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THE URBAN PLANNING ACT  
(CAP. 355)

**REGULATIONS**

*(Made under section 77 (1)(r))*

URBAN PLANNING (BUILDING) REGULATIONS, 2018

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THE URBAN PLANNING ACT  
(CAP. 355)

**REGULATIONS**

*(Made Under Section 77 (1)(r))*

URBAN PLANNING (BUILDING) REGULATIONS, 2018

PART I  
PRELIMINARY PROVISIONS

- Citation                    1. These regulations shall be cited as Urban Planning (Building) Regulations, 2018
- Application                2. These regulations shall apply to all planning areas declared by the Minister under section 8 of the Act.
- Interpretation            3. In these regulations, unless the context otherwise requires.  
"Act" means the Urban Planning Act 2007;  
"Authority" means the planning authority;  
"Authorized Officer" means the officer designated by the Planning Authority to sign building permits under regulation 4  
"basement" means any room conforming to these Regulations as regards ventilation and light, the floor of which is lower than any ground within 3 metres of the wall of that room;  
"building of the warehouse class" means a warehouse, shop, factory, manufactory, brewery or distillery and includes a store or go down;  
"building" means any structure of whatsoever material constructed, and includes billboards and telecommunication towers;  
"cellar" means any room, other than a basement, the floor of which is lower than any ground within three metres of the wall of that room;  
"common lodging house" means a house or part of a house, including the veranda thereof which is let or sublet in lodgings or otherwise, either by storeys, by flats, by

- rooms, or by portions of rooms or which is occupied by members of more than one family;
- "cross wall" means a wall used or constructed to be used in any part of its height as an inner wall of the building, that building being wholly in or being constructed or adapted to be wholly in, one occupation;
- Cap 216 "Court" means the Court established by the Land Disputes Courts Act,
- "external wall" means an outer wall or vertical enclosure of a building and not being a party wall even though adjoining a wall of another building;
- "footpath" includes any causeway or path at the side of any street or any part of a street constructed or set apart for the use or accommodation of pedestrians and includes the verges of any carriageway;
- "foundation" in reference to a wall having footings, means the solid ground or artificially formed support on which the footing of a wall rests;
- "living room" means any room which is ordinarily used for living purposes;
- "occupier" includes any person in actual occupation of land or premises without regard to the title under which he occupies;
- "owner" in relation to any premises means the person holding or deemed by any written law to be holding such premises under a granted right of occupancy or a customary right of occupancy or lease for a period of not less than twelve years and includes any person claiming or holding himself out as being the owner of the premises, or in the case where the owner of such premises cannot be found, the person in actual occupation of such premises;
- "party wall" means:-
- (a) a wall being used or constructed to be used in any part thereof for separation of adjoining buildings occupied or adapted to be occupied by different persons;
  - (b) a wall forming part of a building or projecting in any part of its length other than the projection of the footing upon land not being part of the plot or sub-plot upon which such building stands;
- "premises" includes lands, buildings, vehicles, railway carriages or other conveyances and tents, vans, structures of any kind, streams, lakes, sea-shore drains, ditches, or places

open, covered or enclosed, whether built on or not, and whether public or private, and whether natural or artificial, and whether maintained or not under statutory authority, and any ship, boat or canoe or other vessel lying in any sea, river, harbour, or other water, or *exadverso* of any place within the limits of the Authority;

"produce" includes agricultural produce, fish, fruit, meat, poultry, eggs and vegetables;

"rat-proof material" means material, or a combination of materials, which cannot be penetrated by rats or similar rodents;

"rat-proof netting" means wire netting of galvanized iron or steel or brass or other rust-proof alloy, of one and half centimetre wire mesh gauge 10, or other rat-proof material which has been approved by the Authority;

"rats" includes mice;

"residential building" means any building not being a public building or of the warehouse class;

"shop" or "store" means any shop, store or other building used or intended to be used for business purposes and for containing or storing grain, forage or other foodstuff, hides, material or articles likely to attract or harbour rodents; and includes any office, stable, workshop or similar structure in connection therewith:

"sleeping room" means any room which between the hours of sunset and sunrise is ordinarily used for sleeping purposes;

"stall" includes any building, room, kiosk, stand, table, space, receptacle, plot or other place in a market used or intended to be used for the sale of goods;

"street" includes any street, road, path~ lane, sanitary lane, sandy lane, thoroughfare or public space to which the public have access and includes a bridge over which a roadway runs;

"to erect a building" includes:-

- (a) to construct a new building;
- (b) to re-erect any building, the walls of which have been wholly or partially pulled down or have fallen down;
- (c) to make addition to any building;
- (d) to make any alteration in the structure of any building;
- (e) to convert a building intended for any purpose into a building intended for a different purpose;

- (f) to convert into more than one building a building originally constructed as one building;
  - (g) to cover any open space between walls or buildings.
- "vehicle" means any cart, wagon, carriage, bicycle, tricycle, motor cycle, motor car or rickshaw, and includes any conveyance for the carriage of persons or goods however propelled or kept in motion;

PART II  
BUILDING

(a) Plans and Notices

Building Permit

4. (1) No person shall erect or begin to erect any building until he has:-
- (a) made an application to the Authority upon Form 1 prescribed in the Fourth Schedule to be obtained from the Authority;
  - (b) furnished the Authority with the drawings and other documents specified in the following regulations; and
  - (c) obtained from the Authority a written permit to be called a "building permit".

(2) The permit under sub regulation (1) shall be in Form 2 prescribed in the Fourth Schedule and shall be signed by a structural engineer who will check structural qualities and Registered Town Planner who will check use of land duly designated for that purpose by the planning authority under his hand and shall entitle the holder to erect the building in accordance with the approved plan and subject to all the conditions imposed by these Regulations.

(3) Any subsequent modification or alteration that is proposed or necessary to be made in the approved plan shall be submitted to the Authority for approval in the same manner as the original plan and no such modification or alteration shall be made in the construction of the building until it has been approved by the Authority and the particulars thereof endorsed on the original building permit.

Designated Drawings

5.-(1) Notwithstanding the provisions of this regulation, the Authority may designate and make available to



any person standard drawings for residential buildings signed by a registered architect/ architectural firm.

(2) The provisions of sub regulations (1) (b) and (3) of regulation 4 shall not apply to a person who has obtained designated drawings issued by the Authority.

(3) The Authority shall not issue a permit under sub regulation (4) unless:-

- (a) the applicant or his agent has submitted drawings in his application for a building permit or the drawings are issued by the Authority;
- (b) the applicant has paid a prescribed fee for the drawings; and
- (c) the applicant has a granted right of occupancy, a derivative right, a lease or a customary right of occupancy.

(4) The Authority shall upon compliance with the requirement under sub regulation (3) issue the building permit.

Submission of  
Plans

6.-(1) Every person other than a person using a designated drawing who intends to erect a building shall, except where otherwise provided, send or deliver to the Authority a plan of each floor and sections of each storey, floor and roof of the buildings and elevations drawn in a clear and intelligible manner.

(2) The plan under sub regulation (1) shall show site plan, sections and elevations with the following particulars:-

- (a) the position, form and dimensions of the foundations, walls, floors, roofs, rooms, chimneys and the several parts of the building including outside kitchen, servants' quarters, stables, garages, and parking areas in such detail and to such extent as may be necessary to show that the buildings comply with any of the Regulations which apply to them;
- (b) the form and dimensions of any water closet, earth-closet, privy or cesspool to be constructed in connection with the building;
- (c) the level of the site of the building and the level of the lowest floor of the building and the level of any

street adjoining the cartilage of the building in relation to one another and above some known datum;

- (d) any drawings, plans, site plans, documents or information that the Authority may require.

(3) Any subsequent modification or alteration that it is proposed or necessary to make in the approved plan shall be submitted to the Authority for approval in the same manner as the original plan and no such modification or alteration shall be made in the construction of the building until it has been approved by the Authority and the particulars thereof endorsed on the original building permit.

Block Plans

7.-(1) A person other than a person using designated drawings who intends to erect a building shall send or deliver to the Authority a block plan of the building, drawn in a clear and intelligible manner to a scale of 1:200 and showing:-

- (a) the size and position of the building and, so far as may be necessary to show compliance with any other written laws which apply to the building, of the appurtenances of the properties immediately adjoining the building, and of the buildings, if any, existing on the plot;
- (b) the position and width of any street adjoining the cartilage of the building, so far as may be necessary to show compliance with any other written laws which apply to the building;
- (c) the size and position of any yard or open space belonging to the building;
- (d) the position of any water-closet, earth-closet or privy and of any cesspool and well in connection with the building;
- (e) the lines of drainage of the building and the size, depth and inclination of each drain and the means to be provided for the ventilation of the drains;

- (f) the position and level of the outfall of the drains and the position of any sewer with which the drainage is intended to be connected;
- (g) the size and position of parking space.

(2) Every person who intends to erect any machinery shall satisfy the Authority that the foundations, supports, shifting and brackets are of sufficient strength to ensure the safety of the building, and that proper guards are provided for the protection of employees, and shall submit plans and description thereof to the satisfaction of the Authority.

(3) In respect of every plan or set of plans of anyone building sent or delivered to the Authority in accordance with the provisions of this regulation there shall be paid to the Authority by the person sending or delivering such plan or set of plans at the time of sending or delivering a fee to be prescribed by the Authority, provided that the Authority may exempt this fee in whole or in part in the case of plans submitted in respect of out-buildings or minor alterations or additions to existing buildings.

Disapproval of  
Plans

8. The Authority may disapprove any plans on any of the following grounds:-

- (a) that they show a contravention of these regulations or of any rules or regulations at the time being in force within the Authority;
- (b) that the system of drainage of the plot or sub-plot upon which the building is to stand is not satisfactory;
- (c) that sufficient facilities for access of sanitary carts are not, in the opinion of the Authority, provided;
- (d) in the case of a building to be erected on a plot on which a building or buildings already stand, that no scheme of plot subdivision has been sanctioned by the Commissioner for Lands, or that such building is not in conformity with a scheme of plot subdivision which has been so sanctioned;
- (e) that the site upon which it is proposed to build is hazardous land or otherwise unfit for human habitation;

- (f) where latrine accommodation or servants' quarters are considered necessary by the Authority, that no provision or inadequate provision is shown;
- (g) that they do not adequately provide for the strength and stability of the building, nor the sanitary requirements thereof;
- (h) that the site of any of the proposed buildings on the plans is such that the erection of such buildings would contravene or render abortive any general planning scheme or detailed planning scheme for the Authority.
- (i) that the position and general appearance of the out-buildings, including outside kitchen, servants' quarters, garages and latrines is in the opinion of the Authority unsuitable for any reason whatever.

Withholding  
Approval of  
Plans

9.-(1) Where the Authority is satisfied that any building, though the plan thereof is not open to disapproval on any of the grounds specified in regulation 8, is likely or liable to become objectionable on sanitary grounds, the Authority shall have power to withhold approval of such plan until the applicant enters into such covenants binding him and his successors to do or refrain from doing any specified acts or things as the Authority may find necessary to ensure that such buildings do not become objectionable and shall, if required, have procured such covenants endorsed upon his title deeds at his own expense and to the satisfaction of the Authority.

(2) The Authority shall approve or disapprove any plan sent or delivered to the Authority under the provisions of sub regulation (1) not later than one month from the date of receipt thereof by the Authority.

(3) Where the Authority approves the plan it shall, in the notification, annex a notice in the Form 3 prescribed in the Fourth Schedule for notification to the Authority of the date on which such person shall begin to erect such building.

(4) Where the Authority disapproves the plan it shall notify the applicant within one month the ground for disapproval.

