

REGULATIONS

PART I - GENERAL

Introduction

1. These regulations will be known as Hambantota Urban Planning and Building Regulations and will come into operation with effect from 18th May 2007.

Submission of Plans

2. All applications under Section 8J of the Urban Development Authority Amendment Act No.4 of 1982 for the purpose of obtaining a Development Permit to engage in any development activity shall be made to the Authority in the relevant Forms “A” and ‘B” specified in Schedule 1 of these regulations and be accompanied with the fees specified in the Schedule 5.
3. All plans submitted under these regulations:
 - i. Should have been prepared by a qualified person except for the following;
 - (a) Alteration and addition not affecting the structure of the building and not exceeding 50 sq. meters of floor area and also a wall or column is not situated on the property boundary
 - (b) Residential buildings with single or two floors not exceeding 250 sq. meters floor area where a wall or column is not situated on property boundary
 - (c) Non residential buildings with single or two floors not exceeding 150 sq. meters floor area where a wall or column is not situated on a property boundary
 - ii. The Authority or the officer authorized by the Authority should satisfy on the accuracy and the clarity
 - iii. Be signed by the owner of the development site or premises.
 - iv. Be submitted in triplicate
4. (1) The Authority may where it deem necessary require the submission of additional copies of the plan submitted under the Regulation 3.
(2) The Authority may require production of such additional particulars and plans deems necessary in order to satisfy itself as to the exact nature of the development activity envisaged.

5. All plans submitted for the purpose of obtaining a development permit in respect of any specific development activity shall consist of the following information:-
- (1) Where no building work is involved in the development activity or it is restricted to land development
 - (a) A location plan of the site in relation to the adjoining streets to a scale of not less than 1:4000 shall be submitted.
 - (b) A survey plan of the site to a scale of not less than 1:1000 showing the following information shall be submitted:-
 - (i) The location of the site including figured dimensions of buildings, if any
 - (ii) The scale of the Plan, the north point and the assessment numbers of adjoining lots of buildings;
 - (iii) The approach roads to the site and their width
 - (iv) All existing drains and water courses and
 - (v) Contours or spot levels of the site and levels on the street or street in front of site, where necessary
 - (c) a detailed blocking out plan to a scale of not less than 1:1000 shall be submitted showing the proposed sub-division of lots together with their dimensions; the directions, width and levels of all proposed streets, open spaces and spaces for other amenities to be reserved; and the purposes for which every site will be used
 - (2) Where building work is involved in the development activity the following plans shall be submitted:
 - (a) A sketch plan of the surrounding area sufficient to locate the building site
 - (b) An approved blocking out plan to a scale of not less than 1:1000
 - (c) A floor plan of each floor drawn to a scale of 1:100 showing the following information except for the buildings which are more than 1000 Sq. meters in extent. If the building is larger than that a scale of 1:200 may be used.
 - i. Figured dimensions of the rooms and different parts of the building and the use for which every room and part of the building is intended to be used.
 - ii. The position and dimensions of all doors, windows and other openings

- iii. The position of all sanitary appliances and their connections to sewer lines
 - iv. Fire escapes
 - v. Clearance from overhead electricity supply lines
 - vi. The type of materials and specifications to be used for the walls, super structure, floor slabs and roof structure of the building
- (d) Cross sectional and longitudinal sectional drawings of the building along appropriate lines, showing;-
- i. The thickness of all walls, floors, foundations, trusses and the other relevant parts.
 - ii. The position and dimensions of doors, windows and other openings, the height of every storey, the ceiling height and level of buildings in relation to existing ground or street level and the clear distances between the site boundaries and the external walls of the building.
- (e) Front and side elevation of the building showing elevation of every Existing building within the site showing its height, floor level and other external visible features a
- (f) Means of disposal of rain water
- (g) Whether the building is to be centrally air conditioned; and
- (h) Such other particulars or information relating to the building as the Authority may require in order to satisfy itself as to the exact nature of development activity envisaged
6. All plans shall be drawn neatly and accurately in black ink, marking all additions to existing building works in red colour, and all proposals in respect of all parts of any existing building and features that are to be retained or removed in dotted lines, in a distinct manner by colour or notation.

Building Categories

7. For the purpose of these regulations buildings shall be classified as follows:

Category A

These are buildings consisting of five or more floors including the ground floor or any high rise building the height of which exceeds 15 meters above the adjoining street.

Category B

These are buildings not categorized as high rise but consisting of the following features.

- i. A basement, roof, foundation, beams and the other related parts of the buildings
- ii. A building with a ground floor and three floors or more where a wall or a column is situated on the property boundary
- iii. Column Foundation or Raft Foundation
- iv. A roof exceeding 10 meters in length
- v. A place of public assembly or public building
- vi. Wind sensitive buildings such as warehouses and factories and
- vii. Any other type of building not coming within the categories of A and C

Category C

This includes the following categories of buildings

- i. Any residential building which does not exceed 200 sq. meters in extent and not covered under Category B (ii)
- ii. Any non-residential building which does not exceed 100 sq. meters in extent and not covered under Category B (ii)

Submission of Structural and Service Drawings

8. (1) An applicant shall submit before the commencement of any building works in respect of all buildings other than those falling within the Category C, a detailed structural plan of the building with a copy of the design calculations
- (2) Detailed structural plan and design calculations shall be prepared and signed by a qualified person and shall in respect of buildings specified in Category "A" of Regulation No.7 and where required by the Authority in the case of buildings specified in Category "B" of Regulation No. 7 shall contain the following particulars:
 - a. Statements indicating clearly the superimposed load for which each floor system or part thereof has been designed;
 - b. The result of any soil test carried out, the calculations for determination of soil bearing capacity and boring investigations; and
 - c. The type or types of any foundations to be used.

- (3) Where any air conditioning or mechanical ventilation system is to be installed in a building or part thereof or where any such system therein is to be extended or altered the layout and detailed plans of the installation, extension or alteration to be carried out with information in relation to capacities shall be submitted to the Authority for approval along with the plans of the building in which the system is to be installed, extended or altered.
- (4) The applicant shall submit ,under the signature of the qualified person, to the Authority, the service plans relating to water supply, sewerage, drainage, and electricity in relation to all buildings in the Category A and, where the Authority requires to do so in relation to all the buildings under category “B”, before the commencement of the building works.
- (5) Special access facilities should be provided for disabled persons in buildings of a category A, and if the Authority requires in Category B under Regulation 7

Preliminary Planning Clearance and Approval of Plans

9. (1) The preliminary planning clearance shall be requested in writing in the Form “C” given in Schedule 1 of these Regulations. Preliminary clearance may be given subject to such conditions and restriction. It is only a recommendation of the intended development activity for the particular site. The approval proper should be obtained by the applicant by submitting detailed plans for the specific development proposal.
- (2) The preliminary planning clearance shall be restricted only for a period of one year.
- (3) The preliminary planning clearance does not constitute a permit and shall not provide any claim for the applicant or any other person to commence and carry on any development activity what so ever.
- (4) Every development permit given shall be in writing and be subject to such a restrictions and conditions contained therein.
- (5) The development permit shall be valid only for a period of one year.
- (6) Where the Authority is satisfied that an application for a development activity has been submitted together with the prescribed fees and the development works have been commenced but could not be continued due unforeseen circumstances may extend the validity of the development permit for a period not exceeding three years.

Appeals against Refusal

10. Any person aggrieved by the decision of the Authority refusing to issue a development permit may within 30 days of receiving of such refusal appeal to the Minister.

Development in Conformity with the Permit

11. (1) Development activities shall not be commenced or carried on in contravention of the development permit.
- (2) The development permit may be revoked by the Authority under the following circumstances.
 - a. A breach of a term or a condition in the permit
 - b. The contravention of any of the provisions of these Regulations
 - c. A mis-presentation of facts in the application, plans or other Documents submitted by the applicant or
 - d. Failure to submit plans and other particulars under Regulation 8

PART II - PLANNING REGULATIONS

Suitability of the Site

12. No development activity shall be carried out on a following type of sites.
 - a. A site which has been filled up with any substances comprise of faucal, animal or vegetable matter unless such substances have been removed and the site cleared completely or the whole ground surface has been rendered inoffensive and covered with a layer of earth or any other suitable material which is at least 60 centimeters thick.
 - b. Where the land is subject to earth slips, unless the particular site in such land is certified as to its suitability for the development activity or for building construction by the National Building Research Organization.

Use of the Site

13. No site or an existing building or a building to be constructed shall be used for any purpose other than the purposes allowed under the Hambantota Urban Development Plan in the zone that the relevant site is located.

