

## **Guidelines issued by the Permits and Business Monitoring Committee under Section 115(3) (d) of the Local Government Act 2011.**

Section 115(3) (d) of the Local Government Act 2011 provides that the Permits & Business Monitoring Committee “shall issue guidelines to assist persons wishing to make an application under this sub-part and enable them to understand its planning system”

The council is receiving an increasing number of applications for compact development on small plots which were originally intended for a single residential unit. However, as land prices have increased substantially over the past years, pressure for intensive development on single plots especially in the coastal region, has also increased.

In order to encourage applicants to come up with developments that are in harmony with their environment and comply with planning norms (PPG/ Outline Planning Scheme etc.) the Permits and Business Monitoring Committee has decided to issue the following guidelines, based on the Planning Policy Guidance, to applicants wishing to carry out a residential development exceeding 3 units or the extension of an existing building which on completion would consist of more than 3 residential units, on a single plot:

### **1. Notification**

So as to make adjoining owners aware of the type of development being proposed in the neighborhood, all development consisting of more than 3 residential units will have to comply with notification procedures as per format in the Building and Land Use Permit Guide

### **2. Applicants are requested to pay due attention to the following elements:**

#### **(i) Context**

The proposed construction should be designed in relation to the whole street or a particular group of buildings

#### **(ii) Setbacks**

In established areas and infill sites the building line, that is the setback from the road, should reflect the norm for the existing context.

**Plans submitted for permit approval should show the prevailing building line along the street**

#### **(iii) Privacy**

Layouts should avoid overlooking on adjoining properties by screening and by increasing distances

**(iv) Private amenity space**

Private amenity space in the form of gardens, balconies or terraced areas should be provided and should comply with the following minimum requirement:

-for ground level space; a minimum of 35m<sup>2</sup> for plots up to 250m<sup>2</sup> in area and 20% of the site area for larger plots, with a maximum site gradient not exceeding 1:10

-For above-ground space (balconies and terraces) a minimum of 10m<sup>2</sup> with a minimum depth of 2.5m.

Space occupied by on plot services should not be considered as private amenity space.

**Plans submitted for permit approval should show private amenity space and its dimension.**

**For major projects (above 250m<sup>2</sup>) a Landscaping Plan should be submitted together with the application for a Building & Land Use Permit.**

**(v) Building Design**

Developments should be designed so that the form, rhythm and massing of buildings are in harmony with the surrounding developments and take into consideration existing landmark structures.

**Plans submitted for permit approval should include elevations/street facades of existing adjoining buildings**

**(vi) Enclosure walls**

No concrete block wall should be constructed unless they are finished in plaster. In order to avoid monotonous wall frontages the following techniques may be used; raised planters, openings, material changes, staggered sections, and posts.

**Details of all walls and fences should be shown on plans submitted for permit approval.**

**(vii) Vehicle access and vehicle parking areas**

Access should be in a safe location where visibility is good. Adequate visibility splays and turning radii should be provided.

All plots should allow for the required number of cars to be parked on site. For plots along A or B Roads, no reversing onto the road is allowed and provision should be made for vehicle turning facilities.

Car parking space (minimum dimension 5.5mx2.5m) should be provided at the rate of 1 parking per residential unit plus 1 additional visitor's space per 5 residential units.

**(viii) On plot services**

The sewage disposal system should not encroach on the space meant for circulation and access by both pedestrians and vehicles.

Further details are available in the Planning Policy Guidance issued by the Ministry of Housing & Lands.

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