Notice of  
commencing  
new building

10. Every person other than a person using designated drawings who intends to erect a building shall, before beginning to erect such building, deliver or send or cause to be delivered or sent to the Authority the notice stated in sub-regulation (3) of regulation 9.

Notice of  
Covering up  
Sewer, Drain, or  
Foundation

11. A person under regulation 10 shall, before proceeding to cover up any sewer or drain or any foundation, damp course, reinforcement for concrete, floor joists, beams or roof timbers of any building, deliver or send or cause to be delivered or sent to the Authority a notice in Form 4 prescribed in the Fourth Schedule, to be obtained from the Authority seven days' previous notice in writing of the date on which such person shall proceed to cover up such sewer, drain or foundation.

Work may be  
cut into laid  
open, pulled  
down

12.(1) Where any person neglects or refuses to deliver or send any notice under regulation 11 or causes any such notice to be delivered or sent to the Authority, and if the Authority, on inspecting any work in connection with such building, finds that such work is so far advanced that he cannot ascertain whether anything required by these Regulations has been done contrary thereto or whether anything required by these Regulations to be done has been omitted to be done, the Authority shall, within a reasonable time after such surveyor inspection, issue to that person a notice in the Form 5 prescribed in the Fourth Schedule.

(2) The notice under sub-regulation (1) shall:-

- (a) be in writing under the hand of the Authority;
- (b) require the person erecting the building within a period specified - in such notice, at his own expense, to cause so much of work which prevents the Authority from ascertaining whether anything has been done or omitted to be done, to cut into, lay open or pull down to a sufficient extent to enable the Authority to ascertain whether anything has been done or omitted to be done.

(3) A person issued with a notice under this regulation shall within the time specified in such notice cause such work to be so cut into, laid open or pulled down.

Contravention of regulations to be rectified

13.-(1) The Authority may at any reasonable times during the progress or after the completion of the erection of a building, issue to a building permit holder a notice of contravention of any of these Regulations (in the Form 6 prescribed in the Fourth Schedule) specifying matters in respect of which the erection of such building is in contravention of any of these Regulations.

(2) The notice under sub-regulation (1) may require such person within time specified in such notice, at his own expense, to cause anything done contrary to any of these Regulations to be rectified accordingly, or do anything which by any of these Regulations may be required to be done but which has been omitted to be done.

(3) The person issued with a notice under this regulation shall, within the time specified in such notice, comply with the requirements thereof so far as such requirements relate to matters in respect of which the erection of such building may be in contravention of any such law.

Notice of completion of rectification

14. A person who is required to comply with regulation 13 shall, within a reasonable time after the completion of any work executed, deliver or send or cause to be delivered or sent to the Authority notice in writing of the completion of such work in the Form 7 prescribed in the Fourth Schedule and shall, at all reasonable times within a period of seven days after such notice afford, the Authority free access to such work for purpose of inspection.

Drawings to be approved

15.-(1) Drawings shall be furnished in triplicate and shall be of a quality approved by the Authority.

(2) One set of the drawings shall be signed on every sheet by the registered architect and registered engineer and such set shall become the property of and be retained by the Authority.

16.-(1) The portion of any plot covered by a building in an area zoned for commercial purposes shall in no case exceed

Area to be covered by buildings

percentage described in the Urban Planning (Planning Space Standards) Regulation of 2016

Provided that-

- (a) no portion shall be constructed or be intended to be used as a dwelling;
- (b) any floor, whether used partially or wholly for domestic purposes shall not exceed percentage described in the Urban Planning (Planning Space Standards) Regulation of 2016.

(2) The portion of any plot covered by a building in an area zoned as a residential area shall be as provided in the Urban Planning (Planning Space standards) Regulations of 2016.

Period for commencement of erection

17. (1) The person other than a person using designated drawings issued under regulation 5 to whom the Authority has granted a permit to erect any building shall commence such building within six calendar months of the date of such permit.

(2) Where the person granted a permit under sub-regulation (1) of regulation 4 fails to construct the building within the prescribed time, he may apply for renewal of the permit provided that the period of renewal does not exceed twenty four months from the date of grant of the permit.

(3) The renewal of permit under sub regulation (2) shall be in the Form 8 prescribed in the Fourth Schedule

Buildings inspectors

18. (1) For the purpose of this Part there shall be in every Authority has building inspectors appointed by the Authority.

(2) The building inspectors appointed under subsection (1) shall include the engineer and any other person appointed by the Authority.

(3) The building inspectors may inspect any building in course of erection or on completion, and if any portion of detail thereof contravenes any of these Regulations, the building inspectors may by written notice in the Form 6 prescribed in the Fourth Schedule, require the person erecting the building to make within a time to be specified in the notice such alteration as may be necessary to comply with these Regulations and any

failure to comply with such notice shall be deemed to be a breach of this Regulation.

Erecting  
contrary to or  
without permit

19.-(1) If any person:-

- (a) erects or begins to erect any building without obtaining the permit required by these Regulations;
- (b) in the erection of any building contravenes any of the provisions of these Regulations;
- (c) having obtained a permit constructs the building in part or in whole according to a plan which has not been approved by the Authority; or
- (d) fails to comply with any notice served upon him in pursuance of these regulations, the Authority may, in addition to any other proceedings that may be taken for a breach of these regulations, require, by a written notice in the Form 6 prescribed in the Fourth Schedule, such person, at his own expense, to demolish and remove such building or any part thereof or to make such alteration in such building as it may prescribe within a time to be specified in the notice.

(2) The Authority may in the notice under sub regulation (1) or another notice notify such person that if the requirement is not complied with within the time specified the Authority will itself enter upon the premises and carry out such demolition, removal or alteration; and if such requirement is not complied with the Authority may act in accordance with the terms of such notice.

(3) Where the Authority carries out the demolition, removal or alteration under this regulation, it may recover all costs and expenses incurred by it in that behalf from the person who has failed to comply with such requirement by *inter partes* application at the Court.

(4) Without prejudice to the foregoing sub-regulation, any person on whom the notice is served may, prior to the expiration of the specified time, apply to the Court for the summons calling upon the Authority to show cause why they said notice should not be rescinded or varied, and upon the hearing of such summons the Court may confirm, rescind or



vary the notice and make such order as to costs as may deem just.

Completion of work

20. If the work for which a permit has been granted is not completed within three years the permit given shall lapse:-

Provided that nothing in this regulation shall prevent any person affected there under from making an application for extension of the permit in the Form 6 prescribed in the Fourth Schedule, before or after expiration of three years. Such extension shall be in the Form 8 prescribed in the Fourth Schedule.

And provided further that the date of completion of the building does not exceed six years from the date of grant of the permit.

Occupation of new building

21. A person shall not occupy or cause to be occupied any new building until the Authority has granted a certificate, in the Form 10 prescribed in the Fourth Schedule, that such building is in every respect fit for occupation, or in the case of a residential building fit for human habitation.

*(b) Special Provisions With Respect To Reinforced Concrete*

Notices and plans

22. (1) Every person who intends to erect a building of reinforced concrete shall, in addition to any other notice to be served upon the Authority as required by these Regulations, deliver or send or cause to be delivered or sent to the Authority a copy of the calculation of the loads and stresses to be provided for and particulars of the materials to be used.

(2) Where the plans, sections, calculations or particulars as originally furnished are not in sufficient detail the person depositing the same shall furnish the Authority with such further plans, sections, calculations or particulars as may be required by the Authority.

(3) A person under this regulation shall make any alterations in the design or materials and in the calculations of load and stresses as the Authority may consider necessary and conform to all the requirements and conditions as to design and execution of the work as may be specified by the Authority.

Plans and calculations to be certified

23. (1) All drawings and calculations submitted in accordance with the provisions of regulation 22 shall be certified by a registered architect or registered structural engineer.

(2) The certificate issued under sub regulations (I) shall be printed or written and shall be signed by the architect or structural engineer on every drawing and on every calculation submitted in accordance with the provisions of regulation 22 and shall certify that all details of the design and structure, all materials specified and all calculations accompanying the drawings are in conformity with the provisions of other written laws for reinforced concrete skeleton framework structure.

Costs of certificates to be borne by applicant

24. All costs incidental to compliance with rules 22 and 23 shall be borne by the applicant.

Tests and testing after construction

25. (1) Where at any time during the construction or within two months after the completion of the reinforced concrete construction it is found necessary to test any part of such construction by reason of any sign of weakness or faulty work appearing in the construction, the builder or other person causing or directing the work to be executed shall make such tests, and if the tests show the work to be faulty it shall be reconstructed in accordance with all the requirements of these Regulations.

Deflection

26. The total deflection of beams or slabs freely supported and uniformly loaded and subject to the safe working stresses shall not exceed one-six-hundredth of the span when the span is twenty times the effective depth, and shall be in proportion for other ratios of span to depth and for other conditions of ends and stress and loading.

Test load

27. The superimposed test load on any floor, roof or other structure Test Load shall be not more than one and a half times the superimposed load for which such floor, roof or other structure has been designed.

Steel to be surrounded

28. (1) every piece of steel shall be entirely surrounded by concrete to an extent of at least one and halftimes its own diameter or three centimetres if such dimension is the greater.

(2) Where the concrete is used in buildings required to be fireproof a thickness of at least three centimetres shall be added to each face of the concrete, in addition to that required to take up the load.

Reinforced  
columns

29.-(1) No column of reinforced concrete shall exceed in height fifteen times its least transverse core dimension and the steel shall be disposed so as to have an outside cover of at least three centimetres.

(2) The vertical rods shall be fastened together by steel at intervals not exceeding least side or diameter of the core of column, or spirally wound reinforcement may be used with similar spacing, and joints shall only be arranged at floors or other points of lateral support, the rod ends being milled truly perpendicular to the longitudinal axis, so as to have a perfect bearing and fitted with a tight sleeve over the joint, and where designed to sustain wind pressure, rod and sleeve nuts shall be threaded.

*(c) Rat Prevention*

Requirements  
for shops and  
stores

30. Every person who:-

- (a) erects a new shop or store;
- (b) adds to an existing shop or store;
- (c) converts to use as a shop or store an existing building or part thereof; or
- (d) alters or adapts an existing store or shop or part thereof, shall comply with the following requirements, in respect of such new shop or store, or the whole of any part of an existing building, shop or store, so converted, catered or adapted to:-
  - (i) remove all disused drains existing on the site and firmly fill all cavities so that no harbourage for rats remains;
  - (ii) avoid interspaces likely to afford harbourage to rats, such as spaces between ceilings and over-lying floors and behind matchboard linings or skirting-boards.;

- (iii) construct the basement and ground floor with concrete or other durable rat-proof material; provided that any material superimposed upon any solid floor shall be laid without inter-space and every large space below floors, under roofs or elsewhere within a building shall be provided with access easy to man;
- (iv) protect interspaces between ceilings and over-lying floors (not made of rat-proof material) in the manner provided for in the First Schedule;
- (v) to construct walls with rat-proof materials as prescribed in the First Schedule;
- (vi) construct roofs with rat-proof material as prescribed in the First Schedule;
- (vii) screen ventilation openings and other apertures throughout the building, except doors, windows and chimneys, with durable rat-proof material in such a way that no opening is more than 1.27 centimetres in diameter: provided that the domical gratings or rat- proof netting shall be provided at the top of rain- water and other open pipes;
- (viii) protect external doors, if not constructed of rat-proof material to a distance of 15.24 centimetres from the bottom of the door by a covering of rat-proof material.

Shop not to be occupied until certified

31. A person shall not occupy or use or suffer to be occupied or used any shop or store erected, altered, adapted or added to, as may be required by this regulations unless:-

- (a) such shop or store is in accordance with the requirements of regulation 4;
- (b) such erection, alteration or addition has been certified by the Authority or any person duly authorized by the Authority for the purpose of carrying out these regulations in the Form 11 prescribed in the Fourth Schedule, to be in accordance with regulation 4.