Floor Area Ratio

14. (1) The floor area ratio should be in conformity with the maximum floor area ratio allowable for that particular site according to the Volume 1 of the Hambantota Urban Development Plan
- (2) A basement for parking vehicles and for installation of air-conditioning or other service machinery may be permitted in excess to the maximum floor area allowable as stated above. Where permanent parking space is provided at ground floor level as specified in the Schedule 2 of these Regulations such floor space should be excluded in calculation of the floor area ratio for that site.

Access

15. (1) No site or lot abutting a street less than 9 meters in width shall be used for non-residential purposes except as provided under Regulation 15(2)(B).
- (2) a. Every street that provides access to dwelling units shall be in conformity with the specifications set out in Form "A" of Schedule 3

- b. Any street that provides access to one or more lots used for constructing non-residential housing units may be permitted with access less than 9 meters in width and such street shall be in conformity with specifications set out in “Form B” of Schedule 3

However where the Chairman is of opinion that an undue hardship will be caused to a person, if the minimum access requirement for a dwelling house as stipulated in Schedule 3 are to be complied with in using a plot for a residential use, the minimum width on access may be reduced by not more than two (2) meters on the recommendation of the head of Local Authority and in consultation with the Planning Committee subject to the following conditions;

- i. A minimum width of three (3) meters for access shall be obtained
 - ii. Such reduction shall not be available for a new sub-division
 - iii. The area shall be of a semi-urban character
- (3) Every such street shall connect to a public street or a private road that is not less than nine (9) meters in width and the owner of such private road shall have a right of way, to a public street which is not less than nine (9) meters in width.
 - (4) Every street which is less than nine meters width and exceeds 30 meters length shall be provided with a turning circle of not less than 9 meters diameter at the dead end.

Specification as to Lots

- 16. (1) The minimum extent and the minimum width of lots of buildings which are not high-rising buildings should be 150 square meters and 5 meters respectively.
- (2) Every lot or site abuts on the end of the dead end street may have a frontage a not less than the width specified under 16 (1) but shall be not less than 3 meters wide.
- (3) The Authority may relax the requirement of the specified site extent and width in the case of a construction of a building on a site which is not adjoining a Grade “A” or Grade “B” highway provided it has satisfied the other requirements.

Height of Buildings

17. (1) The maximum height of a building on an existing lot which is six (6) meters or less in width and one hundred and fifty (150) sq. meters in extent shall not exceed seven and half (7.5) meters or two storeys unless the Authority directs otherwise.
- (2) Where the lot is situated in a corner the height of the building shall be regulated by the wider of such street so far as it abuts on the narrower street to a depth of 20 meters from the wider street.
- (3) In measuring the height under this regulations the lift or motor room not exceeding the height of six meters and an extent of fifty five (55) square meters or a staircase room not exceeding a height of five (5) meters and an extent of twenty five (25) sq. meters or a water tank not exceeding a height of one and a half (1.5) meters shall be ignored.

Street Lines and Building Lines

18. (1) Where a street line has been determined by any Act or any Regulation, the street line of such street or such road shall be in accordance with such Act or such Regulations.
- (2) The building line on the street side of every lot abutting the street shall be in a of the Hambantota Urban Development Plan.
- (3) No building shall extend beyond the building line. However balconies, sunshades and eaves not exceeding one (1) meter in width may be permitted between the street line and the building line and a fence or a boundary wall not exceeding two (2) meters in height may be permitted on the street line subject to agreeing to remove them without claiming compensations.
- (4) No building line or street line approved or sanctioned by the Hambantota Urban Council shall be varied without the prior approval of the Authority.

Reservation for Water Bodies

19. Every reservation provided by the developer shall be in conformity with the specifications setout in Form E in Schedule-04.

Subdivision of Land

20. (1) a. No parcel of land or lot desired or proposed for any use other Agriculture or Horticulture shall be subdivided unless a plan relating to such sub-division has been approved by the Authority.

- b. An any person intending to sub-divide a land shall submit an Application to the Authority in conformity with the requirements of the Regulations 5.
- (2) The Authority in approving the plan for sub-division may require the applicant to approval of the Authority for the sub-division.
 - (3) The minimum width of a lot shall not be less than 12 meters.
 - (4) The minimum width and extent of a lot shall be in accordance with the provisions of Regulations 16.
 - (5) No new sub-division shall be effected in a manner as to reduce the open space, light and ventilation and other requirements of any existing building on the site less than those required under these Regulations.
 - (6) No lot in a sub-division plan shall be used for any purpose other than the purpose for which it has been approved.
21. (1) Every lot in a sub-division shall abut on an existing or proposed public street, or a street in accordance with provisions of Regulation 15.
 - (2) The minimum width of a carriage way for a street shall be as approved by the Authority, but shall not be less than 4.6 meters for streets up to 9 meters in width and 7.5 meters for streets wider than 9 meters.
22. (1) Where the parcel of land or the site to be subdivided exceeds one (1) hectare, an area not less than 10% of the land or the site , excluding streets and excepting in the following situations shall be reserved for community and recreational uses in appropriate locations.
 - (a) Where in case of a sub-division of land for a commercial or industrial purpose, if a lot of a sub-division is not less than 2024 sq. meters (80 perches) in extent and the width of every road is not less than 9 meters , such land may be sub-divided without reserving 10 % of the land for open spaces subject to the following conditions;
 - (i) Reserving 10% of the land to be used for open spaces in case of any further sub-division, or
 - (ii) By depositing the market value of 10% of such land in the Hambantota Urban Council.
 - (b) Where in case of a sub-division of land for residential purpose, if the sub-divided lot is not less than 1012 sq. meters (40 perches) in

extent and such development activity has been restricted to construct a maximum of two housing units in one lot, such land may be sub-divided without reserving 10 % of the land for open spaces. Where such sub-division is further sub-divided or where more than one housing unit is to be constructed in one lot the developer should deposit 10% of the market value of such land to be further sub-divided or such lot in which more than two housing units to be constructed in the Hambantota Urban Council.

- (c) Where the proposed land to be sub-divided is located within a radius of 0.5 kilometers from an open area such as a lake or a public playground, and such open area is larger than 4047 square meters (1 Acre) in extent, and if the Authority requires the developer to deposit in the Hambantota Urban Council the market value of the required land for open space, the he shall do so without physically reserving the land for open space.
- (d) Where the open area requirement under a sub-division of land does not exceed 500 square meters (20 perches) or where the relevant Local Authority with the approval of the Chairman of the Urban Development Authority requires the developer to deposit the market value of the required part of the land for open area in the relevant Local Authority, such developer shall do so without physically reserving the open area.
- (e) Where a land sub-division has not been approved due to non-reservation of 10% as open area, the development of such individual lots of land or further sub division may be approved subject to depositing the market value of such 10% of the lot of land in the relevant local authority or reservation of 10% of the lot of land to be developed or subdivided.

- (2) Such reservations should be assigned to the Urban Development Authority free of charge.

23. No lot in a sub-division shall be put to use, built upon or disposed of unless the streets are demarcated, opened out to their full width and develop with infrastructure to the satisfaction of the Authority.

Layout Plans for Flats and Housing Units

24. The Authority may approve any project for construction of flats or construction of housing units and other integrated projects, which is in conformity with the development plan for the area concern.

Open Spaces around Buildings

25. Unless otherwise provided in some other place the maximum lot coverage permissible on any site is 66 2/3% in case for residential use and 80% for commercial use.

26. (1) There shall be an open space not less than 3 meters width between the building and the rear land boundary extending along the entire length and belonging exclusively to such building unless the rear of the building abuts on to a public street not less than 9 meters in width.

However where such building consists of ground floor and a 1st floor only and no further stories are proposed to be added, the width of such rear open space may be reduced to 2.25 meters.

(2) For the purpose of this Regulation the rear of the building shall be deemed to be the which is face further from any street on which the building is situated.

However, where the building is abutting on more than one street the rear of the building unless the Authority otherwise directs shall be deemed to be the face which is furthest from the widest of such streets.

(3) No building or structure other than cantilevers, sunshades or overhanging balconies not exceeding one meter in width may be allowed in such open space.

(4) In sites of irregular shape where it is impracticable to provide an open space to the entire width of the building in the rear , the Authority may direct that the open space in the rear shall be left as it deems appropriate having regard to the circumstances of the case.

(5) In the case of buildings where an open space is intended to be provided on the site for the purpose of access, maintenance of the building and separating it from the adjoining properties such open spaces shall not be less than 80 centimeters.

