



**JIGAWA STATE MINISTRY OF LANDS, HOUSING, URBAN & REGIONAL PLANNING DEVELOPMENT**

***Procedures for Building Permits in Jigawa State  
Jigawa State Urban and Regional Planning Board Law  
Cap J32 Vol.3 Laws of Jigawa State 2012***

<b>S/N</b>	<b>MDA</b>	<b>ITEM</b>	<b>FEES</b>	<b>PROCEDURE</b>	<b>DOCUMENTATION</b>	<b>TIMELINE</b>
1	URBAN DEVELOPMENT BOARD	Building Permit for: <u><b>RESIDENTIAL PURPOSE:</b></u> i. High Density ii. Medium Density iii. Low Density	Low Density N10,000; Low Density (Urban Area) – N20,000; Medium Density (Urban Area) N30,000 High Density N50,000	<ul style="list-style-type: none"> <li>➤ Submit a written Application together with Ownership documents (Copy of C of O, Customary Right of Occupancy, Letter of Grant or an approved allocation slip) and three sets of relevant Drawings to the office of the Executive Secretary, Urban Development Board, second floor Ministry of lands building, Glass House Kiyawa Road Dutse.</li> <li>➤ Payment of appropriate Fees through state TSA account with Zenith Bank. The teller is customised and available on request at the Dutse branch of the bank. The Account NUMBER:1011289787</li> <li>➤ Applicant to agree on a date for site inspection with the office of Director Development Control, second floor ministry of lands building, Glass House Kiyawa Road Dutse.</li> </ul>	i. Copy of C of O or Letter of Grant or an approved allocation slip. ii. Customary Right of Occupancy	One Week

				<ul style="list-style-type: none"> <li>➤ After site inspection, applicant will be informed when to return for collection of Approval/Permit</li> </ul>		
2		<p><b><u>COMMERCIAL PURPOSE:</u></b></p> <ul style="list-style-type: none"> <li>i. Filling Station/LPG Plant</li> <li>ii. Ware House</li> <li>iii. Shopping Complex</li> <li>iv. Hotels</li> <li>v. Banks</li> <li>vi. Super Market</li> </ul>	<ul style="list-style-type: none"> <li>i. Ware House N 100,000</li> <li>ii. Shopping Complex N50,000</li> <li>iii. Hotels N 150,000</li> <li>iv. Banks N 150,000</li> <li>v. Super Market N100,000</li> <li>vi. Filling station/LPG Plant N 150,000</li> </ul>	<ul style="list-style-type: none"> <li>➤ Submit a written Application together with Ownership documents (Copy of C of O, Customary Right of Occupancy, Letter of Grant or an approved allocation slip) and three sets of relevant Drawings to the office of the Executive Secretary, Urban Development Board, second floor Ministry of lands building, Glass House Kiyawa Road Dutse.</li> <li>➤ Payment of appropriate Fees through state TSA account with Zenith bank. The teller is customised and available on request at the Dutse branch of the bank. The Account NUMBER:1011289787</li> <li>➤ Applicant to agree on a date for site inspection with the office of Director Development Control, second floor ministry of lands building, Glass House Kiyawa Road Dutse.</li> <li>➤ In case of petrol filling station or LPG plant, obtain a suitability report from the State Fire Service</li> </ul>	<ul style="list-style-type: none"> <li>➤ Copy of C of O or Letter of Grant or an approved allocation slip or Customary Right of Occupancy</li> <li>➤ CAC registration certificate</li> <li>➤ Suitability report from the relevant Divisional Police Station, State Fire service and Ministry of commerce.</li> <li>➤ Environmental Impact Assessment (EIA) in the case of LPG Plant.</li> </ul>	One Week

				<p>along Kiyawa Road Dutse,, the relevant Divisional Police and State Ministry of Commerce at the State Secretariat Complex, Dutse. (in case of LPG Plant, including Environmental Impact Assessment (EIA) report from a registered Town Planner/ Environmentalist)</p> <p>➤ After site inspection, applicant will be informed when to return for collection of Approval/Permit</p>		
3		<p><b><u>INSTITUTIONAL PURPOSE:</u></b></p> <p>i. Nursery/Primary ii. Post Primary iii. Higher Institution</p>	<p>iv. Nursery/Primary N 50,000 v. Post Primary N 100,000 vi. Higher Institution N200,000</p>	<p>i. Submit a written Application together with Ownership documents (Copy of C of O, Customary Right of Occupancy, Letter of Grant or an approved allocation slip) and three sets of relevant Drawings to the office of the Executive Secretary, Urban Development Board, second floor Ministry of lands building, Glass House Kiyawa Road Dutse.</p> <p>ii. Payment of appropriate Fees through state TSA account with Zenith bank. The teller is customised and available on request at the Dutse branch of the bank. Account NUMBER:1011289787</p>	<p>➤ Copy of C of O or Letter of Grant or an approved allocation slip or Customary Right of Occupancy</p> <p>➤ CAC registration certificate</p> <p>➤ Private school registration certificate from Ministry of Education</p> <p>➤ Letter of no Objection from the Ministry of Education</p>	2 Weeks

