

BUILDING PLANS SUBMISSION CHECK LIST

	PHYSICAL PLANNING & SURVEYING DOCUMENTS
1	Wakiso District Development Application Form fully filled by client, Client contact (phone number)
2	Copy of land title(s) and sales Agreement
3	Search statement addressed to the Head Physical Planning Department within a period of three months from date of issuance
4	Payment receipt(s) and Bankslips
5	Old approved plans for extensions and alterations or submission of as built drawings
	ARCHITECTURAL DOCUMENTS
8	4 copies of Architectural Drawings stamped and signed by a Registered & Practicing Architect & Architect's contact number, client signature
9	ARB [Architect's Registration Board] Return Form
10	Project Brief by Project Architect for big projects**
	ENGINEERING DOCUMENTS
11	<u>Certificate of good structural practice</u>
12	2 copies of structural drawings stamped and signed by registered Structural Engineer for storeyed building or structures such as swimming pools, retaining walls, etc, Engineer's contact number, client signature

13	Signed and authenticated structural design calculations [additionally for high rise structures i.e. 6+ storeys, include lateral loading design i.e. earthquake & wind]. For both item 12 & 13, authentication should be by the same Reg. Structural Engineer.
14	Geotechnical report for 1) Low rise, 1-3 storeys, in low lying areas.2) Medium and High rise developments
15	Excavation and safety management plan for all excavations: a) exceeding 3m b) where there are adjacent structures whose structural integrity is likely to be compromised by these excavations
16	Traffic Impact study and Mitigation plan. (If Applicable For big projects)
17	Structural integrity report (If Applicable)for extensions and alterations or submission of as built drawings. Attach <u>Engineer's Certification</u>
	ENVIRONMENTAL DOCUMENTS
18	Environmental Impact Assessment report*(If Applicable)*, Neighborhood consent
19	Storm Water Management Plan */ Drainage Plan*
	PUBLIC HEALTH DOCUMENTS
20	Field inspectors' reports from Physical Planning, Engineering and Health department
21	Sanitary Facilities