



## Document Control

Document Title	Version	Date
DCC Process	Version 03	2023

### ***Important notice***

The Development Control Company (DCC) reserves the right to amend or update any information contained in this document as and when necessary.

Only the “latest version” of this document will be valid to guide owners through the design, construction and maintaining phase. Any previous versions of this document will be invalid and will not be acknowledged for new designs. Houses already built should not be used as a precedent, the revised set of guidelines were created to address architectural inconsistency, inappropriate colour choices and lack of integrated landscape planning.

### **DCC Project Stages**

#### **1. Client Consultants Team Selection**

- 1.1 Project Managers
- 1.2 Planners
- 1.3 Land Surveyor
- 1.4 Project Architect
- 1.5 Quantity Surveyor
- 1.6 Civil and Structural Engineer(s)
- 1.7 Geotechnical Engineer
- 1.8 Environmental Consultant
- 1.9 MEP Engineers
- 1.10 Landscaping consultant

#### **2. DCC Submission**

- 2.1. Electronic submission of Drawings to [dcc@Tatucity.com](mailto:dcc@Tatucity.com)
- 2.2. DCC Administration: DCC Review Fees invoice
- 2.3. DCC Administration: Client pays DCC Fees
- 2.4. DCC Review and Comments: Architect
- 2.5. DCC Review and Comments: Physical/ Urban Planner
- 2.6. DCC Review and Comments: Civil and Structural Engineer

- 2.7. DCC Review and Comments: MEP Engineer(s)
  - 2.8. DCC Review and Comments: HSE/Sustainability Consultant
  - 2.9. DCC Consolidated Review and Comments sent to the Client
  - 2.10. Client to resubmit amended drawings to [dcc@tatucity.com](mailto:dcc@tatucity.com)
  - 2.11. Compliant drawings Approved and DCC Approval Letter issued
- 3. Ministry of Lands and Physical Planning Submission**
- 3.1. Submit Blueprints, consultant valid license, and transmittal list to the DCC
  - 3.2. Architectural, Civil & Structural MEP drawings and supporting documents Submission to the Ministry of Lands and Physical Planning by the DCC
  - 3.3. Ministry of Lands and Physical Planning circulates Architectural, Civil & Structural, MEP drawings and supporting documents to relevant statutory bodies.
  - 3.4. Ministry of Lands and Physical Planning Invoice
  - 3.5. Payment of Statutory Approval Fees
  - 3.6. Architectural, Civil & Structural MEP drawings and supporting documents Approval by statutory bodies.
  - 3.7. Construction Permit Issued together with the approved drawings
- 4. Construction Phase**
- 4.1. Appointment of a qualified contractor with a relevant valid NCA license
  - 4.2. Intent to start Construction and Site handover
  - 4.3. The signing of the Contractors code and Guidelines
- 4.4. DCC Inspections**
- 4.4.1. Setting Out
  - 4.4.2. The foundation and excavation stage
  - 4.4.3. Levels inspection
  - 4.4.4. The ground floor slab stage
  - 4.4.5. Each level frame/walling stage
  - 4.4.6. Subsequent slab stage
  - 4.4.7. Roof construction
  - 4.4.8. Internal and external works during construction & Alterations
  - 4.4.9. Civil works during construction
  - 4.4.10. Completion of the building
  - 4.4.11. Civil works
- 5. Post Construction**
- 5.1. Submission of the as-built drawings, practical completion certificate, plumber certificate, electrical contractor certificate, and a snag list
  - 5.2. DCC Compliance inspection

- 5.3. DCC Compliance Certificate
- 5.4. Application for Occupation Permit
- 5.5. Occupation Permit Issued
- 5.6. Post construction inspections

These guidelines should be read jointly with the following guidelines:

- a) Building Design Architectural Drawings
- b) Statutory drawings' checklist
- c) Architectural guidelines- vehicular and pedestrian access.
- d) Sitting control
- e) Relationship to street front
- f) Fire, safety and environmental standards
- g) Signage and building names