



**LAGOS STATE BUILDING  
CONTROL AGENCY**

# **A GUIDE TO THE BUILDING CONTROL PROCESS IN LAGOS STATE.**

**PRESENTED BY:**

**ARC. GBOLAHAN OWODUNNI OKI**

**GENERAL MANAGER, LASBCA**



A paper presentation  
at the  
“**Developer Roundtable**”  
by the  
MPPUD & Lagos State  
Chapter of REDAN on  
Wednesday,  
16<sup>th</sup> June, 2021.

## TABLE OF CONTENTS

• Title page-----	slide 1
• Table of Contents-----	slide 2
• Quick Overview-----	slide 3-5
• Building Control-----	slide 6-16
• I & QC -----	slide 17-23
• PCA-----	slide 24-28
• PUBLIC ENLIGHTENMENT-----	slide 29
• ENFORCEMENT-----	slide 30-31
• Checklist for Green Sticker-----	slide 32
• Checklist for Cert. of Completion & Fitness for Habit-----	slide 33
• FAQ-----	slide 19

# QUICK OVERVIEW

## BRIEF HISTORY

**Lagos State Building Control Agency (LASBCA)** came into being through the Lagos State Urban and Regional Planning and Development Law of 2010, domiciled in the **Ministry of Physical Planning and Urban Development.(MPPUD)**

The Agency is also being governed by the **LASBCA** regulations and the **National Building Code.**

Operations in the Agency commenced fully on **August 12, 2012.**

## VISION

The **VISION** of the Agency aims to:

- Ensure that buildings in Lagos State are designed, constructed and maintained to high standards of safety.
- Avoid loss of lives and properties.
- Achieve zero percent building collapse through its building regulatory system.



## RESPONSIBILITIES.

# QUICK OVERVIEW



### **Building control in all its ramifications through the :**

- Issuance of Authorization to Commence Construction after obtaining development permit.
- Inspection and Certification at various stages of building construction.
- Verification of General Contractor' All Risk and Building Insurance Policy.
- Issuance of Certificate of Completion and Fitness For Habitation/Use.
- Identification and removal of distressed and non-conforming buildings.
- Public Health control in Buildings.

## PARTNERS

# QUICK OVERVIEW



The collaboration between the operations of the under listed sister agencies further drives the Agency towards achieving its vision.

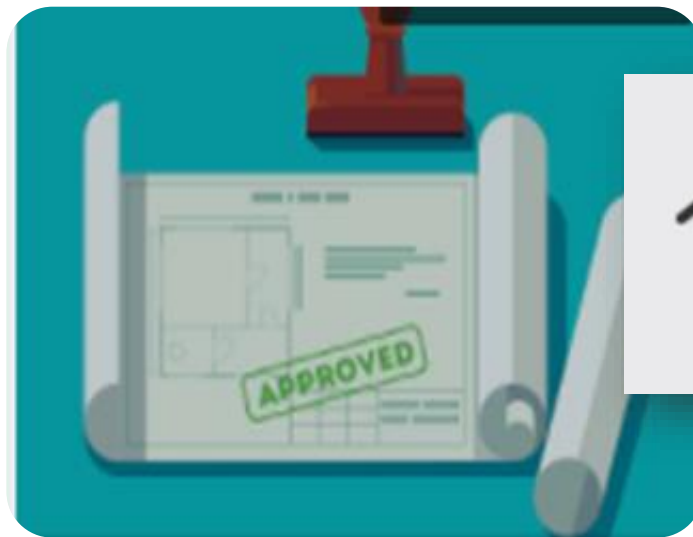
- **LAGOS STATE PHYSICAL PLANNING PERMIT AUTHORITY (LASPPPA).**
- **LAGOS STATE URBAN RENEWAL AGENCY (LASURA)**
- **LAGOS STATE ENVIRONMENTAL PROTECTION AGENCY(LASEPA)**
- **LAGOS STATE MATERIAL TESTING LABORATORY (LSMTL).**
- **LAGOS STATE PARKS AND GARDENS (LASPARK)**
- **LAGOS STATE SAFETY COMMISSION.(LSSC)**
- **LAGOS STATE FIRE & SAFETY SERVICE (LSFSC)**

## THE PROCESS

# BUILDING CONTROL



Building control commences when a building owner or a developer has had his drawings for a proposed development screened for Approval and is subsequently issued a “**Development Permit**” in respect of a proposed development by the **LAGOS STATE PHYSICAL PLANNING PERMIT AUTHORITY (LASPPPA)** and seeks authorization from LASBCA to commence with construction works.



## MODE OF OPERATIONS I

# BUILDING CONTROL

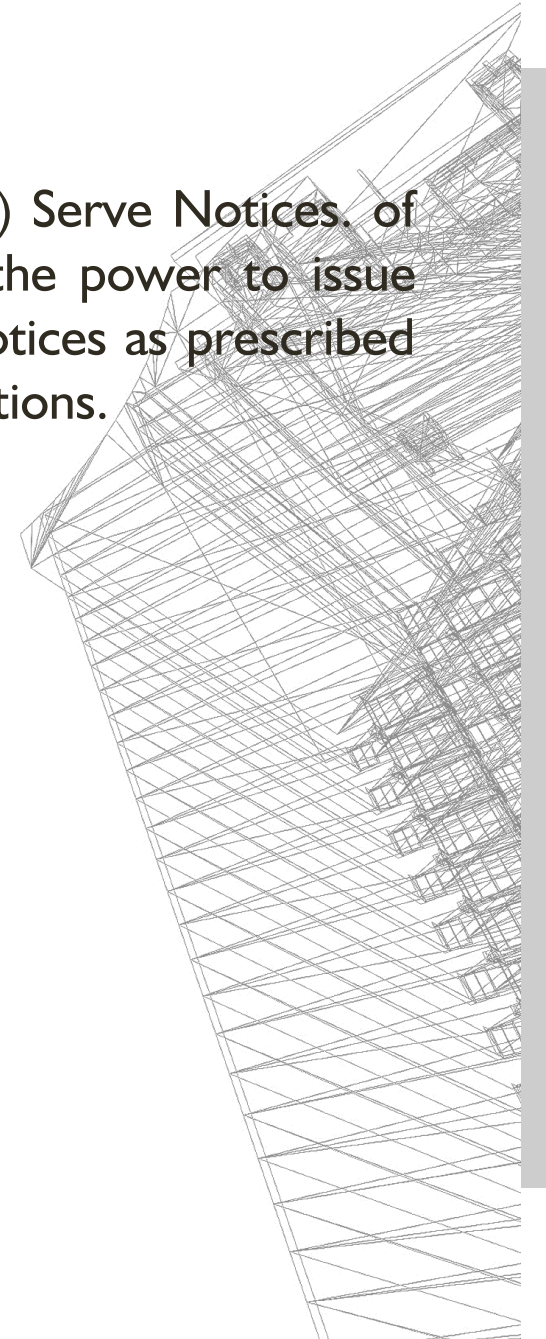


## POWERS TO SERVE NOTICES

Pursuant to the provisions of Section 47(c) Serve Notices. of the Principal Law, the Agency shall have the power to issue and serve any of the following statutory notices as prescribed in Schedules 14 – 20 of the LASBCA Regulations.

The notices are:

- **Contravention Notice;**
- **Stop Work Order,**
- **Quit Notice;**
- **Seal Off Order;**
- **Demand Notice;**
- **Regularization Notice**
- **Demolition Notice.**



# MODE OF OPERATIONS I

# BUILDING CONTROL



## SAMPLE OF A CONTRAVENTION NOTICE

## POWERS TO SERVE NOTICES

  
LAGOS STATE GOVERNMENT  
LAGOS STATE BUILDING CONTROL AGENCY  
OBA AKINJOBI WAY, OLD SECRETARIAT, IKEJA, LAGOS.  
ENFORCEMENT DEPARTMENT

ORIGINAL  
08000

Office of Issue  
.....  
.....  
.....