Additional Requirements for High-rise Buildings

27. A site intended to be used for a high-rise building should fulfill the following a requirements.

- a. Where the extent of the site does not exceed 1000 meters in extent and the minimum length of the shortest side should be 20 meters
- b. The site should abuts on a street which is not less than 12 meters in width

- c. A detailed technical report with regard to the resistance capacity of earth on the site and certifying that the site has not been disturbed by mining shall be produced from a competent authority named by the Urban Development Authority
- 28. The Authority may permit the construction of a high-rise building on a site referred in the Regulation if the Authority satisfies with regard to the following matters;
 - a. The proposed construction will not affect the amenities provided to the neighborhood or hinder the harmony of the area.
 - b. The construction will not cause any traffic problem and hazards
 - c. It has been proved that sufficient arrangements have made for provision of water supply, sewerage, disposal of garbage, supply of electricity and and safety from fire and hazards and parking of vehicle.
- 29. (1) The maximum height of the building shall not exceed twice the horizontal distance between any storey of that building and the further edge of the abutting street.

(2) If the lot is situated in a corner the height of the building shall be regulated by the wider of such street so far as it will about on the narrower street to a depth of 25 meters from the wider street.
- 30. (1) There shall be in, at least one side of the building, not being front or rear side between the building and the boundary of the site a minimum open space of at least one quarter of the height of the building or 5.5 meters which ever is less.

(2) There shall be an open space in every building in the rear side equivalent to at a building.

(3) The entire open space area under these Regulations should belong exclusively to the building. However where there is a street with a width of not less 6 meters abutting the building on the rear extending along the entire building the width of the open space may be reduced to a width not less than the width of the street.

(4) The total area covered by all buildings on any site shall not exceed 80% of the total area of the site. The balance area not covered by buildings shall exclusively belong to the building and shall be retained as part and parcel of the building.

Parking Facilities

31. (1) As per standard specified in the 2nd Schedule to these Regulations the minimum number of Parking spaces shall be provided in the plans submitted with the Application to obtain a permit for development activities.
- (2) The dimensions for car parking stalls shall be as follows.
- a. The minimum width of a stall 2.4 meters
 - b. The minimum length of a stall 4.8 meters
 - c. The minimum length of a stall for parallel parking 5.4 meters
- (3) The minimum width of aisles shall conform to the requirements specified in for C of the Schedule 3.
- (4) The width of access to car parking area shall not be less than 3 meters, clear of footways and other obstructions, if entry and exit are separately provided, and 5.5 meters if both entry and exist are provided together.
- (5) The minimum gradient of a ramp shall not be steeper than 1:8
- (6) Every such ramp shall start from a distance of 6 meters from the edge of the street.
- (7) Where the Authority considers that the owner cannot provide the required number of parking space in a satisfactory manner, within the site, a service charge shall be paid for each parking space not provided within the site as specified in the Schedule V
- (8) In issuing development permits, either the physical width of the road, or the proposed street line which ever the lower measurement shall be taken as the width of the road that will be available for development.
- Where the access road to the development site has been marked by an approved street line and the owner of the site assigns the part of land within the street line by a deed either to the Local Authority or to the Road Development Authority as the case may be without any additional cost to the relevant institution, the Authority may consider to use the total width of the street line as the actual width of the access road to the development site.
- (9) In order to effectively control the vehicle movements the provisions shall be made in a development plan for the following matters
- (a) For lots with less than 12.0 meter road face width there shall be only one entrance for both entry and exist. However where the

road face width is more than 12 meters, for such lots, the Authority may permit to have more than one entrance.

- (b) Where there are more than 100 parking spaces for non residential development sites and more than 50 parking spaces for residential development sites appropriately planned in a manner not cause any adverse impact on the movement of vehicle at the access to the development site vehicle parking strips or additional vehicle parking space shall be provided as the case may be.
 - (c) Where a development activity involves the requirement of parking facilities for more than 50 vehicles, such development activity should not permitted within 50 meters from a junction of two roads having a traffic flow of more than 10, 000 vehicles day on each road or from a junction of with an average traffic flow of 20,000 vehicles a day.
 - (d) No reflective glasses shall be allowed to use for the ground floor, 1st floor or 2nd floor of a building facing the road.
- (10) Where it is found that the parking space permitted has been used for some other purposes, the authority shall recover a service charge of Rs,5,000/- per month, per vehicle space such reduced. This service charge shall be continued to be levied until the reduced parking spaces are restored.

Splaying of Corners of Streets

32. Any building including boundary walls or fences to be erected at the corner of two streets shall be rounded off splayed to a distance from the middle of the relevant street to the corner of the existing building line for the safety of the users.

Architectural Control

33. (1) In conformity with the Hambantota Development Plan, in order to harmonize with the surrounding development the instructions of the Authority shall be obtained with regard to, architecture, roof, doors and windows, special features and color façade, height , and open spaces, advertisements and establishment of name boards of any development activities in the surrounding area.
- (2) In respect of streets which consist of exclusively or mainly of shops and commercial buildings, the Authority may require as a condition, the erection of a common row of arcades along the face of the buildings with the features and of such widths as it directs.

- (3) The Authority may direct the owner to visually screen any mechanical and other equipments installed on rooftops in a manner as it deems necessary to provide protection.

Conservation of Places of Historical and Architectural Interest or of Landscape Values

34. (1) No addition or alteration or any other activity that will be harmful to the conserved buildings listed in the Volume 1 of the Hambantota Development Plan shall be undertaken without a proper permit from the Authority.
- (2) Where the Authority considers any premises or area is of scenic or landscape interest it may make necessary arrangements, as it deems fit for the conservation of such building or area as the case may be.
- (3) No wave band or electronic communication towers, water tanks or any other Antenna shall be constructed.
- (4) Where any type of tower construction likely to obstruct the natural vision as stated under the 3 above is to be undertaken the clearance for the preliminary plans shall be obtained from the Urban Development Authority

Landscape, Open Spaces and Tree Preservation

35. (1) The Authority may in the interest of maintaining environmental pleasantness prohibit the felling, lopping or any willful destruction of any group of trees or vegetation or altering any significant feature of the landscape in the area.
- (2) The Authority may require the owner to landscape and maintain the development a site it as it approves.

Control of Advertisements

36. (1) No advertisement boards or name boards shall be erected without being properly approved by the Authority. Approval may be given to erect commercial advertisements at specified locations with the prior concurrence of the Authority and the Hambantota Urban Council.
- (2) The Authority shall be satisfied with regard to the features like façade of buildings, boundary walls, vehicle congestion, prevention of accidents and natural vision in erection of commercial advertisements.

- (3) Where the Authority considers that any existing large advertisement board, construction or any other device will be harmful for the environmental setting, or safety of peoples, local culture and heritage it may direct to remove or modify such advertisement, construction or other device.

Space between Electricity Lines

37. (1) The space between the overhead electricity lines and buildings should be maintained at a minimum of 2.5 meters vertically and 1.5 meters horizontally in case of low-tension electricity lines and 4.5 meters vertically and 2.5 meters horizontally in case of high tension lines.
- (2) Where a building is situated close to a high tension electricity line, a certificate from the qualified person should be submitted.

PART III - BUILDING REGULATIONS

Building Dimensions

38. The internal clear dimension of every room in a building other than the rooms specified in Rule 40, shall be not less than the minimum specified in Form D of the Schedule 3.
39. The internal clear dimension of bathrooms and toilets shall be not less than minimum a specified Form E of the Schedule 3
40. (1) Store rooms for which ventilation is not a legal requirement shall not have an area exceeding 2.25 square meters and their lengths or breadth shall not exceed 1.5 meters
- (2) The aggregate area of all store rooms of dimensions specified above shall not exceed 5% of the floor area of the building.
41. The minimum height of a building shall be
- Not less than 2.1 meters for toilets, bathrooms and corridors
 - Not less than 2.7 meters for all other rooms in any building. However such height shall not be less than 2.4 meters at any point due to beams, trusses and similar supporting structures extending beyond the roof level
 - Not less than 2.4 meters for rooms air conditioned under a central air-conditioning system
42. In the case of rooms with sloping roof the height shall not be less than the those mentioned in regulation 41 of mid point of the slope of the room and no part of room shall be height be less than 2.1 meters.

Staircase

43. (1) The minimum width of stairs and minimum dimensions of treads and height between two treads shall be as specified in Form F of Schedule 3. In the case of circular geometric stairs, the width of the treads measuring at the middle shall not be less than the width specified in the above Schedule. The riser height and the tread width shall be constant in any flight of stairs from storey to storey.
- (2) (a) There shall be no obstruction in any staircase between the top most landing and a new the exit door on the ground floor.
- (b) Every staircase, balcony or verandah overlooking a courtyard, void or external air space shall be protected from any side by either a hand rail, balustrade or parapet, which shall have height of not less

than 1 meter and shall be of suitable design and type of construction to prevent any person from falling over a side of such staircase, landing, balcony or verandah.

