“Apartment”** means a building with one or more vertically connected dwelling units.

**“Approved Plan”** means a plan of a building, any building works or any land subdivision amalgamation, perimeters or resurvey approved by the Relevant Authority in accordance with the Law and the Regulations;

**“Authority”** means the Urban Development Authority established by virtue of the Urban Development Authority Act No. 41 of 1978 as amended.

**“Balcony”** means any stage, platform, oriel window or other similar structure projecting outwards from External Wall of the Building and supported by brackets or cantilevered;

**“Basement”** means a storey which is constructed or designed below the Ground Floor entirely or 2/3 of the height of such storey.

**“Blind Wall”** means a solid wall constructed without using lucent materials or having no opening.

**“Boundary Wall”** means any wall, built on or along a any boundary line of a parcel of land for the purpose of separating such land from another adjoining parcel of land;

**“Building”** means any construction made using permanent raw materials including walls and roof.

**“Building Line”** means the line up to which a building will be permitted to extend.

**“Chartered Architect or Registered Architect”** is any person who is registered with the architect registration board established by Sri Lanka Institute of Architect law No. 1 of 1976

**“Code of Fire Precautions for Buildings”** means the Code of Fire Precautions practiced by the relevant Local Authority.

**“Developer”** means the owner of the land or person who has been authorized to carry out the Development Activity.

**“Development Activity”** has the same meaning as in the Law.

**“Existing Lot”** means a lot sub divided before the area declared as an urban development area.

**“External Wall”** means an outer wall or vertical enclosure of a building not being a even though it may adjoin a wall of another building;

**“Factory”** means a building or part of a building use for the manufacture or production or repair of any article.

**“Flat Roof”** means a horizontal roof instead of a slanted roof.

**“Flood Level”** means such Flood Level as may be specified for an area by the Department of Irrigation and Sri Lanka Land Development Corporation.

**“Floor”** includes a horizontal platform forming the surface of a storey constructed using, timber, stone, concrete, steel or other substance.

**“Foot Way”** includes non motorable space allocated for access.

**“Foundation”** means the part of a construction immediately below the footings of a building, which is in direct contact with and through which the weight of the Building is transmitted to the ground;

**“Guard Wall”** means a short wall constructed on a boundary of a balcony or verandah.

**“Ground Floor”** means the Ground Floor of a Building most nearly on a level of access road with the ground. Where there are two or more adjacent roads, the floor which is in close proximity to the main entrance of the building.

**“Height”** means a vertical clear distance between two points mentioned in the regulations.

**“Licensed Surveyor”** is a person who is registered under the Survey Council enacted by the Surveyor General of Sri Lanka to practice by Survey Council **Act No. .... of 18;**

**“Industrial Building”** includes factories, workshops and warehouses;

**“Local Authority”** means any Municipal Council, Urban Council, Pradeshiya Sabha or any other statutory body established under the 13<sup>th</sup> amendment to the constitution and are governed by the Provincial Councils Act 1987.

**“Lot”** means the entirety of any land which has been demarcated by boundary marks or enclosed within boundary wall or fences.

**“Law”** means the Urban Development Authority Law of No 41 of 1978 and its amendments

**“Mechanical Ventilation”** means the process of supplying or removing air to or from a Building or part thereof by mechanical means or devices;

**“Mechanical Lighting”** means the lighting of a building or part thereof by artificial sources or device.

**“Owner”** means *is* an individual whose name is registered in the Assessment Registry of the Local Authority and one who is capable of proving his title/ ownership to a particular property by producing relevant documents.

**“Party Wall”** means a wall forming part of a building and used or constructed to be used for the separation of adjoining buildings, lands or part of the building

**“Permissible Floor Area”** means maximum floor area permissible for construction and it can be single or multi-storied.

**“Persons with Disability”** means any person who, as a result of any deficiency in his physical or mental capabilities, whether congenital or not, is unable by himself to ensure for himself, wholly or partly, the necessities of life;

**“Planning Committee”** means the committee appointed by virtue of section 8(b) of act no 4 of 1982 of Urban Development Authority Law;

**“Plot Coverage”** means the percentage of total plinth area of a building in relation to the total land area in the plot where building situated

**“Preliminary Planning Clearance”** means a set of guidelines designed by the Authority to evaluate the criteria complied by the developer in respect of a development activity.

**“Proposed Road Width”** means the width of the future street which may be proposed via Development Plan

**“Public Building”** means a building or part thereof used or constructed or adapted to be used as a school, shop, office, hospital or place of public resort, not being a church, chapel, mosque, temple, or other place where public worship is or religious ceremonies are performed;

**“Public Street”** means any street over which the public have a right of way and has become vested in a relevant Institute under any Law or by operation of any Law and includes the drain or footway attached thereto;

**“Qualified Engineer Relevant Subject”** means any person who is registered with the Institute of Engineers Sri Lanka established by the Institute of Engineers Act No. 17 of 1968

**“Relevant Authority”** means such Local Authorities that exercise powers so delegated by the UDA under Section 23(5) of the Urban Development Authority Act No. 41 of 1978 as amended).

**“Relevant Institute”** means the government or corporation established under the Act for the particular subject.

**“Relevant Qualified Person”** means any person who is designated to perform a profession by the relevant Professional Institute established under a Parliamentary enactment.

**“Religious Places”** means a building or a defined or enclosed place used or constructed or adopted to be used either regulatory or occasionally as a church, chapel, mosque, temple or other place where public worship is or religious ceremony are performed.

**“Residential Unit”** means a dwelling unit consisting of a, kitchen, bedroom, bathroom or toilet used or proposed to be used for a single family.

**“Retaining Wall”** means a protective wall constructed to stabilize the slope or prevent deformation of the soil layer in a steep slope.

**“Room”** means a portion of a building enclosed by walls or partitions.

**“Sewerage”** means any sewer or liquid waste and includes water-borne sullage and trade effluent;

**“Street Line”** means a line or lines defined on one or both sides of any existing street, to show its future width or to show the width of a future street as sanctioned by the Relevant Authority or Relevant Institution

**“Structure of a Building”** means includes the roof, column or main post, beam, foundation, wall suspended floor, or staircase of a building but not include a door, window or internal partition thereof;

**“Temporary Building”** means a building which is permitted by the relevant authority to remain for a specified period, at the expiration of which the building shall be demolished.

**“Terrace House”** means a residential building designed as single dwelling unit and forming part of a row or terrace,

**“Town Planner”** means a corporate member of Institute of Town Planners Sri Lanka established by the Institute of Town Planners Sri Lanka (incorporation) Act No. 23 of 1986

**“Valuer”** means a corporate member of Institute of Valuers which is incorporated under the Institute of Valuers of Sri Lanka Law No. 34 of 1975

**“Verandah Way”** means a covered foot-way at the side of street.

**“Warehouse”** means large building where raw materials or manufactured goods may be stored prior to their distribution for sale

**“Zone Factor”** is a tool introduced to guide the development to optimize the utility of the developable lands and infrastructure and to regulate the form of the physical environment and distribution of the development density as envisaged in the development plan.



# Schedule 1

[Regulation 1, 3,4, 19,28,30,44, 57,81,89,93]

## Form "A"

### Preliminary Planning clearance [Reference No: ]

**Applicant's details:**

Name:

N.I.C/Passport number:

Contact:

Additional Mobile Number:

Address:

**Application details:**

Type of proposed development:

Local Authority:

Cluster:

Submitted on:

### Preliminary Planning Clearance Application

#### 1.0 Applicant/s Information

1.1 Full Name of the Applicant

1.2 NIC Number

Upload a scanned copy of NIC

1.3 Telephone No.

Mobile No.

1.4 Fax Number (if any)

1.5 Email Address

1.6 Postal Address (For correspondence)

1.7 If the Applicant is a Company or an Association, the VAT Reg. Number

1.8 Upload the Applicant's (s) Declaration

1.9 Owner's Details (If Applicant is not the Owner of Land)

1.10 Upload the Owner's declaration

<b>2.0 Summary of Proposed Development</b>
2.1 Type of Proposed development (specify)
2.2 Address of the site for development
2.3 Assessment No.
2.4 Road name
2.5 Name and No. of the Grama Niladhari Division
2.6 Local Authority Name
2.7 Ownership of the land (absolute owner or not)
2.8 Upload the Deed/Ownership certificate
2.9 Current use of the land
<b>3.0 Access to the Site</b>
3.1 Location of the site (Please submit a sketch/map of the location, indicating the main town, junction, access road to the land from the main road, adjoining properties and special land marks)
3.2 Ownership of the main road/access way
3.3 Physical width of the road/access way (m)
<b>4.0 Details of the Proposed Site</b>
4.1 Size of the land (Perch)
4.2 Survey Plan Number
Upload the Survey Plan
4.3 Name of the Surveyor
4.4 Date of the Survey Plan
4.5 Lot Number of proposed site to be developed
4.6 Width of the road frontage of the site in meters
4.7 Are there any existing buildings in the site?
Details of existing buildings

4.8 Upload the approved Building Plan and Certificate of Conformity (CoC) of existing buildings
<b>5.0 Details of Proposed Development (Please complete if the development for the Building Constructions)</b>
5.1 Is the site proposed to be filled up and raised
5.2 If yes, give details of such proposals in relation to roads and drainage proposals.
5.3 Upload the drawings/proposals related to site development (If Applicable)
5.4 Details of proposed development (Give a brief description with line plans and elevations)
5.5 Upload drawings/plans related to proposed development (If Applicable)
5.6 Gross Floor Area of the building (m <sup>2</sup> .)
5.7 Number of Floors in proposed building
5.8 Upload a schedule of the floor area of each floors
5.9 Proposed Floor Area Ratio (FAR) / (Gross Floor Area of all buildings/Site Area)
5.10 Proposed Plot Coverage (Floor Area at Ground Level/Site Area) x 100
5.11 Upload a tentative Cost Estimate of the project certified by a qualified person (If applicable)
<b>6.0 Infrastructure availability</b>
6.1 Describe the water availability to the site
6.2 Describe the Solid Waste Disposal arrangements
6.3 Describe the availability of Sewer/Wastewater Disposal facility
6.4 Is the proposed site can be served through National Electricity Grid?
6.5 No. of car parking bays provided
6.6 Other parking arrangements (specify)
<b>7.0 Details of Proposed Development for Sub division/ Amalgamation /Resurveying</b>
7.1 Total extent of the land (Perch)
7.2 Upload the Survey plan
7.3 Upload schedule lots including proposed uses
7.4 Total No. of lots to be subdivided

7.5 Proposed Use

**8.0 Additional Information**

Upload 01

Upload 02

**9.0 Payment Gateway**

9.1 Paid amount

9.2 Paid Type

9.3 Upload the payment slip

Please verify all the information provided before proceed with submission

9.4 Submit

## Annexure I



**Urban Development Authority  
Preliminary Planning Clearance**

**Reference No.**

**Declaration Form of the Applicant  
Details of the Proposed Development**

PPC/...../...../..... /...../ .....
-------------------------------------

Proposed Development Type	
Address of the Site	
Assessment No.	

(If Applicant is a Company or Association the form must be signed by Director or Authorized Person under common seal)

I/we declare that,

- The information furnished herein by me/us is true and correct.
- I/we understand that the effective date relating to an application will be the date on which, all plans and documents specified in the application have been submitted.
- I/we understand that incomplete applications will not be accepted nor registered.
- I am/we are aware that I/we will be informed within 8 days of any major shortcomings, which prevent the determination of the application.
- I am/we are aware that if any of the information provided by me/us is/are found to be false by the Urban Development Authority/ Local Authority, the permit issued with regard to the development will be cancelled.

I/We hereby declare that the following relevant qualified person has prepared the plans submitted by me/us.

Name of the Architect	
Name of the Surveyor	

Name of the Applicant/s	1.	2.		
National Identity Card No.	1.	2.		
Signature of the Applicant/s	1.	2.		
Date	1.	2.		
Does the applicant own the land proposed for development	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

## Annexure II



### Urban Development Authority

#### Preliminary Planning Clearance

Reference No.

#### Declaration Form of the Owner of the Land

PPC/...../...../..... /...../ .....

#### Details of the Applicant and Proposed Development

Name of the Applicant			
National Identity Card No.		Tel No.	
Proposed Development Type			
Address of the Site			
Assessment No.			

(If the Applicant is not the Owner of the land get this declaration signed from the Owner of the land)

I/we declare that,

- I am / we are the absolute Owner / Lessee of the land on which the Developer intends to erect the building.
- I am / we are enclosing copies of the relevant documents of ownership / lease certified by Magistrate, DC Judge / Notary Public or Gazetted Officer authorized by the commission on this behalf.
- I/we have given my/our legal authority to undertake the above development on my land.
- I am/we are aware that if any of the information provided by me/us is/are found to be false by the Urban Development Authority/ Local Authority, the permit issued with regard to the development will be cancelled.

I/we hereby declare that the following relevant qualified person has prepared the plans submitted by me/us.

Name of the Architect		
Name of the Surveyor		

Name of the Owner/s	1.	2.
National Identity Card No.	1.	2.
Signature of the Owner/s	1.	2.
Date	1.	2.

## Form "B"

### Land Sub-Division Application [Reference No:]

Applicant's details

Name:

N.I.C/Passport number:

Telephone number:

Address:

Application details:

Type of proposed development:

Local Authority:

Cluster name:

Submitted on:

### Land Sub-Division Application

#### 1.0 Applicant/s Information

1.1 Full Name of the Applicant

1.2 NIC Number

Upload a scanned copy of National Identity Card No.

1.3 Telephone No.

Mobile No.

1.4 Fax Number (if any)

1.5 Email Address

1.6 Postal Address (for correspondence)

1.7 If the applicant is a Company or an Association, the VAT Reg. Number

1.8 Upload the Deed / Ownership certificate

#### 2.0 Summary of Proposed Development

2.1 Type of proposed Development

- Perimeter plan
- Extraction
- Subdivision
- Amalgamation

2.2 Previously approved plan No. of proposed site for development

2.3 Address of the proposed site for the development

2.4 Assessment No

2.5 Road name

2.6 Name and number of the Grama Niladhari Division

2.7 Local Authority Name

2.8 Is a Rate Clearance available for proposed site?

2.9 If yes, provide the receipt no and date paid of Rate Clearance

Upload the rate clearance receipt

2.10 Proposed use

2.11 Does the applicant owns the land proposed for development

Upload the applicant declaration

2.12 If the applicant is not the owner of the land, details of land owner

Upload the declaration of the owner of the land

### **3.0 Details of Proposed Survey Plan**

3.1 Survey Plan No.

Upload the Survey Plan

3.2 Date of surveyed

3.3 Name of the licensed surveyor



3.4 Reg.No. of the licensed surveyor
3.5 Total land extent in Acres, Rood and Perches ( ex- 2A 5R 3P)
3.6 Total No. of lots
3.7 Is schedule of lots submitted? Yes/ No
3.8 Current use of the land
3.9 Are all the existing/ demolishing buildings, boundary walls, fences and other details shown in the plan
3.10 Are the physical boundaries tally with the previous plan? Yes/ No
3.11 If "No" the reason/s
<b>4.0 Effects of proposed sub division to the existing buildings - Will the proposed subdivision/amalgamation reduce the given factors?</b>
4.1 Open space Yes/No
4.2 Rear space Yes/No
4.3 Side space Yes/No
4.4 Front space Yes/No
4.5 Light and ventilation Yes/No
4.6 Parking area Yes/No
4.7 Sanitary facilities
4.8 Other (specify)
<b>5.0 Details of Access Road/s</b>
5.1 Ownership of the abutting street/s <ul style="list-style-type: none"> <li>• R.D.A</li> <li>• P.R.D.A</li> </ul>

<ul style="list-style-type: none"> <li>• Local authority</li> <li>• Private</li> </ul>
5.2 Name of the access road
5.3 Width of the access road (m/ft)
5.4 Is there any street/ building line exists? Yes/ No
5.5 If street/building line exists, nature of it <ul style="list-style-type: none"> <li>• Provisional</li> <li>• Sanctioned</li> <li>• Proposed</li> </ul>
5.6 Width of the street/building line (m/ft)
5.7 Is the land area in street/ building line marked as a separate lot? Yes/ No
5.8 If private access, type of it <ul style="list-style-type: none"> <li>• Already approved private street</li> <li>• Approved private street with amendment/s</li> <li>• Proposed private street</li> </ul>
5.9 Street name
5.10 Is it affected by any street line? Yes /No
5.11 Street width (m/ft)
5.12 Street length (m/ft)
5.13 Is a turning circle provided as per regulation? Yes /No
5.14 Number of lots already served by the private street
5.15 Number of lots proposed to obtain access from private street
5.17 Total number of lots proposed to obtain access from private street
5.18 Location plan of the site (please submit a sketch/map of the location, indicating the

main town, junction, Access Road to the land from the main road, adjoining properties and special land marks)

### **6.0 Details of Storm Water Drainage**

6.1 Is there any drainage (belongs to any Local authority/Private owned) within or adjacent to proposed development site? Yes /No

6.2 If yes, is it shown in the survey plan? Yes /No

6.3 Is there any arrangement made for storm water disposal? Yes/ No

6.3 If "No", what are the reason/s?

### **7.0 Details of other reservations**

7.1 Are there any Drain/ Canal/River/ Lake/ or other reservation mentioned in the plan?  
Yes/No

7.2 Are there any reservation

- Road reservation Yes/ No
- Railway reservation Yes/No
- Coastal reservation Yes/No
- Fire gap Yes/No
- Arcade line Yes/No
- High-tension electricity line reservation Yes/No
- Other (specify)

### **8.0 Details of the service lines - Is any of the service lines passes through the land**

8.1 Water line Yes/ No

8.2 Sewerage line Yes/ No

8.3 Storm water line

8.4 Electricity line

8.5 Telephone line

8.6 Other (specify)

**9.0 Declaration of the Licensed Surveyor**

9.1 Name of the Licensed Surveyor

9.2 Email address

9.3 Telephone No.

9.4 Postal address

9.5 Registered No. of the professional institute

9.5 Declaration of the licensed surveyor

**10.0 Additional Information Requirements**

Upload 01

Upload 02

Other details

**11.0 Payment Gateway**

11.1 Paid amount

11.2 Paid type

11.3 Upload the payment slip

Please verify all the information provided before proceed with submission

11.4 I hereby certify that all the information furnished by me in this application are true and accurate to the best of my knowledge

11.5 Submit

### Annexure III

#### Urban Development Authority



#### Land Sub Division Application

Reference No.