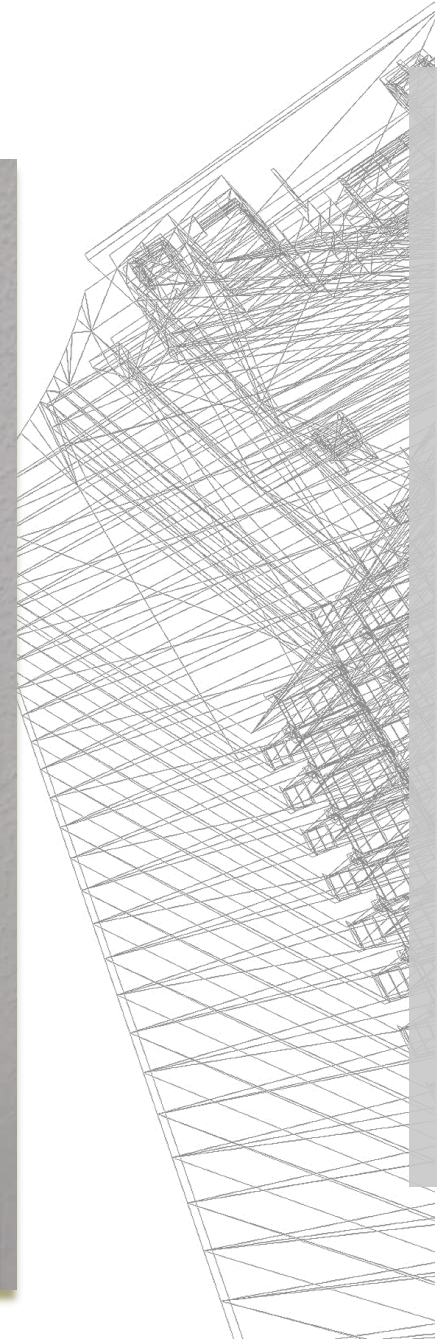
The Owner  
.....  
.....  
.....

**LAGOS STATE URBAN AND REGIONAL PLANNING AND DEVELOPMENT LAW 2010  
CONTRAVENTION NOTICE**

1. Upon inspection of the property at the above address  
It appears that the provisions of the Lagos State Building Control Regulations made in pursuant to Urban and Regional Planning and Development Law 2010 had been contravened.
2. Your contravention consists of the following:  
(a) .....  
(b) .....  
(c) .....  
(d) .....
3. Stage of work.....
4. If you dispute the above contravention, you are requested to bring all documents in support of your case including your Building Development Permit to the undersigned within 24 hours of the service of this Notice on you.
5. If you do not dispute the contravention, you are hereby ordered to restore the land to its original state by removing the said contravention.
6. If you fail to remove the said contravention within.....days from the date of service of this Notice, the said contravention shall be demolished after service of demolition Notice on you.

Dated this.....day of.....20.....

ORIGINAL  
.....  
for: General Manager





# MODE OF OPERATIONS I


# BUILDING CONTROL



## SAMPLE OF A SEAL-UP ORDER

## POWERS TO SERVE NOTICES

**ORIGINAL**  
05250

  
LAGOS STATE GOVERNMENT  
LAGOS STATE BUILDING CONTROL AGENCY  
OBA AKINJOBI WAY, OLD SECRETARIAT, IKEJA, LAGOS.  
ENFORCEMENT DEPARTMENT

Office of Issue  
.....  
.....  
.....

The Owner  
.....  
.....  
.....

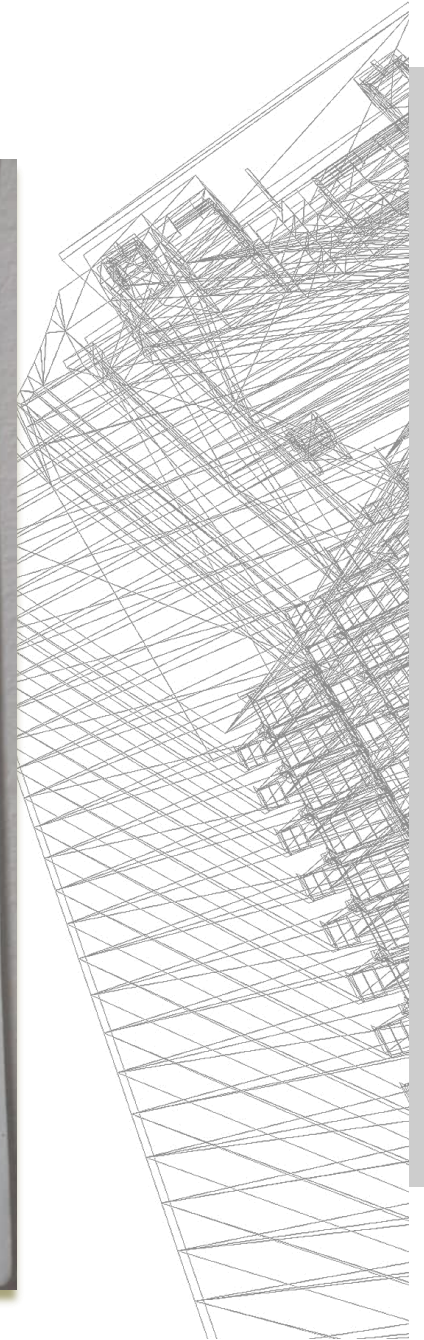
S/N.....

**LAGOS STATE URBAN AND REGIONAL PLANNING AND DEVELOPMENT LAW 2010**  
**SEAL UP NOTICE**

- Sequel to the following:
  - Inspection of the property on .....
  - Contravention Notice No .....
  - Stop Work Order No .....
  - Demolition Notice No .....
  - Quit Notice No .....
  - Regularization Notice No .....
- TAKE NOTE** that the building shall be sealed up pursuant to the provisions of the Lagos State Urban and Regional Planning and Development Law upon the expiration of the ultimatum given under any of the above Notices.
- TAKE NOTE** that any forceful entry shall attract the relevant penalty as prescribed under the Law.

Dated this.....day of.....20.....

**ORIGINAL**  
.....  
for: General Manager




# MODE OF OPERATIONS I

# BUILDING CONTROL



## SAMPLE OF A STOP-WORK ORDER

## POWERS TO SERVE NOTICES

  
LAGOS STATE GOVERNMENT  
LAGOS STATE BUILDING CONTROL AGENCY  
OBA AKINJOBI WAY, OLD SECRETARIAT, IKEJA, LAGOS

ORIGINAL  
048100

Office of Issue  
.....  
.....  
.....

The Owner  
.....  
.....  
.....

**LAGOS STATE URBAN AND REGIONAL PLANNING AND DEVELOPMENT LAW 2010**  
**STOP-WORK ORDER**

S/No.....

Upon inspection of the development at No.....

