Guidelines on Preparation of Layout & Building Plans under APDPMS

Directorate of Town and Country Planning
LAYOUTS
PROVISION OF LAYOUT RULES

- Layout is an essential plan indicating
  - The **sub-division** of large chunks of open land
  - **Details of type of future development** of a particular land with reference to the set norms
  - With reference to the **surrounding developments** and the proposals envisaged in the GTP (General Town Planning) Scheme as per provisions of APTP Act 1920.

- Provision of Layouts is as per:
  - Municipal Corporation Act 1955 HMC
  - Section 185 of AP Municipal Act, 1965 read with the layout Rules, 1970
  - APCRDA Act 2014, Section 110 sub rule(1)
  - APMR&UDA Act 2016

Definitions

✓ **Residential areas:** Places for living, where the streets and other spaces within the Plan should allow a social and domestic life to flourish.

✓ Children **needs to play**, youth need to hangout, adults including physically disabled people and elderly **need safe outdoor spaces to sit** and **socialise with friends & neighbours**.

✓ Therefore, effective utilisation of spaces and other aspects of socialization can be supported within housing schemes.

✓ There are numerous health benefits associated with **access to public open space and parks**. Access to **vegetated areas such as parks, open spaces, and playgrounds** has been associated with **better perceived general health, reduced stress levels, reduced depression and more**.
A Study reveals that “People who use public open spaces are three times more likely to achieve recommended levels of physical activity than those who do not use the spaces”. Users and potential users prefer nearby, attractive, and larger parks and open spaces.

NBC-2016 Vol-I para 5.1.1 refers to

- The Community open spaces shall be provided catering to the needs of area of layout, population for which the layout is planned and the category of dwelling units.
- Accordingly, it has specified that 15% of layout area (or) 0.3ha–0.4ha/1000persons shall be left for community open space.

The Government of Andhra Pradesh has issued layout rules vide G.O.Ms.No.275, MA & UD (H) Dept., dt.18-07-2017, for the urban areas duly specifying 10% of the layout area as the minimum required open space in each and every residential layout.

As the human habitations continue to grow, continuing to value green space in residential areas is vital but is also a challenge, particularly in developing areas like Andhra Pradesh where there is pressure for space, resources and development.

With rapid urbanisation and increased land cost, developers tend to avoid such open spaces / green spaces to keep the individual plots at reasonable price. As a result it was forced by the administration to compensate or to an alternate for the issue of the inhabitants of such areas / layouts.
Major aspects to be highlighted in layout plan

1. Standard templates duly showing North Direction
2. Boundaries of the Site
3. Roads (Approach, Existing (Yellow) & Proposed Roads (Pink)).
4. Existing physical Structures, well, drains, trees, boulders, electrical supply lines, Natural drains (major & minor nalas), any utility lines & water lines standing on, over or under the site.
5. Location of Reserved open spaces
6. Plot numbers with dimensions
7. Legend with colours
8. Scale
9. Title
10. Buffer
11. Extract of Master plan
ESSENTIAL REQUIREMENTS FOR THE PREPARATION OF LAYOUT PLAN

1. Existing access to the layout site is required and the Proposed Layout pattern shall be synchronized with surrounding road network.
2. Site should not be a water logged area.
3. Site must be suitable for development
4. Roads must be formed with minimum width specified duly providing access to all the plots (Except where the sites abut to existing road)
5. 10% Reserved open space of the layout site area is to be provided for public purpose at a suitable place duly registered gift deed
6. Proposed open space shall be in a regular shape which shall be useful to the community.
7. Land Conversion fee must be paid prior to processing the layout application
8. 15% mortgage area of the layout site shall be earmarked in the plan duly submitting the registered deed.
9. FMB Combined Sketch as shall be obtained by revenue surveyor/Tahsildar.
10. Site measurements shall be tallied with measurements of F.M.B Sketch & Site Plan in metric system only as prescribed in layout rules
11. The Layout plan shall not provide scope for unauthorised development in abutting land.
**TOPOGRAPHICAL PLAN (TOPO PLAN)**

- Topographical plans and maps are drawings which show the existing main physical features on the ground such as buildings, roads, Nalas, Canals, Rivers, Lakes, Fences and Forests, as well as the changes in elevation between land forms such as valleys and hills (called vertical relief).

- Proposed layout site boundary shall be specified in the Topo plan with all features around the site.