Lighting and Ventilation

44. (1) Every room in a building shall be provided with natural lighting and ventilation by means of doors, windows and other approved openings.
- (2) Every such room of a building shall have doors, windows or other openings through which natural light and ventilation can be obtained and they should face and open to;
- (a) A public street or a street on which the owner or the building has the right of way.
- (b) A courtyard or open space located in the building site.
45. (1) In case of rooms other than warehouses and factories no part of the room served by such lighting and ventilation opening shall be more than 10 meters vertically to the plane and 3 meters horizontally to the edge and the plane away from such lighting and ventilation openings.
- (2) In case of warehouses and factories no part of the room served by such lighting and ventilation opening shall be more than 12 meters vertically to the plane and 4 meters horizontally to the edge and the plane away from such lighting and ventilation openings.
46. The source for the natural lighting and ventilation may be open to an enclosed or partly enclosed balcony, verandah, or porch. In such situations
- a. Such balcony, verandah or porch shall face upon a street, courtyard or open space.
- b. The maximum depth of the room served by such source shall not exceed distances specified under regulation 45 from the outer space of the balcony, verandah or porch
- c. The front of the balcony, verandah, or porch shall have openings to external air at height not less than $\frac{2}{3}$ the height between the floor level and ceiling level of such balcony, verandah or porch.
47. (1) Where the aggregate area of openings of a building is short of specifications given in Form G under Schedule 3, natural lights and ventilation shall be provided to all the rooms of such a building by means of one or more sources.
- (2) Light and ventilation for corridors and internal passages may be provided by means of openings in the interior walls of the rooms abutting. However

the specification of those openings shall be in conformity with that given in Form G of Schedule 3.

- (3) Any room used to park more than 5 motor vehicles shall have at least 50 per centum of the area of two sides of such room as openings to allow for cross ventilation.
48. Where half of the area of the common wall between two rooms is open and having no obstructions one of the room may be considered as a part of the adjoining room for the purpose of determining light and ventilation requirements.
49. Permanent ventilation for buildings without openings on side walls and having a depth exceeding 12 meters may be provided from front to rear by means of suitable ventilation holes on front, rear and cross walls.
50. (1) Every window and opening, other than of bathrooms and toilets of a building shall be open to a standard light plane and the whole space above such plane shall be open to the sky and free from any obstruction other than sunshades and eave shades projecting to an extent not exceeding 1 meter.

(For the purpose of this regulation 'standard light plane' means a plane drawn upwards and outwards from the exterior face of the building at the lowest floor level of the room and not being basement floor for car parking or for air conditioning plant or other service machinery, at an angle of $63\frac{1}{2}$ degrees horizontally without impinging on any building wall or other obstruction)

Where there is any obstruction other than an unauthorized obstruction over any plane so drawn the plane may be drawn from the line of intersection of the plane of the floor level of the room and the perpendicular plane of the extreme edge of the obstruction

- (2) Where a window or other opening is situated on the side or interior face of a building, the external open space shall be as follows:
 - (a) It shall be of such width when a series of imaginary lines drawn across the open space from the limit opposite to such space at the lowest floor level not being a basement floor for car parking or for installing an air-conditioning plant or other service machinery at an angle of sixty three and half degrees ($63\frac{1}{2}$) with the vertical line shall not intersect any portion of such face.
 - (b) It shall not be less than 2.25 meters
 - (c) It shall be exclusively attached to the building or be dedicated to public use

- (3) In case of toilets and bathrooms the Authority may relax the specifications for a within the premises abutting the opening.
51. Where any room is located in the basement and to be naturally lighted and ventilated such room shall have at least one third of the height of its external walls above the outside ground level and shall have all its required sources of natural light and ventilation above outside ground level.
52. The provision of Regulation 46 shall not apply to photographic dark room or cold storage room, where by the nature of the use of such room it cannot have direct openings to external light and air, so long as it shall be artificially lighted and mechanically ventilated to the satisfaction of the Authority.

Mechanical Ventilation and Air-conditioning

53.
 - (1) Where the Authority, considering the type and size of the building , is of the view that a central air-conditioning plant is necessary for the building , the provision of these regulations relating to the natural lighting and the ventilation and the height of the rooms of building may be so modified in accordance with the prevailing circumstances so that the lighting and ventilation system will be designed and maintained according to the conditions laid down by it when granting the development permit under Section 8J of the Law and a standby generator of such capacity as specified by the Authority shall be installed and operated at times of interruption of the public electricity supply.
 - (2) Where windows and other openings of toilets and bathrooms cannot open out to an exterior or interior open space of the required width, they may be built to open out to a ventilation shaft. The face size of such a ventilation shaft shall in the case of buildings up to a height of 15 meters be not less than 1 square meter with the minimum dimension of any side being one meter and in the case of buildings exceeding 15 meter height not less than 3 square meters on the face side and with the minimum dimension of any side being not less than 1.5 meters

However in the case of buildings of more than two storey, toilets and bathrooms shall be mechanically ventilated with exhaust fans of appropriate capacities placed both in the window openings as well as on to the top of the shaft.
 - (3) Where a mechanically ventilated and air conditioned building is not continuing to use such mechanical ventilation system or artificial lighting system the owner of that building shall provide a certificate undertaking to comply with the relevant Regulations. Such building shall be deemed to be unfit for occupation and shall not continue to be occupied until such owner comply with the relevant regulations.

Foundation

54. (1) Every building shall be supported by foundations capable of sustaining and transmitting the combined dead load or imposed load of that building to the ground in a manner not to cause any settlement or any vibration which may impair the stability or cause damage to whole or part of the building or adjoining buildings or factories.
- (2) The ground or a part the ground which supports or help to support any building a of inhabitants of the house.
- (3) Where the ground adjacent to any proposed building exert pressure upon or causes the application of undue load to the building or part of the building, the building or part thereof may be constructed in a manner to sustain and transmit safely such pressure or load without exceeding appropriate limitation of permissible stresses.
55. The foundation of any building shall not extend beyond the boundary line of that building site except in the case of boundary walls constructed with mutual consent of the parties concerned.
56. (1) Whenever any foundation or related earthwork such as driving of piles, compaction of soil and excavation, which may impose load on adjoining property or cause movement in the ground or in anyway adversely affect the structural stability of any part of the adjoining property shall be carefully considered by the qualified person at the time of preparation of plans and designs as referred under these regulations before any such works commence on the ground.
- (2) It shall be the responsibility at all time of the qualified person and the owner to prevent at their own cost any damage to any adjoining property or building.
- (3) The entire work site including excavating for foundation and temporary retaining work shall be separated by a suitable fence or enclosure from any adjoining property or road as the Authority directs.

Electrical Lifts

57. The number of electrical lifts to be provided for carrying passengers and goods in a building and their construction plan, installation, testing, inspection and operation shall be in compliance with such requirements as specified in Form H of the Schedule 3 in these Regulations.

Water Supply

58. (1) Every building shall be provided with a protected water supply system connected to an existing public water supply system
- (2) Where it is not possible to provide connection to public water supply system, a new system connected to a private service shall be provided.
- (3) According to the location of the buildings concern and the other geographical features of the area, if the Authority has reasons to believe that the continuous supply of water may not be possible, every such building concern shall be provided with water storage tanks and pumps of such capacity as may be specified by the Authority for each case.
- (4) No well used for the supply of drinking water shall be closer than 15.0 meters of a cesspit or soakage pit of a septic tank.

Sewerage and Sanitation

59. (1) Every dwelling house shall have at least one water-sealed lavatory whilst all the other buildings shall be provided with adequate number of such water-sealed lavatories, urinals, wash basins and other sanitary facilities. However in case of buildings coming under the 4th Schedule the number of such water-sealed lavatories, urinals, wash basins and other sanitary facilities should be in conformity with the requirements of that Schedule.
- (2) (a) Where a public sewerage system does not exist or where the Authority is of opinion that the outlet cannot be connected to the public sewerage system sewerage shall be disposed to a septic tank
- (b) Waste water in the septic tank shall be suitably disposed to a soakage pit.

Drainage

60. Every building shall be provided with adequate drainage facilities to drain off and convey the rainwater from the roof to a street drain or other approved outlets without causing dampness or damage to the walls and foundation of the building and the other adjacent buildings.

Disposal of Solid Waste

61. Waste generated within any premises shall be collected and disposed of in a manner as the Authority considers essential to safeguard the health of the inhabitants therein.

Electrical and Plumbing Works

62. All electrical and plumbing work in any building or premises shall be done by a registered electrician or plumber as the case may be and these works shall be carried out in conformity with the standards and specifications that the Authority requires to ensure maximum safety and sanitary conditions within such building or premises.

