



FEDERAL CAPITAL DEVELOPMENT AUTHORITY

ABUJA

GUIDELINES FOR HOUSING DEVELOPMENT

IN THE

FEDERAL CAPITAL TERRITORY (FCT)

DEPARTMENT OF MASS HOUSING/PPP

FORWARD

The Federal Capital Territory Administration through the Federal Capital Development Authority (FCDA) desires to ensure provision of adequate and functional housing for the benefit of the teeming citizens residing within the Federal Capital Territory, Abuja.

This aspiration though enormous, is achievable if the intention to partner with the Private Sectors who are the prime movers and government (i.e. FCT Administration) acting as driving force is appreciated by all as the best way to achieving the housing needs of our citizens.

The FCT Administration in providing avenues for the realization of the stated housing development objectives is making available to prospective housing developers from both Public and Private Sectors land areas within the FCC and the Satellite towns for construction of housing units. The developers are in turn required to develop the housing units along with secondary/tertiary infrastructure in their areas of allocation and for such development to conform to the general standard/specifications as set down by the FCDA. The primary infrastructure remains the responsibility of the FCDA. The houses, when fully developed are to be sold to interested citizens by the developers who would forward the names of successful buyers to be registered and issued with the appropriate land titles by the FCT Administration.

The resolve is for all to partner with the FCTA directly or indirectly in helping to accomplish the Federal Government desire as in the 7-Point agenda of the provision of adequate housing to citizens towards realizing the housing sector requirements in the year 2015. Ours is however to be done with the knowledge that conformity with the Abuja Master Plan will not only make housing development achievable but would also ensure that they are indeed functional and safe.

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Executive Secretary, FCDA

SECTION ONE

AIMS AND OBJECTIVES

The Mass Housing Scheme in the FCT was initiated in year 2000 to provide adequate and affordable housing accommodation for the growing population in the Territory.

The Scheme is to be realised through the Public Private Partnership Policy of the Federal Government. Under the policy, the FCT will provide the land and the required primary infrastructure to the housing development sites while the developers provide the houses and tertiary infrastructure according to the approved specifications of the FCT Authority.

The developer, at the end of the development, will sell the houses to individuals and forward their names to the FCT Authority for registration and issuance of title documents including Certificate of Occupancy (C-of-O). The Lease Agreement between such developer and the FCDA at this stage is deemed to have expired.

SECTION TWO

PREAMBLES TO GUIDELINES

These guidelines are designed to provide a standard procedure for access to land for Housing Development (land for Mass Housing or Comprehensive Housing development) within the Federal Capital Territory (FCT).

The Guidelines are to be used in conjunction with other manuals and standards applicable in the Federal Capital Territory which include:

- i. Abuja Development Control Manual.
- ii. Guidelines for Final Engineering Design of Infrastructure for the FederalCapitalCity (FCC).
- iii. Guidelines for Final Design of Engineering Infrastructure for Satellite Towns in the FCT.

SECTION THREE

PRE-QUALIFICATION REQUIREMEMNTS

The conditions which a prospective Housing Developer is expected to satisfy before the FCT Authority can consider an application for Housing development in the FCT include:-

3.1 Assessment Fee

The Applicant shall pay an assessment fee of ~~N~~250, 000.00 (Two Hundred and Fifty Thousand Naira) and will be issued with the following manuals:-

- i. Guidelines for Housing Development in Federal Capital Territory;
- ii. Abuja Development Control Manual;
- iii. Guidelines for Final Design of Engineering Infrastructure for FederalCapitalCity and SatelliteTowns.

3.2 Legal Requirements

- i. Applicant shall be a corporate body duly registered in Nigeria or corporate bodies established by Law;
- ii. Applicant shall be free from all legal impediments;

- iii. Applicant shall submit application on FCT specified forms for the purpose;
- iv. Applicant shall submit certified True Copies of the following documents :-
 - a. Certificate of Incorporation;
 - b. Memorandum and Articles of Association, Form C07 and C02;
 - c. Three year Tax Clearance Certificate;
 - d. Three Years Company Audited Accounts.
- v. Corporate bodies established by law shall, instead of (iv) above, submit copies of the statute creating them.
- vi. Applicant shall also produce a sworn affidavit on commitment to develop, in accordance with the laid down guidelines and within stipulated time limit.

3.3 Technical Staff Requirements

An applicant shall submit the names and credentials of his key staff especially the Technical staff to be deployed on the site. Such key Technical staff who must be registered members of their professional bodies with not less than six (6) years cognate experience each on similar projects shall include:-

- i. An Architect.
- ii. A Builder.
- iii. A Civil/Structural Engineer
- iv. An Electrical Engineer.
- v. A Planner.
- vi. A Quantity Surveyor.
- vii. A Land Surveyor.