				<p>iii. <i>Submit a No-objection letter obtainable (At no cost) from the office of the Director Private Schools, First floor Ministry of Education Science and Technology, new State Secretariat Complex Dutse. (Usually issued after registering a private school with the Ministry of Education)</i></p> <p>iv. <i>Applicant to agree on a date for site inspection with the office of Director Development Control, second floor ministry of lands building, Glass House Kiyawa Road Dutse.</i></p> <p>v. <i>After site inspection, applicant will be informed when to return for collection</i></p>		
		<p><b><u>INDUSTRIAL PURPOSE</u></b></p> <p>i. <i>Light Weight Industry</i></p> <p>ii. <i>Heavy Industry</i></p> <p>iii. <i>Medium</i></p>	<p><i>Light weight Industry N30,000</i></p> <p><i>Medium Industry N50,000</i></p> <p><i>Heavy industry N100,000</i></p>	<p>➤ <i>Submit a written Application together with Ownership documents (Copy of C of O, Customary Right of Occupancy, Letter of Grant or an approved allocation slip) and three sets of relevant Drawings to the office of the Executive Secretary, Urban Development Board, second floor Ministry of lands building, Glass House Kiyawa Road Dutse.</i></p>	<p>➤ <i>Copy of C of O or Letter of Grant or an approved allocation slip or Customary Right of Occupancy</i></p> <p>➤ <i>CAC registration certificate.</i></p> <p>➤ <i>Environmental Impact</i></p>	<p><i>One Week</i></p>

				<ul style="list-style-type: none"> <li>➤ <i>Payment of appropriate Fees through state TSA account with Zenith bank. The teller is customised and available on request at the Dutse branch of the bank. The Account NUMBER:1011289787</i></li> <li>➤ <i>Applicant to agree on a date for site inspection with the office of Director Development Control, second floor Ministry of lands building, Glass House Kiyawa Road Dutse.</i></li> <li>➤ <i>Obtain an Environmental Impact Assessment (EIA) report from a registered Town Planner/ Environmentalist)</i></li> <li>➤ <i>After site inspection, applicant will be informed when to return for collection of Approval/Permit</i></li> </ul>	<p><i>Assessment Report (EIA).</i></p> <ul style="list-style-type: none"> <li>➤ <i>Evidence of NAFDAC registration</i></li> </ul>	
		<p><b><u>HEALTH INSTITUTION</u></b></p> <p><i>i. Pharmacy</i></p> <p><i>ii. Dispensary</i></p> <p><i>iii. Clinic/Hospital</i></p>	<p><i>Dispensary N10,000</i></p> <p><i>Pharmacy N20,000</i></p> <p><i>Clinic N50,000</i></p> <p><i>Hospital N100,000</i></p>	<ul style="list-style-type: none"> <li>➤ <i>Submit a written Application together with Ownership documents (Copy of C of O, Customary Right of Occupancy, Letter of Grant or an approved allocation slip) and three sets of relevant Drawings to the office of the Executive Secretary, Urban Development Board, second floor Ministry of lands building, Glass House Kiyawa Road Dutse.</i></li> </ul>	<ul style="list-style-type: none"> <li>➤ <i>Copy of C of O or Letter of Grant or an approved allocation slip or Customary Right of Occupancy</i></li> <li>➤ <i>CAC registration certificate</i></li> <li>➤ <i>Private school registration certificate</i></li> </ul>	<p><i>10 Working Days</i></p>

				<ul style="list-style-type: none"> <li>➤ <i>Payment of appropriate Fees through state TSA account with Zenith bank. The teller is customised and available on request at the Dutse branch of the bank. The Account NUMBER:1011289787</i></li> <li>➤ <i>Applicant to agree on a date for site inspection with the office of Director building control, second floor ministry of lands building, Glass House Kiyawa Road Dutse.</i></li> <li>➤ <i>Submit a No-objection letter obtainable (At no cost) from the office of the Director Private Hospitals, First floor Ministry of Health, Block B new State Secretariat Complex Dutse. (Usually issued after registering a private hospitals with the Ministry of Health)</i></li> <li>➤ <i>After site inspection, applicant will be informed when to return for collection of Approval/Permit</i></li> </ul>	<ul style="list-style-type: none"> <li><i>from Ministry of Education</i></li> <li>➤ <i>Letter of no Objection from the Ministry of Health</i></li> <li>➤ <i>Evidence of NAFDAC registration</i></li> <li>➤</li> </ul>	
		<p><b><u>FENCING PERMIT</u></b></p> <p><i>i. Residential</i></p> <p><i>ii. Commercial</i></p> <p><i>iii. Institutional</i></p>	<p><i>Residential N10,000</i></p> <p><i>Commercial N20,000</i></p> <p><i>Institutional N20,000</i></p>	<ul style="list-style-type: none"> <li>➤ <i>Submit a written Application together with Ownership documents (Copy of C of O, Customary Right of Occupancy, Letter of Grant or an approved allocation slip) to the office of the Executive Secretary, Urban Development Board, second floor Ministry of lands building, Glass House Kiyawa Road Dutse.</i></li> </ul>	<ul style="list-style-type: none"> <li>➤ <i>Copy of C of O or Letter of Grant or an approved allocation slip.</i></li> <li>➤ <i>Customary Right of Occupancy</i></li> </ul>	<p><i>One Week</i></p>

				<ul style="list-style-type: none"><li>➤ <i>Payment of appropriate Fees through state TSA account with Zenith bank. The teller is customised and available on request at the Dutse branch of the bank. The Account NUMBER:1011289787</i></li><li>➤ <i>Applicant to agree on a date for site inspection with the office of Director Development Control, second floor ministry of lands building, Glass House Kiyawa Road Dutse.</i></li><li>➤ <i>After site inspection, applicant will be informed when to return for collection of Approval/Permit</i></li></ul>		
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*For enquiries please contact Idris Ibrahim on 08036171305 between the hours of 10:00am to 4:00pm Mondays to Fridays.*

*Signed,*

*The Executive Secretary, Jigawa State Urban and Regional Planning Board.*