Fire Safety

63. Every building shall conform to the fire safety requirements applicable to the area or the type of building or as provided in the Zonal Regulations in the Volume 1 of the Hambantota Development Plan or as may be specified by the Authority to provide a greater measure of safety to the inhabitants of such building.
64. The installations in all high-rise buildings, and public assembly buildings, factories and warehouses, of more than 400square meters in extent shall conform to any additional fire safety requirements as may be recommended by the Chief Officer of the Fire Brigade
65. All buildings which have two or more floors and 280 square meters in extent and which are located in areas where pipe-born water supply is available should provide within the premises for a sump to store water to be used in an event of a fire. The Planning Authority in relation to the size and the use of the building will determine the dimensions of the sump.

Certificate of Conformity

66. Every application for a Certificate of Conformity under Section 8 K of the Urban Development Authority Amendment Act No.4 1982 shall be substantially in the Form D set out in Schedule 1 and shall be accompanied by the following certificates:
 - (a) In the case of land development or sub-division of land:
 - i. Where the land is larger than 0.5 hectares in extent a certificate from a Town Planner that the sub-division has been carried out as per the approved plans and where it is less than 0.5 hectares a certificate from a Licensed Surveyor that the sub-division has been carried out as per the permit.
 - ii. Where engineering works are involved in the developments, such as construction of roads and culverts a certificate from a Chartered or Registered Engineer or a person whose qualifications have been recognized for employment as an Engineer under the Government certifying that the development work has been carried out under

his supervision in accordance with the approved plans specifications and permit.

- (b) In the case of construction of buildings falling within the category A of the Regulation 7.
 - i. A certificate from a Chartered or a Registered Architect or a person whose qualifications have been recognized for employment as an Architect under the government to the effect that the development has been carried out under his supervision and in accordance with the approved plans and permit
 - ii. A certificate from a Chartered or a Registered Civil Engineer or a person whose qualifications have been recognized for employment as an Engineer under the government to the effect that the foundation, super structure and other engineering works have been carried out under his supervision and in accordance with the approved plans and permit and the designs submitted under the Regulation 8, and the buildings are structurally safe
 - iii. Certificates from a qualified Electrical Engineer, qualified Sanitary or a Chartered Civil Engineer, qualified Refrigeration Engineer or a person whose qualifications have been recognized for employment as an Electrical, Sanitary or Refrigeration Engineer under the government to the effect that the electrical, sanitary and air-conditioning system have been installed under their supervision and in accordance with the approved plans, specifications and to satisfy all safety requirements.
 - (c) In case of construction of buildings falling within the category B of Regulation 7, a certificate from a Chartered or a Registered Architect or a Civil Engineer or a person whose qualifications have been recognized for employment as an Architect or an Engineer under the government to the effect that the works have been carried out under his supervision and in accordance with the approved plans and permit and all reasonable precautions have been followed to ensure structural safety of the building.
 - (d) In the case of buildings falling within the category C Regulations 7, a certificate from a Qualified person or a Owner, when contractor is himself that the work have been carried out under his supervision and in accordance with the approved plans and permit and all reasonable precautions have been followed to ensure the structures' safety or building.
67. The Authority or its authorized representative or representatives may enter upon and inspect at all reasonable times and at any stage of development any building for the purpose of determining all the provisions of regulations have been

complied with before a certificate of conformity for the occupation thereof is issued.

Unsafe Buildings

68. Where the Director, Building Department certifies a building constitute a danger to its occupants or to public safety, the Authority may direct the owner of such building to repair or demolish or deal with otherwise to remove the danger.

Facilities for Disable Persons

69. The application for the approval to construct a public building, such as a Hospital, Theatre, Grand Stand, Assembly hall, Department Stores or any other building that will be utilized by disabled persons, shall endeavour to take measures so that the entrance/exits; corridors, stairs, elevatory equipment, lavatories and other facilities can be used easily by the above category of persons and shall adhere to give effect to section 23 (2) of the Protection of the Rights of Persons with Disabilities Act, No. 28 of 1996. (Schedule VI).

PART - 1V

DEFINITIONS

70 Definitions

“apartment”	means a unit as defined in the Apartment Ownership Law No.11 of 1973
“access”	includes any street used as means of access to buildings or other premises whether the public have a right of way thereof or not
“authority”	means the Urban Development Authority constituted under the Urban Development Authority Law No.41 of 1978
“basement”	means that part of the floor below the ground floor which is wholly below ground level or to an extent of 2/3 of its height below the adjoining ground level.
“high-rise building”	means any building with more than four floors including the ground floor whose height at any part of it above the ground level exceeds 15 meters excluding a lift or motor room not exceeding 56 sq. meters in extent or staircase room not exceeding a height of 3 meters and not exceeding 25 sq. meters in extent or a water tank not exceeding a height of 1.5 m.
“residential building”	means a building exclusively consisting of one dwelling unit or a number of dwelling units
“building line”	means the line up to which a building will be permitted to extend.
“building works”	includes erection or re-erection of a building or making additions or alterations to an existing building.
“chairman”	means the Chairman of the Urban Development Authority
“dwelling house or dwelling unit”	means a building or a part of a building consisting of a room or group of rooms forming a self contained living unit with independent sleeping, cooking and sanitary facilities.
“development activity”	has the same meaning as given in the Act.
“existing lot”	means a lot which was in existence before the Act come into operation.

“factory”	includes a building or a part of building used for the manufacture, production or repair of an article.
“flat”	means a unit as defined by the in the Apartment ownership Law No.11 of 1973.
“floor area”	means the horizontal area of a floor of a building measured from the exterior faces of exterior walls or in the case of a common wall separating two buildings from the centre line of such wall and shall include all the roof projections and balconies exceeding 1.0 meter in width and all areas having a roof and capable of being enclosed.
“gross floor area”	means the total of floor areas of every floor in the building.
“floor area ratio”	means the gross floor area of all buildings on a lot divided by the area of such lot.
“floor space”	means the horizontal area of a room or space in building measured from the interior face of the enclosing walls.
“housing complex”	means a group of dwelling units on a site which is permanently in common enjoyment and may include a block of flats.
“industrial building”	includes factories, workshops and warehouses
“act”	means the Urban Development Authority Law No.41 of 1978.
“Local Authority”	has the same meaning as in law.
“Lot”	in relation to land means the entirety of any land which has been demarcated by boundary marks or enclosed within boundary walls or fences where such land belongs to one single person or a set of co-owners and approved as a lot by the Local Authority or the Authority.
“Owner”	includes the person for the time being receiving the rent for such premises, in connection with which the work is used whether in his own account or as an agent or trustee for any other person who would receive the same if such premises were let to a tenant.

“Place of public assembly”	means a place or building used whether regularly or occasionally for public congregation such as a theatre, cinema hall, public hall, concert room, lecture room or exhibition room or for similar purposes and includes a public building.
“Planning committee”	means the committee appointed under Section 8B of the Law.
“Public Building”	includes any building used for the purpose of public worship, instruction, recreation or meeting and a medical institution or a nursing home or government building.
“Public Street”	means any street over which the public have a right of way and has become vested in under any Law or by operation of any Law and includes a drain or footway attached thereto.
“Qualified person”	<p>in relation to a development activity means;</p> <ol style="list-style-type: none"> a. where no building work is involved or any work involving site layout or sub-division exceeding 0.5 hectares a Chartered Town Planner of the Institute of Town Planners, Sri Lanka and a Licensed Surveyor in case of involving a site layout or sub-division not exceeding 0.5 hectares and Licensed Surveyor and Leveler; b. where building category “A” and ‘B’ are involved a Registered or Chartered Architect of Sri Lanka Institute of Architects or Engineer of the Institute of Engineers of Sri Lanka or a person whose qualifications have been recognized by Government for employment as Architect or Engineer under government; and c. where building category “C” is involved any person acceptable to the Authority as such
“Street”	includes any road, footway, or passage used or intended to be used as a means of access to two or more dwelling units or sites whether or not the public has right of way over such street and includes all drains, pavements and the reservations at the site thereof.
“Street line”	means a line or lines defined on one or both sides of an existing street to show its future width or to show the width of a future street as determined by the Authority.
“Warehouse”	includes a building or a part of building mainly used for storing merchandise or articles for trade.

PART-V

SCHEDULES

SCHEDULE 1

(As per Regulation 2)

FORM "A"

**APPLICATION FOR OBTAINING DEVELOPMENT PERMIT FOR
SUB DIVISIONS OF LAND**

For Office use only

No:
Processing fee paid
Receipt no:
Date:

Chairman,
Urban Development Authority
Through, Chairman/ Authorized Officer
Hambantota Urban Council

Sir,

I/We hereby apply for Permit for Sub-Division of my/ our land bearing Assessment No..... StreetWardof.....Town

I/We hereby forward the following particulars in duplicate duly signed by me/us and the Qualified Person.