#### Declaration Form of the Applicant

...../...../...../..... /...../ .....
---------------------------------------

#### Details of the Proposed Development

Proposed Development Type (Perimeter Plan, Extraction, Subdivision, Amalgamation)	
Address of the Site	
Assessment No.	

(If Applicant is a Company or Association the form must be signed by Director or Authorized Person under common seal)

I/we declare that,

- The information furnished herein by me/us is true and correct.
- I am /we are understand that an effective date will be given to my application only if, all plans and documents specified in the application have been submitted.
- I am /we are understand that incomplete applications will not be accepted nor registered.
- I am/we are aware that I/we will be informed within 8 days of any major shortcomings, which prevent the determination of the application.
- I am/we are aware that if any of the information provided by me/us is/are found to be false by the Urban Development Authority/ Local Authority, the permit issued with regard to the development will be cancelled.

I/We hereby declare that the following relevant qualified person has prepared the plans submitted by me/us.

Name of the Surveyor	
----------------------	--

Name of the Applicant/s	1.	2.		
National Identity Card No.	1.	2.		
Signature of the Applicant/s	1.	2.		
Date	1.	2.		
Does the applicant own the land proposed for development	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

## Annexure IV

### Urban Development Authority



### Land Sub Division Application

Reference No.

BOP/...../...../..... /...../ .....

### Declaration Form of the Owner of the Land

(If the Applicant is not the Owner of the land get this declaration signed from the Owner of the land)

### Details of the Applicant and Proposed Development

Name of the Applicant			
National Identity Card No.		Tel No.	
Proposed Development Type (Perimeter Plan, Extraction, Subdivision, Amalgamation)			
Address of the Site			
Assessment No.			

I/we declare that,

- I am / we are the absolute Owner / Lessee of the land on which the Developer intends to erect the building.
- I am / we are enclosing copies of the relevant documents of Ownership / Lease certified by Notary Public.
- I/we have given my/our legal authority to undertake the above development on my land.
- I am/we are aware that if any of the information provided by me/us is/are found to be false by the Urban Development Authority/ Local Authority, the permit issued with regard to the development will be cancelled.

I/We hereby declare that the following relevant qualified person has prepared the plans submitted by me/us.

Name of the Surveyor		
Name of the Owner/s	1.	2.
National Identity Card No.	1.	2.
Signature of the Owner/s	1.	2.
Date	1.	2.

## Annexure V

**Urban Development Authority**



**Land Sub Division Application**

Reference No.

**Declaration Form of the Licensed Surveyor**

BOP/...../...../...../...../.....

**Details of the Applicant and Proposed Development**

Name of the Applicant			
National Identity Card No.		Tel. No.	
Proposed Development Type (Perimeter Plan, Extraction, Subdivision, Amalgamation)			
Address of the Site			
Assessment No.			

I/we declare that,

I have prepared the Survey Plan No. .... dated ..... and plans is/are in accordance with subdivision regulations of the Urban Development Authority and other Relevant Laws.

I am/we are aware that if any of the information provided by me/us is/are found to be false by the Urban Development Authority/ Local Authority, the permit issued with regard to the development will be cancelled.

Signature of the Licensed Surveyor		Date	
Name			
Email Address		Tele No.	
Registration No. of the Professional Institute (If available)			
Postal Address		National Identity Card No.	
Seal			

Form "C"

{Regulation 4}

Letter of Indemnity for Land Sub Division and Amalgamation

.....
.....
.....
.....

I / We .....
(both)

(name of the Owner/s or Managing Director / Chief Executive Officer (CEO) / Director with the name of the Company) .....

..... of ..... (Permanent Address of the Owner / Head Office of the Company) do hereby agree and undertake to pay or fully remedy

any damages foreseeable or otherwise which may be incurred or suffered by any third party and to indemnify keep indemnified and saved harmless the Urban Development Authority at all times against any such claims or demands or any damages whatsoever which may be incurred or suffered by the third party in the future or at present arising out of boundary disputes and / or ownership disputes associated with the said property bearing Assessment No.

.....(Location of the Development)

(address) depicted in the Plan No. .... dated .....made by .....Licensed Surveyor in the Sub Division Application bearing No. ....

Signature of the Owner /MD/CEO

Name: ..... NIC No. ....

Witnesses:

- 1. Name: ..... Address: ..... Signature: ..... NIC No.. ..... Tel No. ....
2. Name: ..... Address: ..... Signature: ..... NIC No. .... Tel. No. ....

Date:.....

Note: In the case of a Company Board Resolution shall be provided.



**Form” D”**

**(Regulation 19)**

.....  
Attorney –at-Law & Notary Public

.....  
.....

Prior Registration

**Deed of Transfer**

No

To all to whom these presents shall come,.....(Holder of National Identity Card No.....) of No .....of the Democratic Socialist Republic of Sri Lanka (hereinafter sometimes called and referred to as the “the Vendor” which term or expressions as herein used shall where the context so requires or admits mean and include the said.....and his/her heirs executors and administrators.)

Send Greetings

**WHEREAS** the said Vendor under and by virtue of Deed of Transfer bearing No.....dated .....attested by ....., Notary Public of .....(place) is seized and possessed of or otherwise well and sufficiently entitled to all that allotment of land marked Lot.....depicted in Plan No.....dated.....made by..... Licensed Surveyor morefully described in the First Schedule hereto.

**AND WHEREAS** Section 22 of the Gazette of the said Republic of Sri Lanka No.392/9 dated 10.03.1986 has mentioned where the parcel of land or site to be subdivided exceeds One Point Zero Hectares(1.0 Hect.) an area of not less than Ten per centum (10%) of the land or site, excluding streets shall be reserved for community recreation and open space uses in appropriate locations.

**AND WHEREAS** the Vendor being desirous of sub dividing the land morefully described in the First Schedule hereto has sought the approval of the URBAN DEVELOPMENT AUTHORITY ..... successors and assigns) to sub divide the said land.

**AND WHEREAS** in view of the Gazette Notification referred to above the Vendee has requested the Vendor to transfer 10% of the land from and out of the land described in the First Schedule hereto which said land is marked Lot ..... depicted in Plan No..... made by .....Licensed Surveyor and is morefully described in the Second Schedule hereto.

**AND WHEREAS** the land marked Lot ..... morefully described in the Second Schedule hereto is valued at Rupees.....(Rs.....)

**AND WHEREAS** the Vendor has agreed with the Vendee for the absolute sale and transfer unto the Vendee the said allotment of land marked Lot..... in the said Plan No..... at no consideration in view Section 22 of the abovementioned Gazette of the said Republic of Sri Lanka No.392/9 dated 10.03.1986.

**NOW KNOW YE AND THESE PRESENTS WITNESS** that in pursuance of the said section 22 of the Gazette of the said Republic of Sri Lanka No.392/9 the vendor doth hereby give grant convey transfer sell assign set over and assure unto the Vendee and its successors and assigns the said allotment of land marked Lot..... Depicted in the said Plan No..... fully described in the second schedule hereto(hereinafter sometimes referred to as “ the said land and premises”) together with all rights ways easements servitudes and appurtenance whatsoever thereto belonging or in anywise appertaining or said to belong or to be appurtenant thereto or used or enjoyed therewith or reputed or

known as part and parcel thereof and all the estate right title interest property claim and demand whatsoever of the said Vendor in to upon or out of the said premises and every part or portion thereof.

**TO HAVE AND TO HOLD** the said land and premises hereby sold and conveyed or expressed or intended so to be with all and singular the rights and appurtenances thereto belonging or in anywise appertaining unto the Vendee and its successors and assigned absolutely and forever.

**AND** the Vendor doth hereby covenant and declare to and with the Vendee that the Vendee shall and may at all times hereafter peaceably and quietly possess and enjoy the said land and premises hereby sold and conveyed and receive the rents and profits thereof without any interruption or disturbance by the Vendor or any person or persons whomsoever lawfully claiming any right title claim or demand whatsoever from under or in trust for Vendor and that the Vendor shall and will at all times hereafter warrant and defend the title to the said land and premises and further shall and may at all times hereafter at the request cost and expense of the Vendee make do and execute or cause to be made done and executed all such further and other acts Deeds assurances matters and things whatsoever as shall or may be reasonably required for the further and more perfectly and effectually assuring and vesting the said land and premises and every part or portion thereof unto and in favour of the Vendee.

**IN WITNESS WHEREOF** the Vendor doth set her hand hereunto and to two others of the of the same tenor and date as these Presents at ..... on..... day of ..... Two Thousand .....

**THE FIRST SCHEDULE ABOVE REFERRED TO:**

.....  
.....  
.....

**THE SECOND SCHEDULE ABOVE REFERRED TO:**

.....  
.....  
.....

**WITNESSES:**

I/We do here by declare .....)  
..... and place of residence.....)

- 1.
- 2.

**NOTARY PUBLIC**

## Form "E"

Building Application [Reference No: ]

Applicant's details:

Name:

N.I.C/Passport number:

TP No:

Mobile No:

Address:

Application details:

Type of proposed development:

Local Authority:

Cluster:

Submitted on:

### Building Application

#### 1.0 Applicant/s Information

1.1 Full Name of the Applicant

1.2 NIC Number

Upload a scanned copy of NIC

1.3 Telephone No.

Mobile No.

1.4 Fax Number (if any)

1.5 Email Address

1.6 Postal Address (for correspondence)

1.7 If the applicant is a Company or an Association, the VAT Reg. Number

1.8 Upload the Deed / Ownership certificate

1.9 Upload the Deed / Ownership Certificate

1.10 Current use of the land

Specify the use mentioned in 1.10

#### 2.0 Summary of Proposed Development

2.1 Type of Proposed development

2.2 Address of the proposed site for the development

2.3 Assessment No.
2.4 Road name
2.5 Name and number of the Grama Niladhari Division
2.6 Name of the local Authority
2.7 Ownership of the land
2.8 Upload the Deed/ Ownership Certificate
2.9 Current use of the land
2.10 Proposed use of the building
1.11 Is a rate clearance receipt available for proposed site? Yes/ No
1.12 If yes, provide the receipt no. and date paid of Rate Clearance
<b>3.0 Access to Site</b>
3.1 Location of the site (Please submit a sketch/map of the location, indicating the main town, junction, Access Road to the land from the main road, adjoining properties and special land marks)
3.2 Ownership of the main road/access way
3.3 Physical width of the road/access way (m)
<b>4.0 Details of Proposed Site</b>
4.1 Size of the land (Perch)
4.2 Is the subdivision plan approved? Yes/ No
4.3 If a sub-division Plan is approved, its Reference Number & Date
4.4 Upload the approved sub division plan
4.5 If No for above item 4.4, Survey plan Number
4.6 Name of the Surveyor

4.7 Date of the Survey plan
4.8 Lot Number of proposed site to be developed
4.9 Width of the road frontage of the site in meters(m)
<b>5.0 Distances to the boundaries from proposed building</b>
5.1 From road (m)  Distance (m)
5.2 From rear boundary  Distance (meters)
<b>6.0 Details of proposed development</b>
6.1 Number of floors in proposed building
6.2 Total Floor Area of the building (m <sup>2</sup> )
6.3 Upload the schedule of floor area including existing, proposed and total floor area of each floors  Details of floor area, if total number of floors less than G+4
6.4 Plot Coverage (area covered by the building / site area (excluding area within Street Line x 100)
6.5 Floor Area Ratio (Gross floor area on all floors (excluding area reserved for parking) / site area (excluding area within Street Line)
6.6 If the proposed site to be reclaimed or raised, please UPLOAD the proposal indicates the existing Buildings, roads and drainage plan.
6.7 Upload a schedule of floor area by use as at each floors.
6.8 Upload the plans of proposed development
6.9 Value of Investment for the proposed development

6.10 Type of Air Conditioner (If Applicable)
Details of construction materials
<b>7.0 Additional details related to non-residential developments</b>
7.1 Details of Parking and Traffic Impact
7.2 Details of condominium residential properties
7.3 Is/Are Elevator/s provided? (If yes, location/s should be clearly shown in the floor plan)
7.4 Is a Standby Generator provided?
7.5 Is a Transformer provided?
<b>8.0 Other Arrangements</b>
8.1 Describe the Surface water drainage arrangements
8.2 Describe the Sewage Disposal arrangement
8.3 Waste water disposal arrangements
8.4 Describe the Solid Waste Disposal arrangements
8.5 Provision of facilities of disable persons? (as per the Gazette Notification No. 1467/15, dated 17/10/2006)
<b>9.0 Checklist of submitted plans &amp; documents</b>
9.1 Upload the checklist of submitted documents
<b>10.0 Declaration of the Drafting Technical Officer / Architect/ Chartered Architect)</b>
10.1 Name
10.2 Email address
10.3 Telephone No.
10.4 Postal address

10.5 Registered No. of the professional institute

10.6 Upload the declaration of a relevant qualified person

**11.0 Declaration of the Structural Engineer**

11.1 Name

11.2 Email address

11.3 Telephone No.

11.4 Postal address

11.5 Registered No. of the professional institute

11.6 Upload the declaration of Structural Engineer

**12.0 Available Clearances already obtained from relevant agencies**

12.1 Details of available Clearances

**13.0 Additional Information Requirements**

Upload 01

Upload 02

**14.0 Payment Gateway**

14.1 Paid amount

14.2 Paid type

14.3 Upload the payment slip

Please verify all the information provided before proceed with submission

12.4 I hereby certify that all the information furnished by me in this application are true and accurate to the best of my knowledge

12.5 Submit

## Annexure VI



### Urban Development Authority

### Building Application

**Reference No.**

### Declaration Form of the Applicant

BA/...../...../..... /...../ .....
------------------------------------

### Details of the Proposed Development

Proposed Development Type (New construction, Re-construction, Amendment, Alteration, Addition)	
Address of the Site	
Assessment No.	

(If Applicant is a Company or Association the form must be signed by Director or Authorized Person under common seal)

I/we declare that,

- The information furnished herein by me/us is true and correct.
- I am/we are understand that the effective date relating to an application will be the date on which , all plans and documents specified in the application have been submitted.
- I am/we are understand that incomplete applications will not be accepted nor registered.
- I am/we are aware that I/we will be informed within 8 days of any major shortcomings, which prevent the determination of the application.
- I am/we are aware that if any of the information provided by me/us is/are found to be false by the Urban Development Authority/ Local Authority, the permit issued with regard to the development will be cancelled.

I/we hereby declare that the following relevant qualified person has prepared the plans submitted by me/us.

