

CONSTRUCTION PERMIT

S/NO.	SERVICES	REQUIREMENTS	USER CHARGES - LE	TIMELINE
CP01	Submission of application to Office of the Chief Building Inspector.	Two copies of architectural plans (Floors; Sections; Elevation) to 1/8" scale, One copy of Conveyance and/or lease agreement, planning permit and Environmental Impact Assessment report (for large projects), plus notice of intention form.	Free	
CP02	Verification of Title Deed/Lease Offer & Survey Plan.	Certified copies of title deed/ lease offer & survey plan.	Free	1 working day
CP03	Site inspection by Ward Building Inspector and Area Supervisor together with applicant.	Evidence of certified title deed and development proposal.	Free	1 working day
CP04	Review of application for compliance with the building regulations.	All the above supporting documentation and site inspection report.	Free	1 working day
CP05	Payment of construction permit fees.	Payment advice and all of the above supporting documentation.	See building fee schedule	1 working day
CP06	Minister approves and Director signs building permit.	Evidence of recommendation from the Director of Housing and all of the above supporting documentation.	Free	1 working day
CP07	Commencement Notice.	Signed building permit.	Free	1 working day
CP08	Completion of construction.	Site inspection.	Free	1 working day
CP08	Issuance of completion certificate.	Site inspection report.	Free	1 working day

FEES FOR SERVICES RENDERED IN RELATION TO A BUILDING, HOARDING, OR ANY KIOSK

Definition:

Category A: Not exceeding 2000 square feet

Category B: Each additional 1000 square feet or fraction thereof above 2000 square feet up to 5000 square feet

Category C: Above 5000 square feet but not exceeding 6000 square feet

Category D: Each additional 1000 square or fraction thereof above 6000 square feet

Table 1: Residential Building

Category	New Development (Le)	Repair (Le)	Renewal (Le)
A	170,000	85,000	42,500
B	34,000	17,000	8,500
C	340,000	170,000	85,000
D	170,000	85,000	42,500

Table 2: Commercial Buildings

A-Retailing

Category	New Development (Le)	Repair (Le)	Renewal (Le)
A	510,000	255,000	127,500

B	85,000	42,500	21,250
C	850,000	425,000	212,500
D	340,000	170,000	85,000

B-Offices; Hotels; Restaurants; Clubs

Category	New Development (Le)	Repair (Le)	Renewal (Le)
A	480,000	240,000	120,000
B	85,000	42,500	21,250
C	820,000	410,000	205,000
D	280,000	140,000	70,000

C-Warehouse (Wholesale Stores)

Category	New Development (Le)	Repair (Le)	Renewal (Le)
A	910,000	455,000	227,500
B	135,000	67,500	33,750
C	1,250,000	625,000	312,500
D	940,000	470,000	235,000

D-Industrial

Category	New Development (Le)	Repair (Le)	Renewal (Le)
A	1,700,000	850,000	425,000
B	340,000	170,000	85,000
C	3,400,000	1,700,000	850,000
D	1,700,000	850,000	425,000

E-Petrol Station

New Development (Le)	Repairs (Le)	Renewal (Le)
3,000,000	1,500,000	750,000

Table 3: Small Shops in residential areas

New Development (Le)	Repairs (Le)	Renewal (Le)
80,000	40,000	20,000

Table 5: Construction Hoarding

Category	Erection (Le)	Demolition (Le)
Commercial	100,000	100,000
Residential	40,000	40,000

Table 6: Kiosks

New Development (Le)	Repair (Le)	Remain (Le)
200,000	100,000	50,000

Table 7: Generator House

New Development (Le)	Repair (Le)	Renewal (Le)
200,000	100,000	50,000

Table 8: Boundary Wall

Fencing	New Development (Le)	Repair (Le)	Renewal (Le)
Up to 2 town lots	40,000	20,000	10,000
Above 2 town lots up to 5 town lots	60,000	30,000	15,000
Above 5 town lots up to 8 town lots	100,000	50,000	25,000
Above 8 town lots	140,000	70,000	35,000

Table 9: Layout Permit (Fees per town lot): Free

NOTES: ALL PAYMENTS SHOULD BE MADE TO THE NATIONAL REVENUE AUTHORITY