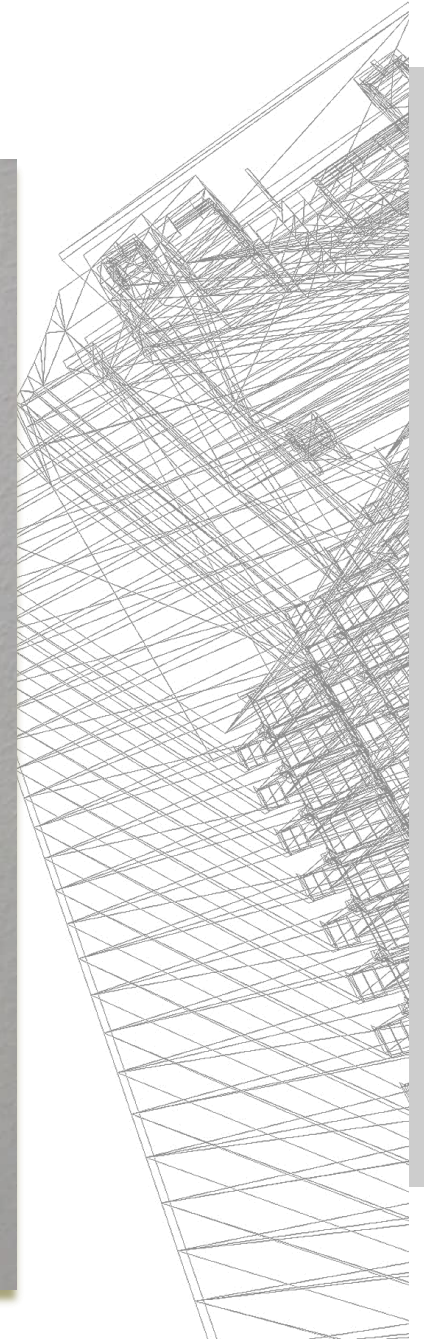
It was observed that:

- (a) the building under construction is unauthorised.
- (b) the development did not comply with the development permit issues by the Lagos State Physical Planning Permit Authority.

2. Stage of work.....
3. **TAKEN NOTICE** that all further developments on the said land should stop from the service of this ORDER on you.

Dated this .....day of....., 20.....

ORIGINAL for: General Manager




# MODE OF OPERATIONS I

# BUILDING CONTROL



## SAMPLE OF A REGULARIZATION NOTICE

## POWERS TO SERVE NOTICES

  
LAGOS STATE GOVERNMENT  
LAGOS STATE BUILDING CONTROL AGENCY  
OBA AKINJOBI WAY, OLD SECRETARIAT, IKELA, LAGOS

ORIGINAL  
SH 0009417

TELEPHONE NO:  
EMAIL ADDRESS:  
ENFORCEMENT NOTICE

OFFICE OF ISSUE  
.....  
.....  
.....  
.....

REF NO :.....

THE OWNER/DEVELOPER/OCCUPIER  
.....  
.....  
.....

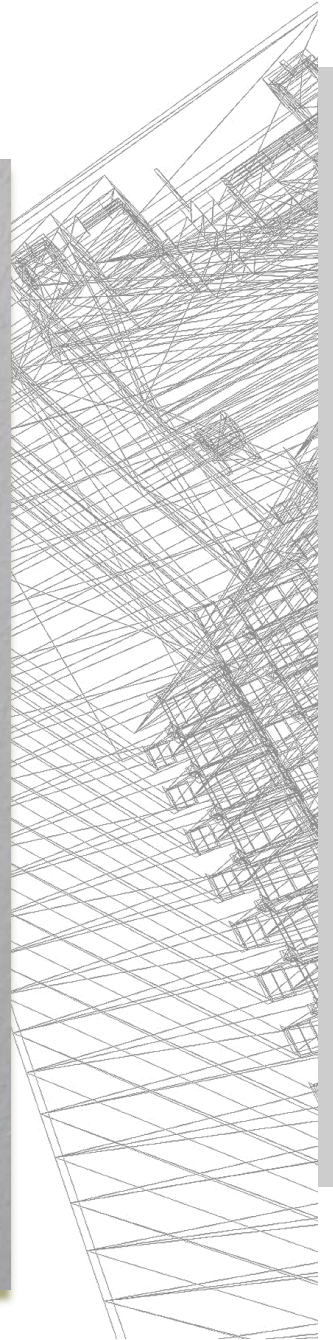
**REGULARIZATION NOTICE**

1. Pursuant to the provisions of Section 60 of the Lagos State Urban and regional Planning and Development Law, 2010, the above mentioned structure is in contravention of the law and a Contravention Notice with reference number ..... and dated ..... has been served on the property.
2. You are requested to regularize the contravention within NINETY (90) days of the service of this notice.  
Failure to regularize the said contravention within NINETY (90) days from the date of service of the Notice, the said contravention shall be demolished after the service of Demolition Notice on you

DATED this .....day of .....20.....

.....  
for: General Manager

ORIGINAL



# MODE OF OPERATIONS I

# BUILDING CONTROL



## SAMPLE OF A QUIT NOTICE

## POWERS TO SERVE NOTICES

### SCHEDULE 16

LAGOS STATE GOVERNMENT  
LAGOS STATE BUILDING CONTROL AGENCY  
TEL PHONE NO:  
EMAIL ADD:

OFFICE IN USE

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

REF NO: .....

THE OWNER/DEVELOPER/OCCUPIER

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

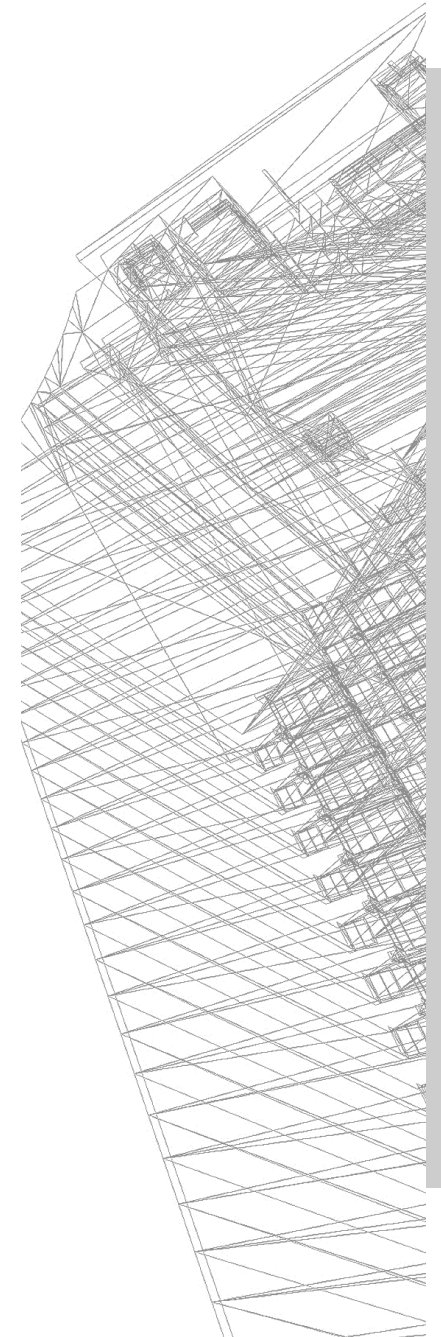
### QUIT NOTICE

1. Sequel to the following:
  - a) Inspection of the Property.....
  - b) Contravention Notice No.....
  - c) Stop Work Order No.....
  - d) Demolition Order No.....
2. This Office has observed that,
  - a) .....
  - b) .....
  - c) .....
  - d) .....
3. In view of the above, you are hereby advised to remove all valuables and vacate the property within..... days from the date of the service of this Notice.
4. TAKE NOTE that the Agency will not be liable for any loss or damages whatsoever arising from failure to comply with the advice given above.

Dated this..... day of..... 20.....

.....