Name of the Relevant Qualified Person	Signature
Drafting Technical Officer/ Architect	
Chartered Architect	
Engineer	

Name of the Applicant/s	1.	2.
National Identity Card No.	1.	2.
Signature of the Applicant/s	1.	2.
Date	1.	2.
Does the applicant own the land proposed for development	Yes	No



## Annexure VII



### Urban Development Authority

#### Building Application

Reference No.

#### Declaration Form of the Owner of the Land

BA/...../...../..... /...../ .....

(If the Applicant is not the owner of the land get this declaration signed from the owner of the land)

#### Details of the Applicant and Proposed Development

Name of the Applicant			
N.I.C. No.		Tel No.	
Proposed Development Type (New construction, Re-construction, Amendment, Alteration, Addition)			
Address of the Site			
Assessment No.		Gross floor area (m <sup>2</sup> )	

I/We declare that,

I am / we are the absolute Owner / Lessee of the land on which the Developer intends to erect the building.

I am / we are enclosing copies of the relevant documents of ownership / lease certified by Magistrate, DC Judge / Notary Public or Gazetted Officer authorized by the commission on this behalf.

I/we have given my/our legal authority to undertake above development on my land.

Since the proposed development is high rise building I am/ we are aware that contractor/s to be appointed to perform the construction work shall have minimum qualification (grade) set out by the Construction Industry Development Authority (CIDA) depending on the nature and magnitude of such work.

I am/we are aware that if any of the information provided by me/us is/are found to be false by the Urban Development Authority/Local Authority, the permit issued with regard to the development will be cancelled.

Name of the Owner/s	1.	2.
National Identity Card No.	1.	2.
Signature of the Owner/s	1.	2.
Date	1.	2.

## Annexure VIII

Urban Development Authority



Reference No.

**Building Application**

BA/...../...../..... /...../ .....

**Declaration Form of the Qualified Person**

### Details of the Applicant and Proposed Development

Name of the Applicant			
National Identity Card No.		Tel No.	
Proposed Development Type (New construction, Re-construction, Amendment, Alteration, Addition)			
Address of the Site			
Assessment No.		Gross Floor area (m <sup>2</sup> )	

I/we declare that,

- Site and building plans are accordance with the provisions under Urban Development Authority Law and other relevant laws.
- Alterations to the existing building which does not affect any structural part thereof.
- The walls or columns are not situated on the boundary of the property and the construction does not involve pile or raft foundation.
- I am /we are aware that if any of the information provided by me/us is/are found to be false by the Urban Development Authority/ Local Authority, the permit issued with regard to the development will be cancelled.
- I/we aware that Urban Development Authority has the right to report to the respective Professional Institute regarding any breach of professional code or any unprofessional conduct committed by me in relation to the provided professional services for proposed development.
- I am/we are aware that I/we have to inform the Urban Development Authority/ Local Authority with a two weeks prior notice, if I am/we are planning to resign from the responsibilities of the proposed project.

Signature of the Qualified Person		Date	
Name			
Email Address		Tele. No.	
Registration No. of the Professional Institute (If available)			
Postal Address		National Identity Card No.	
Seal			

## Annexure IX

### Urban Development Authority



### Building Application

Reference No.

### Declaration Form of the Chartered Architect

BA/...../...../..... /...../ .....
------------------------------------

### Details of the Applicant and Proposed Development

Name of the Applicant			
National Identity Card No		Tel No.	
Proposed Development Type (New construction, Re-construction, Amendment, Alteration, Addition)			
Address of the Site			
Assessment No.		Gross Floor area (m <sup>2</sup> )	

I/we declare that,

- I am/we are a Chartered Architect/s who is a registered in the Sri Lanka Institute of Architects.
- I/we have personally checked and verified that the plan is in accordance with the Planning and Development Regulations of the Urban Development Authority and other relevant Laws.
- I/we have examined the validity of the evidence produced by the applicant along with this application.
- I am/we are aware that if any of the information provided by me/us is/are found to be false by the Urban Development Authority/ Local Authority, the permit issued with regard to the development will be cancelled.
- During the construction period, I/we will make periodic supervision and provide necessary instructions until the Certificate of Conformity is obtained.
- I am/we are aware that Urban Development Authority has the right to report to the respective Professional Institute regarding any breach of professional code or any unprofessional conduct committed by me in relation to the provided professional services for proposed development.
- I am /we are aware that, I /we have to inform the Urban Development Authority/ Local Authority with a two weeks prior notice, if I am/we are planning to resign from the responsibilities of the proposed project.

Signature of the Qualified Person		Date	
Name			
Email Address		Tele. No.	
Registration No. of the Professional Institute			
Postal Address		National Identity Card No	
Seal			

## Annexure X

### Urban Development Authority



Reference No.

### Building Application

### Declaration Form of the Structural Engineer

BA/...../...../..... /...../ .....

(For structural designs, stability of the proposed building and safety of adjacent buildings / neighbouring properties as per Planning and Development Regulations of Urban Development Authority)

### Details of the Applicant and Proposed Development

Name of the Applicant			
National Identity Card No		Tel No.	
Proposed Development Type (New construction, Re-construction, Amendment, Alteration, Addition)			
Address of the Site			
Assessment No.		Gross Floor area (m <sup>2</sup> )	

I/we certify that,

- I am/we are a qualified Structural Engineer/s who is a member of Institute Engineers Sri Lanka and Society of Structural Engineers.
- I/we have prepared the structural plans and design calculations for the proposed building under this application and ensure the structural stability of the building during and after construction.
- I am/we are aware that if any of the information provided by me/us is/are found to be false by the Urban Development Authority/ Local Authority, the permit issued with regard to the development will be cancelled.
- During the construction period, I /we will make periodic supervision and provide instruction/s to avoid damages to adjacent structures and neighbouring properties until the Certificate of Conformity is obtained.
- I am/we are aware that Urban Development Authority has the right to report to the respective Professional Institute regarding any breach of professional code or any unprofessional conduct committed by me in relation to the provided professional services for proposed development.
- I am/we are aware that I have to inform the Urban Development Authority/Local Authority with a two weeks prior notice, if I am/we are planning to resign from the responsibilities of the proposed project.

Signature of the Qualified Person		Date	
Name			
Email Address		Tele. No.	
Registration No. of the Professional Institute			
Postal Address		National Identity Card No	
Seal			

## Form "F"

### Application for Re-validation of Permits/Clearance [Reference No : ]

Applicant's details

Name:

N.I.C/Passport number:

TP No:

Mobile Number:

Address:

Applicant's details:

Type of proposed development:

Local Authority:

Cluster:

Submitted on:

### Application for Re-validation of Permit /Clearance

#### 1.0 Applicant's Details

1.1 Name of the Applicant

1.2 Postal Address (for correspondence)

1.3 Email Address

1.43 Telephone No.

Mobile No.

1.5 Fax Number (if any)

1.6 NIC Number

Upload a scanned copy of NIC

1.7 Upload the Applicant/s Declaration

#### 2.0 Details of Previous Application

2.1 Type of the Application

2.2 Nature of the Development

2.3 Permit/ Clearance Number

2.4 Date of issued

2.5 Upload a Scanned copy of development Permit / Clearance

**3.0 Payment Gate**

3.1 Paid amount

3.2 Paid type

3.3 Upload the payment slip

Please verify all the information provided before proceed with submission

3.4 I hereby certify that all the information furnished by me in this application are true and accurate to the best of my knowledge

3.5 Submit

**Form: "G"**

**Green Building Certificate**

**Application for Registration of Green Building Certificate [Reference No : ]**

**Applicant's details**

Name:

N.I.C/Passport number:

TP No:

Mobile Number:

Address:

**Application Details:**

Type of proposed development:

Local Authority:

Cluster:

Submitted on:

**Application for Registration of Green Building Certificate**

**1.0 Applicant/s Information**

1.1 Full Name of the Applicant

1.2 NIC Number

Upload a scanned copy of NIC

1.3 Telephone No.

Mobile No.

1.4 Fax Number (if any)

1.5 Email Address

1.6 Postal Address (for correspondence)

1.4 If applicant is company Yes/No

1.5 Name of the company

1.6 Address of the company

1.7 Tele phone No

1.8 Upload the applicant declaration

**2.0 Details of Proposed Development**

2.1 Type of the proposed development

2.2 Address of the proposed site

2.3 Name of the Local Authority
2.4 Extent of the land
2.5 Location of the site (Please submit a sketch/map of the location, indicating the main town, junction, Access Road to the land from the main road, adjoining properties and special land marks)
2.6 Number of Floors in proposed building
2.6 Total Floor Area of the building (m <sup>2</sup> )
2.8 Plot Coverage
2.9 Number of Floors
<b>3.0 Requested Green Certificate Level</b>
3.1 Certificate Level Yes
3.2 Silver level Yes
3.3 Gold Level Yes
3.4 Platinum Level Yes
<b>4.0 Payment Gate</b>
4.1 Paid amount
4.2 Paid type
4.3 Upload the payment slip
Please verify all the information provided before proceed with submission
4.4 I hereby certify that all the information furnished by me in this application are true and accurate to the best of my knowledge
4.5 Submit



**Form "H"**

[Regulation 57]

**Letter of Indemnity for construction**

.....  
.....  
.....  
.....

I/We .....  
both

(Name of the Owner/s or Managing Director/Chief Executive Officer/Director with the name of the Company)

of

.....(Permanent Address of the owner/Head Office of the Company) do hereby agree and undertake to pay or fully remedy any damages foreseeable or otherwise which can be incurred or suffered by any third party and to indemnify keep indemnified and save harmless the Urban Development Authority at all times against any such claims or demands or any damages whatsoever to the adjacent structures and movable & immovable properties arising out of the construction and also relating to boundary disputes and / or ownership disputes including access roads and service lines and issues relating to the height or number of floors issues at the said property bearing Assessment No. ....(location of the development) .....depicted in Plan No. ....dated ..... made by .....Licensed Surveyor stated in the building application bearing Reference No. ....in respect of the said construction.

.....  
Signature of the Owner/MD/CEO

Name: ..... NIC.No. ....

Witness:

1. Name :.....  
Address.....  
Signature: .....  
NIC.No.: .....  
Tel. No. ....

2. Name: .....  
Address: .....  
Signature: .....  
NIC.No:.....  
Tel. No. ....

Date: ..... .....

Note: In the case of a Company a Board Resolution shall be provided.

## Form "I"

### Certificate of Conformity Application [Reference No:    ]

#### Applicant's details

Name:

NIC No. /Passport number:

TP No:

Mobile No:

Address:

#### Application details:

Type of proposed development:

Local Authority:

Cluster:

Submitted on:

### Certificate of Conformity Application

#### 1.0 Applicant/s Information

1.1 Full Name of the Applicant

1.2 NIC Number

Upload a scanned copy of NIC

1.3 Telephone No.

Mobile No.

1.4 Fax Number (if any)

1.5 Email Address

1.6 Postal Address (for correspondence)

1.7 If the applicant is a Company or an Association, the VAT Reg. Number

1.8 Upload the Deed / Ownership certificate

1.9 Upload the Deed / Ownership Certificate

1.10 Current use of the land

Specify the use mentioned in 1.10

1.11 Upload the applicant/s declaration
<b>2 Summary of the Development</b>
2.7 Type of Development
2.2 Reference No. of Development Permit
2.3 Date of Development Permit issued
2.4 Upload a scanned copy of condition letter/development permit issued by Urban Development Authority/Local Authority
2.5 Address of the developed site
2.6 Assessment No of the site
2.7 Road Name
2.8 Number and name of the Grama Niladhari Division
2.9 Local Authority name
2.10 Location Plan of the site (Please submit a sketch/map of the location, indicating the main town, junction, Access Road to the land from the main road, adjoining properties and special land marks
<b>3.0 Details of deviations from Development Permit</b>
3.1 Is the development carried out in conformity with the conditions of the permit? Yes/ No
3.2 If No, details of deviations
3.3 Upload the details of deviations from the development permit
<b>4.0 Other relevant conformity certificates &amp; recommendation letters</b>
4.1 Are all the conformity and recommendation letters specified in the development permit, enclosed with this application?
4.2 List down all the certificates/recommendation letters enclosed with the application
Upload

**5.0 Payment Gate**

5.1 Paid amount

5.2 Paid type

5.3 Upload the payment slip

Please verify all the information provided before proceed with submission

5.4 I hereby certify that all the information furnished by me in this application are true and accurate to the best of my knowledge

5.5 Submit

**Form “J”**

**Application for Public Building Certificate**

<b>Application for Public Building Certificate</b> [Reference No:    ]	
<b>Applicant’s details</b>	<b>Application details:</b>
Name:	Type of proposed development:
NIC No. /Passport number:	Local Authority:
TP No:	Cluster:
Mobile No:	Submitted on:
Address:	

<b>1.0 Applicant/s Information</b>
1.1 Full Name of the Applicant
1.2 NIC Number
Upload a scanned copy of NIC
1.3 Telephone No.
Mobile No.
1.4 Fax Number (if any)
1.5 Email Address
1.6 Postal Address (for correspondence)
1.7 Upload the Applicant/s declaration
<b>2.0 Summary of the Development</b>
2.1 Type of the development
2.2 Reference number of the development permit
2.3 Upload a scanned copy of Certificate of Conformity (if any)
2.4 Assessment No. of the premises

2.5 Name of the access road

2.6 Name of the Local Authority

2.7 Address of the proposed site

**3.0 Details of the Building**

3.1 No. of Floors

3.2 Function of the building

3.3 Number of people working in each floor per day

3.4 Use of each floor and loading capacity of each floor

3.5 Certificate of Conformity of Fire Department plan of fire equipment placed

3.6 All mode of light & ventilation system

3.7 Upload the certificate from a Relevant Qualified Person regarding the function of light and ventilation system of the building

3.8 Are security person/s provided for the building

3.9 Upload the certificate from a Relevant Qualified Person regarding the Fire Escaping, Lift maintenance etc.

3.10 Upload the certificate from a Relevant Qualified Person regarding the Structural Stability to the total weight of the people

**4.0 Payment Gate**

4.1 Paid amount

4.2 Paid type

4.3 Upload the payment slip

Please verify all the information provided before proceed with submission

4.4 I hereby certify that all the information furnished by me in this application are true and accurate to the best of my knowledge

4.5 Submit

## Annexure XI



### Urban Development Authority

### Application for Public Building Certificate Declaration Form of the Owner of the Land

Reference No.

BA/...../...../..... /...../ .....

(If the Applicant is not the owner of the land get this declaration signed from the owner of the land)

### Details of the Applicant and Proposed Development

Name of the Applicant			
National Identity Card No.		Tel No.	
Type of the Development			
Address of the Site			
Assessment No.		Gross Floor area (m <sup>2</sup> .)	
Reference No. of the approved building plan		Date	
Reference No. of the Certificate of Conformity (if any)		Date	

I/we declare that,

I am / we are the absolute Owner / Lessee of the land

I am / we are enclosing copies of the relevant documents of ownership / lease, approved building plan, Certificate of Conformity (CoC)

I am/we are aware that if any of the information provided by me/us is/are found to be false by the Urban Development Authority/ Local Authority the certificate issued with regard to the development will be cancelled.

Name of the Owner/s	1.	2.
National Identity Card No.	1.	2.
Signature of the Owner/s	1.	2.
Date	1.	2.

## Annexure XII

### Urban Development Authority



### Application for Public Building Certificate Declaration Form of the Structural Engineer

Reference No.

BA/...../...../..... /...../ .....

(For structural designs and stability of the proposed building and safety of adjacent buildings / neighboring properties as per Planning and Development Regulations of Urban Development Authority)

#### Details of the Applicant and Proposed Development

Name of the Applicant			
National Identity Card No.		Tel No.	
Type of the Development			
Address of the Site			
Assessment No.		Gross Floor area (m <sup>2</sup> )	
Reference No. of the approved building plan		Date	
Reference No. of the Certificate of Conformity (if any)		Date	

I/we certify that,

- I am/we are a qualified Structural Engineer/s who is a member of Institute Engineers Sri Lanka and Society of Structural Engineers.
- I/we have ensured that the structural stability of the building to hold an occupancy load of more than 100 persons for the given time period.
- I am/we are aware that if any of the information provided by me/us is/are found to be false by the Urban Development Authority/ Local Authority, the certificate issued with regard to the development will be cancelled.
- I am/we are aware that Urban Development Authority has the right to report to the respective Professional Institute regarding any breach of professional code or any unprofessional conduct committed by me in relation to the provided professional services for proposed development.

