

Development Permit Application Checklists

Physical developments that require a development permit include:

- (a) the erection of any building or structure except those exempted by law;
- (b) the making of a structural alteration or transformation or a renovation to a building;
- (c) execution of works or installation of any fittings in a building;
- (d) civil and engineering works;
- (e) hoarding of a property;
- (f) regularisation of existing structures; and
- (g) redevelopment

The application shall be accompanied with four sets each of the following:

1. a site plan to the scale of 1 :2500 and conforming to the local plan of the area;
2. a block plan to the scale of 1: 100 or 1:200 depending on the scale of development;
3. architectural drawings to the scale of 1:20 or 1:40;
4. structural drawings to the scale of 1:20 or 1:40;
5. evidence of a right or authorisation to use the land in accordance with the laws of the country
6. a report on stakeholder consultation, where applicable; and
7. where applicable, reports relating to
 - i. air or aviation safety;
 - ii. radiation protection;
 - iii. environmental protection;
 - iv. fire safety
 - v. petroleum operations;
 - vi. standard verification,
 - vii. traffic impact;
 - viii. geo-technical impact;
 - ix. hydrological impact; and
 - x. structural impact.

Planning Permit Application Checklists

Physical developments that require a planning permit include the following:

- (a) temporary structure;
- (b) temporary activities that require the use of public space;
- (c) demolition;
- (d) change of use;
- (e) advertisement;
- (f) consolidation;
- (g) sub-division;
- (h) hoarding;
- (i) mining in the nature of sand wining, quarrying and minerals extraction;
- (j) disposal of industrial waste or chemical waste on land;
- (k) excavation;
- (l) change in colour schemes; and
- (m) tree removal

The application shall be accompanied with four sets each of the following:

- (a) evidence of a right or authorisation to use the land in accordance with the laws of the country;
- (b) site plan to the scale of 1:2500 and conforming to the local plan of the area;
- (c) block plan to the scale of 1:100 or 1:200 depending on the scale of development;
- (d) Zoning Assessment and Justification Report if the application involves change of use or rezoning;
- (e) relevant drawings where applicable;
- (f) where applicable, reports relating to
 - (i) air or aviation safety;
 - (ii) radiation protection;
 - (iii) environmental protection;
 - (iv) fire safety;
 - (v) petroleum operations;
 - (vi) standard verification;
 - (vii) traffic impact;
 - (viii) geo-technical impact;
 - (ix) hydrological impact; and
 - (x) structural impact.