<table>
<thead>
<tr>
<th>Wrong Topo Plan</th>
<th>Correct Topo Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>Topo Plan without showing surrounding buildings with their land uses and other details. Simply showing a box as a building.</td>
<td>To be shown the surrounding buildings with their exact land uses and measurements with standard hatching and notations.</td>
</tr>
<tr>
<td>Showing approach road and water bodies impropotionate.</td>
<td>The ROW of approach road with its carriage way, size &amp; shape of the water body, exact location of electrical lines, religious structures and all other Govt property boundaries shall be shown in Topo Plan.</td>
</tr>
<tr>
<td>Not mentioning North point, scale, applicants signature, LTP signature, etc.</td>
<td>To be mentioned North point, scale, applicants signature, LTP signature, etc. in Topo Plan.</td>
</tr>
<tr>
<td>All features not marked within 500mts radius</td>
<td>All features shall be marked within 500mts radius</td>
</tr>
</tbody>
</table>
EXAMPLE OF CORRECT TOPO PLAN

Topo plan showing All the existing Features on the ground
EXAMPLE OF WRONG TOPO PLAN

1. Not centred the proposed site
2. Existing features or specified land uses are not shown
3. Not drawn to the Scale
4. No descriptions of roads
5. Measurements not shown
6. All features not marked within 500 mts radius
### ROADS (APPROACH, EXISTING & PROPOSED ROADS)

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Parameters</th>
<th>G.O Ms. No.275 (Urban)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Access</td>
<td>Established Public road</td>
</tr>
<tr>
<td>2</td>
<td>Minimum internal road width</td>
<td>Residential - 12 m</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Non-Residential - 12 m</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Cul-de-sac street not exceeding 50 mts length shall be of minimum 8 mts in width.</td>
</tr>
</tbody>
</table>

**SPLAY**: A tapered widening of a road at an intersection to increase visibility

**VISIBILITY SPLAY:**

- When a vehicle is leaving the development area and about to join the public highway, the driver must look left and right along the verge / footway / land adjacent to see if there is any approaching traffic. These areas are called the Visibility Splay Areas.
- To allow traffic on the public highway to see cyclists, vehicles and pedestrians leaving the development area.
### Minimum Width of Roads with Reference to Length of the Roads

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Length of the Road (M)</th>
<th>Minimum Road width (M)</th>
<th>Splay required (M)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>B</td>
<td>C</td>
<td>D</td>
</tr>
<tr>
<td>1</td>
<td>Up to 250</td>
<td>12</td>
<td>3</td>
</tr>
<tr>
<td>2</td>
<td>Above 250 up to 500</td>
<td>18</td>
<td>5</td>
</tr>
<tr>
<td>3</td>
<td>Above 500 to 1000</td>
<td>24</td>
<td>5</td>
</tr>
<tr>
<td>4</td>
<td>Above 1000</td>
<td>30 or more width as decided by the competent authority</td>
<td>6</td>
</tr>
</tbody>
</table>

- Total length of the block of plots shall not exceed 150 mts
- Cul-de-sac street not exceeding 50 mts length shall be minimum of 8 mts in width.
Off-setting junctions can create a change in alignment (without reducing permeability or legibility) and reduce forward visibility.

If there are any bends or curves in the approach road, sufficient width shall be permitted at the curve to enable the fire tenders to turn.

Internal roads to be planned/designed considering with adjacent approved layouts and existing roads.

Visibility Splay or Sight Line
VISIBILITY SPLAY:
Cul-de-sacs

Alternative to Cul-de-sacs
• Width of channel not maintained.
• Neither Green Buffer zone nor 12 m width road not represented.

Open space not accessible to all Plots of the Layout

• Buffer from water body 30m maintained.
• Represented 12 m wide road in the plan.
WELL PLANNED LAYOUT
- Good road connectivity
- Open space provided
- Minimum required road widths provided which is connected to the main roads
- Public Utilities and Amenities are provided
- Commercial space provided
UNAUTHORIZED LAYOUT - DISADVANTAGES

- No proper title
- Building approval will not be considered
- Narrow roads without developing infrastructure
- No open space provided
- Narrow Plot sizes.
- No drainage facilities
- No water supply facilities and power supply
- No Greenery around the plots
- No proper accessibility
APPROVED LAYOUT PLAN