1. A map of the of the area showing the site/land in relation to the adjoining properties and streets drawn to a scale 1:4000 (the site in question and any other adjoining sites owned by the applicant should be clearly shown)
2. A survey plan of the site/land to a scale of not less than 1:1000 showing the following
 - (i) the location of the site including figured dimensions of buildings if any
 - (ii) the scale of the plan, the north point, and the assessment numbers of adjoining lots or buildings
 - (iii) the mean of access to the site
 - (iv) all existing drains and water courses

- (v) contours or spot levels of the site and the levels of streets in front.
 - (vi) service lines including electric power lines.
 - (vii) trees and vegetation
3. A detailed blocking out plan to a scale of not less than 1;1000 showing the proposed sub-division of lots together with their dimensions and extent, and directions with all proposed streets, open spaces and space for other amenities to be reserved and the use to which every site will be put to
 4. The proposed formation levels of streets in relation to existing levels with cross sections and longitudinal sections to scale
 5. The particulars detailed in Annexure

I/We certify the information given above is true and correct.

I/We undertake not to commence any development activity till the permit is granted.

Signature of owner

Signature of Qualified Person:

Name and Address:

Telephone No:

E mail No:

Fax No:

Date

Form “A” Annexure
(Please type or write in block capitals)

- 1 Particulars of owner:
Name:
Address:

Telephone No:
Email No:
Fax No:

- 2 (a) Particulars of Existing Development
Location:
Assessment No:
Ward:
Street:
Lot/Survey Plan No:

(b) Present Use:
Land:
Extent (square meters)
Use:
Buildings (if any)

- 3 (a) Site Development: State whether the site proposed to be filled up and raised and if so give details of levels in relation to roads and drainage proposals. Please also indicate (where applicable) whether the consent of Sri Lanka Land Reclamation and Development Corporation has been obtained.

(b) Details of amenities and facilities:

(c) Proposed land use:
Residential:
Commercial :
Industrial:
Institutional:
Open spaces, parks and playgrounds:
Streets and access ways:
Any other use:

(d) Infrastructure:
(i) Availability (give the source for each item)

Water:
Sewerage:
Drainage:
Electricity:
Telephone:
Solid waste disposal:
Waste water disposal:

(ii) Arrangement proposed where the above facilities are not available or adequate (give the source for each item)

Water:
Sewerage:
Drainage:
Electricity:
Telephone:
Solid waste disposal:
Waste water disposal:

- 4 Landscape: Location of trees to be indicated on the site plan
- 5 If the sub division involves the division of a building state how each part of building will be brought into conformity with the Planning and Building Regulations
- 6 Approximate date of commencement and phasing

I/We hereby certify that the above particulars are true and correct.

Signature of owner

Signature of Qualified Person:

Name and address :

Telephone No:

E-mail No:

Fax No:

SCHEDULE 1
(As per Regulation 2)

FORM B

**APPLICATION FOR OBTAINING DEVELOPMENT PERMIT FOR
BUILDING, CHANGE OF USE OF LAND AND BUILDING AND ANY OTHER
DEVELOPMENT (EXCEPT SUB DIVISIONS OF LAND)**

For Office use only

No:
Processing fee paid
Receipt no:
Date:

Chairman,
Urban Development Authority
Through, Chairman/ Authorized Officer
Hambantota Urban Council

Sir,

I/We hereby apply for a Permit to carry out the development.

I/We intend to use the land or building in.....for.....
The site sub-division has been approved byin.....

I/We hereby forward the following particulars in triplicate..

1. A map of the of the area showing the site/land in relation to the adjoining properties and streets (the site in question and any other adjoining sites owned by the applicant should be clearly shown)
2. The approved blocking out plan to a scale of not less than 1: 4000 showing the dimensions of the site and all existing topographical features, buildings and structures and widths of the abutting streets.
3. A detailed plan of the site to a scale of not less than 1:1000 including the position of the proposed building in relation to the site (existing buildings to be retained), street lines, the setback from the street and the boundaries of the site, access ways and location of parking areas, drains and water courses, contours and spot levels, distance to electricity lines and trees and vegetation.

4. In case where only building work is involved:
 - (a) A sketch plan of the surrounding area sufficient to locate the building site
 - (b) Approved blocking out plan to a scale of not less than 1:4000
 - (c) A floor plan of each storey drawn to a scale of 1:100 except where the building is extensive as to render a smaller scale is necessary. In such cases the scale of 1:200 may be used showing:
 - i. the dimensions of the rooms and different parts of the building shall be stated in figures. The use for which different parts of the building and each room is intended shall be stated
 - ii. The position and dimensions of all doors, windows and other openings.
 - iii. The position dimension of all sanitary appliances and their connections to drains
 - iv. Fire escapes
 - v. Clearance from aerial electrical supply lines
 - vi. The types of materials and specifications to be used for the walls superstructure and floor slabs and roof structure of the buildings
 - (d) Cross and longitudinal sectional drawings of the building along appropriate lines showing
 - i. The thickness of all walls, floors, roofs, foundations, beams and other related parts of the building
 - ii. The position and dimensions of all doors, windows and other openings, the height of every storey, the ceiling heights and levels of buildings in relation to existing ground or street level and clear distance between the site boundaries and external walls of the buildings.
 - (e) Showing elevation of every existing building with the site, front and side elevation of the building and showing its heights, floor levels and other external visible features
5. The particulars given in Annexure B-1
6. The particulars given in Annexure B-2 (In case the development relates to industrial usage of site and building)
7. The particulars given in B-3 (in case the development relates to a hotel)

I/We certify the information given above is true and correct.

I/We undertake not to commence any development activity till the permit is granted.

Signature of owner

Signature of Qualified Person:

Name and Address:

Telephone No:

E mail No:

Fax No:

Date

FORM "B"
ANNEXURE 1
(Please type or write in block capitals)

1 Particulars of owner:

Name:
Address:
Telephone No:
Email No:
Fax No:

2 (a) Particulars of Existing Development

Location:

Local Authority
Ward:
Street:
Assessment No
Lot/Survey Plan No:

(b) Present Use:

Land:
Extent (square meters)
Use:(Provide particulars about present uses)
Buildings (Provide particulars about all the building in the site)
No. of Storys
Height (Stories)
Total floor area (In square meters)

3 (a) Nature of proposals

(b) Site Development: State whether the site proposed to be filled up and raised and if so give details of levels in relation to roads and drainage proposals. Please also indicate (where applicable) whether the consent of Sri Lanka Land Reclamation and Development Corporation has been obtained.

(c) Details of development

Maximum height (meters)
Gross floor area of all buildings (Square Meters)

Floor Area Raio = $\frac{\text{Gross Floor Area of All Buildings}}{\text{Site Area}}$

Plot Coverage = $\frac{\text{Floor Area at Ground Level}}{\text{Site Area}} \times 100$

(d) No. of floors (including basement and use of each floor)

Floor Use (Extent in square meters)

(e) Details of floor areas (square meters)

Use	Sq.m.
Residential	
Retail Commerce	
Wholesale Commerce	
Office	
Restaurant	
Factory Workshops	
Warehouses	
Others (Specify)	
Total	

(f) Floor area of each dwelling unit (square meters)

(g) Parking of Vehicles:

Cars (square meters)

Other Vehicles (specify):square meters

(h) Common amenities

Water (liters)

Electricity (kilowatts)

Telephones (quantity)

4 Estimated number to be employed in the building

5 Landscaping

Trees and vegetation to be retained

Landscape proposals (describe proposals with outline design)

6 Approximate date of commencement and completion and phasing

I/We hereby certify that the above particulars are true and correct.

Signature of owner

Signature of Qualified Person:

Name and address;

Telephone No:

E-mail No:

Fax No:

FORM "B"
ANNEXURE 2
(Please type or write in block capitals)

TO BE COMPLETETED AND FURNISHED WHERE THE SITE AND BUILDING
 ARE TO BE USED FOR FACTORY, WORKSHOP OR WAREHAOUSE

1. Nature of factory, workshop or warehouse (Give details of goods to be manufactured, repaired or stored. In the case of manufacture give raw materials to be used and a brief description of the manufacturing process)

2. Details of the permission of the concerned Ministry or Department for setting up the factory, workshop or warehouse

3. Details of the machinery to be employed and motive power

No	Horse Power	Motive Power
----	-------------	--------------

4. Provision for Common Amenities

Amenity	Measure	
Water	Liters	Source:
Sewage	Liters	
Electricity	Kilowatts	Source:
Storm Water Drainage		Disposal Method
Fire Protection	Method	Method
Solid Waste	Cu. meters	Disposal:

5. Quality and quantity of solid, liquid, or gaseous effluents, there mode of treatment and disposal

6. Noise, dust and pollution characteristics and measures proposed for their control

7. Employment

Proposed
Future Expansion if any

I/We certify that the information given above is true and correct.

