CROSS RIVER STATE GOVERNMENT
MINISTRY OF LANDS
LEOPARD ROAD BY MURTALA MUHAMMAD HIGHWAY, CALABAR, CROSS RIVER STATE
+2347067026635,9094701801

GUIDELINES, COSTS, TIMELINES ASSOCIATED WITH OBTAINING CERTIFIED LAYOUT PLAN

In accordance with the provisions of the Cross River State Building Regulations of 1984, as Amended in 1987, all individuals and organizations seeking to develop their land in Cross River State can apply through the following process:

Note: All costs involving government agencies associated with certified layout should pay online via the Cross River State Internal Revenue Service (CRIRS) website at https://www.quickteller.com/crossrivermsa.

STEP	PROCEDURE	TIME TO COMPLETE	ASSOCIATED COST
1	**Application Procedure:** 1.1. All applications for a certified layout plan shall be submitted to the Director of Town Planning Department of Town Planning, Cross River State Ministry of Lands Annex, Leopard Town Road, by Murtala Mohammad Way, Calabar, Cross River State	*7* working days	A non-refundable application fee of NGN 5,000 per parcel shall be paid at the time of application submission at the CRIRS website at https://www.quic

	1.2. The application shall include the following documents: • Proof of land ownership (C of O or Allocation Paper) • Draft layout design prepared by a certified town planner • Evidence of payment of layout approval fees (N5,000 per parcel), to https://www.quickteller.com/crossrivermsa		kteller.com/crossrivermsa
2	**Standards for Layout Design:** 2.1. The layout design must conform to Cross River State's planning standards and zoning regulations.	A preliminary review of the application shall be completed within working days.	NIL
3	**Approval Procedure:** 3.1. Upon submission, the Ministry of Lands, Survey, and Town Planning shall review the application for compliance with applicable regulations. 3.2. A designated Ministry of Lands, Survey, and Town Planning officer shall inspect the site. 3.3. Corrections and amendments, if any, shall be communicated to the applicant within the prescribed timeline. The applicant shall be given 14 working days to resubmit the corrected layout plan.	Site inspections shall be conducted within 14 working days of the preliminary review.	NIL
4	Issuance of Certified Layout Plan: Upon approval, the certified layout plan shall be issued within 5 working days after payment of the certification fee. Applicants shall	5 working days	NIL

	receive a text message/email notifying them of the approval and to visit the Department of Town Planning, Cross River State Ministry of Lands Annex, Leopard Town Road, by Murtala Mohammad Way, Calabar, Cross River State, to pick up their approved certified Layout plan between 9 a.m. and 5 p.m. Monday through Friday.		

For more information, enquiry or complaints please visit Director, Town Planning Department, Ministry of Lands, Leopard Road by Murtala Muhammad Highway, Calabar, Cross River State or call: +2347067026635,9094701801

TPL MRS EVELYN IZIDOR OGBUANUKWU
Director Town Planning
For: Hon. Commissioner Ministry of Land
Cross River State

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