Signature of the Qualified Person		Date	
Name			
Email Address		Tele. No.	
Registration No. of the Professional Institute			
Postal Address		National Identity Card No.	
Seal			



## Annexure XIII

**Urban Development Authority**  
**Application for Public Building Certificate**  
**Declaration Form of the Chief Fire Officer**



**Reference No.**

BA/...../...../..... /...../ .....

**Details of the Applicant and Proposed Development**

Name of the Applicant			
National Identity Card No.		Tel No.	
Type of the Development			
Address of the Site			
Assessment No.		Gross Floor area (sq.m.)	
Reference No. of the approved Building plan		Date	
Reference No. of the Certificate of Conformity (if any)		Date	

I/we certify that,

I am/we are a Chief Fire Officer/s working in the .....(Institute).

I have ensured that the position and type of every fire extinguishing equipment installed in the building or part thereof are in accordance with the Code of Fire Precautions for Building or Chief Fire Officer

I/am/we are aware that if any of the information provided by me/us is/are found to be false by the Urban Development Authority/Local Authority, the certificate issued with regard to the development will be cancelled.

I am/we are aware that Urban Development Authority has the right to report to the respective institute regarding any breach of professional code or any unprofessional conduct

Signature of the Chief Fire Officer		Date	
Name			
Email Address		Tele. No.	
Name of the Institute			
Postal Address		National Identity Card No.	
Seal			

## Form "K"

### Permit for Change of Use [Reference No: ]

Applicant's details

Name:

NIC/Passport number:

TP No:

Mobile No:

Address:

Application details:

Local Authority:

Cluster:

Submitted on:

### Permit for Change of Use

#### 1.0 Details of the Applicants and Owners:

1.1 Full Name

1.2 NIC Number

1.3 Telephone Number

1.4 Fax Number

1.5 Email Address

1.6 Postal Address

1.7 Owner's Details (if the applicant is not the owner)

1.8 Upload the owner's declaration

#### 2.0 Particulars of the Existing Development

2.1 Local Authority

2.2 Ward

2.3 Address

2.4 Assessment Number

2.5 Survey Plan Number

2.6 Date of the Survey Plan

2.7 Lot Number

2.8 Land Extent (m<sup>2</sup>)

2.9 Upload the Survey Plan

2.10 Present Use of the building
2.12 Upload the details of every building on the site from Layout Plan or existing use of every floors shown by the relevant plan
<b>3.0 Building Plan/s</b>
3.1 Number of the approved building plan
3.2 Approved building plan , upload the plans and other supportive documents. If there is more than one document, zip them into a single file and upload.
<b>4.0 Particulars of the Change of Use of the building/s</b>
4.1 Specify ,the conversion of proposed use
<b>5.0 Parking Space</b>
5.1 Parking Space for Cars (m <sup>2</sup> )
<b>6.0 Supporting Documents</b>
6.1 A sketch plan of the proposed location indicating the surrounding areas in order to identify the premises properly
6.2 Survey Plan
6.3 Approved Building Plan
6.4 Permit issued by the Urban Development Authority/Local Authority
6.5 Certificate of Conformity (CoC)
6.6 Plan of the proposed development (the areas to be converted shall be indicated by Red Colour)
6.7 Parking Provisions Diagram
6.8 Upload the plans and other supportive documents. If there is more than one document, zip them into a single file.
<b>7.0 Declaration</b>
Upload the signed Declaration
<b>8.0 Payment Gate</b>
8.1 Paid amount
8.2 Paid type
8.3 Upload the payment slip

Please verify all the information provided before proceed with submission

8.4 I hereby certify that all the information furnished by me in this application are true and accurate to the best of my knowledge

8.5 Submit

## Form "L"

### Application for an Appeal [Reference No: ]

#### Applicant's details

Name:  
NIC/Passport number:  
TP No:  
Mobile No:  
Address:

#### Application details:

Type of proposed development:  
Local Authority:  
Cluster:  
Submitted on:

### 1.0 Details of the Applicants and Owners:

1.1 Full Name

1.2 NIC Number

1.3 Telephone Number

1.4 Fax Number

1.5 Email Address

1.6 Postal Address

1.7 Owner's Details (if the applicant is not the owner)

1.8 Upload the owner's declaration

1.9 Upload the applicant's declaration

### 2.0 Particulars of the Existing Development

2.1 Local Authority

2.2 Ward

2.3 Address

2.4 Assessment Number

2.5 Type of the rejected application

2.6 Previous Reference No. and date of the application

2.7 Upload the rejection letter issued by the Relevant Authority

**3.0 Payment Gate**

3.1 Paid amount

3.2 Paid type

3.3 Upload the payment slip

Please verify all the information provided before proceed with submission

3.4 I hereby certify that all the information furnished by me in this application are true and accurate to the best of my knowledge

8.5 Submit

## Schedule 2

[Regulation 1,3,5,28,30,44,73,80,81,89,93]

### Fee for issuing Preliminary Planning Clearances and Renewal

Nature of Development Activities	Fee (excluding tax)	
1. Sub-division of lands	Land Extent (m <sup>2</sup> )	Amount (Rs)
	i. 150 – 499 m <sup>2</sup>	Rs 2,000/-
	ii. 500 – 999 m <sup>2</sup>	Rs. 3,000/-
	iii. 1000 – 4999 m <sup>2</sup>	Rs. 7,500/-
	iv. 5000 – 9999 m <sup>2</sup>	Rs. 10,000/-
	v. 10000 m <sup>2</sup> or onwards	Rs. 10,000/- + Rs. 1,000/- for every additional 1,000 m <sup>2</sup> or part thereof, in excess of 10,000 m <sup>2</sup>
2. Reclamation of low lying lands / paddy lands.	i. up to 250 m <sup>2</sup>	Rs.2500/-
	ii. More than 250 m <sup>2</sup>	Rs 2,500/- + Rs 2,500/- for every additional 100 m <sup>2</sup> - or part thereof, in excess of 250 m <sup>2</sup>
3. Erection of Parapet walls/ Retaining walls.	Per linear meter.	Rs. 100/-
4. Communication Towers/ Antenna Towers/ Transmission Towers	Rs. 30,000/-	
5. Filling Station / Service Stations	i. Emission testing	Rs. 25,000/-
	ii. Filling Station	Rs. 75,000/-
	iii. Vehicle Service Station	Rs. 50,000/-
	iv. Vehicle Service Station & Emission Testing	Rs. 75,000/-
	v. Filling Stations & related other uses	Rs. 150,000/-
6. Advertising Board	i. Digital Advertising board (Per m <sup>2</sup> .)	Rs. 5000 /-
	ii. Non digital Advertising	Rs. 3000 /-

	boards (Per m <sup>2</sup> )	
	iii. Name Boards (Per m <sup>2</sup> )	Rs. 1000/-
	iv. Gantries (Per m <sup>2</sup> )	Rs. 6000 /-
7. Garbage Dumping yards/ Transfer Stations / Compost plant / Sanitary land filling and other related activities.	i. Land extent up to 4000m <sup>2</sup>	Rs.50,000/-
	ii. More than 4000 m <sup>2</sup>	Rs. 50,000 + Rs. 10,000/- for every additional 4000 m <sup>2</sup> or part thereof, in excess of 4000 m <sup>2</sup>
8. Water related buildings and other water related developments		Rs. 50,000/-
9. Metal quarry / crusher plant, soil cutting, soil washing for sand mining, clay and gravel mining on commercial, purposes.		Rs. 10,000/-
10. i. Investigations on Mineral Mining	i. Up to 1 km <sup>2</sup> .	Rs. 100,000/-
	ii. More than 1 km <sup>2</sup>	Rs. 100,000/- + Rs. 10,000/- for every additional 1 km <sup>2</sup> . or part of thereof, in excess of 1 km <sup>2</sup>
ii. Any other Mineral Mining except above item 10(i)	iii Up to 1 km <sup>2</sup>	Rs. 100,000/-
	iv. More than 1 km <sup>2</sup> .	Rs. 100,000/- + Rs. 10,000/- for every additional 1 km <sup>2</sup> or part of thereof, in excess of 1 km <sup>2</sup>
11. Children Homes /Elders Homes/ Rehabilitation Centre.	<b>Land Extent</b>	<b>Amount</b>
	i. Up to 400 m <sup>2</sup>	Rs. 2,500/-
	ii. 400 m <sup>2</sup> > 500 m <sup>2</sup>	Rs. 5,000/-
	iii. 500 m <sup>2</sup> > 750 m <sup>2</sup>	Rs. 10,000/-



	iv. 750 m <sup>2</sup> > 1000 m <sup>2</sup>	Rs. 20,000/-
	v. More than 1000 m <sup>2</sup>	Rs. 20,000 + Rs. 200/- for every additional 100 m <sup>2</sup> or part thereof, in excess of 1000 m <sup>2</sup>
12 Other Development activities except above 1 to 11	<b>Floor Area</b>	<b>Amount</b>
	i. Up to 400 m <sup>2</sup>	Rs. 5,000/-
	ii. 400 m <sup>2</sup> > 500 m <sup>2</sup>	Rs. 10,000/-
	iii. 500 m <sup>2</sup> > 750 m <sup>2</sup>	Rs. 25,000/-
	iv. 750 m <sup>2</sup> > 1000 m <sup>2</sup>	Rs. 50,000/-
	v. More than 1000 m <sup>2</sup> .	Rs. 50,000/- + Rs. 500 for every additional 100 m <sup>2</sup> or part thereof in excess of 1000 m <sup>2</sup>
13. Changes to the Approved Plan (without increasing floor area)	Up to 1000 m <sup>2</sup> Rs. 5,000/- More than 1000 m <sup>2</sup> Rs. 10,000/-	
14. Traffic Impact Assessments (TIA) Clearance	Rs. 50,000/-	
15. Environmental Recommendation from Environmental Consultation Committee - ECC	Rs. 50,000/-	
16. Renewal of Preliminary Planning Clearance (PPC).	i. If applying before the validity period - 25% of the amount received at the time of obtaining the PPC. ii. If applying within a year from the date of expiry of the validity period - 50% of the proceeds of the initial PPC iii. If applying after one year from the date of expiration – Total payment of PPC	

17. Issuing of certified copies of the PPC.	Rs.2,500/-
18. Transferring of Preliminary Planning Clearance to a third party	Rs. 25,000/-
19. Speedy Process (within 7 working days from the day of the fulfilment of all necessary requirements)	Double the charges of normal fee
20. Administrative Expenses	Rs.5,000/-
21. Charges relating to Religious activities and Low Income Housing Projects	Excepted subject to Administrative Expenses of Rs. 5000/- as given in the forgoing item

### Fees for issuing Development Permit and Renewal

Nature of Development Activities	Fee (excluding tax)			
1. Sub-division of lands	land extent m <sup>2</sup>	Processing Fees		
	150 m <sup>2</sup> > 300 m <sup>2</sup>	Rs. 1000/- per lot		
	300 m <sup>2</sup> > 600 m <sup>2</sup>	Rs. 800/- per lot		
	600 m <sup>2</sup> > 900 m <sup>2</sup>	Rs. 600/- per lot		
	Above 900 m <sup>2</sup>	Rs. 500/- per lot		
2. Erection of Parapet walls/ Retaining Walls	Per linear meter	Rs.100/-		
3. Communication Towers/Antenna Towers/ Transmission Towers	Rs. 40,000/-			
4. Filling Stations/ Vehicle Service Station/ Emission Testing	Per 1 m <sup>2</sup>	Rs. 100/-		
5. Advertising boards	i. Digital Advertising boards (Per m <sup>2</sup> )	Rs. 2,500 /-		
	ii. Non digital Advertising boards (per m <sup>2</sup> )	Rs. 1,500 /-		
	iii. Name Boards (per m <sup>2</sup> )	Rs. 500/-		
	iv. Gantries (per m <sup>2</sup> )	Rs. 1,000 /-		
6. Garbage Dumping yards/ Transfer Stations / Compost plant/Sanitary Land filling	up to 1hec.	Rs.25,000/-		
	More than 1hec.	Rs. 25,000 + Rs. 5,000/- for every additional 1hec. or part thereof, in excess of 1hec.		
7. Residential and Non- residential Buildings (Need to register for the Green Building Certificate)	<b>Floor Area (m<sup>2</sup>)</b>	<b>Residential (Per m<sup>2</sup>)</b>	<b>Non Residential (Per m<sup>2</sup>)</b>	<b>Non Residential (Per m<sup>2</sup>)</b>
		<b>Individual</b>	<b>Apartment</b>	
	Up to 400	Rs.20/-	Rs. 25/-	Rs. 25/-
400 m <sup>2</sup> > 1000 m <sup>2</sup>	Rs.22/-	Rs. 27/-	Rs.27/-	

	1000 m <sup>2</sup> > 1500 m <sup>2</sup>	Rs.25/-	Rs. 30/-	Rs.30/-
	1500 m <sup>2</sup> > 2000 m <sup>2</sup>	Rs. 25/-	Rs. 32/-	Rs. 32/-
	More than 2000 m <sup>2</sup>	Rs. 2,000/- for every additional 90 m <sup>2</sup>	Rs. 2,000/- for every additional 90 m <sup>2</sup>	Rs. 2,000/- for every additional 90 m <sup>2</sup>
8. Extension of validity period of Building Permit for another one year	i. Up to 1000 m <sup>2</sup>	Rs. 5,000/-		
	ii. More than 1000 m <sup>2</sup>	Rs. 10,000/-		
9. For commercial purpose	<b>Floor area (m<sup>2</sup>)</b>		<b>Fee (Rs)</b>	
	i. Swimming pool (with deck)	Up to 300 m <sup>2</sup>	Rs. 6,000/-	
	ii. Solar panel	300 > 500 m <sup>2</sup>	Rs. 15,000/-	
		500 > 1000 m <sup>2</sup>	Rs. 30,000/-	
		More than 1000 m <sup>2</sup>	Rs. 30,000/- + Rs 1,000/- for every additional 100 m <sup>2</sup> or part thereof, in excess of 1000 m <sup>2</sup>	
10.				
i. Additions and Extensions to the Approved Plan	25% of the already paid processing fee + fee for the additional area.			
ii. Changes to the Approved Plan (without increasing floor area)	25% of the total processing fee already paid			
11. Transferring Development Permit to a third party	Rs. 25,000/-			

### Fee for Green Building Certificate

Nature of Development Activities	Processing Fee (excluding tax)	
	1. Registration of all Levels of Green Building Certificate	<b>Rs. 5000/</b>
2. To obtained Final Green Building Certificate (maximum Rs.1million)	<b>Revalidate Green Certificate (m<sup>2</sup>)</b>	<b>Final Green Certificate (m<sup>2</sup>)</b>
i. Certificate Level	Rs. 100/	Rs. 100/
ii. Silver Level	Rs. 100/	Rs. 100/
iii. Gold Level	Rs. 100/	Rs. 100/
iv. Platinum Level	Rs. 100/	Rs. 100/
3. Payment method for Re validation and for Final green certificate	i. At the registration 75% from the initial cost. ii. At the time of issuing Final Certificate rest of 25%	
4. Educational institute of Government and Private ,Religious places, Government health institute, Elderly and Child homes	Rs. 50/ per m <sup>2</sup>	
<p>When there is a negative difference between the green level mark which indicates the level of agreement agreed upon in obtaining the development permit and the final green level score obtained on the compliance certificate; the following charges will be levied.</p> <ol style="list-style-type: none"> <li>1. 10% of the total cost of construction of additional floor area</li> <li>2. 10% of the pre prepayment fee shall be paid in case of not having reached the minimum certification level,</li> </ol>		

## Fee for Post Audit and Monitoring Report

Nature of Development	Floor area (m <sup>2</sup> )	Fee (Rs.)
	400 m <sup>2</sup> >1000 m <sup>2</sup>	Rs. 3,000/-
	1001 m <sup>2</sup> >5000 m <sup>2</sup>	Rs. 5,000/-
	5000 m <sup>2</sup> <	Rs. 10,000/-