For: General Manager



# MODE OF OPERATIONS I

# BUILDING CONTROL



## SAMPLE OF A DEMAND NOTICE

## POWERS TO SERVE NOTICES

### SCHEDULE 18

LAGOS STATE GOVERNMENT  
LAGOS STATE BUILDING CONTROL AGENCY  
TEL PHONE NO:  
EMAIL ADDRESS:

OFFICE OF ISSUE OR ISSUANCE OFFICE  
.....  
.....

REF NO: .....

THE DEVELOPER/CONTRACTOR  
.....  
.....

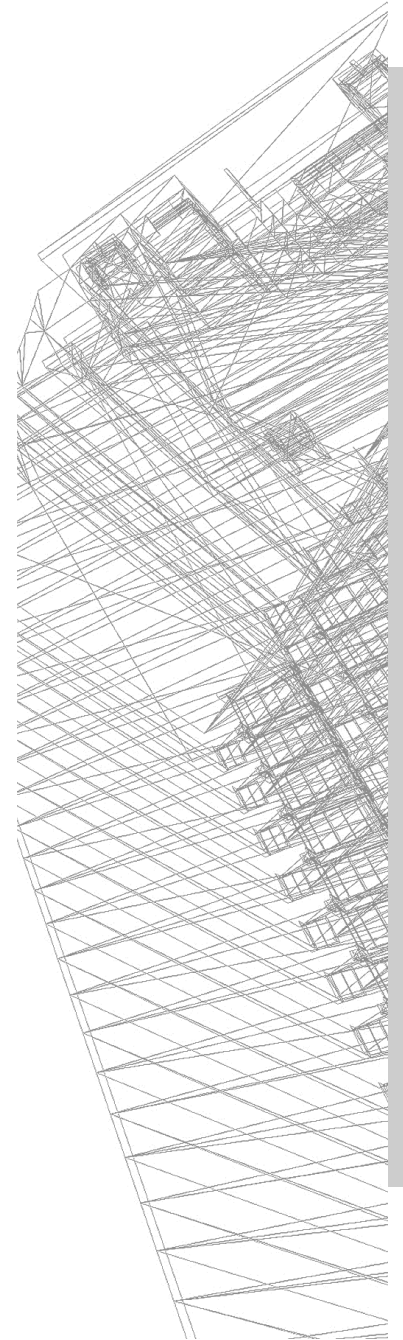
### DEMAND NOTICE

You are hereby requested to submit to the undersigned within 30 days, the General Contractors' All Risk Insurance / Building Insurance Policy of your building consisting of \_\_\_\_\_ floors and situated at \_\_\_\_\_

\_\_\_\_\_ for VERIFICATION as required under Section 48(2)and(3) of the Lagos State Urban and Regional Planning and Development Law of 2015.

Failure to comply, the Agency shall take necessary steps to enforce the provision of the law.  
Thank you.

\_\_\_\_\_  
For: General Manager



# MODE OF OPERATIONS I

# BUILDING CONTROL

## POWERS TO SERVE NOTICES

### SCHEDULE 20

LAGOS STATE GOVERNMENT  
LAGOS STATE BUILDING CONTROL AGENCY  
TELEPHONE NO:  
EMAIL ADD:

OFFICE OF ISSUE

REF NO:.....

THE OWNER/DEVELOPER/OCCUPIER

### DEMOLITION NOTICE

1. I refer to the Contravention Notice No.....dated.....served on you.
2. This office has observed that you have not complied with the instructions contained in the said Notice.
3. Notice is hereby given that if the said contravention is not removed within.....days from the date of this Notice, the said contravention / unauthorized shall be demolished and the cost of such demolition recovered from you.

Dated this.....day of.....20.....

.....  
For: General Manager

SAMPLE OF A **DEMOLITION NOTICE**



## MODE OF OPERATIONS II

# BUILDING CONTROL



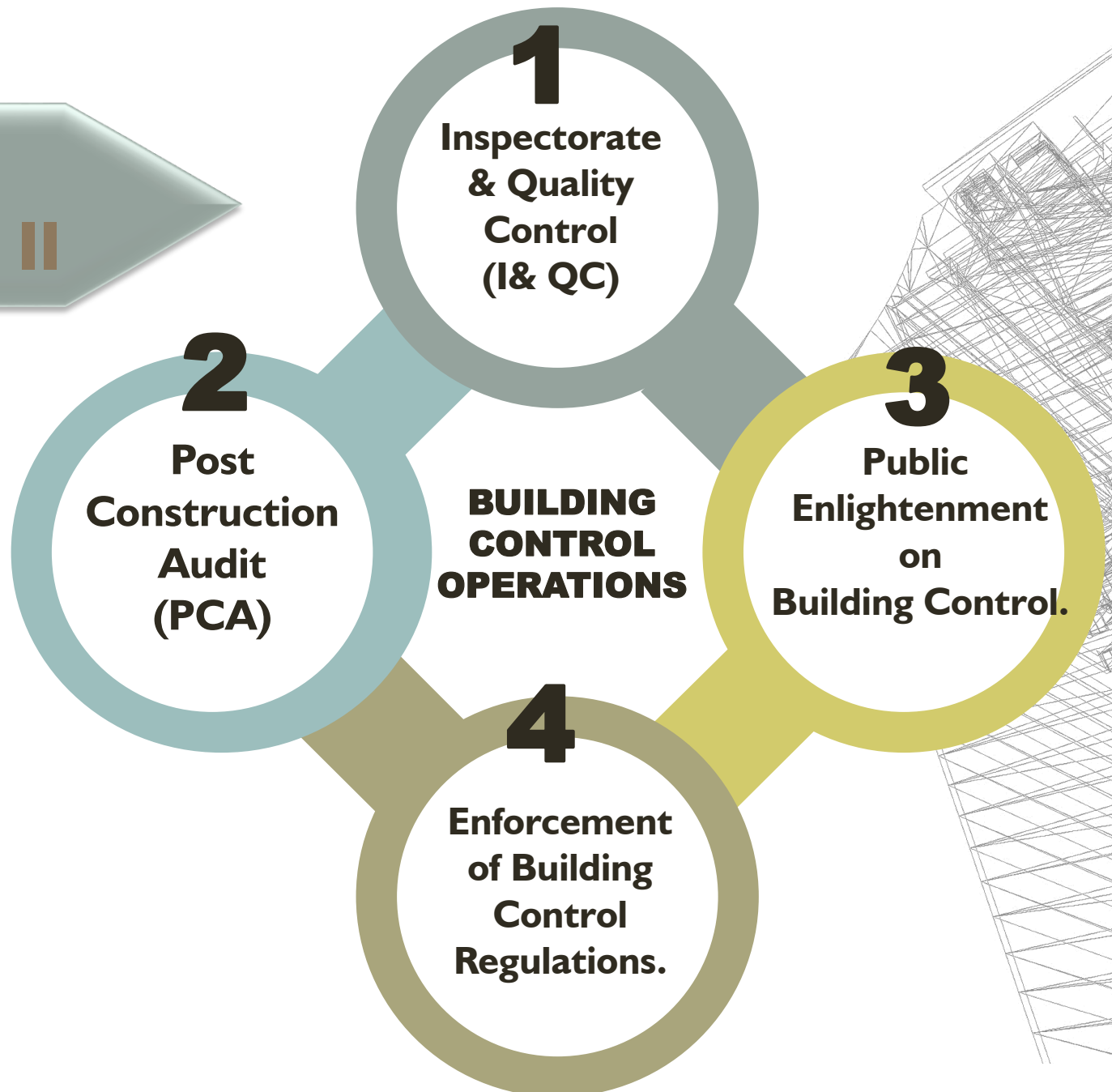
## DEVELOPMENT CONTROL

Here, the operations of the Agency are categorized by their functions which are being monitored by the under listed departments namely:

