



MINISTRY OF PHYSICAL PLANNING AND URBAN DEVELOPMENT

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REQUIREMENTS FOR DEVELOPMENT PERMIT/BUILDING PLAN APPROVAL

- Completion of Application Form
- Submission of Building Plans
- Payment of Planning Fees as assessed.
- Submission of Application Documents Including:
 - Current Tax Clearance Certificate
 - Title Documents
 - Survey Plan
- Original Owners (Certificate of Occupancy, Oba's Approval etc.)
- Secondary Owners (Certificate of Occupancy, Registered Deed of Conveyance/ Assignment, Governor's Consent etc.)
- Letter of undertaking from a registered Architect, (Signed, Stamped and Sealed) for all Building Types.
- Letter of undertaking from a registered Structural Engineer (Signed, Stamped and Sealed) "Multi-Storey Building and other Single Floor Buildings with Structural spans in excess of 6 metres must have the Engineering Calculation Sheet attached".
- Layout Design by Registered Town Planner for Land sizes in excess of 10,000m²
- Site Analysis Report (SAR) to show Percentage Green Areas.
- Environment Impact Analysis Report for Large Scale development on lands in excess of 10,000m².
- Soil Test Report prepared by a Qualified Engineer for building in excess of 10meters height.
- The Appointment for Site inspection will be done between 9:00am - 2:00pm (Monday - Friday).
- Building Plan Approval would be done within Two (2) weeks, subject to complete Documentation and Site Inspection.

Note:

- Payment of Planning Fees does not guarantee Approval.
- All plans must satisfy extant Town Planning and Building Codes Standards and Regulations.
- Rejected applications would be communicated in writing with reasons for rejection within 2 weeks.
- All payments must be made into Edo State Government IGR Accounts in any of the designated Banks.
- Commencement of any development prior to obtaining a development permit is illegal and attracts stiff PENALTIES, which may include Ten (10) times Assessment cost and/or outright Demolition of your Structure, and/or Criminal Prosecution.