Orders in relation to existing premises

32. (1) The Authority may at any time make an order in the Form 12 prescribed in the Fourth Schedule, requiring the owner or occupier of any premises to carry out any necessary and practical measures for eliminating harbourage of rats, or facilities for ingress of rats, to its satisfaction.

(2) The order under sub-regulation (1) shall be in writing and shall specify the measures required and may fix a time-limit for their completion, and shall be served in the manner provided in these regulations.

(3) Where the owner or occupier fails to comply with the order made under sub-regulation (1), he shall be deemed to have breached this regulation and, in addition to any other proceedings, the Authority may itself carry out the measures required and recover the cost incurred by *inter partes* application at the Court:-

Provided, that measures involving structural alterations or repairs shall be carried out by the owner of the premises.

Maintenance of rat-proof netting and materials

33. The owner or occupier of every shop or store shall maintain all rat-proof netting or materials, and all rat-proof arrangements or devices therein or in connection therewith, at all times in good order and repair in a manner that is impervious to rats or similar rodents.

Destructing of rats

34. The owner or occupier of any premises found to be rat-infested shall take all practical measures for destruction of such rats, and for their subsequent exclusion from the buildings, and shall carry out the instruction of the Authority or its duly authorized officer.

Collection of rubbish

35. The owner or occupier of any premises shall make provision to the satisfaction of the Authority for the collection or disposal of garbage, refuse and rubbish or of any material so as not to attract rats, or so placed or arranged as to afford harbourage for rats.

Storage of rat-attracting produce

36. The owner or occupier of any premises shall make provision to the satisfaction of the Authority for the storage of forage, grain or other food for human consumption or animal

hides or any other material so as not to attract rats, or so placed or arranged as to afford harbourage for rats.

(l) Building Alterations

Ruinous  
Buildings

37. (1) When any building or part thereof is in the opinion of the Authority:-

- (a) ruinous or dilapidated;
- (b) unfit for use or occupation; or
- (c) in a condition prejudicial to the public health or safety, the Authority may, by a written notice in the Form 13 prescribed in the Fourth Schedule, to be affixed upon the premises and served upon the owner, or if the owner cannot be found or is not in the country, upon the occupier (if any), require such owner or occupier to make within reasonable time to be specified in the notice such alterations or repairs, as the Authority may consider necessary.

(2) The Authority may prohibit the use of such building or part thereof for any specific purpose until such alterations or repairs are carried out.

(3) Where in the opinion of the Authority, the building or part thereof ought to be demolished or removed, the Authority shall give notice in the Form 14 prescribed in the Fourth Schedule, to the occupier in the manner specified under sub-regulation (I), and the owner or occupier who fails the requirements of the notice shall be deemed to have breached this regulation.

(4) Where the owner or occupier has breached the requirements under this regulation, the Authority may in addition to any other proceedings that may be taken, enter upon the premises and make such alterations or repairs or demolish or remove the building or part thereof as the case may be and may recover the cost thereof from the owner or occupier by *inter parts* application at the Court.

(5) Any person upon whom the notice requiring demolition, removal, repairs or alterations is served may, prior

to the expiration of the time specified in the notice, apply to the Court for a summons calling upon the Authority to show cause why such notice should not be rescinded or varied, and upon the hearing of the said summons the onus shall be on such person to show cause why the said notice should be rescinded or varied and the court may confirm, rescind or vary the said notice and make such order as to costs as may seem just.

(6) For the purpose of this regulation, the expression "building" shall include any existing building, wall or structure and anything affixed to or projecting from any building, wall or other structure.

Necessary alterations

38.-(1) The Authority may, by a written notice in the Form 15 prescribed in the Fourth Schedule, require the owner or the occupier of any building or part thereof to carry out, within a time specified in the notice, any such alterations, additions or repairs to the building or part thereof as the Authority may deem necessary in the interests of public health or in order to render such building or part thereof fit for the purpose for which it is intended to be used.

(2) The Authority may, through the same or 'another notice, notify the owner or occupier that if such requirement is not complied with the Authority shall itself enter upon the premises and carry out such alterations, additions or repairs.

(3) The owner or occupier who fails to comply with the requirement under this regulation, shall be deemed to have breached this regulation and in addition to any other proceedings that may be taken, the Authority may act in accordance with the terms of such notice and may recover all costs and expenses incurred by it in that behalf from the person who has failed to comply with such requirement by *inter parties* application at the Court.

(4) Without prejudice to the foregoing sub-regulations, any person on whom a notice is served may, prior to the expiration of the time therein specified, apply to the Court for a summons calling upon the Authority to show cause why the notice should not be rescinded or varied.

(5) Upon the hearing of the summons under sub regulation (4), the Court may confirm, rescind or vary the said notice and make such order as to costs as to it may seem just.

Hoardings and  
projections

39.-(1) No hoarding shall be erected in any street or place except with the written permission of the Authority.

(2) No part of, or fixture attached to, any building abutting on a street shall overhang or project into such street.

(3) Notwithstanding the provisions of sub-regulation (2), the Authority may permit on such terms in each case as it may think fit:-

(a) the owner or occupier of any building abutting on a street to erect or put up a hanging sign, balcony, veranda, sunshade, weather-frame or other such structure projecting from any upper storey over any street or portion thereof; and

(b) the owner building or plot to build an arcade over the portion of a street or footpath adjoining such building or plot and every such arcade shall

(i) specially approved by the Authority and full drawings shall be submitted for its approval; and

(ii) built of burnt brick, stone, concrete or other durable material for the first storey and shall not contain woodwork.

Doors and  
windows  
openings  
outwards

40.-The Authority may at any time, by written notice in the Form 16 prescribed in the Fourth Schedule, require the owner of any premises, on the ground floor of which any door, gate, bar, window or other structure opens towards or upon a street or upon any land required for the improvement of a street, in such manner as, in the opinion of the Authority, to obstruct the safe or convenient passage of the public along such street, to have the said door, gate, bar, window or other structure altered so as not to open outwards

*(e) Foundations, Floors and Walls*



- Preparation of site
- 41.-(1) The site of every building shall be prepared by removing there from or otherwise dealing with all animal and vegetable matter to the satisfaction of the Authority.
- (2) Where the site of a building is on made-up ground, the foundation shall be built of concrete of sufficient dimensions to support the building or shall be otherwise dealt with to the satisfaction of the Authority.
- Height of buildings
42. No building which abuts on a street shall, without the special approval in writing of the Authority, be built so that any portion of it projects above an imaginary line drawn towards it at a vertical angle of forty-five degrees from the opposite side of such street.
- Conformity with adjacent buildings
43. A person who erects new building shall:-
- (a) erect the same only in such position on the site of the said building lot as to be in general conformity with any good adjacent or contiguous buildings and any street or building line laid down or to be laid down by the Authority;
  - (b) erect such new building to a design or plan not inferior to the general class and character of good buildings in the same neighbourhood within which such new building is proposed to be erected;
  - (c) erect such new building to a level suitable to the land upon which such new building is proposed to be erected, having regard to the levels of any existing or proposed street or road and the levels of existing buildings.
- Design and decoration
44. Where the facing material or decoration shown on the drawings or used in any building in course of erection is, in the opinion of the Authority, of such quality or design as to appear aesthetically unsuitable, the authority may call upon the owner to amend, alter or substitute such facing material or decoration in such manner as shall be compatible with others in the Authority in which the building is situated.
- Independent access to street
45. No person shall erect, add to or alter a building intended, adapted or designed to be used wholly or partially for human habitation so that any portion thereof which constitutes

a dwelling shall be without separate and independent access to a street, such street not being a sanitary lane or passage as defined in these Regulations.

Floor level

46. Except under special conditions, the ground floor level of any part of a building shall not be less than thirty centimetres above the highest point one meter of the building of the ground adjoining such part, and not less than thirty centimetres above the crown of the road, if there is a road, constructed or contemplated, one meter from that part of the building at the time it is built.

Basements of cellars

47..A building shall not contain any basement or cellar or any room below ground floor level without the special sanction of the Authority, which may be granted subject to such conditions as to thickness of walls, making the same damp-proof, water-proof, rat-proof, mosquito-proof and provided with efficient means of preventing flooding from surface water as the Authority may think fit:-

Provided that consideration of application for the special sanction of the Authority under this regulation shall be made together with the application for building permit for other buildings to be constructed at the plot in question.

Foundations

48.-(1) The foundations of all walls, pillars or posts shall be of concrete, dressed stone or good sound burnt bricks laid in cement mortar or other suitable or substantial material, and shall be laid at such depth as to secure a solid bed for building on.

(2) Notwithstanding sub-regulation (1), where such foundations are in contact with an existing building or rest upon solid rock, they shall project beyond the face of the wall on each side to the extent of one half of the thickness of the wall, or to such greater extent as the Authority may consider necessary.

(3) In any case the weight of the wall, pillar or post shall be so distributed as not to cause undue pressure upon the foundations, and if the foundations are built upon solid rock the rock shall be properly levelled, stepped and prepared to receive the foundation.

Foundations laid  
at lower level

49.-(1) Where a foundation is laid at a lower level than the foundation of a wall contiguous thereto, such contiguous wall shall be underpinned and supported in a satisfactory manner.

(2) Where such contiguous wall has been built with projecting foundation or footing, the person building against the same may, in the absence of any contract or agreement with respect to the laying of such foundations or the removal of the projections thereof, request the owner of such wall to cut off the footings of the foundations at and along the line of the boundary and if such owner fails to comply with such request the person building may himself cut off such footings.

(3) All footings of walls shall have a width at the base equal to at least double the thickness of the wall diminishing in regular offsets of which the base equals half the height.

(4) In the case of pillars and posts the footings shall be sufficient to carry the weight placed on them and shall diminish in regular offsets of which the base equals half the height.

Floors

50. Floors may be made of concrete, stone, good sound burnt brick, hydrant brick, wood or other material approved by the Authority:-

Provided that, in the case of wooden floors on the ground floor of a building, the Authority may require the concreting of the ground underneath and the rat-proofing or mosquito-proofing of any space between the floors and the ground and provided further that the Authority may, whenever it thinks fit, require a floor to be of concrete.

Materials not  
permissible for  
walls

51. No external wall shall, except with the written permission of the Authority, consist of any temporary erection of wood, cloth, canvas, grass, leaves, mats or any other inflammable materials, and no veranda or balcony shall be closed in with any material except wire gauze or glass without such permission, provided always that where a building abuts on a main road its walls shall not be constructed of corrugated iron.

Party walls not to have any openings therein

52. No party wall shall have any opening in such part thereof as shall be within the roof in any other part except with the written consent of the Authority.

Inflammable materials

53. (1) A person who erects a new building shall not place in any party wall of the building any wooden bressummer, beam, joist, purling or plate or any bond timber, and shall not construct the roof of the building so that any timber or woodwork extends upon or across any party wall thereof.

(2) Laths and tile or slate battens properly embedded in good cement, in good mortar compounded of good lime and clean sharp sand or other suitable material or in good cement mixed with clean sharp sand, or in other equally suitable incombustible material may extend upon or across a party wall.

(3) The end of any wooden bressummer, beam, joist, purlin or plate or of any bond timber may be placed in a party wall if it does not extend beyond the centre line of the party wall and either be encased in brickwork or other solid and incombustible material not less than four inches in thickness, or have every part which is placed in the party wall properly encased in an iron beam box with a solid back.

Approved material

54.-(1) Walls may be built of concrete, concrete blocks, stone, wood, good sound burnt brick, sun-dried brick or other material approved by the Authority.

(2) Every wall shall be of sufficient strength and shall be constructed in such a manner as the Authority shall approve.