JAGGAIHHPET MUNICIPALITY
TECHNICAL LAY-OUT PATTERN FOR HOUSE PLOTS
IN R.S.NO.396/2A2H/P AT VIDYA NAGAR, 7TH WARD
OF JAGGAIHHPET, KRISHNA DISTRICT
SCALE: 1"=137'-0"
ROAD WIDTH AND CIRCULATION PATTERN TO BE DESIGNED PROPERLY AND MAINTAINED
LAYOUT PATTERN TO BE INTEGRATED WITH NEIGHBORING AND SURROUNDING AREAS
1. 10% PUBLIC OPEN SPACE SHALL BE PROPOSED IN COMPACT BLOCK WITH MINIMUM WIDTH OF 9.00 MTS
2. OPEN SPACE SHALL BE PROVIDED MAXIMUM IN 2 LOCATIONS FOR LAYOUT EXTENT UPTO 4.00 HECTORS.
3. IF THE AREA OF THE LAYOUT EXCEEDS 4.00 HECTORS, THEN THE PUBLIC OPEN SPACE MAY BE PROVIDED IN MORE THAN 2 LOCATIONS WITH MINIMUM 2000 SqMTS AT EACH LOCATION
Any open space shall have roads at least on two sides as far as possible.
TOT-LOT SHALL NOT BE TERMED IN LAYOUTS, ONLY LAYOUT OPEN SPACE SHALL BE PROPOSED IN LAYOUTS
<table>
<thead>
<tr>
<th>Wrong Layout Plan</th>
<th>Right Layout Plan</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not mentioning North point, scale, applicants signature, LTP signature, etc.</td>
<td>Layout plan shall be drawn to be appropriate scale by mentioning the North point, applicants signature, LTP signature, etc.</td>
<td>In Vizag city, VUDA has approved and developed layouts of MVP Colony, Seethammadhara, Doctors colony, Murali Nagar, Madhavadara, Midhilapuri, etc. wherein open spaces are set apart like this which are very useful to the public now-a-days</td>
</tr>
<tr>
<td>Not mentioning width of approach road ROW, boundary measurements of site, surrounding features and names of neighbouring land owners along with survey numbers in the layout plan.</td>
<td>Width of approach road as per FMB, ROW as per ground position, boundary measurements of site as per FMB and as per ground position, surrounding features and names of neighbouring land owners along with survey numbers shall be indicated.</td>
<td></td>
</tr>
<tr>
<td>Not showing the road network of the surrounding developments.</td>
<td>The road network of the surrounding developments shall be synchronized with the pattern proposed in the layout.</td>
<td></td>
</tr>
<tr>
<td>Proposing open space in un-useful &amp; irregular shape of pieces of site with irregular shape and abutting to house plots.</td>
<td>The open spaces shall be isolated from the plots with a regular shape and clear boundary measurements shall be surrounded by roads on all sides so as to avoid encroachments and useful to the residents of the locality.</td>
<td></td>
</tr>
</tbody>
</table>
ACTION ON UNAUTHORIZED LAYOUTS / SUB-DIVISIONS

- Wherever any land owner develops unauthorized layout or sub-division of sites for building construction or utilizes, sells, leases or other-wise dispose such land or any portion there of sites for construction of building, in such cases, the Municipal Commissioner can issue notice under section 184 read with 360 of APM Act, 1965. If directions issued in the notice were not complied with, then such land owners have to be prosecuted for the offence under the provisions of the Act.

- Generally the stones erected for unauthorized sub-divisions are to be removed by the TP Staff of the Municipality, once the unauthorized sub-divisions are detected.

- Prompt action has to be taken against the unauthorized layout or sub-division and a register should be maintained by the Town Planning Staff in respect of unauthorized layouts and sub-divisions.
BUILDINGS
ESSENTIAL REQUIREMENTS FOR PREPARATION OF BUILDINGS PLAN

- Standard templates with North direction & Scale.
- FMB Sketch shall be drawn to true scale.
- Plan shall be drawn as per the land use & Road pattern proposed in the Master Plan/ZDP duly following ZRs.
- Site measurements shall be tallied with the measurements mentioned in document/register deed.
- Proposed site plan shall be in accordance with Approved/Regularised layout.
- Extract copy of the approved layout shall be furnished
- Site affected in road widening and built-up area mortgaged to ULB shall be clearly indicated in the plan and scanned copy of original registered deeds shall be uploaded in APDPMS.
- Restrictions such as Electrical lines, Gas lines, Railway lines & Water bodies shall be shown in the plan so as to follow buffer as prescribed in rules.
Current Issues in the preparation of Building Plan by LTP

- Some of the LTPs are wrongly showing the existing road width in the plans. In this case four side photographs of the building shall be uploaded.
- The LTPs/TP Staff are not observing / following the congested areas list notified by the Government; (proposing buildings more than 10.00 mts height). The list of congested areas notified by the government may be incorporated in DPMS system.
- Some of the LTPs are drawing plans in unapproved layout areas for which there is no proforma. Hence TP staff area requested to submit the unapproved layout data to DPMS staff so as to block the survey numbers.
- The LTPs are not attaching the enclosures (Annexure-3) properly as per G.O.Ms.No.119 i.e. undertakings where ever applicable.