Signature of owner

Signature of Qualified person

Name and address :

Telephone No:

E mail No:

Fax No:

Date:

FORM "B"
ANNEXURE 3

TO BE COMPLETED AND FURNISHED IN RESPECT OF HOTELS, GUEST HOUSES AND RESTAURANTS

1. Brief description of development activity
2. Location and type of educational and religious buildings, and places of archaeological, historical and scenic interest within one kilometer of the site
3.
 - (a) Nature of existing vegetation and coverage
 - (b) Details of natural and physical features within the site such as watercourses, rock and a formation and sand dunes etc.
4. Additional information for tourist hotels, guest houses and restaurants:
 - (a) Number of rooms
Singles
Double rooms
Suite
 - (b) Restaurant seats
Restaurant floor space (square meters):-
 - (c) Details of approval by Tourist Board
5. Provision of Common Amenities

Portable Water
Liters:
Source:

Electricity
Kilowatts:-
Source:-

Sewage
Liters:-
Method of Disposal:-

Disposal of Solid Waste:-

Storm Water Drainage

Disposal Method:-

Fire Protection:

6. Employment

Proposed:-

Future Expansion if any

I/We certify that the information given above is true and correct.

Signature of owner

Signature of Qualified person

Name and address

Telephone No:

E mail No:

Fax No:

Date:

SCHEDULE 1

FORM C
(Regulation 9)

**APPLICATION FOR OBTAINING PRELIMINARY PLANNING
CLEARANCE FOR PROPOSED DEVELOPMENT**

For Office use only

No:
Processing fee paid
Receipt no:
Date:

Chairman,
Urban Development Authority
Through, Chairman/ Authorized Officer
Hambantota Urban Council

Sir,

I/We hereby apply for the Preliminary Clearance for building/sub-division of land bearing assessment No.....of(street).....
Ward.....of.....Town

I/We forward herewith the following particulars in triplicate duly signed by me/us and the Qualified Person.

1. A map showing the site/land in relation to the adjoining properties and streets to a scale of not less than 1:6000 (The site in question along with any other adjoining site in the area owned by the applicant should also be clearly shown)
2. I /We fully understand that the Preliminary Planning Clearance does not constitute an entitlement to me/us to carry out any development activity whatsoever.

A Letter of Consent from the landowner is attached herewith.

I/We certify that the information given above is true and correct.

Signature of owner

Signature of Qualified person

Name and address

Telephone No:

E mail No:

Fax No:

Date:

**FORM “C”
ANNEXURE 1
(Please type or write in block capitals)**

1.. Particulars of Applicant

Name:-

Address:-

Telephone No:-

E-mail No.

Fax No.

2. (a) Particulars of Existing Development:

Location:

Assessment No:-

Local Authority: _

Ward:-

Street:-

Plot/Survey Plan:-

(b) Present Use:

i. Land

Extent (Square Meters):-

Use (give in details the present use):-

ii. Building (give detail for every building on the site):-

No: of floors:-

Maximum height (meters):-

Gross floor area (square meters):-

Floor area of each use (square meters):

3. Particulars of proposed development:

- (a) Site development (state whether the site is proposed to be filled up and raised and if so give details of levels in relation to roads and drainage proposals. Please also indicate (where applicable) whether the consent of Sri Lanka Land Reclamation and Development Corporation has been obtained:-

(b) Nature of proposals (give a brief description with line plans and elevation):-

4. Site Particulars

Extent of site (Square Meters)

5. Common Amenities that can be provided

Streets and access ways:-

Water supply:-

Sewage:-

Electricity:-

Disposal of solid waste

Drainage of waste water

6. (a) Gross floor area for the proposed development activity (Square Meters)

(b) Number of floors and maximum height of building:-

(c) Floor Area Ratio (FAR) = $\frac{\text{Gross Floor Area of all buildings}}{\text{Site Area}}$

(d) Plot Coverage = $\frac{\text{Floor Area at Ground Level}}{\text{Site Area}} \times 100$

(e) Basement:

i. Extent

ii. Ground coverage

(f) Details of Floor Space

Use	Square Meters
Residential	
Retail Commercial Activities	
Wholesale Commercial Activities	
Offices	
Restaurants	
Factory or Workshops	
Others (Specify)	
Total	

(g) Parking Spaces Provided

Motor Vehicles

Others (Specify)

7. (a) Details of site sub-division

Details of Sub-Division	Square Meters	Percentage of Total Area
Land use		
Residential		
Commercial		
Industrial		
Institutional		
Open Spaces, Parks		
Playgrounds		
Roads		
Others		
Total		

- (b) Number, type and extent of plots
- (c) Number and type of any proposed buildings
- (d) Amenities if any proposed in the plan

I/We certify that the information given above is true and correct

Signature of owner

Signature of Qualified Person:

Date

Telephone No:-

E-mail No:-

Fax No:

**SCHEDULE 1
(Regulation No. 66)**

FORM 'D'

APPLICATION FOR OBTAINING CERTIFICATE OF CONFORMITY

	For office use only
No.
Processing fee paid
Receipt No
Date

Chairman Urban Development Authority
Through
Chairman/Authorized Officer of the
Hambantota Urban Council

Sir,

I/We apply for a Certificate of Conformity in respect of development carried out at
.....(state the location) in terms of the Permit No.....dated
.....20.. issued to me by

The work has been completed in fully compliance with the Permit/ The work has
been completed with the following deviations. (strike inapplicable)

Details of deviations:

The following certificates in terms of Regulations are attached.

I/We certify the information given above is true and correct.

I/We undertake not to engage in any development activity and not to occupy the land
and building till the Certificate of Conformity is granted.

Signature of the Owner

Signature of Qualified Person:-

Address

Date:

Telephone No:-

E-mail:-

Fax:-

Date.....

SCHEDULE 2
(Regulation No.31)
STANDARD FOR PARKING SPACE

Serial No.	Use	Area Per Unit Square Meters	Minimum No. of Parks
1	Residential	175	1
2	Commercial	175	2
3	Mixed - Residential	175	1
	Development - Commercial/Others	150	1
4	Others	200	1

Parking spaces for the following special uses shall be as follows:

Usage	Space (Sq.m.)
Nursing Homes and Private Hospitals	1 for 50
Consultant Rooms (Channel Service)	1 for 20
Medical Laboratories	1 for 20
OPD Area	1 for 100
Private Schools/International Schools	1 for 100
Private Schools/Higher Education Institute	1 for 100
Nursery Schools/Day Care Centres	1 for 50
Tutories	1 for 50
Takeaways	1 for 30
Eating Houses	1 for 30
Cinema	1 for 30
Multi Purpose Halls	1 for 10
Libraries	1 for 100
Super Markets/Dept. Stores	1 for 10
Dress Point Outlets	1 for 10

SCHEDULE 3
(Regulation 15)

FORM "A"

ACCESS TO RESIDENTIAL UNITS

Number of dwelling units served	Minimum Width (Meters)	Maximum Length (Meters)
Under 5 dwelling units	3.0	50
More than 5 and less than 10 dwelling units	4.0	100
More than 10 and less than 20 dwelling units	5.0	
20 and above dwelling units	8.0	

SCHEDULE 3

FORM "B"
(Regulation 15)

ACCESS TO NON-RESIDENTIAL BUILDINGS

Maximum Extent of the land served (Square Meters)	Maximum FAR on each site	Minimum Street width	Maximum Street Length
Where the street serves more than one lot or site but less than four lots-for 300 square meters	2.5	6.0	75
Where the street serves only one lot or site-for 1500 square meters	1.5	6.0	200

SCHEDULE 3

FORM C (Regulation 31)

WIDTH OF AISLES OF PARKING STALLS

Parking Angle	One way traffic bays on one side (Meters)	Bays on two sides (Meters)	Two Way Traffic (Meters)
Parallel	3.6	3.6	6.0
30 degrees	3.6	4.2	6.3
45 degrees	4.2	4.8	6.3
60 degrees	4.8	4.8	6.6
90 degrees	6.0	6.3	7.2

Note: The above particulars in 1-4 rows are not applicable to containers/lorries. Requirements for lorries/containers will be determined by the Authorities considering the nature of the industry

SCHEDULE 3

FORM D (Regulation 38)

INTERNAL CLEAR DIMENSIONS OF ROOMS

Room	Minimum Extent (Square Meters)	Minimum Length (Meters)	Minimum Width (Meters)
(i) Where there is a one room in a dwelling unit	12.0	4.0	3.0
(ii) Where there are more than one room in a dwelling unit			
(a) First Room	10.0	-	2.4
(b) Second Room	8.0	-	2.4
(iii) Rooms in non residential building	7.5	-	2.4
(iv) (a) Kitchen	6.0	-	1.8
(b) Alcove	0.9	-	0.4

SCHEDULE 3

FORM “E”

(Regulation 39)