3.4 Financial Requirements.

These are to provide insight into the financial viability of the applicant at the onset of application, and hence his capability to perform and deliver the project on time. The applicant shall submit the following:-

- i. Project Feasibility study report.
- ii. Project financial forecast and cash flow projections.
- iii. Evidence of source(s) of project finance:-
 - a. Memorandum of Understanding (MOU) between the Developer and Project Financiers, or
 - b. Evidence of self-financing ability.

3.5 Development Proposals

The Preliminary concepts for the proposed project based on the developers hypothetical layout to be submitted are as follows:-

- i. Conceptual Layout plan of proposed development;
- ii. Preliminary Architectural Drawings;
- iii. Preliminary Engineering Drawings.

SECTION FOUR

LAND APPLICATION REQUIREMENTS AND OTHER PROCESSES.

After fulfilling the legal and financial requirements to qualify for consideration as a prospective Housing Developer, an applicant may be recommended for approval to participate in any of the Housing Schemes. The applicant will then proceed with land application procedure, by fulfilling the following requirements.

4.1 Land Application Fee

Applicant shall pay a non refundable processing fee for the required land size as stipulated hereunder or as may, from time to time be stipulated by the Authority:-

i. Estate/Comprehensive Housing Development (FCC)

- a. Large Scale Development (6 - 10 Ha) = ₦10, 000,000.00
- b. Medium Scale Development (3 – 5 Ha) = ₦5, 000,000.00
- c. Small Scale Development (1 – 2 Ha) = ₦3, 000,000.00

ii. Mass Housing Development (Satellite Towns)

- a. Large Scale Development (11 - 20 Ha) = ₦5, 000,000.00
- b. Medium Scale Development (6 – 10 Ha) = ₦3, 000,000.00
- c. Small Scale Development (2 – 5 Ha) = ₦2, 000,000.00

4.2 Technical Requirements

Housing Developer to whom land is allocated shall satisfy the following technical requirements before a Leasehold Agreement is signed between the FCDA and the developer.

4.2.1 Planning Requirements

A developer shall submit toFCDA the following planning documents in appropriate scales and conforming with FCT standards as outlined by the Development Control Manual.These would be scrutinized for consideration and approval by the Department of Mass Housing.

- i. Site appraisal.
- ii. Topographical maps of the plot
- iii. Proposed land use plan.

- iv. Density distribution plan.
- v. Detailed site development plan.
- vi. Building coverage / block layout plan.
- vii. Planning report/ environmental impact assessment/analysis.

4.2.2 Architectural Requirements

The following architectural drawings are to be submitted to FCDA (in appropriate scales) to conform with Development Control Manual for FCT standards for consideration and approval.

- i. Building plans of house types.
- ii. Elevations and Sections.
- iii. Structural designs of building types.
- iv. Services (Mechanical and Electrical) design for building types.
- v. Blocks models (where applicable).

4.2.3 Engineering Requirements

A developer shall submit engineering infrastructural design in accordance with the Guidelines issued by the FCDA for consideration and approval.

- i. Design of roads networks, culverts and bridges shall conform with the Federal Capital City (FCC) /Satellite Towns standards of road with right of way as shown below.

Road Type	Right of Way	
	FederalCapitalCity (m)	Satellite Towns (m)
Arterial roads type 1 (6 Lanes)	55	-
Arterial roads type 2 (4 Lanes)	48	45
Collector roads	42	30
Special important local streets	30	20
Important local streets	25	-
Local streets	21	17
Minor access road	15	12

- ii. The infrastructure design should include the following:-
 - a. Water supply network;
 - b. Wastewater (foul sewer) network;
 - c. Storm water drainage network;
 - d. Electrical power supply/distribution network;
 - e. Telecommunication duct and network.

4.3 Project Cost Estimates

The developer shall submit the following documents for the approval of the Authority:-

- i. Cost of Building.
- ii. Cost of Secondary and Tertiary Engineering Infrastructure.
- iii. Based on (i) & (ii) above, proposed selling prices of the housing units.

- iv. Completion period not exceeding 36 months from date of handing over site.
- v. Performance bond in the sum of 2.5% of project cost from a reputable bank in Nigeria.