- The builder shall register the License in Local Body in case of firm registration duly appointing Technical person in the firm (details given in the G.O. 119)

- Structural Engineer shall register in the concerned Local body for the license and copy of the same shall enclose at the time of uploading plan where applicable.

- The LTPs are drawing the plans in commercial areas with minimum existing road width below 40’-0” roads (for commercial buildings road with 40’-0” as per G.O.)

- Shape including original undertakings. Mortgage and road widening registered gift deed etc.
- Hard copies shall be submitted to the concerned ULBs as well as to the concerned Regional Deputy Director of Town and Country Planning in full shape invariably signed by owner, Builder, Architect and Structural Engineer.
- The LTPs are drawing the plans without showing ventilators to the middle rooms, which is violation of G.O.Ms.No.119. In this regard the LTPs area requested to design the plan from ventilation point of view.
LTPs shall draw the proposed building plans as per the rules prescribed in G.O.Ms.No.119M.A, dt:28-03-2017 duly showing the existing road width and also proposed Master Plan road widening in case the site abutting to proposed Master Plan road.
RESTRICTION OF BUILDING ACTIVITY IN THE VICINITY OF CERTAIN AREAS.

WATER BODIES

No building activity in the bed and FTL

Maintained as recreational/Green buffer zone

<table>
<thead>
<tr>
<th>RIVER</th>
<th>Outside limits</th>
<th>Within limits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>100m from boundary</td>
<td>50m</td>
</tr>
<tr>
<td>RIVER</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LAKES, TANKS, KUNTAS</td>
<td>Area more than 10Ha</td>
<td>Area less than 10Ha</td>
</tr>
<tr>
<td></td>
<td>30m from FTL</td>
<td>9m from FTL</td>
</tr>
<tr>
<td>CANAL, VAGU, STORM WATER DRAIN, NALA</td>
<td>Width more than 10m</td>
<td>Width upto 10m</td>
</tr>
<tr>
<td></td>
<td>9m from defined boundary</td>
<td>2m from defined boundary</td>
</tr>
</tbody>
</table>
RESTRICTION OF BUILDING ACTIVITY IN THE VICINITY OF CERTAIN AREAS

RAILWAYS

Distance shall be 30M from Railway property line and the edge of the building or NOC given by the railway authorities.
Restriction of building activity in the vicinity of certain areas.

**Electrical Lines**

- High tension Electricity Transmission lines, Minimum 3 M Vertical and Horizontal distance
- Low Tension Electricity Lines, Minimum 1.5 M Vertical and Horizontal distance

**Proposed Structures**

Structures under consideration

The rendering depicts a typical 230 kV double-circuit lattice tower and a typical 230 kV double-circuit steel monopole. Actual structure type, height and base width may vary and/or result in a combination of structure types along the line route. While the structure type may vary, the typical right-of-way is 130 feet wide for safe construction, operation and maintenance of the facilities.
Restriction of building activity in the vicinity of certain areas.

Airport

- Building heights are regulated as per the stipulations of the Airport Authority of India as notified in Gazette of India.

- Slaughter House, Meat shops, solid waste disposal sites which may encourage collection of high flying birds, shall not be permitted within 10km from Airport reference point.
Restriction of building activity in the vicinity of certain areas.

- To obtain Environmental Clearance from State Environmental Impact Assessment Authority (SEIAA) for buildings and construction projects with more than 20,000Sq.M

- DEFENCE- Clearance of Defense Authority

[Map showing Defence boundary and Defence Area]
Restriction of building activity in the vicinity of certain areas.

**Religious Structures**

- Notified Religious Structure
- Boundary
- Bldg ht upto 12M
- Non- High rise
- Non- High rise
- 1000M

** Protected Monuments**

- 100m to 200m After prior approval from National Monument Authority
- Upto 100m construction allowed
- Boundary
- Protected monument
- Charminar
THANK YOU