### Service Charges for Covering Approval (In addition to Processing fees)

Nature of Development Activities	Processing Fee (excluding tax)	
1. Sub division of lands without obtaining necessary approvals	Rs. 3,000/- per lot	
2. Erection of buildings / Additions/ re-erection without approval.	<b>Residential ( per m<sup>2</sup> )</b>	<b>Non-Residential ( per m<sup>2</sup> )</b>
i. Completed Foundation works (Up to plinth level)	Rs. 200/-	Rs. 500/-
ii. Construction up to roof level including Column and Beams (excluding roof)	Rs. 300/-	Rs. 1,000/-
iii. Construction of walls with roof	Rs. 400/-	Rs. 1,500/-
iv. Completed constructions for occupations	Rs. 500/-	Rs. 2,000/-
v. Erection of Parapet Walls/Retaining Walls	Rs. 200/- (per linear meter)	Rs. 500/- (per linear meter)
vi. Erection of Telecommunication, Transmission and Antenna Towers	Construction – Ground Base Rs. 150,000/- Construction of Roof Top Rs. 100,000/-	
3. Occupation /Usage without obtaining Certificate of Conformity (CoC)	Rs. 100/- per day	

<p>4. Car Parking Places (service charges for each car parking space not provided within the premises)</p> <p>i. All Municipal Council</p>	<p>Standard Car parking - Rs. 500,000/-  Lorry - Rs. 1,000,000/-  Multi axle including container - Rs. 2,500,000/-</p>
<p>ii. Urban Council</p>	<p>For all vehicles - Rs. 500,000/-</p>
<p>iii. Pradeshiya Sabha</p>	<p>For all vehicles - Rs. 250,000/-</p>
<p>5. Change of the approved parking space for other uses</p>	<p>Rs. 20,000/- per parking space with an increment of 10% per annum until it converted to parking as approved.</p>

### Fees for issuing Certificate of Conformity

Nature of Development Activities	Fee (excluding taxes)			
1. Sub division of Land	Rs. 1,000/- per lot			
2. Construction of Building	Floor Area (m <sup>2</sup> )	Residential Individual	Non-residential Apartment	
	up to 400 m <sup>2</sup>	Rs. 4,000/-	Rs. 5,000/-	Rs. 5,000/-
	More than 400 m <sup>2</sup>	Rs. 4000/- + Rs 15/- for every additional 1 m <sup>2</sup> or part thereof, in excess of 400 m <sup>2</sup>	Rs. 5000/- + Rs 20/- for every additional 1 m <sup>2</sup> or part thereof, in excess of 400 m <sup>2</sup>	Rs. 5000/- + Rs 25/- for every additional 1 m <sup>2</sup> or part thereof, in excess of 400 m <sup>2</sup>
3. Communication Towers/Antenna Towers/ Transmission Towers	Rs. 5,000/-			
4. Parapet walls/Retaining walls	Rs. 25/- per linear meter			
5. Public Building Certificate	Rs.10,000/-			



**Fee for Change of Use**  
(Excluding taxes)

	Floor Area (m <sup>2</sup> )	Fee (Rs.)
<b>Processing Fee</b>	Up to 45	1,000/-
	45 – 90	1,500/-
	91 – 180	1,750/-
	181 – 270	2,000/-
	271 – 450	2,500/-
	451 – 675	2,750/-
	676 – 900	3,000/-
	<b>Fee for Permit</b>	
1. Change of Residential to non-Residential	Rs. 750/- per 1 m <sup>2</sup>	
2. Change of non-Residential to non-Residential	Rs. 500/- per 1 m <sup>2</sup>	

**Fee for Appeal**

1. Acceptance for appeal to forward Sub Planning Committee/ Main Planning Committee of Urban Development Authority	Category	Payment method
	1 <sup>st</sup> appeal	Free of charge
	2 <sup>nd</sup> appeal	25% of initial processing fee
	3 <sup>rd</sup> appeal	50% of initial processing fee
	4 <sup>th</sup> appeal	Total processing fee

Note: In addition to the above, Rs. 50/- will be charged per m<sup>2</sup> as transport cost for site inspection. However, the Urban Development Authority/ Local Authority may change the fee subject to fuel price in the market

[Regulations 4,7,30,39,40,57,77,82,83,89]

**Qualified Persons**

		<i>Nature of Development Activity</i>	<i>Extent (Where Relevant)</i>	<i>Specific Task Requiring a Declaration by the 'Qualified Person'</i>	<i>Minimum Qualification Requirement of the 'Qualified Person'</i>
1.	Land Sub Division and Amalgamation	If the Development Activity does not involve building work	All lands	Perimeter plan, extraction, sub division and amalgamation plan	Licensed Surveyor
2.		If the Development Activity involves engineering works (construction of roads culverts, drains etc.,)	All lands	Certificate stating engineering works have been carried out in conformity with the specifications in the permit	Chartered Civil Engineer
3.	Building Constructions	If the development involves a building activity.	Building Category "C I"	Compatibility with the regulations	Applicant or any relevant qualified person

			Building Category "C II"	A certificate indicating the compatibility of the building design to these planning and development regulations and to be carried out under his /her supervision until issuance the Certificate of Conformity.	Chartered Architect or any qualified Architect or Architectural Licentiate, or Drafting Technical Officer of NVQ Level V (Building)
					Chartered Civil Engineer
			Building Category "A" , "B" and "CIII"	A certificate indicating the compatibility of the building design to these planning and development regulations and to be carried out under his /her supervision until issuance the Certificate of Conformity.	Chartered Architect
				A certificate indicating the compatibility of the Structural Engineering Design with the Standards applicable to the strength and the safety of the building and to be carried out under her/his supervision until issuance of the Certificate of Conformity and advising the developer on adequate precautionary	Chartered Civil Engineer

				measures to avoid damages and disturbances to neighbouring properties	
				A certificate indicating the compatibility of the Building Services Designs including electricity, water supply, Sewerage, drainage and rain water harvesting, fire safety, Air Conditioning, or any specialist services, in conformity with the Standards applicable to Sri Lanka	Chartered Electrical Engineer, Chartered Civil Engineer, Chartered Structural Engineer, Chartered Building Services Engineer, Chartered Mechanical Engineer
				A certificate indicating the conformity of the Design with the standards of Green Building design (Minimum 'Certificate' Level) and advising the developer to carry out the construction work in compliance with Green Practices under his supervision until issuance the Certificate of Conformity	A Corporate Member of a Professional Institute Incorporated by an Act of Parliament with having certificate minimum weight of 03 Credits in Green Building of SLQF
4		Valuation Report		Market value of the property or land	Chartered Valuer

## Schedule 4

[Regulations 18,19,20]

### Accessibility to Lands for Residential Use

<b>Minimum Width of Access Road/ Street (meters)</b>	<b>Maximum Length of Access Road/Street (meters)</b>	<b>Maximum Number of Lots Served</b>	<b>Maximum Dwelling Units per lot</b>
3.0	up to 50 meters	4	2
	*At a distance of 100m or less, but both ends connected to public roads where width is 7m. or more	8	2
4.5	up to 100	8	2
	*At a distance of 200m or less, but both ends connected to public roads where width is 7m. or more	16	2
7.0	-	20	Permissible Floor Area applies
9.0 or more	-	unlimited	Permissible Floor Area applies

Note: \*This relaxation does not apply to internal land subdivisions.

## Schedule 5

{Regulations 44,54,92}

### Specifications for Green Building Concept

Score Summary					
No	Item	Marks	Applicant	UDA	
<b>EE</b>	<b>Energy Efficiency</b>	<b>27</b>			
<b>Design</b>					
EE1	Zoning of lighting sources/equipment	02			
EE2	Electricity Sub - Metering	02			
EE3	Renewable Energy	08			
EE4	High performance energy efficiency	05			
EE5	Efficiency of Electric Illumination	02			
EE6	Power Factor Correction	02			
<b>Improvement and Quality Improvement</b>					
EE7	Improvement and Operation of Energy Efficiency	04			
<b>Evaluation of accuracy and maintenance</b>					
EE8	Sustainable maintenance	02			
<b>SM</b>	<b>Sustainable Site Planning and Management</b>	<b>23</b>			
<b>Site Planning</b>					
SM1	Site selection	04			
SM2	Abandoned (Brown field) Site Redevelopment	03			
SM3	Development Density and Community coordination/ management / involvement	01			
SM4	Preparation of Environmental Management and Environmental Safeguard Plan	01			
SM5	Laying and improvement of green ground cover	02			
<b>Construction Management</b>					
SM6	Mitigation of construction pollution	01			
SM7	Quality assurance in building construction	01			
SM8	Workers facilities	01			
<b>Transportation</b>					
SM9	Minimizing the use of private vehicles and encouraging public transport usage	02			
SM10	Parking capacity	02			
SM11	Rainwater drainage plan - quantity and Quality Control	02			
SM12	Green cover and roofs	02			
SM13	User's manual for building users.	01			
<b>MR</b>	<b>Materials and Resource Management</b>	<b>20</b>			
<b>Recycling and re-use of materials</b>					
MR1	Re-use and selection of materials	02			
MR2	Material Containing recycled substance	02			
MR3	Re-use of existing buildings	02			
<b>Sustainable Use of Resources</b>					
MR4	Regionally available materials for building construction	03			
MR5	Sustainable timber	03			
<b>Waste Management</b>					
MR6	Use of high-value green building materials	03			
MR7	Construction waste management	02			
<b>Green Products</b>					
MR8	Refrigerants & Clean Agents	03			

4	<b>EQ</b>	<b>Quality the Building Environment</b>	<b>13</b>		
	<b>Internal air quality</b>				
	EQ1	Monitoring and controlling of CO <sub>2</sub>	02		
	EQ2	Indoor air pollutants	02		
	<b>The optimum Temperature</b>				
	EQ3	Designing and installation of optimum temperature control units	02		
	EQ4	Air change effectiveness	01		
	<b>The optimum level of visual light and sound</b>				
	EQ5	Day light	02		
	EQ6	Controlling the glare of intake sunlight	01		
	EQ7	Electric Light level	01		
EQ8	Internal and external views	01			
EQ9	Internal noise level	01			
5	<b>WE</b>	<b>Water Efficiency</b>	<b>10</b>		
	<b>Rain water collection and water recycling</b>				
	WE1	Rain water Harvesting	02		
	WE2	Waste water recycling and efficient use	04		
	<b>Enhancement of Efficiency</b>				
WE3	Water metering and water leaks identification system	02			
WE4	Water efficiency tools equipment	02			
6	<b>IN</b>	<b>Green Innovation</b>	<b>05</b>		
	IN1	Utilization of innovations	05		
7	<b>SC</b>	<b>Socio-cultural compatibility</b>	<b>02</b>		
	SC1	Design and building of socially and culturally compatible Buildings	02		
		<b>Total</b>	<b>100</b>		

## GREEN RATING CATEGORIES

<b>GREEN PLATINUM</b>	<b>+70 MARKS</b>
<b>GREEN GOLD</b>	<b>- 60-69 MARKS</b>
<b>GREEN SILVER</b>	<b>- 50- 59 MARKS</b>
<b>GREEN CERTIFIED</b>	<b>- 40-49 MARKS</b>

## Schedule 6

[Regulations 46,55,56,70,71]

### Form “A”

Form A - Permissible Floor Area Ratio																					
Land extent (Sq.M)	Zone factor = 0.50 - 0.74			Zone factor = 0.75-0.99			Zone factor = 1.00-1.24			Zone factor = 1.25-1.49			Zone factor = 1.50-1.74			Zone factor = 1.75-1.99			Zone factor = 2.00-2.24		
	Minimum Road Width			Minimum Road Width			Minimum Road Width			Minimum Road Width			Minimum Road Width			Minimum Road Width			Minimum Road Width		
	7m	9m	12m or above	7m	9m	12m or above	7m	9m	12m or above	7m	9m	12m or above	7m	9m	12m or above	7m	9m	12m or above	7m	9m	12m or above
150 less than 250	0.8	0.9	0.9	1.3	1.3	1.4	1.6	1.7	1.9	2.0	2.2	2.4	2.4	2.6	2.8	2.8	3.0	3.3	3.2	3.5	3.8
250 less than 500	0.9	1.0	1.3	1.3	1.6	2.0	1.7	2.2	2.7	2.2	2.7	3.3	2.6	3.3	4.0	3.4	4.0	4.7	3.6	4.5	5.3
500 less than 750	1.0	1.1	1.5	1.4	1.7	2.2	1.9	2.3	3.0	2.4	3.0	3.7	2.8	3.4	4.5	3.5	4.1	5.2	3.8	4.6	6.0
750 less than 1000	1.0	1.2	1.7	1.5	1.8	2.5	2.1	2.4	3.3	2.6	3.0	4.2	3.1	3.6	5.0	3.6	4.3	5.8	4.2	4.8	6.7
1000 less than 1500	1.1	1.3	1.8	1.6	1.9	2.7	2.1	2.5	3.6	2.7	3.1	4.5	3.2	3.7	5.4	3.7	4.5	6.3	4.3	5.0	7.2
1500 less than 2000	1.1	1.4	2.0	1.7	2.1	3.0	2.2	2.7	4.0	2.9	3.4	5.0	3.4	4.1	6.0	4.1	5.0	7.0	4.7	5.5	8.0
2000 less than 2500	1.2	1.5	2.1	1.8	2.3	3.1	2.3	2.8	4.2	3.0	3.5	5.2	3.5	4.2	6.3	4.2	5.1	7.3	4.8	5.6	8.5
2500 less than 3000	1.2	1.6	2.4	1.8	2.4	3.6	2.4	3.2	4.7	3.1	3.8	5.9	3.6	4.7	7.1	4.3	5.5	8.3	4.9	6.3	9.5
3000 less than 3500	1.2	1.7	2.5	1.9	2.5	3.7	2.5	3.4	5.0	3.2	4.0	6.2	3.7	4.8	7.5	4.4	5.6	8.7	5.0	6.4	10.0
3500 less than 4000	1.3	1.8	2.6	2.0	2.6	3.9	2.6	3.6	5.3	3.3	4.4	6.6	4.0	5.3	7.9	4.6	6.2	9.2	5.3	7.1	10.5
More than 4000	1.3	1.8	2.8	2.0	2.7	4.1	2.7	3.7	5.5	3.4	4.6	7.0	4.0	5.5	8.3	4.7	6.4	9.5	5.4	7.3	11.0
Land extent (Sq.M)	Zone factor = 2.25-2.49			Zone factor = 2.50-2.74			Zone factor = 2.75-2.99			Zone factor = 3.00-3.24			Zone factor = 3.25-3.49			Zone factor = 3.50-3.74			Zone factor = 3.75-4.00		
	Minimum Road Width			Minimum Road Width			Minimum Road Width			Minimum Road Width			Minimum Road Width			Minimum Road Width			Minimum Road Width		
	7m	9m	12m or above	7m	9m	12m or above	7m	9m	12m or above	7m	9m	12m or above	7m	9m	12m or above	7m	9m	12m or above	7m	9m	12m or above
150 less than 250	3.6	3.9	4.2	3.6	3.9	4.2	3.6	3.9	4.2	3.6	3.9	4.2	3.6	3.9	4.2	3.6	3.9	4.2	3.6	3.9	4.2
250 less than 500	3.9	4.9	6.0	3.9	4.9	6.0	3.9	4.9	6.0	3.9	4.9	6.0	3.9	4.9	6.0	3.9	4.9	6.0	3.9	4.9	6.0
500 less than 750	4.3	5.2	6.6	4.3	5.2	6.6	4.3	5.2	6.6	4.3	5.2	6.6	4.3	5.2	6.6	4.3	5.2	6.6	4.3	5.2	6.6
750 less than 1000	4.7	5.4	7.5	5.2	6.0	8.3	5.2	6.0	9.2	5.2	6.1	10.0	5.2	6.2	10.8	5.2	6.3	11.7	5.2	6.4	12.5
1000 less than 1500	4.8	5.6	8.1	5.3	6.2	9.0	5.3	6.2	9.9	5.3	6.3	10.8	5.3	6.4	11.7	5.3	6.5	12.6	5.3	6.6	13.5
1500 less than 2000	5.3	6.2	9.0	5.9	6.8	10.0	5.8	6.8	11.0	5.9	6.8	12.0	5.9	6.8	13.0	5.9	6.9	14.0	5.9	7.0	15.0
2000 less than 2500	5.4	6.3	10.0	6.0	7.1	10.4	6.0	7.2	11.5	6.0	7.3	12.5	6.0	7.4	13.6	6.0	7.5	14.6	6.0	7.6	15.7
2500 less than 3000	5.5	7.1	10.7	6.1	7.6	12.0	6.1	7.7	13.0	6.1	7.8	14.2	6.1	7.9	15.4	6.1	7.9	16.6	6.1	7.9	17.8
3000 less than 3500	5.7	7.2	11.2	6.3	8.0	12.5	6.3	8.0	13.7	6.3	8.1	15.0	6.3	8.2	16.2	6.3	8.3	17.5	6.3	8.4	18.7
3500 less than 4000	5.9	8.0	11.8	6.6	8.5	13.1	6.6	8.5	14.4	6.6	8.5	15.8	6.6	8.5	17.1	6.6	8.5	18.4	6.6	8.7	20.0
More than 4000	6.0	8.2	12.0	6.7	9.0	UL	6.7	9.0	UL	6.7	9.0	UL	6.7	9.0	UL	6.7	9.0	UL	6.7	9.0	UL