Bonding and protection from weather

55.-(1) Every wall built of concrete, concrete blocks, stone, good sound burnt bricks or other similar material shall be properly bonded and solidly put together with mortar, and all return walls and partition walls shall be properly bonded to the walls adjoining them.

(2) Notwithstanding the provisions of sub-regulation (1) the Authority may from time to time prescribe the manner of bonding of building materials depending on the change in technology.

(3) Where the top of a wall is exposed to the weather it shall be properly protected so as to prevent the access of damp or water to the wall.

Thickness of walls

56. The thickness of walls of domestic or public buildings or warehouse class shall be as specified in Tables I and 2 of the Second Schedule.

Definition of cross-walls

57.-(1) The length of a wall shall be deemed to be its length between cross-walls or buttresses.

(2) For the purpose of this regulation a wall shall not be deemed a cross-wall unless it carries up to the top of the top-most storey and unless in each storey the aggregate extent of the vertical faces or elevation of all openings therein taken together shall not exceed one-half of the whole extent of the vertical face of the wall in such storey except such wall is sufficiently strengthened as provided in sub regulation (3).

(3) Where any openings or recesses are left or made in a wall to an extent greater than one-half of the superficial area of the wall of any storey, or if any openings or recesses are left or made which extend into two or more storeys, the wall shall be strengthened to the satisfaction of the Authority by sufficient pilasters, buttresses or counter forts or otherwise.

(4) For the purpose of sub-regulation (3), a recess includes any part of a wall which is less than the thickness prescribed for a wall of that description.

Concrete blocks

58.-Where concrete blocks are used in the construction of the walls of a building, they shall conform with the following standards:-

- (a) the minimum strength of concrete used for their manufacture, which shall be:-
  - (i) one part of cement;
  - (ii) three parts of sand; and
  - (iii) Six parts of stones;
- (b) Hollow blocks shall not be used under a concentrated load, but soil blocks or a solid pier shall be substituted.

Thickness of walls for a public building	<p>59.-(1) any internal cross-wall not supporting roof or floor beams or other load may be thinner to the extent of one-fourth than the thickness prescribed in Table 2 of the Second Schedule.</p> <p>(2) The thickness of the walls built of coral and masonry other than ashlar shall be one-third greater than the dimensions given above for brick walls, but in no case shall be less than 22.86 centimetres thick.</p>
Height of Storey	<p>60. The height of a storey other than a top storey shall be measured from the level of the upper surface of the floor next above it, or in the case of one-storey buildings or of the top storey of a building to the underside of the tie of the rood or other covering, or if there be no tie then up to the level of half the vertical height of the rafters or other support of the roof.</p>
Steel frame and reinforced concrete building	<p>61. In the case of the erection of buildings of steel framework or reinforced concrete or the making of any addition or alternation to such buildings and where the dead loads and superimposed loads of, in, or upon a building are:-</p> <ul style="list-style-type: none"><li>(a) transmitted to the foundations by a series of steel stanchions; or</li><li>(b) reinforced concrete pillars, beams, arches or other suitable construction;</li><li>(c) any enclosing walls of concrete or other suitable material between such pillars may be of any thickness not less than four inches, provided that such enclosing walls are designed and</li><li>(d) constructed to the satisfaction of the Authority, to resist any loads and pressures they may have to carry.</li></ul>
Damp course	<p>62.-(1) Every wall of a building if built of brick, stone or concrete course and resting on the ground, shall if required by the Authority have a damp course throughout its entire thickness and such damp course shall be of a durable material impervious to moisture.</p> <p>(2) The damp course shall be below the lowest floor level and at least 15.24 centimetres above the surface of the</p>

ground, such course shall be made as far as possible proof against the attacks of white ants.

Materials

63. (1) all steel, iron or other metal work used in the construction of a building shall in respect of strength and other qualities be approved by the Authority.

(2) Where required by the Authority all metal materials under sub regulation (1) shall be surrounded and suitably protected against fire by cement or other fireproofing material at least 2.54 centimetres thick.

Preserving of  
woodwork

64. Every building permit holder shall ensure that all timber and woodwork shall be properly protected from the attacks of insects when necessary in the opinion of the Authority

*(f) Beams and Loads*

Strength of  
Beams

65.-(1) every beam shall be of sufficient strength and have a sufficient bearing at each end arranged so that the load is properly transmitted to the supports.

(2) Wooden lintels shall have a depth of at least 1.9 centimetres for every foot of span of opening with a minimum of 10.16 centimetres.

(3) In all spans of 10.16 centimetres or over relieving arches shall be inserted.

Bressummers

66. (1) Every person who erect a new building shall cause every bressummer to be borne by a sufficient template of stone, iron, terracotta or vitrified stoneware of the full breadth of the bressummer, and to have a bearing in direction of its length of 15.24 centimetres at each end or of such greater length as may be required by the Authority.

(2) A person under sub-regulation (1) shall if necessary, course the bressummer to have such storey posts, iron columns, stanchions or piers of brick, stone or other equally suitable

material on a solid foundation under the same as may be sufficient to carry the superstructure.

Provision for total loading

67.-(1) Every part of a building shall be so constructed as to be capable of safely sustaining and transmitting all the dead and superimposed loading thereon without exceeding the appropriate limitations of permissible stresses provided in these Regulations.

(2) For the purpose of calculating dead loading the weights of materials shall be taken to be as set forth in the National Construction Council unless otherwise agreed with the Authority.

(3) The minimum superimposed load on each floor and on the roof shall be estimated as equivalent to the dead loads as specified in the Third Schedule:-

Provided that beams and ribs not spaced further apart than 0.762 metres between centres shall be designed for slab loads.

(4) Subject to the provision of sub-regulation (10) of this regulation all columns, piers, walls, foundations, or other supports to beams shall be calculated for the superimposed loads tabulated in sub regulation (3) for beams.

(5) On roofs inclined at an angle with the horizontal of more than 20 degrees a minimum superimposed load (deemed to include the wind load) 6.8 kilogram per square metre of surface shall be assumed acting normal to the surface inwards on the wind side, and 4.54 kilogram per square metre acting separately and not simultaneously outwards on the leeward side.

(6) The requirement under sub regulation (5) shall apply only in the design of the roof construction, and a vertical superimposed load of 4.54 kilogram per square metre of covered area shall be substituted for it in estimating the vertical superimposed roof load upon all other parts of the construction.

(7) In all cases of floors where the positions of partitions are not definitely located in the design, a uniformly



distributed load sufficient to allow for them shall be added to the dead floor load.

Provided that all floors of rooms used for offices the minimum total allowance for internal partitions shall be at the rate of 9.07 kilogram per square metre of floor area.

(8) Slabs and beams shall be capable of carrying in accordance with these Regulations the superimposed loads in any position on an otherwise unloaded floor as provided in Table 3 of the Third Schedule:-

Provided that beams and ribs spaced not further apart than 0.762 metres between centres shall be calculated for the slab loads tabulated in this section, provided also that non-load-bearing beams such as beams solely employed as ties to columns shall be exempt from any load calculated under this section.

Provided further that reactions due to the superimposed loads tabulated provided in sub regulation (8) need not be allowed for in calculation the loads on columns, piers, walls or foundations.

(9) For the purpose of calculating the total load to be carried in columns, piers, walls or foundations in buildings of more than two storeys in height, and in which the loads and stresses are transmitted through each storey to the, foundations

-

- (a) wholly by a skeleton framework of structural steel;  
or
- (b) partly by a skeleton framework of structural steel and partly by a party wall or party walls; or
- (c) wholly by a skeleton framework of reinforced concrete; or
- (d) partly by a skeleton framework of reinforced concrete.

(10) The superimposed loads for the roof and topmost storey shall be calculated in full in accordance with the Schedule of loading in sub regulation (3) but for the lower storeys a reduction of the superimposed loads may be allowed in accordance with table 4 of Third Schedule.

(11) The reduction under sub regulation (10) may be made by estimating the proportion of floor area carried by each foundation column, pier and wall. No such reductions shall be allowed on any floor tabulated in these regulations for a superimposed beam loading exceeding 45.36 kilogram per square metre.

(12) In any case where the superimposed load on any floor or roof, is to exceed that hereinbefore specified for the floor or roof, such greater load shall be provided for in accordance, with sub-regulation (1).

(13) In the case of any floor intended to be used for a purpose for which a superimposed load is not specified herein, the superimposed load to be carried on that floor shall be provided for in accordance with sub regulation (1) of this regulation.

(14) In cases where a superimposed load may move, proper provision in accordance with this regulation to the satisfaction of the Authority shall be made for all effects of such movement, including vibration, impact, acceleration and deceleration.

*(g) Roofs*

Roof

68.-(1) Every roof shall be constructed of concrete, wood, iron, tiles or other impervious material.

(2) No person shall construct a thatched roof without the special permission of the Authority.

Trusses

69.-(1) The dimensions loads for the scantlings for King Post roof trusses and Queen Post roof trusses shall not be less than those shown in Tables 5 and 6 of the Third Schedule.

(2) Where permitted by the Authority to be used, roof gutters and down pipes shall be of cast iron or steel or other approved material, jointed with red lead, and gutters shall be laid with a true and even fall, of at least 2.54 centimetres in 3.05 metres, towards the outlet at the head of the down pipe.

(3) A building permit holder shall insure that gutters are supported at intervals of not more than 0.91 metres, on strong wrought iron gutter brackets, which shall be securely fixed to timbers of roof.

(4) All rain water down pipes shall discharge on to cement concrete surface gutters, which shall be connected to the nearest public surface drain in such manner as may be directed by the Authority.

Chimneys

70.-(1) In all cases where smoke or hot air is generated, adequate Chimneys provision shall be made for conveying such to 0.3 metres above the ridge of the building in which the smoke or hot air is generated.

(2) In the case of the proposed chimney or shaft being less than 6.1 centimetres away from an existing building the chimney shall be carried up to one foot above the level of the ridge of such existing building.

(3) In the event of the owner of an existing building, previously referred to, electing to increase the height of such building, the onus of increasing the height of the chimney or shaft above referred to shall fall on the owner proposing to increase the height of such existing building.

Chimney shafts

71.-(1) Unless the Authority otherwise permit, every chimney shaft for the furnace of a steam engine, brewery, distillery or manufactory shall be constructed in conformity with the following specifications:-

- (a) every shaft shall be carried up throughout in brickwork or concrete and if detached shall taper gradually from the base to the top of the shaft at the rate of at 0.762 centimetres in ten feet of height. Other materials may be used as approved by the Authority, in each case;
- (b) the thickness of brickwork at the top of the shaft and for 6.1 metres below the top shall be at least 21.59 centimetres and shall be increased at least one-half brick for every additional 6.1 metres measured downwards;

- (c) every cap, cornice, pedestal, plinth, string course or other variation from plain brickwork, shall be provided as additional to the thickness of brickwork required under this regulation and every cap shall be constructed and secured to the satisfaction of the Authority;
- (d) the foundation of the shaft shall always be made to the satisfaction of the Authority on concrete or other sufficient foundation;
- (e) the footings shall spread all round the base by regular off-sets to a projection equal to the thickness of the enclosing brickwork at the base of the shaft and the space enclosed by the footings shall be filled in solid as that; work progresses;
- (f) the width of the base of the shaft if square shall be at least one-tenth of the proposed height of the shaft or if the same is round or of any other shape 'one-twelfth of the height;
- (g) any fire bricks built inside the lower portion of the shaft shall be provided as additional to and independent of the thickness of brickwork prescribed by these Regulations and shall not be bonded therewith;
- (h) the floor under every oven, copper, steam boiler or stove which is not heated by gas, and the floor around the same for a space of 45.72 centimetres shall be formed of materials of an incombustible and non-conducting nature not less than 15.24 centimetres thick;
- (i) a pipe for conveying smoke or other products of combustion, heater air, steam or hot water shall not be fixed against any building on the face adjoining any street or public way;
- (j) a pipe for conveying smoke or other products of combustion shall not be fixed nearer than 22.86 centimetres to any combustible materials;
  
- (k) a pipe for conveying heated air or steam shall not be fixed nearer than 15.24 centimetres to any combustible material, and any such pipe or flue shall be carried to such point on the roof as the Authority may direct;

(1) a pipe conveying hot water shall not be placed nearer than 7.62 centimetres to any combustible material.