INTERNAL CLEAR DIMENSIONS OF BATH ROOMS AND TOILETS

Room 1	Minimum Width (Meters) 2	Minimum Length (Meters) 3
Bath Rooms	1.5	1.2
Toilets	1.2	1.2
Bathroom and Toilets Combined	1.5	1.7

SCHEDULE 3

FORM “F”

(Regulation 43)

STARECASES

Type 1	Width of Staircase Centimeters 2	Minimum Height Meters 3	Riser Centimeters 4	Tread Centimeters 5
(a) Internal stairs serving only one upper floor	75	2.0	19	22.5
(b) Stairs in buildings used as places of public assembly	105	2.1	17.5	22.5
(c) All other types	90	2.1	17.5	22.5

SCHEDULE 3

FORM “F”
(Regulation 47)

AGGREGATE AREA OF UNOBSTRUCTED OPENINGS

Column 1 Type	Column 11 Total Area for Natural Lighting & Ventilation	Column 111 Percentage of area Openable
(1) Bathrooms and Toilets	1/10	100
(2) Vehicle parking Garage	1/10	50
(3) Factories and Warehouses	1/10	50
(4) All other rooms	1/7	50

SCHEDULE 3

FORM “H”
(Regulation 57)

SPECIFICATIONS AS TO LIFTS

- i. Lift at least at the main entrance and others shall be suitably installed for buildings with five and above stories. The main lift to be of 12-16 passenger capacity while others to be 8-12 passenger capacity
- ii. Medium speed lifts shall be used for 5-10 storey buildings
- iii. High speed lifts shall be used for buildings taller than that

SCHEDULE 3
(Regulation 19)

WATER BODIES AND RESERVATION

Name of the water body	Reservation meters
Karagan Lewaya	20
Punchi Lewaya	10
Sippikulema Wewa	20
Punchilewaya -Indiwinna	20
Mahalewaya	20
Beddawela Wewa	10

SCHEDULE 4

(Regulation 59)

STANDARD FOR SANITARY FACILITIES

Use	Extent Square Meter	Toilets No.	Wash Basin No.
All Residential Building Units	150	1	1
Offices/Shops/Institutions	100	Male 1 Female 1	Male 1 Female 1
Cinema Halls/Vehicle Parks/Auditoriums	100	Male 1 Female 1	Male 1 Female 1
Hotels/Guest Houses	100	Male 1 Female 1	Male 1 Female 1
Other	200	1	1

- One for females and males separately for every 50 students in Private Educational Institutions /Tuition Classes/and International Schools

SCHEDULE 5
(Regulation 2)

**MINIMUM PROCESSING FEES AND SERVICE CHARGES TO
OBTAIN A DEVELOPMENT PERMIT**

1. LAND SUB DIVISION

Nature of Development	Form to be used	Fees Rs.
Sub division of lands	“A”	Rs.50 for each lot subject to a minimum processing fee of Rs. 100/-

2. ERECTION OF BUILDINGS

Nature of Development	Form to be used	Processing Fee Rs.		
		Floor Area (Sq.ft)	Residential use-Processing fee-Rs.	Commercial or others Processing fee Rs.
Erection of buildings	“B”	less than 500	260	300
		501-1000	275	350
		1001-2000	300	450
		2001-3000	450	750
		3001-5000	750	1000
		5001-7500	1000	1250
		7501-10000	1250	1500
		10001	1250	1500
				Rs.50/- for every additional floor area of 965sq.ft.

3. FEES FOR COVERING APPROVALS

Stage of construction	Fees per sq. meter Ground floor-Rs.
i. Foundation work completed (plinth level)	10/-
ii. Construction up to roof level (excluding roof)	20/-
iii. Construction including roof	30/-
iv. Complete construction	50/-

4. ERECTION OF PARAPET WALLS

Stage of Construction	Form to be used	Processing fee per Linear Meter Rs.	
Erection	“B”	Residential use	Commercial and other use
		10/=	50/=

5. CERTIFICATE OF CONFORMITY

Nature of Development Activity	Form to be used	Processing Fee
Certificate of Conformity	“D”	(i) Rs.500 where the floor of the building does not exceed 270 sq. meters (ii) Rs. 500 and Rs 2 for every sq. meter in excess of 270 square meters (iii) Rs.50/- per lot in case of land sub-division

- Rs.1000/= for occupying a building without obtaining the Certificate of Conformity and Rs.100 per day for continuing the offense

6. Service Chargers for Preliminary Planning Clearance

Development Activity	Rs.
1. Residential	Rs.500/-+ VAT
2. Non Residential	Rs.750/-+VAT
3. Hotel Projects	
▪ Within Urban Council Limits	Rs.5,000/-+VAT
▪ Distance of development site from Office (Less than 50Km)	Rs.750/-+VAT
▪ Within 50Km-75Km	Rs.10,500/-+VAT
▪ Over 75Km	Rs.12,500/-+VAT
4. i) Communication Towers (Less than 50Km)	Rs.3,000/-+VAT
ii) Communication Towers (Within 50Km-75Km)	Rs.5,000/-+VAT
iii) Communication Towers (Over 75Km)	Rs.7,500/-+VAT

7. For approval of a Floor Area Ratio in excess of the permitted limit Service charges shall be calculated as a percentage of the stages of construction of the building. Such percentages shall be calculated taking the following factors into consideration from 30% to 70 % .

- (i) The location of the site
- (ii) The nature of the common amenities available
- (iii) The development category
- (iv) The impact of the environment

The building cost that will be considered for this computation shall be as follows:

- | | | |
|-------|---|----------------------|
| (i) | Residential buildings per square meter | Rs.3000/= |
| (ii) | Residential units, Commercial and Office buildings
up to four stories floors | Rs.5000/=per sq.m. |
| (iii) | Residential units, Commercial and Office buildings
above four stories | Rs.8000/= per sq. m. |
| (iv) | Buildings for light industries per meter | Rs.6000/= |
| (v) | Warehouses per meter | Rs.5000/= |
- 8.** Fees for extension of time for Development Permit Rs.200/-
 - 9.** The Service Charges for not providing Vehicle Parking facilities Rs. 125,000/=

SCHEDULE 6
(Regulation 69)

**SAFETY STANDARDS FOR BUILDING, ACCESSIBLE AND
USEABLE FOR DISABLED**

STANDARDS	
Entrance/Exit	<ul style="list-style-type: none"> • One exit/entrance in a building should be wide enough for wheel chairs to pass through. • Its width shall be 80 cm or more. • In principle, guide blocks etc. shall be installed from the entrance/exit to the reception etc. <p>At least one entrance/exit to each room shall be constructed so that wheelchair users can pass through it, and its width shall be 80 cm or more.</p>
Corridors etc.	<ul style="list-style-type: none"> • Corridors etc. shall have a width of 120 cm or more so that a wheelchair user can pass though them, and spaces where a wheelchair user can turn his wheelchair around shall be provided at fixed intervals in every passageway. • Where there is a level difference, an equipment to eliminate the difference or slope way shall be installed.
Stairs	<ul style="list-style-type: none"> • Handrails shall be installed. • Warning blocks shall be installed at the top of stairs.
Slope ways	<ul style="list-style-type: none"> • Handrails shall be installed. • Their width shall be 120 cm or more and their incline shall be 1/12 or less. • In a case where the height exceeds 75 cm, landings with a length or 150 cm or more shall be provided at intervals of at least 75 cm. • Warning blocks shall be installed at the tops of slope ways.
Elevatory Equipment	<ul style="list-style-type: none"> • Building with aggregated floor areas of 2,000 sq.m. or more and two storeys or more shall, in principle, be provided with elevators that meet the following specifications. • Entrance/exit shall have a width of 80 cm or more, the floor area of their cages shall be 1.83 sq.m. or more, they shall have a depth of 135 cm or more, the minimum dimensions of the elevator lobbies shall be square with sides of 150 cm, and the specifications shall provide for the use of the elevators by wheelchair users and visually or auditory impaired persons.
Lavatories	<ul style="list-style-type: none"> • Where lavatories are provided in a building, at least one toilet stall for wheelchair users shall be provided in the said building. • Each floor in the building shall be provided with a urinal.
Parking Area	<ul style="list-style-type: none"> • When a parking area is provided, one or more parking spaces for wheelchair users (minimum width : 35 cm) shall be provided. • The said space shall be located close to the entrance/exit of the parking area.

Passageways on the Building Site	<ul style="list-style-type: none">• A passageway leading to one entrance/exit in the building shall be such that it can be used by wheelchair users, and provision shall be made for the guidance of visually impaired persons.• Its width shall be 120 cm. or more and where there is a level difference, a slope way etc. shall be provided.• Guide blocks etc. shall be installed for the use of visually impaired persons.
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