Above Floor Area Ratio shall not be applicable for the zones where number of floors or FAR indicated under the zoning regulations  
 Floor area allocated for parking facilities are not calculated for FAR  
 UL - Unlimited  
 Above Permissible FAR shall be restricted as per the slope of the land (0<sup>o</sup>-10<sup>o</sup> - No restrictions, 11<sup>o</sup>-20<sup>o</sup> - 75% of the FAR, 21<sup>o</sup>-30<sup>o</sup> - 50% of the FAR, 31<sup>o</sup>-45<sup>o</sup> - 35% of the FAR and over 45<sup>o</sup> - No Developments)



### Form “B”

Form B - Number of Floors for 3m & 4.5m wide Roads						
Minimum Road Width	Minimum Site Frontage	* Plot Coverage	Maximum Number of Floors			
			Zone Factor 0.5 - 0.74	Zone Factor 0.75 - 1.24	Zone Factor 1.25 - 3.49	Zone Factor 3.50 - 4.00
<b>3m</b>	<b>6m</b>	65%	1 (G)	2 (G+1)	3 (G+2)	3 (G+2)
<b>4.5m</b>	<b>6m</b>	65%	1 (G)	2 (G+1)	3 (G+2)	4 (G+3)

Number of floors are indicated including parking areas  
 Number of units allowed for each road shall not be changed  
 \* Where no plot coverage specified under the zoning regulations

### Form “C”

Form C - Setbacks								
Building Height (m)	Minimum Site Frontage (m)	* Plot Coverage		Rear Space (m)		Side Space (m)		
		Non Residential	Residential	Without Natural Ventilation	With Natural Ventilation	Without Natural Ventilation	With Natural Ventilation	
							Minimum width	Minimum Area (For light well only)
<b>less than 7</b>	<b>6</b>	**80%	65%	2.3m	2.3m	-	2.3m	5 Sq.m
<b>7 less than 15</b>	<b>6</b>	65%	65%	3m	3m	-	3m	9 Sq.m
<b>15 less than 25</b>	<b>10</b>	65%	65%	4m	4m	1m and 3m	4m	16 Sq.m
<b>25 less than 40</b>	<b>20</b>	65%	65%	4m	5m	3m both side	5m	25 Sq.m
<b>40 less than 60</b>	<b>30</b>	***50%	***50%	5m	6m	4m both side	6m	36 Sq.m
<b>60 and above</b>	<b>Above 40m</b>	***50%	***50%	5m	6m	5m both side	6m	****

Building Height - Height between access road level to roof top level  
 \* Where no Plot Coverage specified under the zoning regulations  
 \*\* Purely non residential activities  
 \*\*\* 65% plot coverage can be allowed only for the podium level not exceeding 20% of the tower height or 12 floors which ever is less  
 \*\*\*\* Minimum area shall be increased by 1 Sq.m for every additional 3m height

## Form “D”

Form D - Permissible Floor Area Ratio (General Regulation)									
Land extent (Sq.M)	*Controlled Zone			Residential Zone			Mixed Zone		
	Minimum Road Width			Minimum Road Width			Minimum Road Width		
	7m	9m	12m or above	7m	9m	12m or above	7m	9m	12m or above
<b>150 less than 250</b>	0.8	0.9	0.9	1.3	1.3	1.4	1.6	1.7	1.9
<b>250 less than 500</b>	0.9	1.0	1.3	1.3	1.6	2.0	1.7	2.2	2.7
<b>500 less than 750</b>	1.0	1.1	1.5	1.4	1.7	2.2	1.9	2.3	3.0
<b>750 less than 1000</b>	1.0	1.2	1.7	1.5	1.8	2.5	2.1	2.4	3.3
<b>1000 less than 1500</b>	1.1	1.3	1.8	1.6	1.9	2.7	2.1	2.5	3.6
<b>1500 less than 2000</b>	1.1	1.4	2.0	1.7	2.1	3.0	2.2	2.7	4.0
<b>2000 less than 2500</b>	1.2	1.5	2.1	1.8	2.3	3.1	2.3	2.8	4.2
<b>2500 less than 3000</b>	1.2	1.6	2.4	1.8	2.4	3.6	2.4	3.2	4.7
<b>3000 less than 3500</b>	1.2	1.7	2.5	1.9	2.5	3.7	2.5	3.4	5.0
<b>3500 less than 4000</b>	1.3	1.8	2.6	2.0	2.6	3.9	2.6	3.6	5.3
<b>More than 4000</b>	1.3	1.8	2.8	2.0	2.7	4.1	2.7	3.7	5.5

\*Controlled zone means balance developable land excluding above Residential zone, Mixed zone and environment conserve areas

Above Floor Area Ratio shall not be applicable for the zones where number of floors or FAR indicated under the zoning regulations

Floor area allocated for parking facilities are not calculated for FAR

Above Permissible FAR shall be restricted as per the slope of the land (0<sup>0</sup>-10<sup>0</sup> - No restrictions, 11<sup>0</sup>-20<sup>0</sup> - 75% of the FAR, 21<sup>0</sup>-30<sup>0</sup> - 50% of the FAR, 31<sup>0</sup>-45<sup>0</sup> - 35% of the FAR and over 45<sup>0</sup> - No Developments

## Form “E”

Form E - Number of Floors for 3m & 4.5m wide Roads (General Regulation)					
Minimum Road Width	Minimum Site Frontage	* Plot Coverage	Maximum Number of Floors		
			**Controlled Zone	Residential Zone	Mixed Zone
<b>3m</b>	<b>6m</b>	65%	1 (G)	2 (G+1)	3 (G+2)
<b>4.5m</b>	<b>6m</b>	65%	1 (G)	2 (G+1)	3 (G+2)

Number of floors are indicated including parking areas

Number of units allowed for each road shall not be changed

\* Where no plot coverage specified under the zoning regulations

\*\*Controlled zone means balance developable lands excluding above Residential zone, Mixed zone and environment conserve areas

## Form “F”

Form F - Setbacks (General Regulation)								
Building Height (m)	Minimum Site Frontage (m)	* Plot Coverage		Rear Space (m)		Side Space (m)		
		Non Residential	Residential	Without Natural Ventilation	With Natural Ventilation	Without Natural Ventilation	With Natural Ventilation	
				Minimum width	Minimum Area (For light well only)			
less than 7	6	**80%	65%	2.3m	2.3m	-	2.3m	5 Sq.m
7 less than 15	6	65%	65%	3m	3m	-	3m	9 Sq.m
15 less than 25	10	65%	65%	4m	4m	1m and 3m	4m	16 Sq.m
25 less than 40	20	65%	65%	4m	5m	3m both side	5m	25 Sq.m
40 less than 60	30	***50%	***50%	5m	6m	4m both side	6m	36 Sq.m
60 and above	Above 40m	***50%	***50%	5m	6m	5m both side	6m	****

Building Height - Height between access road level to roof top level

\* Where no Plot Coverage specified under the zoning regulations

\*\* Purely non residential activities

\*\*\* 65% plot coverage can be allowed only for the podium level not exceeding 20% of the tower height or 12 floors which ever is less

\*\*\*\* Minimum area shall be increased by 1 Sq.m for every additional 3m height

## Schedule 7

[Regulation 66]

### Minimum Requirements for Habitable Rooms and Utility Area

Room	Minimum Floor Area (m <sup>2</sup> )	Minimum width (m)
(a) Where there is only one room in a dwelling unit	11.0	3.0
(b) Where there are more than 1 room in a dwelling unit		
i. First Room	9.5	2.5
ii. Additional Room	8.5	2.5
(c) Rooms in non-residential buildings	7.5	2.4
(d) Kitchen	5.5	1.8
(e) Bathroom	1.7	1.0
(f) Toilet	1.7	1.0
(g) Combined Bath and Toilet	2.0	1.5

## Schedule 8

[Regulation 68]

### Minimum Requirements for Stair Cases

Category	Minimum Width of Stairs (mm)	Minimum Height Clearance (meters)	Maximum Riser (mm)	Minimum Tread (mm)
1. Internal stairs serving only one upper floor.	750	2.1	175	250
2. Stairs in buildings, used as place of Public Building and Condominium Buildings and all other categories.	1000	2.1	150	275

## Schedule 9

{Regulation 69}

### Specification for Lift

Usage	Extent of the Building (m <sup>2</sup> )	Capacity (For each category)
Office	9000	One for 20 persons
Hotel	7500	
Housing Complex	9000	
*Hospital	1000	

\*Hospitals shall be provided 8'\*8'sized lift in the main entrance and the other places.

## Schedule 10

[Regulation 71]

### Specification of Air Wells for natural light and ventilation

Height of the building (meters)	All Rooms		Utility Rooms (eg: Toilets, Store Rooms, Garage, Washing Areas)	
	Minimum Clear width (meters)	Minimum Area of space (square meters)	Minimum Clear Width (meters)	Minimum Area of Space (square meters)
(a) Less than 15	3.0	9.0	1.0	1.0
(b) 15 – 30	5.0	25.0	1.0	2.0
(b) 30 - 40	4.0	16.0	1.0	2.25
(c) More than 40	Either $1/10^{\text{th}}$ of the height of the building or 6.0m, whichever is less	Either area equal to $1/10 \times 1/10$ of the height of the building or $36.0\text{m}^2$ whichever is less	1.5	Either area equal to $1/20 \times 1/20$ of the height of the building or $2.25\text{m}^2$ whichever is less

## Schedule 11

[Regulation 73]

### Parking Requirements

Seri. No.	Usage	Category	Specifications			Parking Space Requirements			
			Minimum road width	Floor area	Minimum land extent (m <sup>2</sup> )	Standard Vehicle	Bus	Lorry	Multi Axle
			(m)	(m <sup>2</sup> )					
1	Residential	Single Housing Unit/ Circuit Bungalow	-	-	-	1 space + additional 1 space for area exceed 400 m <sup>2</sup>	-	-	-
	Residential Apartment - 1 <sup>st</sup> category	Apartment / Flats with or without pool, gym, super markets <sup>1</sup>	-	-	-	1 space for 1 unit + additional 1 space for area exceed 200 m <sup>2</sup> + 1 visitor parking space for every 10 units	-	-	-
	Residential Apartment - 2 <sup>nd</sup> category	Apartment/Flats with additional luxurious facilities (club, penthouse etc.) other than the 1 <sup>st</sup> category <sup>2</sup>	-	-	-	2 space for one unit + 1 visitor parking space for every 10units	-	-	-

Seri. No.	Usage	Category	Specifications			Parking Space Requirements			
			Minimum road width	Floor area	Minimum land extent (m <sup>2</sup> )	Standard Vehicle	Bus	Lorry	Multi Axle
			(m)	(m <sup>2</sup> )					
	Residential	Serviced Apartment	-	-	-	1 space for one unit	-	-	-
	Residential	Studio Apartment	-	-	-	1 space for two units	-	-	-
	Residential	Quarters	-	-	-	1 space for one unit	-	-	-
	Residential	Hostels within the premises as an ancillary facility for main activity (except schools)	-	-	-	1 space for 10 Rooms	-	-	-
	Residential	Hostels Outside the premises	-	-	-	1 space for 5 Rooms	-	-	-
	Residential	Dormitories within the premises as an ancillary facility for main activity	-	-	-	-	-	-	-
	Residential	Dormitories Outside the premises	-	-	-	1 space for 200m <sup>2</sup>	-	-	-
	Residential	Elder's Homes /Children's homes	-	-	-	1 space for 10 Rooms (minimum one space)	-	-	-

Seri. No.	Usage	Category	Specifications			Parking Space Requirements			
			Minimum road width	Floor area	Minimum land extent (m <sup>2</sup> )	Standard Vehicle	Bus	Lorry	Multi Axle
			(m)	(m <sup>2</sup> )					
	Residential	Government resettlement projects	-	-	-	15% from total build (sqft) area (excluding service area)	-	-	-
2	Commercial	Retail shop Groceries and Similar uses	3	Up to 25	-	Not required	-	-	-
	Commercial	Retail shops/groceries and similar use <sup>3</sup> and Shopping complex/ Supper markets/ Departmental stores/ Shopping Malls <sup>4</sup>	4.5	Up to 50	-	1 space	-	-	-
			7	Up to 100	-	1 space for 50 m <sup>2</sup>	-	-	-
			9	More than 100	-	1 space for 100 m <sup>2</sup>	-	1 space for 500 m <sup>2</sup> & maximum 4	-



Seri. No.	Usage	Category	Specifications			Parking Space Requirements			
			Minimum road width	Floor area	Minimum land extent (m <sup>2</sup> )	Standard Vehicle	Bus	Lorry	Multi Axle
			(m)	(m <sup>2</sup> )					
	Commercial	Vehicle Show Rooms/ Tool equipment/ home base	9	-	-	1 space for 200 m <sup>2</sup> and minimum 1 space	-	1 space 1 space 200 m <sup>2</sup> & maximum 4	-
	Commercial	Hardware	9	-	-	1 space for 100 m <sup>2</sup>	-	1 space for every 500 m <sup>2</sup> and maximum 5	-
	Commercial	Cinema halls/ Theaters	9	-	-	1 space for 10 seats	-	1 space for 500 m <sup>2</sup>	-
	Commercial	Theaters, Auditorium, Conference halls and similar uses	9	-	-	1 space for 10 seats or 1 space for 20 m <sup>2</sup> whichever is more	1 for more than 100 seats		

Seri. No.	Usage	Category	Specifications			Parking Space Requirements			
			Minimum road width	Floor area	Minimum land extent (m <sup>2</sup> )	Standard Vehicle	Bus	Lorry	Multi Axle
			(m)	(m <sup>2</sup> )					
	Commercial	Saloon/beauty parlor/customer care services/tailor shops	4.5	Up to 15 m <sup>2</sup>	-	1 space	-	-	-
			7	Up to 30 m <sup>2</sup>	-	1 space	-	-	-
			9	Above 30 m <sup>2</sup>	-	1 space for 30 m <sup>2</sup>	-	-	-
	Commercial	Vehicle spare parts shops	9	-	-	1 space for 50 m <sup>2</sup>	-	1 space (if floor area exceeds 500 m <sup>2</sup> )	-
	Commercial	Funeral Parlor	9	-	-	5 space for parlor space	1 space	-	-
	Commercial	Betting centers	9	-	-	1 space for 200 m <sup>2</sup>	-	-	-
	Commercial	Broadcasting studios	9	-	-	1 space for 50m <sup>2</sup> excluding service area	-	-	-
	Commercial	Non Broadcasting studios	9	-	-	1 space for 50 m <sup>2</sup>	-	-	-

Seri. No.	Usage	Category	Specifications			Parking Space Requirements			
			Minimum road width	Floor area	Minimum land extent (m <sup>2</sup> )	Standard Vehicle	Bus	Lorry	Multi Axle
			(m)	(m <sup>2</sup> )					
	Commercial	Dedicated economic centers/Fish market	9	-	-	1 space for two shops	-	Minimum 1 space & 1 space for 10 shops up to maximum 5	-
	Commercial Hotel	City hotels	9	-	-	1 space for 10 Rooms	1 space (touch & go) close to service area	1 space	-
	Commercial Hotel	Motels	9	-	-	1 space for 1 Room	1 space	-	-
	Commercial Hotel	Hotels	7	1 to 20 Rooms	-	1 space for 1 Room	1 space (touch & go) close to service area	1 space	-
9			1 to 100 Rooms	-	1 space for 1 Room up to 20 Rooms + 1 space for 2 Rooms from 21-100 Rooms	1 space (touch & go) close to service area	-	-	
9			Above 100 Rooms	-	1 space for 1 Room up to 20 Rooms + 1 space for 2 Rooms from 21-100 Rooms + 1 space for 5 Rooms from 101	1 space (touch & go) close to service area	-	-	