SECTION FIVE

PROCEDURE FOR STAGE APPROVALS OF ALL WORKS

A participant for the FCT Housing Development Schemes shall abide by the following procedures to commence and/or proceed with the required stage implementation. Failure to comply would attract appropriate sanctions applicable in these Guidelines and other FCT rules and regulations guiding the operation of Housing Development Schemes.

The stage implementation procedures are:-

- (i) Submission, for approval, by every developer to the appropriate FCT authority of a Preliminary Land Use Plan for the allocated land area that should conform to the general Land use by the Abuja Master Plan;
- (ii) Submission, for approval, the Preliminary Engineering Infrastructure design for all engineering services within the allocated area namely – Roads, Water supply network; Sewage network; drainage network, electricity supply network, etc;
- (iii) Submission, for approval, the final Engineering Design and work plan for realisation of all works leading to achievement of at least all road works up to sub-grade level;
- (iv) Obtaining approval for setting out for road works that allow for roads to attain at least sub-grade level before commencing any building works. This is to ensure that all buildings are done to take care of levels requirements;

- (v) Obtaining approval for commencement of buildings in line with approved hierarchy, setting out/construction works, to follow the Development Control subsequent stage approvals for all building works;
- (vi) Ensuring that engineering services achieve completion levels concurrently with the building works.

SECTION SIX

IMPLEMENTATION GUIDE

This is aimed at ensuring that houses and engineering infrastructure are constructed according to the approved designs and drawings.

- i. Developers shall submit detailed programme of work along with fund projections for each stage of the development for consideration and approval before commencement of site activities.
- ii. Developers shall mobilize on site within six (6) months of signing the Leasehold Agreement. Leasehold is for three (3) year duration.
- iii. Development shall be completed within the three (3) year period of the Leasehold.
- iv. Thirty percent (30%) completion of the project should be achieved by the developer within the first year of the leasehold.
- v. Developers shall substantially have completed not less than 40% of the approved secondary and tertiary infrastructure within their respective estates before commencement of building construction.
- vi. The developer shall plant trees in the estate in accordance with the requirements of Department of Parks and Recreation.

SECTION SEVEN

SUPERVISION OF WORKS

Developers shall be fully responsible for the supervision of construction activities at their sites. In this respect, the developer and his Technical Team shall be held responsible for the quality of the houses and infrastructure being provided.

The Technical Team's key members as specified in Section 3.3 shall be registered with their respective regulatory and professional bodies. The Heads of the various professions who shall each have not less than 6 years cognate experience on similar projects include:-

- i. An Architect.
- ii. A Builder.
- iii. A Civil/Structural Engineer.
- iv. An Electrical Engineer.
- v. A Planner.
- vi. A Quantity Surveyor.
- vii. A Land Surveyor.

SECTION EIGHT

FCDA RESPONSIBILITY

This section deals with the FCDA responsibility to the Estate/Mass Housing Scheme:-

- i. FCDA shall provide primary infrastructures to the Estate/Mass Housing sites;
- ii. FCDA reserve the right to allocate land within the Estate/Mass Housing sites for development of public facilities such as

Hospitals, Schools, Police Stations, Fire Stations, Shopping Centres, Cemeteries, Places of Worship etc;

- iii. FCDA officials are to be fully responsible for oversight supervision and monitoring of the activities at Estate/Mass Housing sites so that approved standards are strictly adhered to by the developers.

SECTION NINE

SANCTIONS

A Developer shall be sanctioned for either non-performance or non-compliance with approved standards rules, regulations and conditions. Similarly, sanctions shall be brought to bear on FCDA Officials who compromise their position in this regard.

- i. Sanction against a developer shall be:-
 - a. Stop work order for non-conformity with approved standards and master plan provisions.
 - b. Removal of structures not in accordance with approved designs and payment for the cost of removal using the Performance Bond.
 - c. Revocation of leasehold for non-performance and or non-compliance with the approved standards.
 - d. Reporting the Heads of Technical Teams to their respective professional bodies for further disciplinary action.
 - e. Insistence upon removal/replacement of developers staff that are deemed unqualified as per specifications by the guidelines.

- ii. Sanctions against FCDA Officials shall be in accordance with public service rules and regulations.

SECTION TEN

MANAGEMENT OF ESTATE AFTER COMPLETION

A Developer shall maintain the infrastructure in his estate until completion of development and complete sell-out of the houses.

At this stage, the Lease Agreement would have expired and the ownership of the land reverts to the FCDA.

FCDA shall maintain the services through its Agencies such as the FCT Water Board, AEPB, Department of Facility Management etc. as is now the case in the developed districts.

Department of Mass Housing/PPP
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