

**Minutes of meeting held under the Chairmanship of Chief Administrator (PUDA) in his office room on 30-5-2000 at 10.00 A.M. regarding finalization of Guidelines for the setting up of Filling Station, Filling-cum-Service Stations along National Highways, Scheduled Roads, Urban Estates and Colonies approved by PUDA.**

Present:

- 1) Sh. P.R.Luthra, Chief Architect, Punjab
- 2) Sh. A.S.Mighlani, Addl. Chief Administrator, PUDA, Patiala.
- 3) Sh. G.R.Jakhu, Chief Engineer, PUDA, Chandigarh.
- 4) Sh. S.K.Mahindru, Senior Town Planner, SAS Nagar.
- 5) Sh. S.L.Kaushal, Senior Architect, PUDA, Mohali.
- 6) Ar.Sapna, Architect, Deptt. Of Architecture, Punjab.
- 7) Sh. L.S.Bhatia, PA(Works), PUDA, Chandigarh
- 8) Sh. Anchal Kapoor, D.M. (CQ), BPCL, Chandigarh.
- 9) Sh. Manoj Kumar, SSO,
- 10) Sh. J.K.Gupta, Senior Town Planner, PUDA, Mohali.

The issue of finalisation of guidelines for the setting up of Filling Station-cum- Service station, Filling Station to be set up along the National Highways, Scheduled Roads and within the Urban Estates set up by State Govt. and Colonies approved by PUDA was discussed in light of draft guidelines already issued vide letter dated 6-1-2000 in pursuance of the decision taken in the meeting held on 6.5.99 under the Chairmanship of Chief Administrator (PUDA) Comments on the draft guidelines received from Chief Town Planner, (Pb) and BPCL were considered in detail and after threadbare discussions detailed guidelines were finalised.

The guidelines for setting up of Filling-Cum-Services station and Filling Stations to be set up along the National. Highways, Scheduled Roads and within the Urban Estates set up by State Govt, and colonies approved by PUDA will be as under:-

i) **Size**

Minimum size for Filling-cum-Service Station and Filling Station shall be as per the recommendations of TCPO and shall not be less than 30m X 30m in case of Filling Station and 36 mX30m in case of Filling-cum-Service Station.

ii) **Ground Coverage**

- a) Maximum ground coverage permitted both under canopy and building shall not exceed 35% of the total area of the site.
- b) Maximum area permitted to be covered under the building shall not exceed 10% of the total area of the site.
- c) The area of the canopy shall not be more than 25% of the total area of the site.

iii) **Set Backs**

- a) Front set back  
Front set back of the canopy shall not be less than 6 metres However, front set back in case of building shall not be less than 10 metres from the front boundary of the site .
- b) Side set backs  
Side set backs in case of Canopy/Building shall not be less than 6 metres when measured from the side boundary of the plot.
- c) Rear set back

Rear set back of the canopy and building shall not be less than 4 metres.

- d) All the distances in case of set backs mentioned above shall be reckoned from the boundary of the site, as the case may be.

iv) **Height**

- a) The maximum height permitted for canopy/building shall be restricted to 20 feet inclusive of the parapet.  
b) Number of storeys permitted within the built up area shall not exceed one. No mezzanine or basement within or under the built up area shall be permitted.

v) **Uses to be permitted**

- a) The built up area permitted on the site shall be for Filling-cum-Service Station/Filling Station (as the case may be) & uses allied/subservient to the main use, No other use shall be permitted in the site.  
b) The allied uses shall include office room, sale and storage of lubricants, toilets, washing and service installation ( in case of service station) air filling and water facilities.  
c) In addition to above convenient store for storage and dispersing of eatables, soft drinks and gifts shall be permitted. However, total built up area for the convenient store shall not exceed 10% of the total permissible covered area under the building i.e. 1% of the total area of the site.

vi) **Boundary Wall**

- a) Height of the side and Rear boundary walls shall be restricted to 4 feet.  
b) No boundary wall shall be constructed on the front.

- vii) a) Entry and Exit to the site shall conform to the requirements of the IRC or TCPO as the case may be.  
b) In case the site falls within a planned urban estate or an approved colony the entry and exit may be regulated as per the approved layout plan.

viii) **Sub-Division of Site**

- o sub-division of the site will be permitted.

ix) **Storage Tanks**

- a) Underground fuel storage tanks within the site shall be permitted provided the minimum distance from the boundary wall shall be 1.5 metres in case of tanks being buried in earth without any masonry pit around them.  
b) However in case the tanks are enclosed in a masonry pit the same can be permitted along the boundary wall. The stipulation laid down by the Explosive Department in this regard shall be strictly complied with.

x) **General**

- a) Above guidelines shall be applicable in case of Filling–cum-Service Station and Service Station where the minimum size of Filling Station shall be 30m X 30m.
- b) In case of existing Filling Station or Filling-cum-Service Station where the existing site is less than the size stipulated above, all cases pertaining to remodelling of such station shall be examined individually on merits within the overall framework of guidelines specified above.
- c) The above guidelines are to regulate the uses and the construction within the site. However, stipulations made in the IRC and TCPO guidelines with regard to siting, entry and exit, turning radii, width of the lanes, buffer strips, location of dispensing pumps etc. shall have to be met individually.
- d) Separate guidelines shall be framed for setting up of POL outlets with multiple associated facilities (MAFA) on the National Highways, State Highways and other important roads of the State in view of the guidelines issued by the Ministry of Petroleum and Natural Gas, Government of India.
- e) No portion of the road berms, whether on front or on sides of the site, shall be allowed to be used for any purpose other than landscaping subject to the policy stipulation in this regard.
- f) No building shall be constructed on the site without the approval of the site and building plans from the Competent Authority.

Meeting ended with a vote of thanks to the Chair.

(K.B.S.SIDHU)

CHIEF ADMINISTRATOR