Seri. No.	Usage	Category	Specifications			Parking Space Requirements			
			Minimum road width	Floor area	Minimum land extent (m <sup>2</sup> )	Standard Vehicle	Bus	Lorry	Multi Axle
			(m)	(m <sup>2</sup> )					
						Room			
	Commercial Hotel	Banquet hall	7	Seating capacity up to 150	-	1 space for 5 seats	-	1 space	-
			9	Seating capacity above 150	-	1 space for 5 seats	1 space (touch & go) close to service area	1 space	-
	Commercial Hotel	Boutique hotel/Villas	7	Up to 5 Room/units	-	1 space for 1 Room/unit, maximum 3 space	-	-	-
	Commercial Hotel	Boutique hotel/Villas/ Guest house/ Lodges/ Rest house / Spa	9	Above 5 Rooms / units	-	1 space for 1 Room/ unit	-	-	-

Seri. No.	Usage	Category	Specifications			Parking Space Requirements			
			Minimum road width	Floor area	Minimum land extent (m <sup>2</sup> )	Standard Vehicle	Bus	Lorry	Multi Axle
			(m)	(m <sup>2</sup> )					
	Commercial Restaurant	Restaurant	7	Up to 50 m <sup>2</sup>	-	1 space for 20 m <sup>2</sup> (except service area) or 1 space for 5 seats whichever is more	-	-	-
			9	More than 50 m <sup>2</sup>	-	1 space for 20 m <sup>2</sup> (except service area) or 1 space for 5 seats whichever is more	1 space for above 500 m <sup>2</sup>	-	-
	Commercial Office	Banks	9	-	-	1 space for 50 m <sup>2</sup>	-	-	-
	Commercial Office	Finance institution/ insurance institutions	9	-	-	1 space for 100 m <sup>2</sup>	-	-	-
	Commercial Office	Office / institutions (general)	9	-	-	1 space for 100 m <sup>2</sup>	1 for every 500 m <sup>2</sup>	-	-
	Commercial Office	Office/ institutions (not providing inside customer service eg. IT)	9	-	-	1 space for 150 m <sup>2</sup>	-	-	-

Seri. No.	Usage	Category	Specifications			Parking Space Requirements			
			Minimum road width	Floor area	Minimum land extent (m <sup>2</sup> )	Standard Vehicle	Bus	Lorry	Multi Axle
			(m)	(m <sup>2</sup> )					
	Commercial Office	Office complexes( above 10,000 m <sup>2</sup> )	9	-	-	1 space for 150 m <sup>2</sup>	1 for every 500 m <sup>2</sup>	1 space	-
3	Health	Government hospitals (including all facilities)	9	-	-	1 space for 10 beds & Additional 30% of above parking spaces shall be allocated for public parking.(for newly proposed parking)	1 space	1 space	-
	Health	Nursing homes, private hospitals	9	-	-	1 space for 2 beds or 1 space for 20 m <sup>2</sup> whichever is more	-	-	-
	Health	Medical laboratories/ OPD & similar activities	9	-	-	1 space for 20 m <sup>2</sup>	-	-	-
	Health	Medical consultation/channeling enter/ medical centers	9	-	-	6 Space for one Consultation Room (1 for consultant+ 5 for patients)	-	-	-
	Health	Dispensary/ Animal clinics	7	Up to 50 m <sup>2</sup>	-	1 space for 50 m <sup>2</sup>	-	-	-
			9	Above 50 m <sup>2</sup>	-	2 space for 1 Room	-	-	-

Seri. No.	Usage	Category	Specifications			Parking Space Requirements			
			Minimum road width	Floor area	Minimum land extent (m <sup>2</sup> )	Standard Vehicle	Bus	Lorry	Multi Axle
			(m)	(m <sup>2</sup> )					
4	Education	Universities	9	-	-	1 for 1 permanent academic staff	1 space for academic faculty	-	-
	Education	Private campus/ private higher educational institutions	9	-	-	1 space for 1 class Room	1 space	-	-
	Education	Government schools	9	-	-	1 space for 4 class Rooms & 3 separate space for drop off & merging lane within the premises	1 space	-	-
	Education	Government vocational training centers / technical collages	9	-	-	1 space for 2 lectures & separate space for drop off & merging lane within the premises	1 space	-	-
	Education	Private schools	9	-	-	1 space for 2 class Rooms + 1 space for 5000 m <sup>2</sup> of other built up areas (excluding class Rooms) & separate 3 space for drop off & merging lane within the premises	1 space	-	-

Seri. No.	Usage	Category	Specifications			Parking Space Requirements			
			Minimum road width	Floor area	Minimum land extent (m <sup>2</sup> )	Standard Vehicle	Bus	Lorry	Multi Axle
			(m)	(m <sup>2</sup> )					
	Education	Preschools/ Day care centers	9	-	-	1 space per school & separate 3 space for drop off & merging lane within the premises	-	-	-
	Education	Private tuition classes	9	-	-	1 space per class Room & separate 2 space for drop off & merging lane within the premises	-	-	-
	Education	Libraries	7	-	500	3 space	-	-	-
			9	-	More than 500	3 space up to 500 m <sup>2</sup> & 1 space for every additional 500 m <sup>2</sup>			
	Education	Other educational institutions	9	-	-	1 space per class Room	-	-	-



Seri. No.	Usage	Category	Specifications			Parking Space Requirements			
			Minimum road width	Floor area	Minimum land extent (m <sup>2</sup> )	Standard Vehicle	Bus	Lorry	Multi Axle
			(m)	(m <sup>2</sup> )					
5	Industries	Micro Scale	4.5	Up to 50	150	2 space	-	-	-
	Industries	Small scale	7	51 -250	500	1 space for 100 m <sup>2</sup>	-	Minimum 1 space	-
	Industries	Medium Scale	9	251 - 1500	1000	3 space up to 250 m <sup>2</sup> and 1 for every additional 200 m <sup>2</sup>	-	1 space for 500 m <sup>2</sup>	1 space for exceed 1000 m <sup>2</sup>
	Industries	Large Scale	9	Above 1500	2000	9 space up to 1500 m <sup>2</sup> & 1 space for every additional 300 m <sup>2</sup>	-	3 space up to 1500 m <sup>2</sup> and 1 space for every additional 1000 m <sup>2</sup>	1 space for 2500 m <sup>2</sup> and maximum 5 space
	Industries Stores	Stores with shops	9	-	-	1space up to 100 m <sup>2</sup> and 1 space for every additional 200 m <sup>2</sup>	-	1 space for 500 m <sup>2</sup>	-
	Industries Stores	Stores without shops	7	Up to 500	750	1 space	-	1 space for 300 m <sup>2</sup>	-

Seri. No.	Usage	Category	Specifications			Parking Space Requirements			
			Minimum road width	Floor area	Minimum land extent (m <sup>2</sup> )	Standard Vehicle	Bus	Lorry	Multi Axle
			(m)	(m <sup>2</sup> )					
	Industries Stores	Stores without shops	9	Above 500	1000	1 space for 500 m <sup>2</sup>	-	1 space for 300 m <sup>2</sup>	-
	Industries Godowns	Godowns	7	Up to 500	750	1 space	-	1space	-
			9	Above 500	1000	1 space for 500 m <sup>2</sup>	-	1 space for 500 m <sup>2</sup> up to 3000 m <sup>2</sup> & 1 space for every additional 1000 m <sup>2</sup>	1 space for 2500-m <sup>2</sup> and maximum m <sup>3</sup>
6	Leisure, Recreational & Sports	Leisure & Recreational activities & Theme Parks	9	-	-	1 Space for 100 m <sup>2</sup>	1 Space	1 Space for 1000 m <sup>2</sup> & Maximum 4 spaces	-
	Leisure, Recreational & Sports	Sport complexes/ Indoor stadiums	9	-	-	2 space for 1 court & 1 space for 10 seats (if provide pavilion)	1 Space	-	-

Seri. No.	Usage	Category	Specifications			Parking Space Requirements			
			Minimum road width	Floor area	Minimum land extent (m <sup>2</sup> )	Standard Vehicle	Bus	Lorry	Multi Axle
			(m)	(m <sup>2</sup> )					
	Leisure, Recreational & Sports	Commercial swimming pools/Gym/ Fitness centers	9	-	-	1 space for 100 m <sup>2</sup> & 1 space for 10 seats (if provide pavilion)	-	-	-
	Leisure, Recreational & Sports	Outdoor sport stadiums	9	-	-	1 space for 100 seats	1 space for 1000 seats maximum up to 10	-	-
7	Other uses	Religious Places	-	-	-	1 space for 200 m <sup>2</sup>	-	-	-
	Other	Other uses	9	-	-	1 space for 100 m <sup>2</sup>	1 space for 500 m <sup>2</sup>	-	-

<sup>1</sup> Parking shall be calculated for the commercial activities that servers outside customers of the Apartment

<sup>2</sup> Parking shall be calculated for the commercial activities that servers outside customers of the Apartment

<sup>3</sup> Liquor Bars

Food outlets (Take away only)

Pharmacy

Other similar shops

<sup>4</sup> If uses other than the specified uses in this category are included within the development, the parking requirement for such uses shall be calculated separately as per the specified parking requirement of each individual use.

**Note:**

In every development where the total parking requirement exceeds 10 stalls, there shall be 30% of such parking requirement of pedal/ motor cycles provided in such development

Parking facilities for differently able people to be provided according to the Gazette Notification No.1467/15

Service charges in lieu of vehicle parking - 100% of the requirement shall be accepted in areas which were identified by the relevant Development Plan, Guide Plan or any area identified by the authority considering the practical situation of the area

Parking requirement for any Development Activities which are not listed in above categories shall be considered for the most similar category

Parking requirement for any Development Activities which are not listed in above categories and cannot be considered for a most similar category shall be considered as other category

## Schedule 12

[Regulation 73]

### Form “A”

#### Width of Aisles for Parking Spaces

Parking angle (degrees)	Bay on one side (m)		Two-way traffic (m)
	Bay on one side (m)	Bay on two side (m)	
Parallel	3.6	3.6	6.0
30 Deg. Angle	3.6	4.2	6.0
45 Deg. Angle	4.2	4.8	6.0
60 Deg. Angel	4.8	4.8	6.0
90 Deg. Angel	6.0	6.0	6.0

**Note:** The above standards are not applicable for Lorries and Containers. Requirement for lorries/containers shall be determined by the Urban Development Authority/ Local Authority.

### Form B

#### Dimensions of Parking Spaces

Type of vehicle	Stall width (meters) (Angle parking or parallel parking)	Stall length (meters) Angle parking	Stall length (meters) Parallel parking
Car and similar vehicle	2.4	4.8	5.5
Two & Three wheelers	2.1	2.4	2.5
Pedal cycles	0.6	2.25	2.25
Commercial (Two Axle)	3.6	10.0	12.00
Commercial (Multi Axle)	3.6	18.0	20.0

### Form C

#### Dimensions of Inner and Outer Turning Radius

	Passenger Car	Two Axle Commercial Vehicle	Multi Axle Commercial Vehicle
Inner turning radius	7.3m	12.8m	13.8m
Outer turning radius	4.7m	8.7m	6.9m

In such an instance, where it may be satisfactorily proven to the Urban Development Authority/ Local Authority that the minimum turning radius as given above cannot be provided for the development, then a margin lane of width not less than 3.0m and located within the site shall be provided for any such entry and/or exit. Such lanes shall be designed to cause the least impact on the free flow of traffic on the street and should be approved by the Traffic Planning Committee of the Urban Development Authority.

### **Form D**

#### **Requirements for Fully-Automated Systems**

Car lobby internal dimension	6.2m long x 2.6m wide
Entrance width	2.6m clear
Platform size	5.4 long x 2.4m wide
Headroom clearance	2.2m clear
Holding bay	At entrance and exit
Queuing spaces	5% of car lots served by car lift

### **Form E**

#### **Requirements for Stack & Puzzle Vertical Systems**

Platform size (min)	5.4m long x 2.4m wide
Clear width at entry/exit	2.4m (no obstruction) 2.7m (obstruction on one side) 3.0m (obstruction on both side)
Headroom clearance	2.2m clear

### **Form F**

#### **Requirements for Provision of Car-lifts**

Car lift internal dimension	6.2m long x 2.6m wide
Entrance width	2.6m clear
Headroom clearance	2.2m clear
Minimum speed	30m/min.
Minimum discharge capacity	30 cars/hr.
Holding bay	At entrance and exit
Queuing spaces	15% of car lots served by car lift

## Schedule 13

[Regulation 73]

### Parking and Traffic Control

1. (1) The Urban Development Authority shall appoint a Traffic Planning Committee for every specified development to study, evaluate and to recommended for approval the Parking and Traffic Control Arrangements for any development referred by the Planning committee.
- (2) The Developer or the promoter shall provide a full and detailed assessment of how the traffic to and from the development might affect the highway network and or public transport facility.
- (3) The Traffic Impact Assessment (TIA) shall be an impartial description of the impact and shall outline both positive and negative aspect of the proposed development. The TIA shall not be a promotional exercise undertaken on behalf of the promoter.
  - (i) The TIA “process” consists of three main components,
    - (a) The determination of the need for a TIA
    - (b) The scope of the TIA
    - (c) The preparation of the TIA
  - (ii) The need for a TIA is a responsibility of the Planning Committee. The scope of the TIA is determined by the traffic planning committee. The TIA shall be prepared and produced where one or the other of the following thresholds are exceeded:
    - (a) The traffic ‘to and from’ the development exceeded 10% of the two-way traffic flow on the main high- way/ road.
    - (b) Traffic to and from the development exceeds 5% of the two- way traffic flow on the adjoining road/link, where traffic congestion exists or will exist within the assessment period or sensitive locations.
    - © There will be some developments that will be so significant in size that TIA shall be undertaken as a matter of course.
  - (iii) Following parameters may attract sufficient additional traffic to warrant a TIA.
    - (a) Residential development in excess of 20 units in the Concentrated Development Zone and Mixed Commercial Zone.
    - (b) Residential development in excess of 50 units
    - © Commercial floor area in excess of 10000 m<sup>2</sup>

- (d) Warehousing floor area in excess of 20000 m<sup>2</sup>
- (e) Retail shop floor area in excess of 4000 m<sup>2</sup>
- (f) 100 trip in/out combined in peak hours
- (g) 50 on-site parking space
- (h) Any Shopping mall/Supper market/Departmental stores
- (i) Any development having entry or exit direct onto a road which is
  - near to a traffic lights or
  - a national highway or
  - within 15m of a bus halt or bus stand or
  - within 25m of pedestrian crossing
  - express way/outer circular roads

2. (1) The Traffic Committee shall be comprised the Relevant Qualified Person who expert in the field of;

- (a) Traffic Engineer or
- (b) Transport Planner or
- © Town Planner and
- (d) A Senior Police Officer (the rank not less than Assistant Superintendent of Police) and
- (e) Chief Engineering of the Local Authority and
- (f) Planning Officer of the Local Authority.

(2) The Developer shall submit the application together with a completed Traffic Impact Assessment Report according to the following *Terms of Reference (TOR)*.

### **TOR for Traffic Impact Assessment**

The Developer shall in consultation with technically qualified personnel, to complete the TOR. Separate sheets shall be used where detailed information is required. It is in the Developer's interest to fill in all information as completely and as accurately as possible. The duly completed report as per the TOR could be considered as a Traffic Impact Assessment Report, if duly perfected by the Developer. It is important to note that this information is being used in decision-making.



**PART A - General Information**

**A.1 Name of the Project :**

**A.2 Name of the Developer:** (Company /Firm / Individual)

Postal Address :

Phone / Fax No.:

Contact person/Name/Designation/Phone No:

**A.3 Nature of the Project :**

Scale of the Project :

Main objectives of the Project:

Alternatives to the project :

**A.4 Location of the Project:**

i. Provincial Council :

ii. Divisional Secretariat :

iii. Local Authority :

iv. Provide a location map indicating the project site, access to the site, surrounding development and infrastructure within 500m of the site (at appropriate scale – A3 size)

**A.5 Extent of the project area** (define specific boundaries); approved survey plan shall be submitted.):

**A.6 Present Owner of the Project Site:** Ownership certificate shall be submitted. (Deed/Lease agreement/ Cadaster Map) specify

State	Private	Other

**A.9 Present use of land :**

**A.10 Proposed time line and schedule including phased out development in summary data chart**

## **Part B -Project Details**

### **Main pre construction and construction activities:**

#### **B.1 Nature of the project:**

B.1.1 Brief description of the project including major components

B.1.2 Project layout plan including all component of the project including;

- (a) Vehicle circulation pattern inside the development by including widths of the internal vehicular paths.
- (b) All entrances and exits widths including arrows (security barriers are not allowed at the entrances).
- © Width of aisles
- (d) Inner and outer radius of entry and exist locations to street
- (e) Clear and un-obstructed entry distances (without barriers, ramps) from the edge of street – all the Ramps shall start 6m away from the front boundary.
- (f) Width/gradient and length of ramped sections
- (g) Dimensions of parking stalls.
- (h) Area designated for passenger pick up/ drop off
- (i) Area of security checking and parking tickets
- (j) Car lifts (car lift shall be located furthest to the entry point. number of car lifts required based on the parking requirements of the development)

B.1.3 Clear drawings of the parking arrangements.