(2) The restrictions imposed by this regulation with respect to the distance at which pipes for conveying hot water or steam may be placed from any combustible materials shall not apply in the case of pipes for conveying hot water or steam at low pressure.

(3) For the purpose of this regulation hot water or steam shall be deemed to be at low pressure when provided with a free blow-off.

*(h) Spacing, Ventilation and Access*

Dwelling  
external walls  
and open spaces

72.-(1) Every building intended to be used as a dwelling shall be constructed at least so much of the walls of every room as is equal to one-quarter of the perimeter thereof shall either be an external wall or abut upon an interior space open to the sky.

(2) The width of such interior open space shall be in any direction not less than half the height of the highest wall abutting thereon with a minimum of 3.05 metres.

(3) Every external wall of a building erected on a plot shall have between it and the boundary line of the plot an open space extending throughout the entire length of such wall at least 1.52 metres wide, save that, in cases where a sanitary lane adjoins the boundary of a plot, servants' quarters and latrines may be built up to such boundary:-

Provided that such quarters do not open on to the sanitary lane and that the floor level of any such latrine is not less than 0.3 metre above the crown of the sanitary lane.

Space between  
buildings

73.-(1) In case of buildings to be erected in an area zoned as a residential area, the distance between any main building and the side boundaries of the plot shall be not less than 1.5 metres, and the distance between any two main buildings shall be not less than 3.0 metres.

(2) The Authority may add to or decrease its restrictions in such cases as it thinks fit.

(3) There shall be a clear space of at least 3.0 metres between any two buildings on the same plot, and no building shall be erected in such a manner as, in the opinion of the Authority, to block out light or ventilation from another building.

(4) Every open space whether exterior or interior required by this regulation shall be kept free from any erection thereon and open to the sky, and shall be kept open to access.

Frontage on  
sanitary lane

74.-(1) No building shall, unless with a written permission of the Authority, be added to or altered as to have a frontage upon a sanitary lane or passage.

(2) For the purposes of this regulation:-

(a) a building shall be held to have a frontage upon a sanitary lane or passage if any straight line drawn at right angles to the frontage line of such building from any point thereon so as not to pass through or over such building but in the opposite direction would if produced towards such sanitary lane or passage cross the same without passing over any plot or subplot except that upon which such building stands, or if in the opinion of the Authority no suitable or sufficient means of access thereto is provided except by a sanitary lane or, by a passage:-

Provided that a side door upon a passage leading into a street other than a sanitary lane shall be deemed a suitable and sufficient access if the distance from such door to the street shall not be more than one-third of the distance from such door to any sanitary lane into which such passage leads;

(b) the Authority shall have power in every case to determine whether any street is a sanitary lane or passage:-

Provided that no street measuring more than 6.1 metres in width shall in any circumstances be deemed to be a sanitary lane or passage.

Provided further that any aggrieved person may, by *inter partes* application, challenge the Authority's decision in the Court.

Size of Rooms

75.-(1) Every room intended to be used as a living or sleeping room shall not be less than 3.0 metres in height from floor to the underside of rooms or the ceiling, and shall have a clear superficial floor area of not less than 9.0square metre.

(2) Every room intended as a sleeping room shall have superficial floor area of not less than 4.65 metres for every person sleeping therein subject to a minimum floor area of 9.0 square metres.

(3) For the purpose of this regulation two children under ten years of age shall be deemed as one person.

Ventilation

76.-(1) Every room intended to be used as a living or sleeping room shall be ventilated and lighted to the satisfaction of the Authority by means of a door or doors and a window or windows which open directly into the external air, and the aggregate area of such openings shall not be less than one-eighth of the superficial floor area of such room.

(2) Not more than half of any window opening shall be composed of wood or other opaque substance.

(3) For the purpose of this regulation the opening of a door or window means the clear space between frames.

(4) Additional ventilation may be required by the Authority in such cases as it thinks fit.

*(i) Drainage*

Rain water,  
waste-water  
pipes and  
channels

77.-(1) The Authority may require the owner of any plot to make adequate provision (to the satisfaction of the Authority) for harvesting rain-water or carrying off rain-water, surface-water, waste-water or sewage from the plot or from any building thereon.

(2) Subject to sub regulation (1), the Authority may require the owner to make such connection with main drainage system of the authority as it may think fit or may, itself, make such connection and recover the cost thereof from such owner by *inter parties* application at the Court.

Waste chamber  
or latrine  
accommodation

78.-(1) No residential buildings shall be erected without sufficient closets or latrines in accordance with the requirements of the Authority.

(2) Every closet shall be placed in a room or building which is thoroughly ventilated and lighted and separated from any living-room, kitchen or the like to the satisfaction of the Authority.

(3) The entire floor of all closets shall be of concrete, iron or other impervious material, and in the case of pit latrines the seat or platform and any steps thereto shall also be of concrete, iron or other impervious material, and of a type to be approved by the Authority

Traps

79. All sinks, baths and other water fittings shall be trapped to the satisfaction of the Authority, and the traps shall have a water seal of at least 3.82 centimetres.

Cesspits

80. No person shall construct any cesspit, percolation pit or other receptacle intended for the reception of waste matter except with the written permission of the Authority and in accordance with such requirements as the said Authority shall prescribe.

*(j) Use of Building*

Use of building

81. Any building designed and constructed as a building under one of the classes mentioned in these regulations shall not be used as a building under either of the other classes without a written permit from the Authority (in the Form 17 prescribed in the Fourth Schedule) which may be given subject to such conditions as the Authority may think fit, and no shop, store or godown shall be used otherwise than as a shop, store or godown respectively without such a permit.



(k) *Facilities for Persons with Disabilities*

Facilities for person with disabilities

82.-(1) Notwithstanding anything provided in these Regulations, every public and semi-public building having a covered area of 300sq.m and above shall be designed to provide facilities to the physically handicapped persons as prescribed herein.

(2) "Person with disability" means a person with any of the following disabilities:

- (a) non-ambulatory disabilities: Impairments that regardless of cause or manifestation, for all practical purposes, confine individuals to wheelchairs.
- (b) semi ambulatory disabilities: Impairments that cause individuals to walk with difficulty or insecurity. Individuals using braces or crutches, amputees, arthritics, spastics, and those with pulmonary and cardiac ills may be semi ambulatory.
- (c) hearing disabilities: Deafness or hearing handicaps that make an individual insecure in public areas because of being unable to communicate or hear warning signals.
- (d) sight disabilities: Total blindness or impairments affecting sight to the extent that the individual functioning in public areas is insecure or exposed to danger.

(3) Access path / walk way the width of access path / walk-way from plot entry and surface parking to the building entry shall not be less than 1.80 m. It shall not have a gradient exceeding 5%.

(4) Surface parking at least two car spaces shall be provided at surface level near entrance with maximum travel distance of 30.00 m. from the building entrance.

(5) Space for wheel chair users adequate space shall be kept for the free movement of wheel chairs. The standard size of wheel chairs shall be taken as 1050 mm. X 750 mm. The doors shall have a minimum width of 900 mm. to facilitate the free movement of wheel chairs.

(6) Approval to plinth level at least one entrance shall have approach through a ramp. The ramp shall have a minimum width of 1.80 m. with maximum gradient of 1: 10.

(7) Entrance landing entrance landing shall be provided adjacent to ramp with the minimum dimension of 1.80 m x 2.00 m.

(8) Corridors the minimum width of corridors shall be 1.80 m.

(9) Staircases the minimum width of staircases shall be 1.50 m. the minimum number of risers on a flight shall be limited to 12. Size of treads shall not be less than 30 cm. and the height of risers shall not be more than 15 cm.

(10) Lifts;

(a) lifts shall be installed in buildings of more than four floors whereby provision of at least one lift shall be made for the wheel chair users with the following cage dimensions recommended for passenger lifts of 13 persons capacity by Tanzania Bureau of Standards:-

- (i) clear internal depth 1100 mm (1.10 m)
- (ii) clear internal width 2000 mm (2.00 m.)
- (iii) entrance door width 900 mm (0.90m.)

(b) the lift lobby shall have a minimum inside measurement of 1.80 m. x 1.80 m.

(11) Toilets one special water closet in a set of toilets shall be provided for the use of handicapped persons with wash basin keeping in view the following provisions:-

- (a) the minimum size of toilet shall be 1.50 m. x 1.75 m; and
- (b) the maximum height of the water closet set shall be 0.50 m. above the floor.

(12) Hand rails shall be provided for ramps, staircases, lifts and toilets. The height of hand rails shall be normally 800 mm. above the floor level. If the building is meant for the predominant use of children, the height of hand rails may be suitably altered.

(13) Guiding/Warning floor material the floor material to guide or to warn the visually impaired persons with a change of colour or material with conspicuously different texture and easily distinguishable from the rest of the surrounding floor materials is called guiding or warning floor material. The material with different texture shall give audible signals with sensory warning when person moves on this surface with walking stick. The guiding warning floor material is meant to give the directional effect or warn a person at critical places.

(14) This floor material shall be provided in the following areas:-

- (a) the access path to the building and to the parking area;
- (b) the landing lobby towards the information board, reception, lifts, staircases and toilets;
- (c) at the beginning / end of walkway where there is vehicular traffic;
- (d) at the location abruptly changing in level and at the beginning / end of ramp;
- (e) at the entrance /exit of the building.

(15) Proper signage:-

- (a) appropriate identification of specific facilities within a building for the handicapped persons should be done with proper signage;
- (b) signs should be designed and located such that they are easily legible by using suitable letter size (not less than 20 mm. size);
- (c) for visually impaired persons, information board in Braille should be installed on the wall at a suitable height and it should be possible to approach them closely. To ensure safe walking there should not be any protruding sign, which creates obstruction in walking. The symbols illustrations should be in contrasting colour and properly illuminated so that with limited vision may be able to differentiate amongst primary colours.

*(l) Exemptions*

Special forms of buildings under special cases

83. Nothing in the foregoing Regulations shall preclude the erection of buildings of special forms of construction not mentioned therein, provided that such structures are approved in writing by the Authority.

PART III:  
MISCELLANEOUS

Immunity

84. No act or thing done by the Authority or by any officer or other person acting under its directions or by any person acting under powers conferred by these Regulation shall, if the matter or thing were done *bona fide* for the purpose of carrying out any provision of these Regulations, subject it or of any of them personally to any action, liability claim or demand whatsoever.

Enforcement

85.-(1) The Authority may file applications in the Court in respect of any breach of or non-compliance with any of these Regulations and may authorize any person, whether a member of the Authority or not, whether generally or in respect of a particular matter, to file or to prosecute or to defend on its behalf proceedings before the Court.

(2) Where any matter to be dealt with under these Regulations appears to be wholly or partially caused by the acts or default of two or more persons, the Authority may institute proceedings against anyone of such persons, or may include all or any two of them in one proceeding.

(3) Proceedings under sub regulation (2) against several persons included in one application shall not abate by reason of the death of any among the persons so included, but proceedings may be carried on as if such deceased person had not been originally so included.

Offences

86. (1) any person who:-

Obstructs or molests any person exercising powers conferred to him or to the Authority,

Obstructs inspection or entry of premises under these regulations, commits an offence and shall be liable on conviction to a fine not exceeding fifty thousand shillings.