- **Inspectorate and Quality Control (I&QC).**
- **Post Construction Audit (PCA).**
- **Public Enlightenment on Building Control.**
- **Enforcement of Building Control Regulations.**

## MODE OF OPERATIONS II

# BUILDING CONTROL



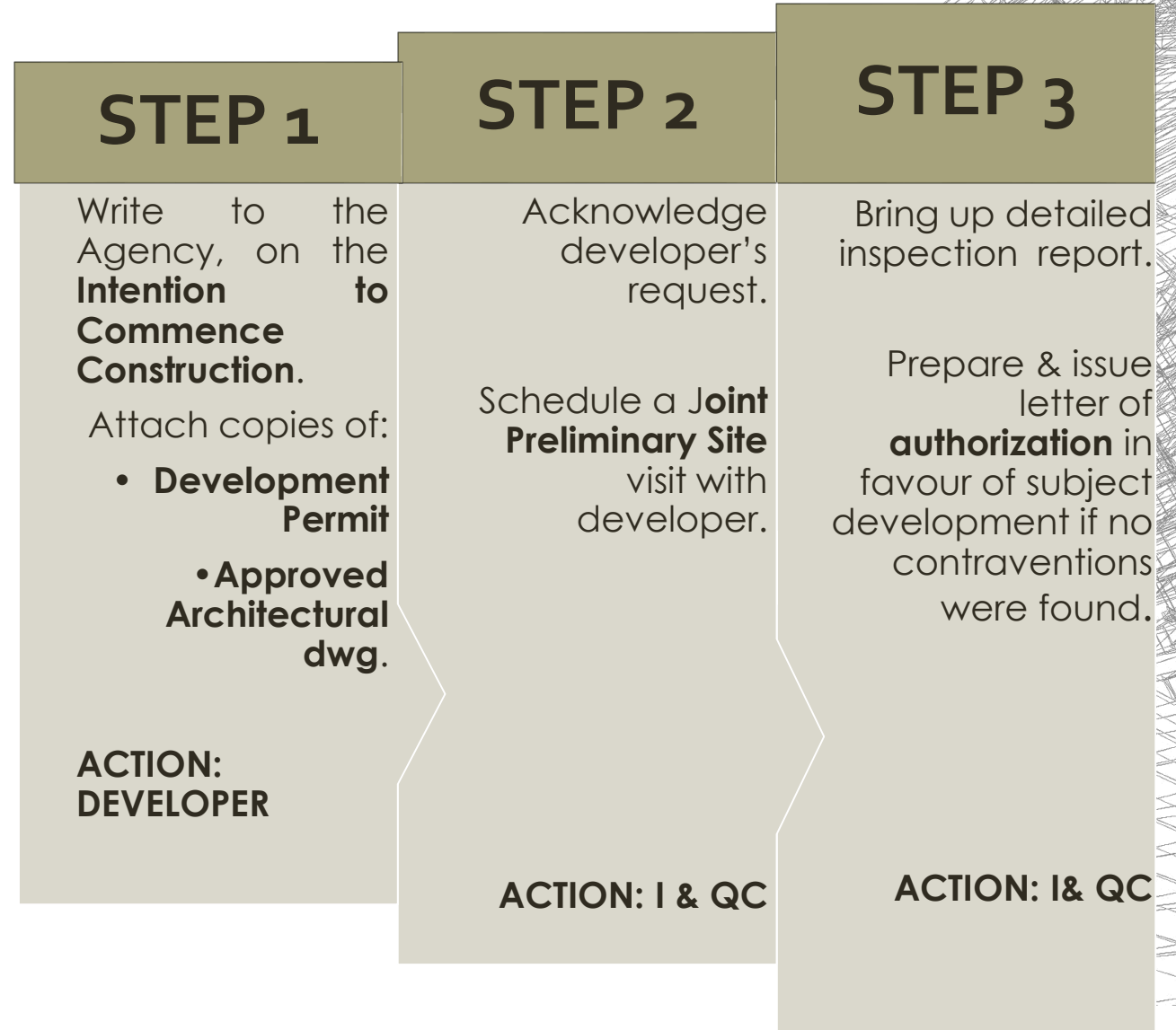


## DUTIES (1)

# Inspectorate & Quality Control (I & QC)



## ISSUANCE OF LETTER OF AUTHORIZATION TO COMMENCE CONSTRUCTION

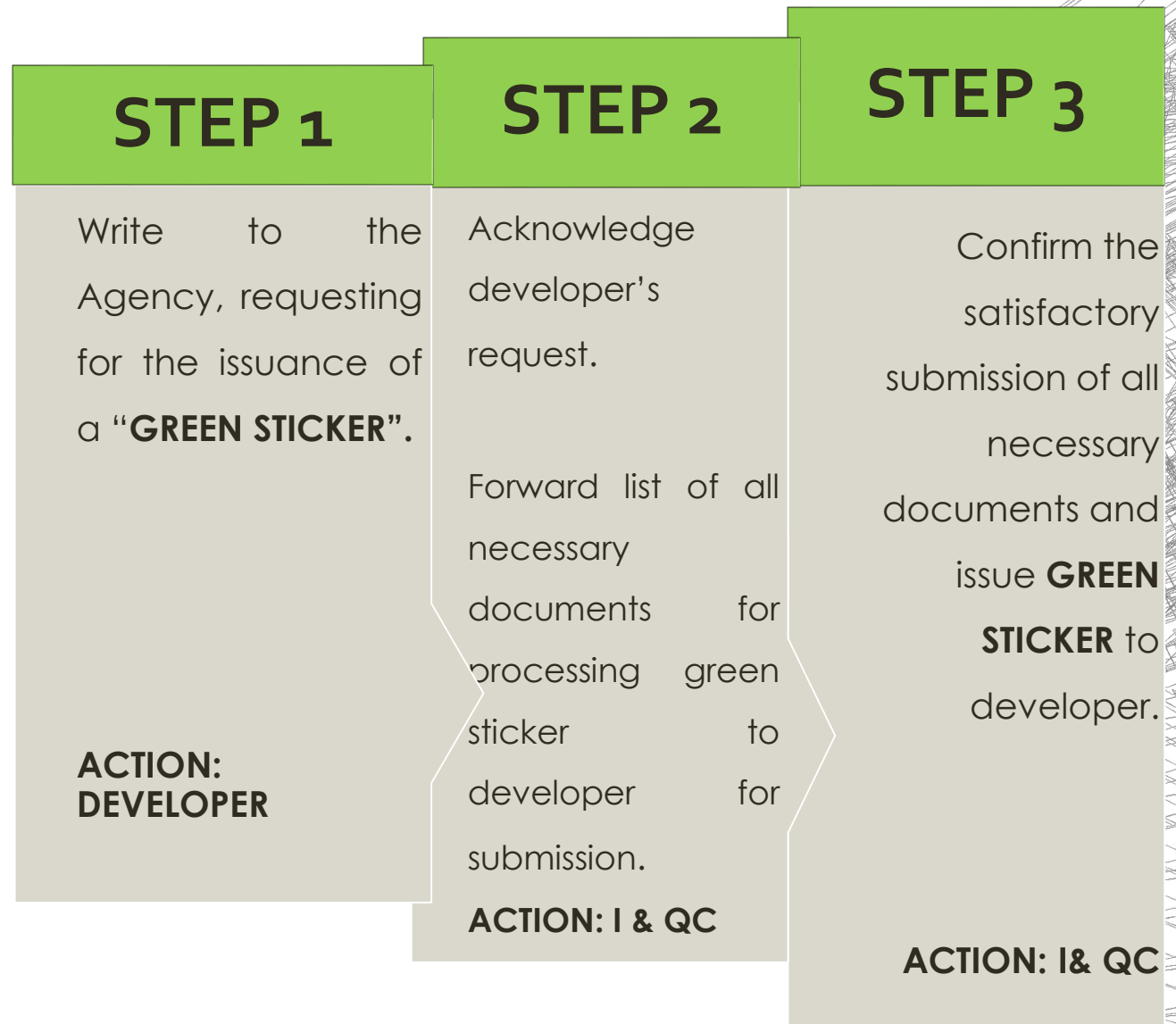


## DUTIES (2)

# Inspectorate & Quality Control (I & QC)



## ISSUANCE OF “GREEN STICKERS”

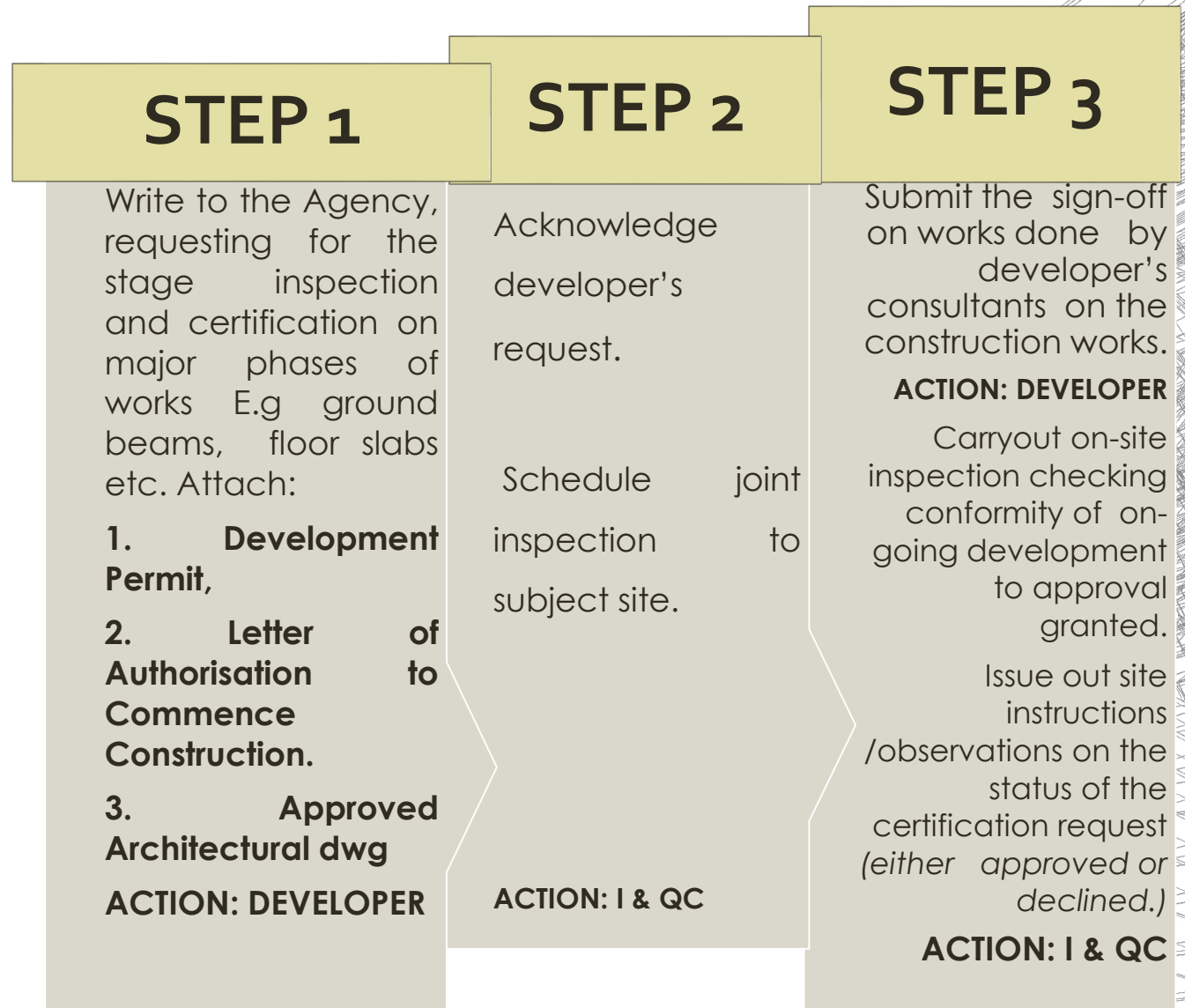


## DUTIES (3)

# Inspectorate & Quality Control (I & QC)



## STAGE INSPECTIONS AND CERTIFICATION



# IMAGES

# Inspectorate & Quality Control (I & QC)

## STAGE INSPECTIONS AND CERTIFICATION



## DUTIES (4a)

# Inspectorate & Quality Control (I & QC)



## CERTIFICATES OF COMPLETION AND FITNESS FOR HABITATION/USE SEEKS TO CONFIRM THE FOLLOWING:

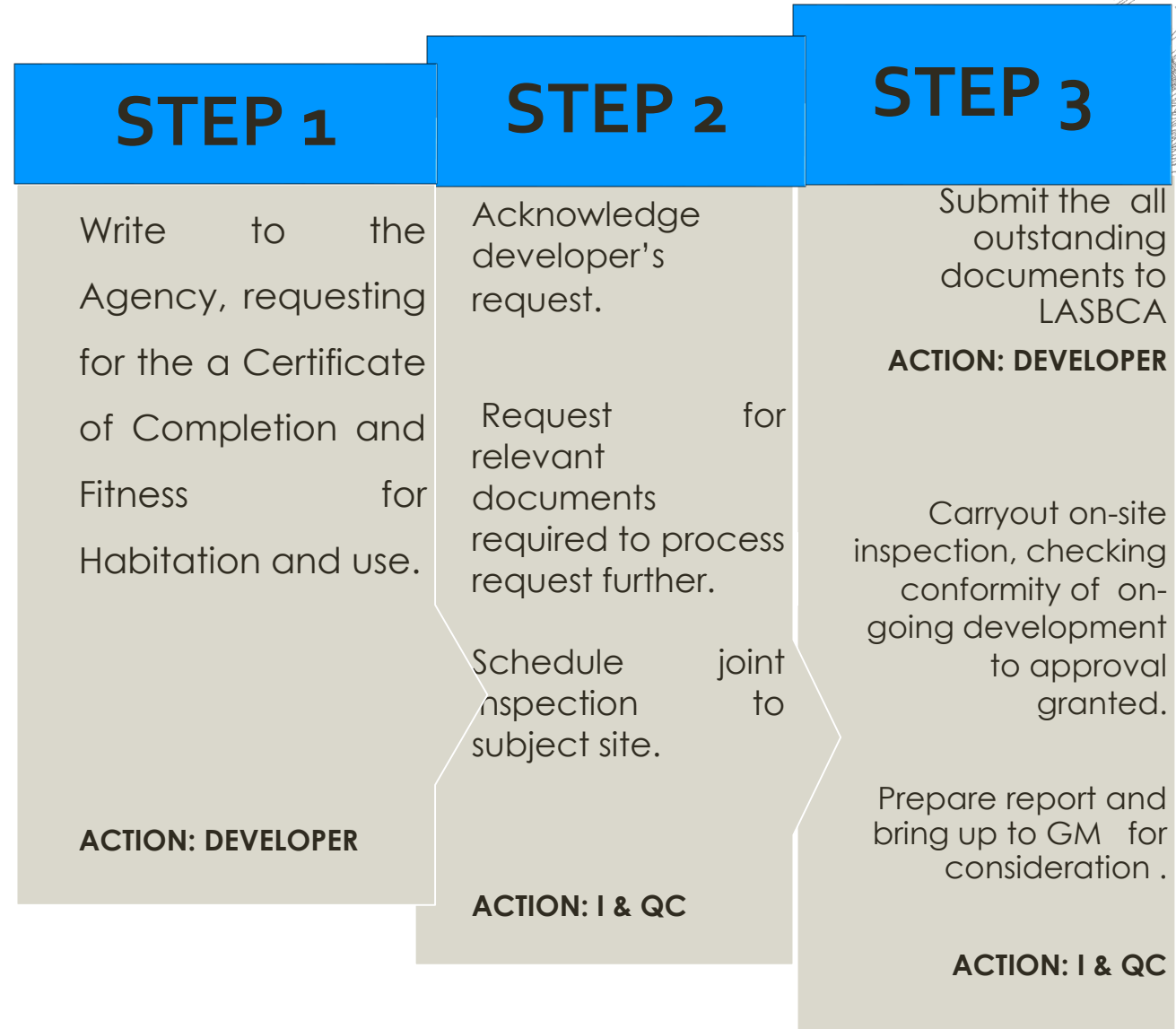
- Structure has stability & integrity.
- Structure is free from serious disrepair after renovation or improvement works.
- Free from dampness prejudicial to the health of the occupants (if any).
- Adequate provision for lighting, gas and ventilation
- Adequate supply of wholesome piped water; satisfactory facilities in the dwelling for the preparation and cooking of food, including a sink with a satisfactory supply.
- Suitably located water closet for the exclusive use of the occupants.
- Exclusive use of the occupants (if any), a suitably located fixed bath or shower and a wash hand basin each of which is provided with a satisfactory supply of water; and
- Effective system for the draining of foul water and surface water;
- Suitable location of septic tank far away from borehole location.