- (a) Once the parking proposal is accepted from Traffic Impact Assessment point of view, three set of proposed drawings shall be submitted to Urban Development Authority, Local Authority, Road Development Authority and Traffic Police with the signatures of Developer, Project Architect and the Structural Engineer.

## **Part C -Traffic Impact Analysis (TIA)**

### **Study Area:**

**Project site** - 01km radius from the boundary of the project site shall be considered as the study area. Surrounding major developments and specially the impact of traffic generation for the same shall be considered and analysed with the development. In addition to that developments within the last 10 years and proposed developments proposals should be taken into account.

### **C.1 Traffic Flows (Data collection dates shall be included)**

Traffic Survey dates shall be within 6 months of the TIA report. Traffic impact analysis shall be addressed considering the Traffic Generation, Demand of the proposed development and the surrounding major developments which already exists and also which are proposed to be developed. TIA specialist shall analyse the impact of Traffic generation and traffic flow in to the road network

C.1.1 Traffic Flow distribution

C.1.2 Vehicle distributions

C.1.3 Proposed drawing/s including followings;

- (a) Building limit, centre line of the road and shoulder widths of existing road/s
- (b) Number of lane/s of the existing road/s and details of pedestrian crossings, foot walks and guard rails for foot walks, drive way/s and other private road/s.
- (c) Bus bay location, bus stop/s location and distance to the bus bay from the entry /exist location of the development. (Bus bays/stops cannot shift due to the developments. As such entrance and exit shall be located without disturbing exiting features).
- (d) Length of the site frontage of the land, entry/exist gate design including lane width
- (e) Road signs, signals and road markings or any other road details
- (f) Center medium opening details and distance to the center medium opening from entry/exit locations
- (g) Lamp posts on road
- (h) Pavement area of proposed development
- (i) Junction/intersection details close to the development.

C.1.4 Vehicles entering and leaving shall be able to move with the exiting traffic flow. Conflict points shall be minimal in order to avoid the delays. Entering and leaving vehicles shall be move with the through traffic.

**C.2 Parking arrangement**

**C.2.1** Details of the parking requirement including Disable Parking requirement

**C.2.2** Clear drawing by including requirements

**C.2.3** Off site vehicle movement

**Part D – Land Transferring**

If it is required to open up a Street Line or Building Line for the development, the land within the Street Line or Building Line shall be transferred to the Relevant Local Authority/ Relevant Institute with the consultation from same and Developer shall contact the Legal Section of same authorities/institution and prepare the set of legal documents related to transferring. Subsequently at the first renewal of the development permit deed of transferring shall be submitted to Relevant Authorities/Relevant Institute.

**PART E - Conclusion and Recommendation**

The Traffic Impact Assessment of the proposed project and key finding and recommendation of the assessment shall be attached hereunder;

The above information furnished by me/us true and accurate to the best of my/our knowledge. I am/we are aware that this information will be utilized in decision making by the Relevant Authority/Relevant Institution.

.....  
**Date**

.....  
**Signature of Consultant/s**

## Schedule 14

[Regulation 74]

### Standards for Sanitary facilities

Use		Female		Male		
		Toilet	Wash Basin	Toilet	Urinal	Wash Basin
1	Restaurants, Hotels and similar uses	1 per 300 m <sup>2</sup> .	1 per 400 m <sup>2</sup> .	1 per 500 m <sup>2</sup> .	1 per 400 m <sup>2</sup> .	1 per 500 m <sup>2</sup> .
2	Cinemas, Theatres, Seminar Halls	1 per 40 seats	1 per 50 seats	1 per 120 seats	1 per 40 seats	1 per 120 seats
3	Shopping Complexes Departmental Stores, Super Markets and similar uses	1 per 800 m <sup>2</sup> .	1 per 1000 m <sup>2</sup> .	1 per 1000 m <sup>2</sup> .	1 per 1000 m <sup>2</sup> .	1 per 1000 m <sup>2</sup> .
4	Offices	1 per 250 m <sup>2</sup> .	1 per 500 m <sup>2</sup> .	1 per 500 m <sup>2</sup> .	1 per 250 m <sup>2</sup> .	1 per 500 m <sup>2</sup> .
5	Schools/Private Educational institutes/ Tuition Classes/ International schools	1 per 30 students	1 per 30 students	1 per 50 students	1 per 50 students	1 per 50 students
6	Public spaces, Public assembly places, Parks and similar uses	1 per 100 person	1 per 100 person	1 per 100 person	1 per 100 person	1 per 100 person
7	Hospital and similar uses	3 for 50 beds	3 for 50 beds	3 for 50 beds	3 for 50 beds	3 for 50 beds
8	Other	1 per 200 m <sup>2</sup> .	1 per 200 m <sup>2</sup> .	1 per 200 m <sup>2</sup> .	1 per 200 m <sup>2</sup> .	1 per 200 m <sup>2</sup> .

Note: The above floor areas show the area, excluding common facilities.

## Schedule 15

[Regulation 76]

### Rain Water Harvesting

#### PART I

#### Minimum Equipment Rainwater Holding Provision Requirement

* Annual Rainwater Band (mm)		Minimum Volume required to collect from 100m <sup>2</sup> of roof area and hard paved area				
		Residential		Commercial	Industrial	Institutional
		Domestic (cu.m.)	Apartments/ Condominiums (cu.m.)	(cu.m.)	(cu.m.)	(cu.m.)
1	750 - 1000	1.5	2.5	5	8	10
2	1000 - 1500	1.5	2.5	3	8	10
3	1500 - 2000	1.5	2.5	3	5	10
4	2000 - 2500	1.5	2.5	3	3	5
5	2500 - 3000	1.5	2.5	2	2	3
6	3000 - 4000	1.5	2.5	1	1	2
7	4000 - 5000	1.5	2.5	0.5	1	1
8	5000 - 6000	1.5	2.5	0.5	0.5	0.5

\* The rainfall bands are taken from the Sri Lanka National Atlas published by the Department of Surveys.

$$\text{Required Rainwater Holding Provision (m}^3\text{)} = \frac{\text{Minimum Volume}}{100} \times \text{Total Roof area and paved area}$$

Note: The ratio of the Required Rainwater Holding Provision both by Storage and Infiltration, shall be determined by the respective Local Authority taking into consideration; the location, groundwater table fluctuation, available space, topography, permeability, type of soil.

**PART II**  
**Proposed Distribution of Rain Water Harvesting Holder Provision**

Storage (m <sup>3</sup> )				Ground Water Infiltration (m <sup>3</sup> )						Total (m <sup>3</sup> )
Above Ground	On Ground	Below Ground	Others	Wastewater Pit	Unpaved Ground	Unlined Pond	Dug Well	Borehole	Other	

**Schedule 16**

{Regulation 103}

**Specification for Communication Towers**

1. (1) **Ground Base Antenna Structures – Height less than or equal to 100.0m**
  - (i) The minimum distance from the metal base of the antenna structure to the boundary of the other land plot should be 5.0m from all directions.
  - (ii) The minimum distance from the metal base of the antenna structure to the public gathering places such as preschool, day care centres, Religious Places, cinema hall etc. of the land plot shall be 15.0m
  - (iii) The minimum distance from the metal base of the antenna structure to the hospital building of the land plot shall be 100.0m.
  
- (2) **Ground Base Antenna Structures – Height greater than 100.0m**
  - (i) The minimum distance from the metal base of the antenna structure to the boundary of the other land plot should be 10.0m from all directions.
  - (ii) The minimum distance from the metal base of the antenna structure to the boundary of Public gathering places such as preschool, day care centres, Religious Places, cinema hall etc. of the land plot should be 30.0m.
  - (iii) The minimum distance from the metal base of the antenna structure to the boundary of the land plot should be 100.0m.

**(3) Roof Top Antenna Structure with a total height less than or equal to 100.0m.**

(i) Minimum distance from the edge of the roof slab

<b>Tower Height (m)</b>	<b>Distance to edge of the slab(m)</b>
Up to 15	1
15 or < 15	1.5

(ii) Public gathering places such as preschool, day care centres, Religious Places, cinema hall etc., the minimum distance from the metal base of the antenna structure base boundary of the land plot should be 15.0m.

(iii) If a hospital Building the minimum distance from the metallic antenna structure base boundary of the land plot should be 100.0m.

**Note:**

(iv) In the case of the building already constructed a copy of the approved building plan and Certificate of Conformity and in case of building under construction the approved building plan and stability report from the Structural Engineer shall be submitted.

**2 (1) Accessibility**

The minimum width of the access Road shall be as approved by the authority but in no case shall be less than 3.0m. However, in height terrain area, where no road constructions are permitted due to environmental impact, foot paths less than 3.0m wide may be considered.

**(2) Stability of the Tower**

Developer should submit a report to the Telecommunication Regulatory Commission regarding the structural stability of the tower; obtain from a qualified Structural Engineer.



**Schedule 17**  
**Form “A”**

{Regulation 112}

**Development Regulations for Expressway related areas**

Zone	Zone Limits	Minimum Plot Size (m <sup>2</sup> )	Building Height(m)	Permissible Uses	Other Terms
Development Control Zone	Up to 10.0m horizontal distance from the acquisition boundary of the expressway	Minimum land extent according to the form “B”	Two floors or a maximum height of 9.0 m, and a Basement floor is not permitted.	Only residential Buildings shall be considered for permit.	<ul style="list-style-type: none"> <li>i. The zone up to 5.0m from the expressway reserve shall be maintained as a vegetation belt and free from construction.</li> <li>ii. For the Colombo-Katunayake Expressway (E3) only, the zone up to 10.0m from the road reserve shall be maintained as a vegetation belt and free from the construction.</li> <li>iii. Trees not having canopy layer with large leaves and plam-leafed plants more than 6.0m in height shall not be grown in the vegetation strip</li> <li>iv. In express way reservations, plants shall be selected in such a way as to preserve the ecological (climate) biodiversity of the expressway in which the vegetation strip is to be maintained.</li> <li>v. In cases where the remaining plots of land are less than the required size as specified in Form “B” mentioned herein or in the absence of the required minimum area as per the Development Plan (after acquisition of land</li> </ul>

Zone	Zone Limits	Minimum Plot Size (m <sup>2</sup> )	Building Height(m)	Permissible Uses	Other Terms
					<p>for the Expressway), constructions shall be considered by the Urban Development Authority subject to recommendation of Road Development Authority.</p> <p>vi. When the distance from the safety fence to the Express way and the acquired land is more than 50.0m, a 3.0m vegetation belt free from constructions will be retained from the remaining portion of land.</p> <p>vii. When Building height is more than 1.0 floor, maximum plot coverage shall be 50%.</p> <p>viii. Buildings, walls, roofs and retaining parts that may badly affect the express way during the high wind shall not be permitted</p> <p>ix. Land lots directly facing to the Expressway no Boundary Walls permitted and a wire mesh fence with a maximum height of 2.0m or a fence with a similar finish is allowed</p> <p>x. Permission shall be granted for domestic excavations or constructions in accordance with the Central Environmental Authority's recommended vibration levels, while excavations, tunnels and explosions carried out inside of the ground surfaces will not be permitted. Also, any development work shall be</p>

Zone	Zone Limits	Minimum Plot Size (m <sup>2</sup> )	Building Height(m)	Permissible Uses	Other Terms
					<p>planed according to the topography.</p> <p>xi. Industries currently operating with a valid license from the Central Environmental Authority shall continue to operate without further development.</p> <p>xii. When changing the colors of the existing buildings and painting of the new buildings either side of the expressway, only with winter light colours and bright proof light colour shall be used and reflective paints will not be permitted.</p> <p>xiii. finishers shall not reflect light and bright lights lamps on Buildings shall not be directed towards the Expressway.</p> <p>xiv. No billboards of any kind on either side of the express way are permitted to be displayed facing the Expressway</p> <p>xv. Use of water logged low lands and paddy lands shall be, maintained as such and reclamation shall not be permitted.</p> <p>xvi. Existing waterways and water retention areas shall not be filled in any way and the recommendation of the relevant institutions</p>

Zone	Zone Limits	Minimum Plot Size (m <sup>2</sup> )	Building Height(m)	Permissible Uses	Other Terms
					<p>and the Road Development Authority shall be obtained regarding the change of drainage channels or diversion of such waterways.</p> <p>xvii. Disposal sites with flammable, noxious emissions and solid waste and garbage are not permitted.</p> <p>xviii. Recommendation shall be obtained from the other relevant institutions on the recommendation of Road Development Authority for the construction of towers (with or without cables), transmission towers, antenna towers or transmission lines across or near the express way. All towers shall be designed in the form of a tree or a lamp post to suit the landscape on both side of the express way.</p> <p>xix. In the sub division land, direct access to the express way not be given.</p>
Low Density Zone	The horizontal	The Form “B” or minimum land	The maximum of 3 floors or	Residential and	Terms and conditions of Development Control Zone ix –xvii will apply.

Zone	Zone Limits	Minimum Plot Size (m <sup>2</sup> )	Building Height(m)	Permissible Uses	Other Terms
	distance up to 30 -100.0m from the acquisition boundary of the express way	extent mentioned in the Development Plan	maximum height of 12.0m	commercial	
Development Potential Zone	Horizontal distance up to 10 -30m from the acquisition boundary of the express way	The Form “B” or minimum land extent mentioned in the Development Plan	The maximum of 4 floors or maximum height of 15.0m	According to the Development Plan or in the absence of a Development Plan , the authority shall decide on future land use and the physical characteristic of the area	<ul style="list-style-type: none"> <li>i. Recommendations shall be obtained from the Road Development Authority and the National Building Research Institute for Buildings of 04 stories (15.0m) or more.</li> <li>ii. When locating new industries, with the license of the Central Environment Authority according to the Extraordinary Gazette Notification No. 1533/16 dated 25.01.2008 the Central Environment Authority shall have recommended only the medium and small scale non -polluting industries mentioned under categories “B” and “C” in the relevant list.</li> <li>iii. Existing industries with a valid license from the Central Environment Authority and not mentioned (ii) above shall be carryout without further development.</li> <li>iv. Mining and tunnelling excavation, and blasting activities in this zone shall be considered based</li> </ul>

Zone	Zone Limits	Minimum Plot Size (m <sup>2</sup> )	Building Height(m)	Permissible Uses	Other Terms
					<p>on the location subject to recommendation of the Road Development Authority and other agencies.</p> <p>v. Terms xi – xvii of Development Control Zone will apply.</p> <p>vi. Storage for the material listed in the scheduled Waste List published by the Extra Ordinary Gazette Notification No. 1534/18 dated 01.02.200 (Central Environment Authority) will not be considered.</p>
Development Potential Zone II	From 100.0-1500.0m	According to the Development Plan or in the absence of a Development Plan , the authority shall decides on future land use and the physical characteristic of the area			-
Interchanges centered Development Potential Zone	Covering distance of radius up to 1500.0m from all interchanges	According to the Development Guide Plan or Urban Development Plan or in the absence of both above , the authority shall decide based on future land use and the physical characteristic of the area			<p>i. All other terms are applicable under development Control Zone up to 30.0m and other regulations in Low Density Zone.</p> <p>ii. All other terms of the Development Potential Zone I of 30.0 – 100.0m will apply until the Development Guide Plan is prepared</p>

**Form “B”**

**Size of a Plot of Land According to Altitude**

Slopes of the ground in degrees	Minimum size of a plot of land (perch)		Plot Coverage for Buildings
	Up to 10 m	Other Zones	
$00 < 10^0$	20	10	65%
$11^0 < 20^0$	20	15	65%
$21^0 < 30^0$	20	20	50%
$*31^0 < 45^0$	30	30	40%
$45^0 >$	Development activities are restricted. However, recommendation from the National Building Research Organization shall be obtained from any kind of activities.		

- , The National Building Research Organization does not grant approval for any buildings to be constructed in this zone with a slop of  $31^0$  - $45^0$ degrees.

**Note:** In case where the slope of the land is more than  $11^0$  degrees, the recommendation shall be obtained from the National Building Research Organization