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FIRST SCHEDULE

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*(Made under regulation 30)*

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EXPLANATORY NOTE

1. The following are explanatory notes for protection of interspaces between ceilings and overlying floors:-

To the underside of the flooring boards and to the upper surface of every non-rat-proof ceiling shall be affixed rat-proof netting extending not less than 30.48 centimetres horizontally inwards from the walls all round, brought up to the walls and continued upwards to line the walls at the back of the skirting-boards (if any), but in any case not less than 15.24 centimetres, or alternatively built at least 10.16 centimetres into the walls. In the case of buildings of wood and iron or other buildings in which the walls are not solid, rat-proof netting shall be similarly affixed to the upper side of the ceiling, in addition to the underside of the floor, brought up to the iron of the framework, and carried up above the level of the floor, and secured to the iron with close fitting strips and bolts and nuts.

2. The following are explanatory notes for construction of wall with rat-proof materials:

All inter-space in connection with panelling lining or wall finishing shall be protected by a complete lining of rat-proof netting. In case of every building the outer walls of which are of galvanized iron, the foundations and walls up to 15.24 centimetres above the level of the lowest floor or, if there be a cellar, the floor of the storey above shall be built of brick, stone, concrete or other approved rat-proof material. Any opening which affords entry for rats into any cavity wall or other space in, behind or beyond any bricks, stone or other wall, shall be effectively covered with rat-proof netting of not more than 1.27 centimetre mesh. Where such cavity extends upwards so as to afford communication for rats to a floor-space or roof-space, it shall be closed with at least one course of burnt bricks or concrete blocks laid on 3~ to 1 lime-mortar or else effectively covered with rat-proof netting of not more nor less than 1.27 centimetre mesh.

In the case of wood and iron walls, the lower and free edge of the corrugated iron shall be finished with a continuous line of galvanized sheet-iron securely fixed behind the corrugated iron to the wall-plate and brought down and outwards under the lower and free edge of the corrugations so as to close the space formed by the corrugations in such a manner as to prevent passage of rats.

3. The following are explanatory notes for construction of roofs with rat-proof materials: Permanent openings shall be protected by a covering of rat-proof netting. Roof-space, i.e., space bounded by the lines of the roof-covering and the level of the roof wall-plates shall be efficiently protected by rat-proof netting fixed horizontally at the wall-plate level so as to extend inwards continuously for a width or not less than 30.48 centimetres from the inner face of the wall and. where efficient beam-filling hard against the underside of the roof-cover is not provided, the rat- proof netting shall be continued upwards over purl ins or battens and under roof-covering in such a manner as effectively to prevent passage of rats between it and the roof-covering.

**SECOND SCHEDULE**

*(Made under regulation 56)*

1. All external and partial party walls of domestic buildings which are built of good sound hard bricks, or of blocks of hard incombustible material, laid in mortar composed of not less than one part of cement and six parts of sand shall generally be of not less than the following thickness-

TABLE I

THICKNESS OF WALLS FOR DOMESTIC BUILDINGS ONLY

Exceeds in height (m)	Does not exceed in height (m)	Exceeds in length (m)	Does not exceed in length (m)	Thickness (cm)
-	154.57	-	-	22.86 for the whole of its height
		-	9.144	22.86 for the whole of its height
4.47	7.62	9.144	13.716	34.29 in the lowest storey. 22.86 for the rest of its height.
		-	7.62	22.86 for the whole of its height
7.62	9.144	7.62	10.668	34.29 in the lowest storey. 22.86 for the rest of its height
		10.68	13.716	34.29 in the lowest storey. 22.86 for the rest of its height
9.144	12.192	-	10.668	34.29 in the lowest storey. 22.86 for the rest of its height.
		10:668	13.71	45.72 in the lowest storey then. 34.29 up to the floor of the topmost storey. 22.86 for the rest of its height
12.192	-	9.144		45.72 up 10 the floor of the topmost storey. 22.86 for the whole of its height
	9.144	10.668		22.72 in the lowest storey then. 34.29 up to the floor of the topmost storey. 2.86 for the whole of its height.
	10.668	13.716		45.72 In the lowest storey then. 34.29 up to the floor of the top most storey.

*Urban Planning (Building)*

*GN. No. 80 (contd...)*

<b>Exceeds in height (m)</b>	<b>Does not exceed in height (m)</b>	<b>Exceeds in length (m)</b>	<b>Does not exceed in length (m)</b>	<b>Thickness (cm)</b>		
15.24	18.288	-	9.144	45.72 in the lowest storey then. 34.29 up to the floor of the topmost storey. 22.86 for the rest of its height.		
				45.72 in the lowest and the next storey then. 34.29 up to the floor of the topmost storey.		
		10.668	13.716	22.86 for the rest of its height.		
				45.72 in the lowest and the next storey. 34.29 for the rest of its height.		
18.29	21.34	-	9.144	57.15 in the lowest storey. 45.72 in the next storeys then. 34.29 up to the floor of the topmost storey. 22.86 for the rest of its height.		
				9.144	10.668	57.15 in the lowest storey. 45.72 in the next storeys then. 34.29 up to the floor of the top most storey. 22.86 for the rest of its height.
				10.668	13.716	57.15 in the lowest storey. 45.72 in the next two storeys. 34.29 for the rest of its height.

2. In the case of buildings other than domestic buildings the thicknesses of the walls shall generally be of not less than those shown in the following Table:-

TABLE II

THICKNESS OF WALLS FOR PUBLIC BUILDINGS OF WAREHOUSE CLASS

Exceeds height (m)	in	Does not exceed in height (m)	Exceeds length (m)	in	Does not exceed in length (m)	Thickness at Bass (cm)
-		6.10	-		-	34.29
			-		18.29	34.29
6.10		9.14	18.29		-	45.72
			-		18.29	45.72
9.14		12.19	18.29		-	57.15
			-		18.29	57.15
12.19		18.29	18.29		-	68.58
18.29		24.38	-		-	80.01
24.38		30.48	-		-	90.00

3. For the purpose of this regulation the expression "top storey" means the top-most 3.7m of any wall and no wall of any top storey shall exceed 3.7m in height.
4. The thickness of a cross-wall shall be not less than two thirds of that required for an external or party wall.
5. An internal partition wall built in brick which extends through one storey only-
  - (a) it does not carry any load, may be built not less than 11.43cm in thickness in brick or dressed stone other than coral; or
  - (b) 22.86 cm in coral provided that its length does not exceed 4.57m and its height 3.66m.
6. This regulation does not apply to recesses in walls.



**THIRD SCHEDULE**

*(Made under regulation 67)*

TABLE 1

Class No.	Types of Building or floor	Slabs or floor area kg/m <sup>2</sup>	Beams of floor area kg/m <sup>2</sup>
1.	Rooms used for residential purposes and corridors, stairs and landings within a flat or resident.....	244.35	195.48
2.	Offices, floors above entrance floor.	390.96	244.35
3.	Office, entrance floor and floors below entrance floor, retail shops, and garage for private cars of not more than 2 <sup>1/2</sup> tons net weight.....	390.96	390.96
4.	Corridors, stairs and landings not provided for in class 1. Loading to be provided for to be ascertained to the satisfaction of the authority, but not less than.....	488.70	488.70
5.	Workshops and factories, and garages for motor vehicles of not more than 2 <sup>1/2</sup> tons net weight. Loading to be provided for to be ascertained to the satisfaction of the authority, but not less than.....	488.70	488.70
6.	Warehouses, book stores, stationery stores and the like. Loading to be provided for to be ascertained to the satisfaction of the authority, but not less than	977.40	977.40
7.	Any purpose not herein specified. Loading to be provided for to be ascertained to the satisfaction of the authority.....	-	-

TABLE2

Provided that beams not spaced further apart than 0.61 m, 15.24cm between centres shall designed for slab loads as follows-

Class No.	Roofs	Slabs or covered area kg/m <sup>2</sup>	Beams of covered area kg/m <sup>2</sup>
8.	Flat-roofs and roofs inclined at an angle with the horizontal of not more than 20°.....	244.35	146.61

TABLE 3

<i>Next storey below topmost storey</i>		<i>10 per cent reduction of its superimposed load</i>	
Next storey below .....	20	do	Do
Next storey below .....	30	do	Do
Next storey below .....	40	do	Do
Each succeeding storey below .....	50	do	Do

TABLE 4

For corrugated iron only: trusses three metres apart-

Span (m)	Tie beams (cm)	Principal rafters (cm)	King Post (cm)	Struts (cm)
Up to 4.9	10.2x7.6	10.2 x 7.6	7.6 x 7.6	7.6 x 7.6
4.9 to 6.1	15.2 x 7.6	12.7x7.6	10.2 x 7.6	10.2x7.6
6.1 to 7.6	20.3 x 7.6	15.2x7.6	10.2 x 7.6	10.2 x 7.6
7.6 to 9.1	22.9 x 10.2	15.2x10.2	10.2 x 10.2	10.2x 10.2

TABLE 5

For roof covering other than corrugated iron: Scantling for Kind Post truss: trusses 3 metres apart-

Span (m)	Tie Beam (cm)	King Rafters (cm)	Principal Rafters (cm)	Struts (cm)	Purlins (cm)	Common Rafters (cm)	Ridge (cm)	Polo Plate (cm)
6.1	22.9x10.	10.2x7.6	10.2x7.6	8.9x5.1	20.3x10.	8.9x5.1	15.2x5.	10.2 x
6.7	2	12.7x7.6	12.7x7.6	9.5x6.4	2	9.5x5.1	1	10.2
7.3	22.9x12.	12.7x7.6	12.7x8.	10.2x6.	21x12.7	10.2x5.	15.2x5.	10.2x10.
7.9	7	12.7x10.	9	4	21x12.7	1	1	2
8.5	25.4x12.	2	12.7x10.	11.4x6.	22.2x12.	11.4x5.	17.8x5.	10.2x10.
9.1	7	15.2x10.	2	4	7	1	1	2
	27.9x12.	2	15.2x8.9	11.4x7.	22.2x12.	11.4x5.	20.3x5.	10.2x10.
	7	15.2x11.	15.2x10.	2	7	1	1	2
	27.9x15.	4	2	12.1x7.	22.9x14	11.4x5.	20.3x5.	10.2x10.
	1			6		1	1	2
	30.5x15.						20.3x5.	10.2x10.
	2						1	2

TABLE 6

Scantling for Queen Post roofs: trusses 3 metres apart-

Span (m)	Tie Beam (cm)	Queen Rafters (cm)	Principal Rafters (cm)	Straining Beam (cm)	Braces (cm)	Purlins (cm)	Common Rafters (cm)	Ridge (cm)	Polo Plate (cm)
9.8	25.4x1	11.4x1	12.7x1	9.5x11	9.5x5.	20.3x1		15.2x	10.2x
10.4	1.4	0.2	1.4	.4	7	2.1	8.9x5.	5.1	10.2
11.0	25.4x1	12.7x8	12.7x1	9.5x12	10.2x	12x12.	1	15.1x	10.2x1
11.6	2.7	.9	2.7	.7	6.4	7	9.5x6.	5.1	0.2
12.2	26.7x1	12.7x1	12.7x1	17.8x1	11.4x	21.6x1	4	15.2x	10.2x1
12.8	2.7	0.2	4.6	2.7	6.4	2.7	10.2x5	5.1	0.2
13.4	25.4x1	15.2x9	15.5x1	18.4x1	11.4x	21.6x1	.1	15.2x	10.2x1
14	5.2	.5	5.2	5.2	6.4	2.7	10.2x5	5.1	0.2

*Urban Planning (Building)*

*GN. No. 80 (contd...)*

	27.9x1 5.2	15.2x1 0.2	15.2x1 5.2	20.3x1 5.5	11.4x 6.4	10.8x1 2.7	10.8x5 .1	17.8x 5.1	10.2x1 0.2
	29.9x1 5.2	15.2x1 1.4	15.9x1 5.2	21x15. 2	11.4x 7.0	22.2x1 3.3	11.4x5 .1	17.8x 5.1	10.2x1 0.2
	30.5x1 5.2	15.2x1 2.7	15.9x1 5.2	21.6x1 5.2	11.4x 7.6	22.9x1 2.7	12.1x5 .1	20.3x 5.1	10.2x1 0.2
	31.8x1 5.2	15.2x1 4	17.8x1 5.2	22.9x1 5.2	12.1x 7.6	22.9x1 4.0	12.7x5 .1	20.3x 5.1	10.2x1 0.2

**FOURTH SCHEDULE**

*(Made under regulation 4)*

Form 1

Office of the Planning Authority .....  
Under the Urban Planning (Building) Regulations, 2018

**FORM OF APPLICATION FOR PERMISSION TO ERECT A BUILDING**

(Made under Regulation 4(1)(a))

**FOR OFFICE USE ONLY**

Plan submitted (Date& time).....