## DUTIES (4b)

# Inspectorate & Quality Control (I & QC)



## ISSUANCE OF CERTIFICATES OF COMPLETION AND FITNESS FOR HABITATION/USE

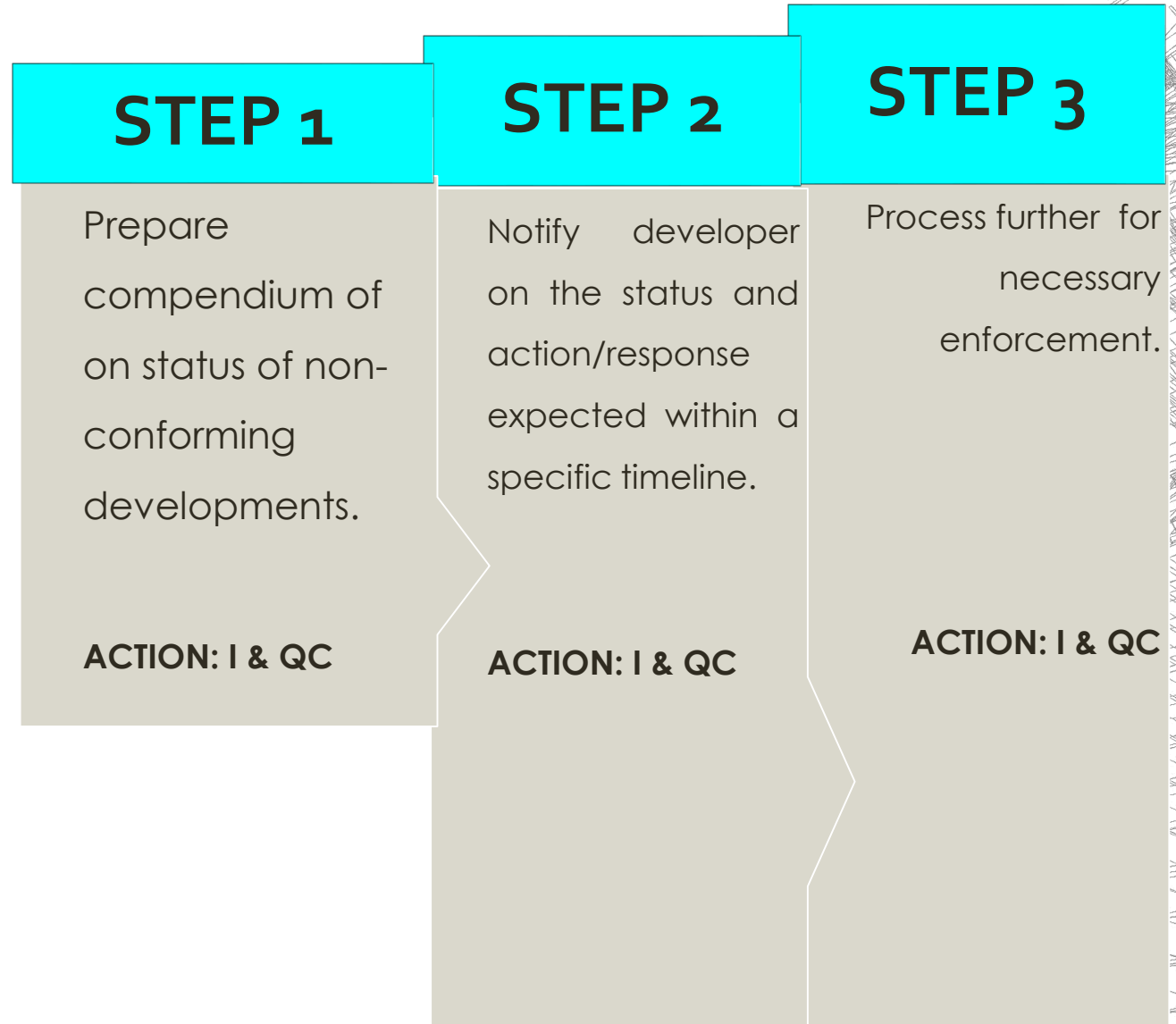


## DUTIES (5)

# Inspectorate & Quality Control (I & QC)



## IDENTIFICATION OF NON-CONFORMING CONSTRUCTION PROCESS FOR NECESSARY ENFORCEMENT.



## DUTIES 1

# POST CONSTRUCTION AUDIT (PCA)

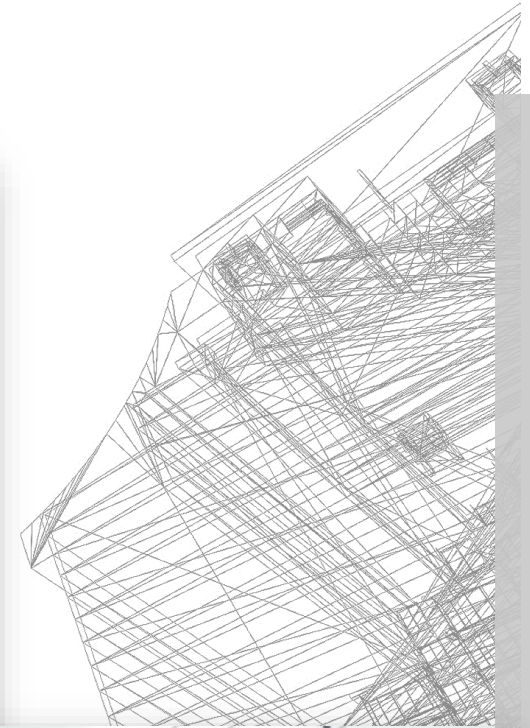
- IDENTIFICATION OF DISTRESSED AND DEFECTIVE BUILDINGS AND STRUCTURES.
- PERIODIC AUDIT OF EXISTING/IN-USE BUILDINGS TO ENSURE THAT THEY ARE STILL IN GOOD HABITABLE CONDITION.
- MARKING OUT & NOTIFYING OWNERS OF DISTRESSED AND DEFECTIVE BUILDINGS AND STRUCTURES FOR REMOVAL.