Registered No. of Plan.....

Date of Registration.....

TO THE PLANNING AUTHORITY,

.....

.....20.....

I beg to submit herewith Plans, Sections and Elevations for a.....

(State here if New Building, Alteration, Addition or Sanitary Reconstruction).

to be used as.....

(Insert whether a Domestic Building or for what purpose this building will be used)

to be executed by me on Plot No.....

such plot having frontage to.....

I also submit the following proposed means of construction and other particulars:-

External walls to be built of.....

Internal walls to be built of.....

Mortar in walls to be composed of.....

Damp course to be of.....

Foundations to be of..... Mortar in foundations composed of.....

Roof to be constructed of.....

Water supply from.....

Drainage to sewer/ permeable cesspit/impermeable cesspit/septic tank

(Erase words which do not apply). In the case of septic tanks state how the effluent will be disposed

of.....

Material of drain pipes.....

Closet accommodation (state types):-

Indoor .....

*Urban Planning (Building)*

*GN. No. 80 (contd...)*

Outdoor .....  
Name of Architect or Draughtsman.....  
Address of above.....  
Name of builder (if known) .....  
Name of owner or agent.....

Name .....Designation ... .....Signature .....date .....  
Address ..... Postal Code .....

cc. Ward Executive Officer,  
cc. Mtaa Executive Officer.

**NOTE:-** Extra particulars as required by the Authority are to be furnished in regard to Public Buildings, High-rise Buildings, Fire-proof Structures and buildings in which machinery is to be used.

**EXPLANATORY NOTE ON SUBMISSION OF PLANS**

All Plans are to be submitted to the Planning Authority  
All Drawings to be made on cloth (paper on cloth is not accepted).  
All Drawings to be signed by owner or his agent  
All drawings to be accompanied by application form duly completed as required by the Authority.  
All Drawings to be submitted in duplicate and in a quality approved by the Authority.

**DRAWINGS REQUIRED**

Scale 1: 100 – Plans of each floor or level; having thickness of walls shown in figures.  
Section through Building (more than one if building is large or if required by the Authority).  
Scale1:50 – Sections are required of Floors and Roofs, Verandas and Balconies,  
Stairs, iron or steel Beams, Pillars and principal Timbers, Pavements,  
Openings, etc., on public streets.

Colours – The above drawings are to be coloured thus:-

Brick, stone or concrete .... Red.  
Fire-proofing, damp-proofing or impervious floors of Stables, closets, etc. .... Thick  
black line.  
Work to be removed .... Dotted line.  
Steel or iron .... Blue lines in skeleton  
Work existing .... Natural Colour.

Scale 1:200 – Block plan as follows:-

To show plot on which buildings are to be erected.  
To show plots immediately adjoining and names of the proprietors thereof  
To show buildings, existing or proposed, on all these plots.  
To number of plots, names of streets, and township.  
To Indicate of what materials existing buildings are composed. i.e. bricks,  
Wood and iron or stone, etc.  
To show lines of drainage, giving size and fall of drains.  
To show level and width of the street or streets upon which the proposed  
Buildings will abut with reference to their ground floor level.

Colours – The block plan to be coloured as follows:-

Work proposed .... Red.  
Work existing .... Black or neutral  
Work to be removed .... Blue line in skeleton  
Open spaces .... Uncoloured



Office of the Planning Authority.....  
Under the Urban Planning (Building) Regulations, 2018

**BUILDING PERMIT**

(Under regulation 4)

Permission is hereby given to....., to erect a .....  
....., in accordance with the plan attached hereto and with  
all conditions imposed by the above Regulations.

This permission includes/does not include construction of a basement or cellar or room below ground  
floor level.

Name: .....	Name: .....
Signature.....	Signature.....
E-mail .....	E-mail .....
Postal Code .....	Postal Code .....
Date:	Date:
<b>The Authorized Officer (Engineer)</b>	<b>The Authorized Officer (Registered Town Planner)</b>

- (1) Name and description of applicant: E-mail.....
  - (2) Short description of building, e.g., dwelling house, shop, dwelling house, factory, billboard, telecommunication tower etc. Modify to suit circumstances.
  - (3) Description of location: Plot No.....Block No.....Road/Street .....
- Postal Code.....  
cc. Ward Executive Officer.  
cc. Mtaa Executive Officer.

Office of the Planning Authority.....

Under the Urban Planning (Building) Regulations, 2018

**NOTICE OF COMMENCEMENT OF BUILDING**

(Under Regulation 10)

....., 20.....

To the Planning Authority;

Sir/Madam,

I hereby give you notice that I intend to commence the work for the erection of ..... in (Road/Street) ..... Plot No. Block No ..... for Mr:..... on..... the ..... day of....., plans and particulars of which were deposited by me, in your office, on the day of ..... 20.....

(signed) ..... Name:..... E-mail.....

Postal Code .....

This notice was received on ..... the day of ..... 20..... at ..... in

Name:..... Signature:.....

E-mail..... Postal Code .....

cc. Ward Executive Officer,

cc. Mtaa Executive Officer.

Office of the Planning Authority .....

Under the Urban Planning (Building) Regulations, 2018

**NOTICE REGARDING THE COVERING UP OF WORK**

(Under regulation 11)

To the Planning Authority .....

Sir/Madam,

I hereby give you notice that \*Foundation Trenches, Drains, Concrete Over site, Concrete Foundations, Floor Joists, Roof Timbers, Reinforcement for Concrete, Damp course, Beans, belonging to House No.....Road/Street ..... now in course of erection in Plot No..... Block No. ....for Mr.....are ready for your inspection and it is intended to proceed to cover up this work on the ..... day of .....20.

Name: ..... Signature: .....

E-mail ..... Postal Code.....

Address .....

This notice was received on.....

Name;

Name.....Signature: .....Email.....

cc. Ward Executive Officer,

cc. Mtaa Executive Officer.

Office of the Planning Authority .....  
Under the Urban Planning (Building) Regulations, 2018

**NOTICE REGARDING THE CUTTING INTO/LAYING OPEN/PULLING  
DOWN OF WORK**

(Under regulation 12)

To .....  
.....

Sir/Madam,

I hereby give you notice that the work in the building is so far advanced that the Authority cannot ascertain whether anything required by the Regulations has been done contrary thereto or whether anything required by the Regulations to be done has been omitted. I hereby require you, within a period of ..... days, at your expense, to cut into, lay open or pull down to a sufficient extent to enable the Authority to ascertain whether anything has been done or omitted to be done.

Plot No..... Block No. ....Road/ Street.....

Signature: .....

Name: ..... E-mail.....

Address .....Postal Code.....

This notice was received on.....

Name: .....Signature: .....

E-mail.....Postal Code.....

cc. Ward Executive Officer,  
cc. Mtaa Executive Officer.



Office of the Planning Authority .....  
Under the Urban Planning (Building) Regulations, 2018

**NOTICE REGARDING CONTRAVENTION OF THE REGULATIONS**

(Under regulations 13, 18, 19)

To .....

Sir/Madam,

I hereby give you notice that erection of the building on Plot No. .... Block  
.....Road/Street .....Postal Code.....is in contravention of Regulation  
..... of these Regulations.

Particulars of contravention:.....

I hereby require you, within a period of ..... days, at your expense, to demolish and  
remove such building or any part thereof or to make the following alterations in the building as  
follows: .....

and to comply with all the requirements of the Regulations. Please TAKE notice that if the  
requirements of this notice are not complied with within the time specified above the Authority will  
itself enter upon the premises and carry out such demolition, removal or alteration at your expense.

Name .....Signature ..... E-mail.....

Address .....Postal Code.....

This notice was received on.....

Name: ..... Signature..... E-mail.....Postal Code.....

cc. Ward Executive Officer,

cc. Mtaa Executive Officer.

Office of the Planning Authority .....  
Under the Urban Planning (Building) Regulations, 2018

**NOTICE REGARDING COMPLIANCE WITH THE REGULATIONS**

(Under regulation 14, 18)

To .....

Sir/Madam,

I hereby give you notice that I have fully complied with the requirements of the Regulations through  
the following acts of rectification/alteration, that is to say:

.....  
.....

The Authority is free to access such work for purpose of inspection immediately.

Plot No..... Block No.....Road/Street.....Postal Code.....

Signature: .....

Name: .....Signature..... E-mail.....

Date:.....

This notice was received on.....

Name: ..... Signature; .....E-mail.....

Postal Code .....

cc. Ward Executive Officer,

cc. Mtaa Executive Officer

Office of the Planning Authority .....  
Under the Urban Planning (Building) Regulations, 2018

**RENEWAL OF BUILDING PERMIT**

(Under regulations 17)

The Building Permit issued on the ..... day of ..... 20.....  
to.....

..... to erect a ..... ..  
..... on Plot No ..... Block No.....

Road/Street .....Postal Code..... is hereby renewed for a period of .....  
..... months/weeks.

Name: .....	Name: .....
Signature.....	Signature.....
E-mail .....	E-mail .....
Postal Code .....	Postal Code .....
Date:	Date:
<b>The Authorized Officer (Engineer)</b>	<b>The Authorized Officer (Registered Town Planner)</b>

(1) Name and description of applicant:..... E-mail.....  
Postal Code.....

(2) Short description of building, e.g., dwelling house, shop, dwelling house, factory, billboard,  
telecommunication tower etc. Modify to suit circumstances.

(3) Description of location: Plot No..... Block No..... Road/Street .....

cc. Ward Executive Officer,  
cc. Mtaa Executive Officer.

Office of the Planning Authority .....  
Under the Urban Planning (Building) Regulations, 2018

**EXTENSION OF BUILDING PERMIT**

(Under regulations 20)

The Building Permit issued on the ..... day of ..... 20.....  
to.....

..... to erect a .....  
..... on Plot No..... Block  
No.....Postal Code.....is hereby extended for a period of .....  
months/weeks.

Urban Planning (Building)

GN. No. 80 (contd...)

Name: ..... Signature..... E-mail ..... Postal Code ..... Date:..... <b>The Authorized Officer (Engineer)</b>	Name: ..... Signature..... E-mail ..... Postal Code ..... Date:..... <b>The Authorized Officer (Registered Town Planner)</b>
--	---

(1) Name and description of applicant..... E-mail.....  
Postal Code.....

(2) Short description of building, e.g., dwelling house, shop, dwelling house, factory, billboard, telecommunication tower etc. Modify to suit circumstances.

(3) Description of situation. Plot No..... Block No..... Road/Street .....

cc. Ward Executive Officer,  
cc. Mtaa Executive Officer.

Form 10

Office of the Planning Authority .....  
Under the Urban Planning (Building) Regulations, 2018

**CERTIFICATE FOR OCCUPATION OF NEW BUILDING**

(Under regulation 21)

To .....  
.....