# Images of Distressed Buildings

# POST CONSTRUCTION AUDIT (PCA)



## DUTIES 2

# POST CONSTRUCTION AUDIT (PCA)



## MONITOR THE RENOVATION OF BUILDINGS/STRUCTURES FOR STAGE CERTIFICATION AND COMPLIANCE.

### RENOVATION

IS THE ACT OF RESTORING AN OLD OR DILAPIDATED BUILDING TO A GOOD STATE OF REPAIR.

### REMODELING

REPAIRING A BUILDING BY ALTERING ITS ORIGINAL STRUCTURAL ARRANGEMENT TO A PREFERRED ONE BY ADDITION OR REMOVAL OF BUILDING ELEMENTS.

### REQUIREMENTS

- RENOVATION PERMIT FROM LASPPA STATING ITEMS OF WORK TO BE CARRIED OUT.
- PERMIT FROM LASPPA STATING ITEMS OF WORK TO BE CARRIED OUT.
- AS-BUILT/PROPOSED DRAWINGS OF STRUCTURE.
- NON- DESTRUCTIVE TEST REPORT.(NDT)
- LETTER OF STRUCTURAL SUPERVISION/INDEMNITY.

**IMAGE OF RENOVATION  
WORKS**

# POST CONSTRUCTION AUDIT (PCA)



**BEFORE**



**AFTER**



IMAGE OF A REMODELED BUILDING

# POST CONSTRUCTION AUDIT (PCA)



BEFORE



AFTER



BEFORE



AFTER

## DUTIES

# PUBLIC ENLIGHTENMENT ON BUILDING CONTROL

- **ENGAGING THE PUBLIC ON THE NEED TO BUILD ACCORDING TO THE DEVELOPMENT LAW AND STANDARD.**
- **PUBLIC ENLIGHTENMENT ON HOW TO GET THE NECESSARY DOCUMENTS BEFORE EMBARKING ON BUILDING CONSTRUCTION PROJECTS.**



## DUTIES

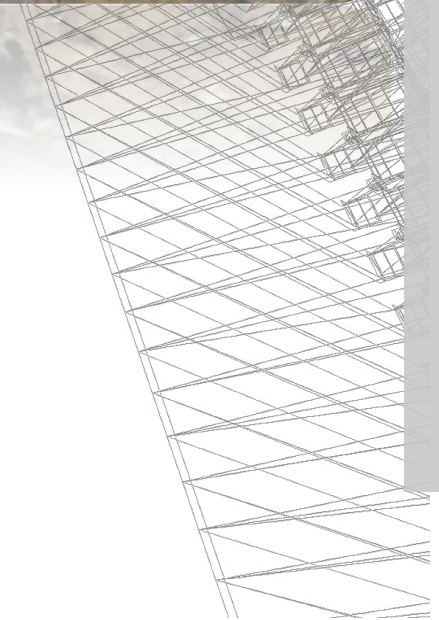
# ENFORCEMENT OF BUILDING CONTROL REGULATIONS

- REMOVAL (PARTIAL OR TOTAL) OF ILLEGAL AND NON-CONFORMING STRUCTURES.
- SEALING OF CONTRAVENING STRUCTURES WITH RED STICKER TO COMPEL DEVELOPERS TO REGULARIZE THEIR APPROVAL.
- REMOVAL OF DEFECTIVE AND DISTRESSED BUILDINGS AND STRUCTURES.



# DEMOLITION OF DISTRESSED BUILDINGS

# ENFORCEMENT OF BUILDING CONTROL REGULATIONS



# CHECKLIST FOR ISSUANCE OF GREEN STICKER

- Authorization Letter
- Development permit
- Approved Architectural Drawings
- Approved Structural Drawings
- Approved Electrical Drawings
- Approved Mechanical Drawings
- Evidence of Stage certification payment
- Soil Test Report
- Letter of introduction of professionals with copies of practice license
- Letter of structural supervision by the structural consultant





# CHECKLIST FOR CERTIFICATE OF COMPLETION AND FITNESS FOR HABITATION/USE.

LAGOS STATE BUILDING CONTROL AGENCY								
CHECKLIST FOR ISSUANCE OF CERTIFICATE OF COMPLETION AND FITNESS FOR HABITATION								
Project Name :-								
Project Address								
Development Permit Number		No. of Floors						
S/N	DOCUMENTS	RESIDENTIAL			Comm.	Instit.	PFS & GAS Station	Folio no.
		1 Flr	2 Flrs	3 Flrs & Above				
1	Application Letter for Certificate of Completion	V	V	V	V	V	V	
2	Development Permit	V	V	V	V	V	V	
3	Treasury Receipt for Stage Certification fee	V	V	V	V	V	V	
4	Approved Architectural Drawings	V	V	V	V	V	V	
5	Approved Structural Drawings		V	V	V	V	V	
6	Approved Mechanical Drawings			V	V	V	V	
7	Approved Electrical Drawings			V	V	V	V	
8	Letter of Structural Supervision/Indemnity by COREN Registered Civil/Structural Engineer		V	V	V	V	V	
9	Duly endorsed FORM C by Clients Consultants	V	V	V	V	V	V	
10	Current Practicing License of All Professionals supervising the project	V	V	V	V	V	V	
11	Building Insurance Policy for completed development - Fire and Theft.			V	V	V	V	
12	Fire Certificate			V	V	V	V	
13	Mechanical Certificate of worthiness (for 5 floor and above)			V	V	V	V	
14	Electrical Certificate of worthiness (for 5 floor and above)			V	V	V	V	
15	DPR Certificate of Operation						V	
16	Safety Certificate (for 4 floor and above)			V	V	V	V	

# FAQs

## Q1: WHEN DO I NEED TO CONTACT LASBCA?

ANS: You need to contact LASBCA:

1. Before commencement of any new development including special project;
2. Before commencement of all forms of amendment to existing buildings;
3. Before renovation of buildings;
4. Before converting the use of any building;
5. Before commencement of all forms of demolition;
6. Before the installation of renewable source of energy, maintenance works that involves erection of scaffolding, renovation, rehabilitation, re-engineering improvement of any building;
7. Before commencement of building construction works;
8. Whenever you detect a distressed or defective structure which is likely to collapse;
9. For certificate of completion and fitness for habitation and
10. For verification and certification of General Contractors' All Risk Insurance policy for buildings under construction as well as existing ones respectively.

# FAQs

## **Q2: WHAT IS A GREEN STICKER?**

You must contact us to advise you if your construction is approved otherwise you risk losing your home.

## **Q3: WHY ARE ON-GOING DEVELOPMENTS SEALED?**

You must contact us to advise you if your construction is approved otherwise you risk losing your home.

## **Q4: WHAT IF WE BUILD WITHOUT APPROVAL?**

You must contact us to advise you if your construction is approved otherwise you risk losing your home.

## **Q5: WHAT IS THE VALIDITY PERIOD OF A DEVELOPMENT PERMIT?**

Two years

## **Q6: WHAT ARE THE CONSEQUENCES OF BREAKING THE SEAL?**

Site will be re-sealed and a penal fee will be charged to the Developer/owner.

Thank you