Sir/Madam,

I hereby certify that the building on Plot No.....Block No..... Road/Street.....  
Postal Code.....whose permit was issued on ...day of ..... 201.. is  
in every respect fit for occupation/ human habitation.

Signature: ..... E-mail..... Postal Code.....

Name: .....  
Date:.....

This notice was received on.....

Name: .....Signature: .....E-mail .....  
Postal Code .....

cc. Ward Executive Officer,  
cc. Mtaa Executive Officer.

Office of the Planning Authority .....  
Under the Urban Planning (Building) Regulations, 2018

**CERTIFICATE FOR OCCUPATION OF SHOP**  
(Under regulation 31)

To .....

Sir/Madam,

I hereby certify that the shop or store erected, altered, adapted or added to the building on Plot No. .... Block No. .... Road/Street .....Postal Code..... is in accordance with the requirements of regulation 4 and may be occupied or used or suffer to be occupied or used.

Signature: .....E-mail .....Postal Code.....

Name: .....

Date :.....

This notice was received on.....

Name: ..... E-mail.....Postal Code.....

Signature: .....

cc. Ward Executive Officer,

cc. Mtaa Executive Officer

Office of the Planning Authority .....  
Under the Urban Planning (Building) Regulations, 2018

**ORDER TO CARRY OUT MEASURES FOR ELIMINATING HARBOURAGE OF RATS**

(Under regulation 32)

To .....

Plot No.....Block No.....Road/Street.....Postal Code.....

Sir/Madam,

I hereby require you, within a period of ..... days, at your expense, to carry out necessary and practical measures for eliminating harbourage of rats, or facilities for ingress of rats, to the Authority's satisfaction.

Measures to be taken:

.....  
.....

Please TAKE notice that if the requirements of this order are not compiled with within the time specified above the Authority will itself enter upon the premises and carry out such measures at your expense.

Signature ..... E-mail.....

Name: .....

Address .....Postal Code.....

This order was received on.....

Urban Planning (Building)

GN. No. 80 (contd...)

Name: ..... Signature: ..... E-mail ..... Postal Code...

cc. Ward Executive Officer,  
cc. Mtaa Executive Officer

Form 13

Office of the Planning Authority .....  
Under the Urban Planning (Building) Regulations, 2018

**NOTICE TO CARRY OUT ALTERATIONS OF RUINOUS OR DILAPIDATED BUILDING**

(Under regulation 37)

To .....  
Plot No..... Block No..... Road/Street..... Postal Code.....

Sir/Madam,  
I hereby require you, within a period of ..... days, at your expense, to make such alterations or repairs to building in your occupation the Authority's satisfaction.

Necessary alterations:  
.....  
.....  
.....

Meanwhile you are prohibited from the use of the said building or part thereof for any specific purpose until such alterations or repairs are carried out.  
Please TAKE notice that if the requirements of this order are not complied with within the time specified above the Authority will itself enter upon the premises and carry out such alterations at your expense.

Name ..... Signature: ..... E-mail .....  
Address ..... Postal Code.....

This order was received on.....  
Name: ..... Signature: ..... E-mail .....  
Postal Code.....  
cc. Ward Executive Officer,  
cc. Mtaa Executive officer.

Form 14

Office of the Planning Authority .....  
Under the Urban Planning (Building) Regulations, 2018

**NOTICE TO DEMOLISH RUINOUS OR DILAPIDATED BUILDING**

(Under regulation 37)

To .....  
Plot No..... Block No..... E-mail..... Postal Code.....

Sir/Madam,  
I hereby require you, within a period of ..... days, at your expense, to demolish or remove the building in your occupation or part thereof to the Authority's satisfaction.

*Urban Planning (Building)*

*GN. No. 80 (contd...)*

Part of the building to be demolished:

.....  
.....

Meanwhile you are prohibited from the use of the said building or part thereof for any specific purpose.

Please TAKE notice that if the requirements of this notice are not complied with within the time specified above the Authority will itself enter upon the premises and carry out such demolition at your expense.

Name .....Signature: .....E-mail.....

Address .....Postal Code.....

This order was received on.....

Name: .....Signature: .....E-mail.....

Postal Code.....

Date :.....

cc. Ward Executive Officer,

cc. Mtaa Executive Officer.

Office of the Planning Authority .....  
Under the Urban Planning (Building) Regulations, 2018

**NOTICE TO CARRY OUT ALTERATIONS TO BUILDING**

(Under regulation 38)

To .....  
Plot No.....Block No.....E-mail..... Postal Code.....

Sir/Madam,

I hereby require you, within a period of ..... days, at your expense, to make such alterations, additions or repairs to the building in your occupation in the interests of public health/to render such building or part thereof fit for the purpose for which it is intended to be used to the Authority's satisfaction.

Necessary alterations/repairs:

.....  
.....  
.....

Please TAKE notice that if the requirements of this order are not complied with within the time specified above the Authority will itself enter upon the premises and carry out such alterations at your expense.

Name .....Signature: .....E-mail.....  
Address.....Postal Code.....

This order was received on.....

Name: .....Signature:.....E-mail.....  
Postal Code.....

cc. Ward Executive Officer,  
cc. Mtaa Executive Officer.

Office of the Planning Authority .....  
Under the Urban Planning (Building) Regulations, 2018

**NOTICE TO CARRY OUT ALTERATIONS TO DOOR/GATE/WINDOW**

(Under regulation 40)

To .....  
Plot No.....Block No.....E-mail.....Postal Code.....

Sir/Madam,

I hereby require you, being the owner of the premises, on the ground floor of which any door, gate, bar, window or other structure opens towards or upon the street in such manner as to obstruct the safe or convenient passage of the public along such street, at your expense, within a period of ..... days, to have the said door, gate, bar, window or other structure altered so as not to open outwards to the Authority's satisfaction.

Name: .....Signature .....E-mail.....  
Address .....Postal Code.....

This notice was received on.....

Urban Planning (Building)

GN. No. 80 (contd...)

Name: .....Signature: .....E-mail.....  
Postal Code.....

cc. Ward Executive Officer,  
cc. Mtaa Executive Officer.

Form 17

Office of the Planning Authority .....  
Under the Urban Planning (Building) Regulations, 2018

**BUILDING PERMIT FOR USE OF BUILDING**  
(Under regulation 81)

Permission is hereby given that the building designed and constructed on Plot No.....Block No....  
Road/Street..... Postal Code ..... as a building under Class ..... to be used as  
a building under Class .....

Conditions: .....  
.....

Name: ..... Signature..... E-mail ..... Postal Code ..... Date: <b>The Authorized Officer</b> <b>(Engineer)</b>	Name: ..... Signature..... E-mail ..... Postal Code ..... Date: <b>The Authorized Officer</b> <b>(Registered Town Planner)</b>
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- (1) Name and description of applicant.....E-mail .....
  - (2) Short description of building, e.g., dwelling house, shop, dwelling house, factory, godown, store, billboard, telecommunication tower etc. Modify to suit circumstances.
  - (3) Description of location: Plot No.....Block No.... Road/Street.....Postal Code .....
- cc. Ward Executive Officer,  
cc. Mtaa Executive Officer.



URBAN PLANNING (RESTORATION ORDER) FORMS, 2018

(Under regulation 77(1)(r))

Order No.....  
TO:.....

FROM:.....

In ACCORDANCE with Regulation(s) \_\_\_\_\_ of the \_\_\_\_\_ and Section(s) ..... of The Urban Planning Act, 2007.

WHEREAS information was brought to the attention of the .....(Planning Authority) from which it appeared that development.....on Plot \_\_\_\_\_, Block/building \_\_\_\_\_, Parcel \_\_\_\_\_, Plan in the \_\_\_\_\_ (place) contravenes Section/Regulation.....of the.....or Conditions set out under building permit No.....

IT IS ORDERED that.....(name of permit holder) do within .....(days) from the date of this order TAKE THE FOLLOWING STEPS to restore, the said parcel of land or building or structure, to its natural condition as if such contravention had not occurred or as directed by the law or Planning Authority:-

- 1.....
- 2.....
- 3.....

An appeal may be made to the relevant Authority with respect to this order as per Section/Regulation.....of the.....

TAKE NOTICE THAT IF WITHOUT REASONABLE EXCUSE YOU FAIL TO COMPLY WITH THE DIRECTIONS CONTAINED IN THIS ORDER BY THE DATE INDICATED, FURTHER ACTION MAY BE TAKEN AND PENALTIES MAY APPLY.

Dated at \_\_\_\_\_, this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_ .

Signed.....Contacts.....

cc. Ward Executive Officer,  
cc. Mtaa Executive Officer.

URBAN PLANNING (CALL AND STOP ORDER) FORMS, 2018
(Under Regulation 77(1)(r))

Order No.....
TO:.....
FROM:.....

IN ACCORDANCE with Regulation(s)..... of the ..... and
Section(s).....of The Urban Planning Act, 2007.

NOTICE IS HEREBY GIVEN that development .....
on Plot ....., Block/building ....., Parcel ....., Plan .....
in the .....(place) is ordered to discontinue immediately.

Detailed Description of Affected Work(s)
.....
.....
.....

PARTICULARS/NATURE OF VIOLATION:
(E.g. Work being done without a building permit; work, development, or building/structure is in
contravention of the Urban Planning Act, by-laws and etc;)
1.....
2.....
3.....

You are hereby directed to appear before.....on the ..... of
.....20, at .....(Time).....at.....(Place) for further
direction/Instruction.

An appeal may be made to the relevant Authority with respect to this order as per
Section/Regulation.....of the.....

You have until ....., to comply with this order or file an Appeal under
Section/Regulation.....

UNLESS NECESSARY STEPS ARE TAKEN BY THE DATE INDICATED, FURTHER ACTION
MAY BE TAKEN AND PENALTIES MAY APPLY.

Dated at ....., this \_\_\_\_ day of ....., 20..... .

Signed.....Contacts.....

cc. Ward Executive Officer,
cc. Mtaa Executive Officer.

FURTHER EXPLANATORY NOTES

The following changes have been made in the existing Regulations:
Reg 8(h): General planning scheme and detailed planning scheme have been substituted for "Town
planning scheme" and "proposed Town planning scheme."
Basis: the latter expressions do not appear in the Urban Planning Act No. 8 of 2007.
Reg 9(3): Notification to begin to erect a building.
Basis: convenience to the land owner; he should not make regular visits to the Planning Authority.

Reg 9(5): Delay by the Planning Authority leads to a presumed grant of building permit.

**Basis:** Delay by the Planning Authority should not prejudice the land owner.

Reg 15: Drawings to be signed by registered architect and registered engineer.

**Basis:** to encourage professionalism.

Reg 17(2): Application for renewal of building permit.

**Basis:** Application for new building permit is both cumbersome and costly to the land owner.

Reg 19(3); 32(3); 37(4); 38(3); 38(4); 74(2)(b); 77(2): *Inter partes* application to the Court .

**Basis:** the right to be heard is cornerstone of the rule of law and good governance.

Reg 20: Extension of permit.

**Basis:** Application for new building permit is both cumbersome and costly to the land owner.

Reg 48(1) and 50: Good sound burnt bricks added.

**Basis:** to encourage cheap, good housing.

Reg 82: Facilities for Persons with Disabilities have been included.

Reg 84: The term “Immunity” in the title has been substituted for “Penalty.”

**Basis:** this Regulation does not deal with penalties.

Reg 86: The term “Offences” has been substituted for “Protection of officer.”

**Basis:** The Regulation creates offences.

Dodoma

14<sup>th</sup> February, 2018

WILLIAM V. LUKUVI,  
*Minister for Land, Housing and  
Human Settlement Development*